

**Prop 64 PH&S Grant Program
Project Work Plan**

Applicants must complete a Project Work Plan. This Project Work Plan identifies measurable goals and objectives, activities and services, responsible parties for those activities and services, and estimated timelines. Completed plans should (1) identify the project's top goals and objectives; (2) identify how the top goals will be achieved in terms of the activities, responsible staff/partners, and start and end dates; and (3) provide goals and objectives with a clear relationship to the need and intent of the grant. As this grant term is for five (5) years, the Project Work Plan must attempt to identify activities/services and estimate timelines for the entire grant term. Include data and sources that will be used to measure project outcomes.

Applicants must use the Project Work Plan provided below. You will be prompted to upload this document to the BSCC-Submittable Application.

(1) Goal:	> To reduce crime associated with the illegal sale of cannabis in Santa Barbara County through enhanced compliance checks of the licensed cannabis business		
Objectives (A., B., etc.)	> 1A: To reduce the circumstances that legally grown cannabis can be diverted to the illicit market through increased staffing, thus giving the detectives time to conduct thorough and frequent compliance checks of the fully licensed cannabis businesses in Santa Barbara County.		
Process & Outcome Measures:	> Increase the number of license/compliance detectives to the Cannabis Compliance Team by two. This will lower the case load for each individual detective from the 50 to 60 businesses each to a more manageable 20 to 30 businesses each. The reduction in case load will allow detectives to focus appropriate attention on either the licensing process or compliance checks. This will improve the licensing process and reduce the amount of businesses attempting to circumvent proper licensing procedures. This will also increase the amount of compliance checks detectives can accomplish on currently licensed businesses.		
Project activities/services that support the identified goal and objectives: > 1.1: Hire and train two additional detectives 1.2: Limit case loads for each detective to 20 to 30 licensed businesses and tracking the number of compliance checks completed and number of violations found for each business.		Responsible staff/ partners	Timeline
		> Cannabis Team Sergeant	Start Date: > May 2023 End Date: > June 2028
List data and sources to be used to measure outcomes: > This goal will be measured by the size of case load for each licensing/compliance detective			
(2) Goal:	> Increase the number of comprehensive and frequent compliance checks of the fully licensed cannabis businesses in the county		
Objectives (A., B., etc.)	> 2A: Change the format of conducting compliance checks on fully licensed businesses from whenever the two licensing/compliance detectives have time between licensing duties to having dedicated detectives assigned to the compliance function 2B: Educate and hold businesses accountable to maintain a fair market for all businesses in the cannabis industry in Santa Barbara County 2C: Combat cannabis product being diverted to the illicit market through frequent and comprehensive compliance checks		
Process & Outcome Measures:	> With the addition of two detectives, the licensing and compliance functions will be bifurcated. Two detectives will be dedicated to compliance. There are currently 35 licensed cannabis operators in the county. These businesses require regular and thorough compliance checks by compliance detectives to ensure they are meeting all of the necessary regulations of their licenses. Some cannabis operators have been found to maintain both a legitimate business, and an illicit business. Other operators have been found to be complicit in the stringent regulatory standards associated with growing, production or distribution. Routine and thorough compliance checks will ensure that operators maintain only legitimate licensed business practices, illicit operators are held accountable, and the product going to market meets the strict consumer standards and regulations.		

Project activities/services that support the identified goal and objectives: > 2.1: Hire and train two additional detectives 2.2: Divide the licensing/compliance duties into two groups and have detectives who focus exclusively on compliance 2.3: Track the number of cases generated from the compliance checks conducted for violations observed 2.4: Develop a steamline process for dealing with violations observed		Responsible staff/ partners > Cannabis Team Sergeant	Timeline	
			Start Date > May 2023	End Date > June 2028
List data and sources to be used to measure outcomes: > The number of compliance checks conducted will be tracked over time. The number of violations found during these compliance checks will be tracked over time. As compliance checks increase, we expect an initial increase of violations found, however, as the grant period progresses, we should see a decline in the number of violations as licensed operators correct the violations and non-compliant operators are held accountable.				
(3) Goal:	> Streamline the licensing process for businesses still going through the application process			
Objectives (A., B., etc.)	> 3A: Limit the number of meetings and site visit conflicts to allow for a more streamlined process for the applicant that reduces the amount of time from initial application to licensing. 3B: Dedicated licensing detectives, whose sole focus is the licensing process for businesses still in the application process, will make those detectives more available to the businesses and other county departments involved in the licensing process and reduce the amount of time it takes to complete the process.			
Process & Outcome Measures:	> With the addition of two detectives, the licensing and compliance functions will be bifurcated. Two detectives will be dedicated to licensing. Currently, over 80 entities are in the process of obtaining a cannabis business license from the county. Each of these applicants requires the attention of a licensing detective to ensure they are meeting all of the necessary requirements to be licensed. Dedicating two detectives to this process will increase the efficiency that these businesses can navigate the licensing process.			
Project activities/services that support the identified goal and objectives: > 3.1: Hire and train two additional detectives 3.2: Have the Cannabis Team Sergeant regularly check in with other county entities to ensure the Sheriff's Cannabis Team is meeting the expectations of the other county departments		Responsible staff/ partners > Cannabis Team Sergeant	Timeline	
			Start Date > May 2023	End Date > June 2028
List data and sources to be used to measure outcomes: > Compare historical data relating to the time it takes an applicant to navigate the complete licensing process to current and future data. The licensing process timeframe is expected to decrease over the course of this grant period.				
(4) Goal:	> Conduct compliance checks of the licensed retail storefront businesses and non-retail store front delivery services to ensure they are following the law and only allowing patrons over 21, or 18 with a medical marijuana recommendation into their businesses to limit the avenues where youth can purchase cannabis products in the county.			
Objectives (A., B., etc.)	> 4A: Conduct covert inspections / operations of licensed retail store front businesses and delivery services in Santa Barbara County to ensure they are not selling / delivering cannabis to minors.			
Process & Outcome Measures:	> With manageable licensing and compliance caseloads, detectives will have the additional time necessary to conduct covert compliance operations and premise checks to ensure that licensed businesses are not selling cannabis products to minors. Compliance checks and covert operations are expected to see violations initially. The number of violations during these operations should decrease over time as businesses and patrons learn through education and experience that sales to minors are being monitored and enforced.			
Project activities/services that support the identified goal and objectives: > 4.1: Conduct undercover operations with both detectives and minor decoys of the retail store front businesses and non-store front delivery services in the County of Santa Barbara.		Responsible staff/ partners > Cannabis Team Sergeant	Timeline	
			Start Date > May 2023	End Date > June 2028
List data and sources to be used to measure outcomes: > This goal will be tracked by keeping a log of the compliance checks completed on the retail store front and non-retail store front delivery businesses in the county and tracking the number of times they deviate from law or store policy, either by not properly checking identifications prior to entry or by allowing a minor decoy into the business.				