

Government of the District of Columbia
OFFICE OF CABLE TELEVISION
FILM, MUSIC AND ENTERTAINMENT



The Honorable Kenyan McDuffie
Chairman, Committee on Business and Economic Development
Council of the District of Columbia
1350 Pennsylvania Avenue, N.W., Suite 506
Washington, DC 20004

Dear Chairman McDuffie:

In response to the Committee on Business and Economic Development's performance oversight questions related to the Office of Cable, Television, Film, Music and Entertainment (OCTFME), I respectfully submit the following information.

Thank you for the opportunity to provide prehearing responses to your questions related to OCTFME's FY17 activities.

Sincerely,

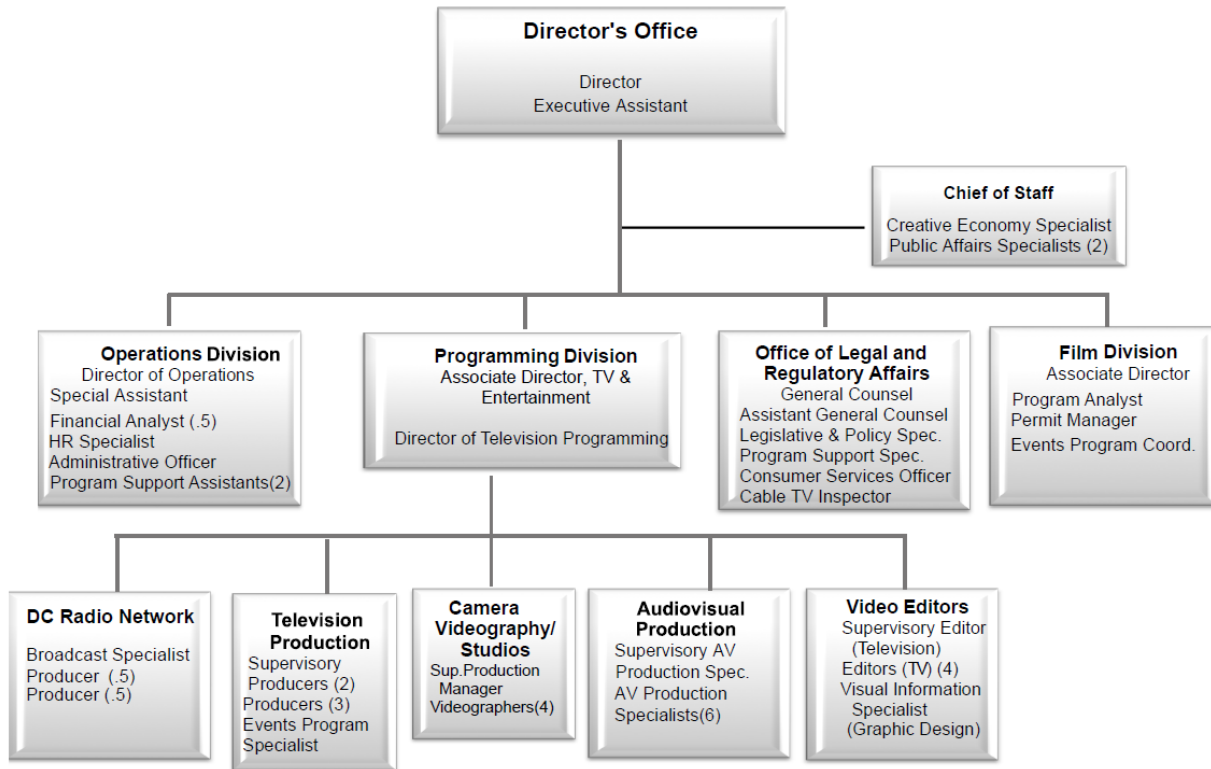


Angie M. Gates
Director

General Questions

1. Please provide a current organizational chart for the agency, including the number of vacant, frozen, and filled positions in each division or subdivision. Include the names and titles of all senior personnel, and note the date that the information was collected on the chart.

Office of Cable Television, Film, Music and Entertainment



Titles of all senior personnel:

- Angie Gates, Director
- Derek Younger, Chief of Staff
- Steven Johnson, Director of Operations
- Herbert Niles, Associate Director, Film
- Bruce Walker, Associate Director, Television and Entertainment
- Lawrence Cooper, General Counsel

The organizational information was collected February 12, 2018

Note: OCTFME has no vacant positions.

- a. Please provide an explanation of the roles and responsibilities of each division and subdivision.
- The Legal and Regulatory Affairs (“LARA”) Division supports all OCTFME divisions and operations by providing legislative/regulatory guidance and legal oversight to ensure compliance with applicable District and federal laws and regulations. As a primary responsibility, the LARA Division regulates cable service and cable service providers in the District of Columbia through the enforcement of the District’s cable franchise agreements in compliance with District and federal cable laws and regulations. The LARA Division protects the rights of District cable consumers; ensures quality customer service by mediating and resolving customer billing and service concerns or disputes with cable providers; and addresses cable infrastructure issues. In order to achieve its overall goals, the LARA Division directly engages District residents through community outreach (e.g., meetings, forums, and civic groups) to promote consumer awareness and inform residents of agency services and initiatives. LARA further oversees the negotiation and drafting of all broadcast, content production, program acquisition, and related licensing agreements, and pre-broadcast standards and practices/rights management content review.
 - The Operations Division provides leadership, direction, and oversight of all administrative functions in support of the mission of the agency. These functions include support services, human resources, customer service, contracts and procurement, fleet administration, information technology, budget, and financial management.

The Operations Division is responsible for production support of critical city-wide events including the DC Emancipation Concert, Mayor Muriel Bowser’s State of the District Address, #202Creates Opening and Closing Events logistics, among other events.

In addition, Operations maintains strong relationships with DC-based colleges and universities, recruiting students for on-the-job training in any of OCTFME’s Divisions. Throughout the contract procurement process, the Operations division works closely with DSLBD on securing CBE contractors, as well as focusing on a safe work environment with quality controls.

- The Film Division is a one-stop shop for film permits and manages the logistics, interagency coordination, and communications for all film and television production activities in District of Columbia. The Division assists productions with permitting and other resources, such as location scouting/mapping, cast and crew assistance, and our Film Production Rebate Fund.

The Rebate Fund critically impacts the District economy and labor force by incentivizing the use of the District of Columbia as a location for production and business development. In addition, District residents are employed as cast and crew, providing a pathway for the middle class.

OCTFME is the home base for CECAP (Creative Economy Career Access Program), an on-the-job media literacy training initiative that offers underserved DC residents an opportunity to receive

the experience and job placement support required to establish sustainable careers in the creative economy.

- OCTFME’s Programming Division provides video and audio content for three television channels: The District of Columbia Network – DCN; the District of Columbia Council Channel – DCC; and the District Knowledge Network – DKN. The Programming Division also engages in media literacy and community affairs programming. Programming is created by a stellar, award winning team of videographers, editors, producers, and AV production specialists. Programming includes live Council and Board of Education proceedings, live Mayoral events, announcements, studio programming, field packages, public service announcements, emergency updates, an array of community events, and ‘info-tainment’ programming. This programming is distributed 24 hours per day, seven days a week via channels provided by three cable providers (Comcast, RCN, and Verizon), as well as the agency’s YouTube website at entertainment.dc.gov and conversion broadcasts on DCRadio.gov.
- The Radio Division, DC Radio 96.3 HD4, manages the city’s non-commercial radio station which provides information and programming on emergency updates and preparedness, government resources, news, education, music, arts, and entertainment. DC Radio 96.3 HD4, a partnership with WHUR, is the second municipally owned full power radio station in the country and the first government radio station for the District of Columbia. DC Radio invests in our economy and jobs through support of media literacy, and by providing DC students and residents with on-site radio media access, opportunities and training.
- The Music Division enhances both the lives of the creators and the audience, both on the national and local levels. The Division provides over 1,300 hours of original programming. “Display” and “The Sound” are programs on both DCN and DC Radio that are solely dedicated to music.

We also provide “Reel Music,” a showcase and networking digital agent, exposing talented District performers to other musicians, businesses, venues, and film productions. We encourage all resident musicians, artists, and local bands to register. Listings are free to create and the online application typically takes 10 minutes to complete.

b. Please provide a narrative explanation of any changes to the organizational chart made during the previous year.

The only change to the OCTFME organizational chart is the addition of DC Radio under the Programming Division.

2. Please provide a current Schedule A for the agency which identifies each position by program and activity, with the employee’s title/position, salary, fringe benefits, and length of time with the

agency. Please note the date that the information was collected. The Schedule A should also indicate if the position is continuing/term/temporary/contract or if it is vacant or frozen. Please separate salary and fringe and indicate whether the position must be filled to comply with federal or local law.

Please see **Appendix A**

3. Please list all employees detailed to or from your agency. For each employee identified, please provide the name of the agency the employee is detailed to or from, the reason for the detail, the date of the detail, and the employee’s projected date of return.

There are no employees detailed to or from OCTFME.

4. Please provide the Committee with:

a. A list of all employees who received or retained cellphones, personal digital assistants, or similar communications devices at agency expense in FY17 and FY18, to date;

Title	Employee Name	Device
Director	Gates, Angie	Cell Phone/VPN
Executive Assistant	Jolley, Diana	Cell Phone/VPN
Director of Operations	Johnson, Steven	Cell Phone/ iPad /VPN
Associate Director, Film	Niles, Herbert	Cell Phone/VPN
Associate Director, Television & Entertainment	Walker, Bruce	Cell Phone/VPN
HR Specialist	Carol Jackson Jones	Cell Phone/VPN
Chief of Staff	Younger, Derek	Cell Phone/ iPad/VPN
Administrative Officer	Dickens, Detra	Cell Phone/VPN
Director of Programming	Tolson, Karen	Cell Phone/ iPad /VPN
HR Specialist	Jackson-Jones, Carol	Cell Phone/VPN
Public Affairs Specialist	Williams, Raynard	Cell Phone/VPN
Legislative & Policy Advisor	Bonner, Rukiya	Cell Phone
Special Assistant to the Director	Younger, Derek	Cell Phone/ iPad / VPN
Program Support Assistant	Hanks, Anngela	Cell Phone/VPN
General Counsel	Cooper, Lawrence	Cell Phone/ iPad /VPN
Events Program Coordinator	Ellis, Roberts	Cell Phone /VPN
Supervisory Videographer	Avery, John	Cell Phone
Videographer	Oluyole, Silas	Cell Phone
Videographer	Parker, Shaun	Cell Phone
Videographer	Petty, Eugene	Cell Phone
Videographer	Vigas, Oscar	Cell Phone
Production Program Assistant	Wooden, Michael	Cell Phone

Supervisory Audiovisual Production Specialist	Mallory, Brenda	Cell Phone
Supervisory Producer	Patterson, Ferman	Cell Phone
Producer	Carter-Knight, Kelly	Cell Phone
Producer	Washington, Lindsay	Cell Phone
Producer	Fernandez, Cecily	Cell Phone
Producer	Thorpe, Eugene	Cell Phone
Producer	Granto, Matthew	Cell Phone
Editor	Dorsey, Nicholas	Cell Phone
Editor	Holmes, Stacy	Cell Phone
Editor	Phan, Francis	Cell Phone
Creative Economy Specialist	Lombardi, Maryann	Cell Phone
Cable Television Inspector	Gist, Mabel	Cell Phone/ iPad
Consumer Services Officer	Hicks, Marcella	Cell Phone/ iPad
Graphics Designer	Djimbanou, Salah	Cell Phone
Branded Content & Media Strategist	Tay, Akua	Cell Phone/ iPad / VPN
Audiovisual	Walck, Mitchell	Cell Phone
Audiovisual	Anthony Vanessa	Cell Phone
Program Analyst	Wilson, Loretta	Cell Phone
Financial Analyst	Yeldell, Robin	Cell Phone
Assistant General Counsel	Alexander, Damien	Cell Phone
Supervisory Editor	Shameem, Mohamed	Cell Phone
Supervisory Audiovisual Specialist	Reed, Maurice	Cell Phone
Broadcast Specialist	Myrick, Maxx	Cell Phone
Chief Communications Officer	Carter, William	Cell Phone
Audiovisual	Dove, Dion	Cell Phone
Audiovisual	Borden, Kenneth	Cell Phone
Program Support Specialist	Lee, Andre	Cell phone
Program Support Assistant	Boddie, Jeffrey	Cell Phone

b. A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned, as well as a description of all vehicle accidents involving the agency's vehicles in FY17 and FY18, to date;

MAKE	YEAR	MODEL	DRIVER	TAG#
Dodge, Leased	2013	Grand Caravan	Silas Oluyole	DC9732
Dodge, Leased	2013	Grand Caravan	Eugene Petty	DC9716
Dodge, Leased	2013	Grand Caravan	Oscar Vigas	DC9731
Dodge, Leased	2013	Grand Caravan	Mabel Gist	DC9730
Chevrolet, Owned	2016	Colorado	Shaun Parker	DC11104

Chrysler, Owned	2014	Town & Country	OCTFME Motor Pool	DC 10477
Dodge, Owned	2012	Grand Caravan	OCTFME Motor Pool	DC8155
GMC, Owned	2002	C7C042	OCTFME Motor Pool	DC0895

There have been no vehicular accidents during FY17 and FY18, to date.

c. A list of travel expenses, arranged by employee for FY17 and FY18, to date, including the justification for travel; and

OCTFME Travel FY17

- Angie M. Gates:
 - Los Angeles, CA - 59th Annual GRAMMY Awards - \$2,768.2
 - Austin, TX - 2017 SXSW Conference - \$1,096.5
 - Seattle, Washington - National Association of Telecommunications Officers and Advisors (NATOA) 2017 Annual Conference - \$2,772.40

- Maryann Lombardi:
 - Ft. Lauderdale, FL - American for the Arts Private Sector Council: Winter Meeting - \$779.88
 - Austin, TX - 2017 SXSW Conference - \$324.5
 - San Francisco, CA - American for the Arts Annual Meeting and Private Sector Council Meeting - \$2,582.14

- Steven Johnson:
 - Las Vegas, NV - National Association of Broadcasters (NAB) 2017 - \$2,182.35
 - Seattle, Washington - National Association of Telecommunications Officers and Advisors (NATOA) 2017 Annual Conference - \$2,562.4

- Derek Younger:
 - Los Angeles, CA - 59th Annual GRAMMY Awards - \$2,768.2

- Maurice Reed:
 - Las Vegas, NV - National Association of Broadcasters (NAB) 2017 - \$2,015.28

- John Herbert Niles:
 - Burbank, CA - Association of Film Commissioners International (AFCI) 2017 - \$3,012.04

- Bruce Walker:
 - New York, NY - Network Television Upfront Week 2017 - \$1,098.92

- Karen Tolson:
 - Seattle, Washington - National Association of Telecommunications Officers and Advisors (NATOA) 2017 Annual Conference - \$2,442.4

OCTFME Travel FY18, to-date

- Angie M. Gates:
 - Park City, Utah - 2018 Sundance Film Festival - \$4,534.75
 - New York, NY - 60th Annual GRAMMY Awards - \$2,053.00
- Bruce Walker:
 - New York, NY - 60th Annual GRAMMY Awards - \$1,168.13
- Derek Younger:
 - New York, NY - 60th Annual GRAMMY Awards - \$2,053.00
- Winfred Myrick:
 - New York, NY - 60th Annual GRAMMY Awards - \$1,768.13

d. A list of the total workers' compensation payments paid in FY17 and FY18, to date, including the number of employees who received workers' compensation payments, in what amounts, and for what reasons.

There have been no workers' compensation payments paid during FY17, and FY18, to date.

5. For FY17 and FY18, to date, what was the total cost for mobile communications and devices, including equipment and service plans?

The total cost for mobile communications and devices is \$57,375.48 for FY17 and FY18, to date.

6. For FY17 and FY18, to date, please list all intra-District transfers to or from the agency. For each transfer, include the following details:

- a. Buyer agency;
- b. Seller agency;
- c. The program and activity codes and names in the sending and receiving agencies' budgets;
- d. Funding source (i.e. local, federal, SPR);

- e. Description of MOU services;
- f. Total MOU amount, including any modifications;
- g. Whether a letter of intent was executed for FY17 or FY18 and if so, on what date,
- h. The date of the submitted request from or to the other agency for the transfer;
- i. The dates of signatures on the relevant MOU; and
- j. The date funds were transferred to the receiving agency.

Please see **Appendix B**

- 7. Please list any additional intra-district transfers planned for FY18, including the anticipated agency(ies), purposes, and dollar amounts.

Please see **Appendix B**

- 8. For FY17 and FY18, to date, please identify any special purpose revenue funds maintained by, used by, or available for use by the agency. For each fund identified, provide:

- a. The revenue source name and code;
- b. The source of funding;
- c. A description of the program that generates the funds;
- d. The amount of funds generated by each source or program;
- e. Expenditures of funds, including the purpose of each expenditure; and
- f. The current fund balance.

Please see **Appendix C**

- 9. For FY17 and FY18, to date, please list any purchase card spending by the agency, the employee making each expenditure, and the general purpose for each expenditure.

Please see **Appendix D**

10. Please list all memoranda of understanding (“MOU”) entered into by your agency during FY17 and FY18, to date, as well as any MOU currently in force. For each, indicate the date on which the MOU was entered and the termination date.

Please see **Appendix E**

11. Please list the ways, other than MOU, in which the agency collaborated with analogous agencies in other jurisdictions, with federal agencies, or with non-governmental organizations in FY17 and FY18, to date.

In FY17 and FY, the agency participated in round table discussions with:

- The Seattle Film Commission;
- St. Paul and Minneapolis, MN City Television Station and Creative Economy Office;
- Maryland and Virginia Film Commissions; and
- National Capital Regional Association of Telecommunication Officers and Advisors (CAPATOA).

12. Please identify all recommendations identified by the Office of the Inspector General, D.C. Auditor, or other federal or local oversight entities during the previous 3 years. Please provide an update on what actions have been taken to address these recommendations. If the recommendation has not yet been implemented, please explain why.

Email received from DC Office of Financial Operations and Systems, dated April 13, 2017 re: Quick Payment Act

Recommendations

To establish new procurement procedures

Agency Actions:

- When submitting requisitions to OCP, required information from vendors will be included in the proposal and/or quotes.
- Require vendor to include company name, current address, EIN, and payment remittance address
- Notify OCTFME staff in writing of updated vendor procedures

Ensure improper invoices are rejected in a timely manner

Agency Actions:

- OCTFME rejects invoices that are inaccurate and returns them immediately to the vendor.
- OCTFME immediately informs EDRC's AP that the vendor invoice was rejected.
- OCTFME will use a tracking sheet to note and monitor timeliness of invoice rejection.

Update and document where needed OCTFME's Standard Operating Procedures that incorporates steps 1 and 2 above

Agency Actions:

- OCTFME’s Operating Procedures have been updated.

13. Please list all capital projects in the financial plan and provide an update on all capital projects under the agency’s purview in FY17 and FY18, to date, including the amount budgeted, actual dollars spent, and any remaining balances. In addition, please provide:

a. An update on all capital projects begun, in progress, or concluded in FY16, FY17, and FY18, to date, including the amount budgeted, actual dollars spent, and any remaining balances.

Office of Cable Television, Film, Music and Entertainment (C10) FY 2017, 2018 & 2019 Capital Projects						
FISCAL YEAR	PROJECT NUMBER	PROJECT TITLE	BUDGET	ACTUAL EXPENDITURES	COMMITMENTS	AVAILABLE BALANCE
FY 2017	BP101C	HVAC Chiller Unit	\$1,000,000	\$944,425.29	\$991,787.22	\$8,212.78

Notes:

No Capital Budget for 2019 through 2023.

No impact on the operating budget.

The Small Capital Projects began in FY 2010 and there is a balance of \$85,361 committed as Intra-District with DGS.

b. An update on all capital projects planned for FY18, FY19, FY20, FY21, FY22, and FY23.

Back-up Electrical System

OCTFME desires a second point of wire entry into the building for PEPCO service in order to back up the entire building in the event of a power loss. A properly sized and configured generator will be able to accomplish this.

c. A description of whether the capital projects begun, in progress, or concluded in FY16, FY17, or FY18, to date, had an impact on the operating budget of the agency. If so, please provide an accounting of such impact.

All capital projects are in progress. There has been no impact on the operating budget.

14. Please provide a table showing your agency’s Council-approved original budget, revised budget (after reprogrammings, etc.), and actual spending, by program and activity, for fiscal years 2016, 2017, and the first quarter of 2018. For each program and activity, please include total budget and break down the budget by funding source (federal, local, special purpose revenue, or intra-district funds).

a. Include any over- or under-spending. Explain any variances between fiscal year appropriations and actual expenditures for fiscal years 2016 and 2017 for each program and activity code.

Please see **Appendix F**

b. Attach the cost allocation plans for FY17 and FY18.

Please see **Appendix F**

c. In FY16 or FY17, did the agency have any federal funds that lapsed? If so, please provide a full accounting, including amounts, fund sources (e.g. grant name), and reason the funds were not fully expended.

OCTFME did not receive any federal funds.

15. Please provide a list of all budget enhancement requests (including capital improvement needs) for FY17 and FY18, to date. For each, include a description of the need and the amount of funding requested.

OCTFME works with the Mayor’s Budget Office and the Deputy Mayor for Planning and Economic Development to develop our annual budget. The FY17 and FY18 agency budgets submitted as part of the Mayor’s budget submissions reflects those efforts.

16. Please list, in chronological order, each reprogramming in FY17 and FY18, to date, that impacted the agency, including those that moved funds into the agency, out of the agency, and within the agency. Include the revised, final budget for your agency after the reprogrammings for FY17 and FY18, to date. For each reprogramming, list the date, amount, rationale, and reprogramming number. Please also include the program, activity, and CSG codes for the originating and receiving funds.

FY 2017 & 2018 Reprogrammings					
OPERATING BUDGET					
REASON	FROM	TO	DATE	AMOUNT	REVISED BUDGET
Local Funding FY 2017					

<p>FY 17-To use for supplies, staff, and training, 202 creates program, film incentive rebate program and production support.</p>	<p>CSG 70 Equipment; Activity 2010 Originated Programming</p>	<p>CSG 40/ Activities: 1015,1085,2010,3020, 3010. Training & Education, Customer Service, Production Support, Marketing & Promotions</p>	<p>6/27/2017</p>	<p>\$ 490,000.00</p>	<p>\$ 2,425,535.00</p>
<p>Special Purpose Revenue FY 2017</p>					
<p>FY 17-To support anticipated personnel services costs for OCTFME staff that are supported by the agency's Local appropriation. OCTFME did a fiscal realignment of agency staff. The realignment also reassigned the agency's staff to programs and activities that better represented their current functions in the agency.</p>	<p>CSG 11 Regular Pay, 12 Term Pay, 14 Fringe, 20 Supplies, 40 Other Services, 70 Equipment. Activities 3010, 3030, 3020 Marketing & Promotions, Production Support, Community Outreach</p>	<p>CSG 11 Regular Pay, 12 Term Pay, 14 Fringe, Activity 1020 ASMP Contacting & Procurement; 1060 ASMP/Legal; 1090 ASMP Performance Management</p>	<p>10/6/2017</p>	<p>\$ 826,726.88</p>	<p>\$826,726.88</p>

FY 17-To align expenditures with budget and to cover personnel services expenditures.	CSG 11&70; Activity 1085, 2020 Customer Service, Fee for Service Programming.	CSG-12 Activity 1015-2010-3020 Training & Education, Originated Programming, & Production Support.	11/7/2017	\$482,014,06	\$2,415,993.55
Local Funding FY 2018					
None					
Special Purpose Revenue FY 2018					
None					

17. Please list each grant or sub-grant received by your agency in FY17 and FY18, to date. List the date, amount, source, purpose of the grant or sub-grant received, and amount expended.

The agency has not received any grants or sub-grants.

a. How many FTEs are dependent on grant funding? What are the terms of this funding? If it is set to expire, what plans, if any, are in place to continue funding the FTEs?

No OCTFME FTEs are dependent on grant funding.

18. Please describe every grant your agency is, or is considering, applying for in FY19.

OCTFME will not apply for any grants in FY19.

19. Please list each contract, procurement, and lease, entered into, extended, and option years exercised by your agency during FY17 and FY18, to date. For each contract, please provide the following information, where applicable:

- a. The name of the contracting party;
- b. Contract number;
- c. Contract type (e.g. HCA, BPA, Sole Source, sing/exempt from competition award, etc.)
- d. The nature of the contract, including the end product or service;
- e. Contract's outputs and deliverables;
- f. Status of deliverables;
- g. The dollar amount of the contract, including amount budgeted and amount actually spent;
- h. The term of the contract;
- i. Whether the contract was competitively bid;
- j. Subcontracting status (i.e. Did the Contractor sub any provision of the goods and/or services with another vendor);
- k. CBE status;

- l. Division and activity within OCTFME utilizing the goods and/or services;
- m. The name of the agency's contract monitor and the results of any monitoring activity; and
- n. The funding source.

Please see **Appendix G**

20. Please list all pending lawsuits that name the agency as a party. Identify which cases on the list are lawsuits that potentially expose the District to significant financial liability or will result in a change in agency practices, and describe the current status of the litigation. Please provide the extent of each claim, regardless of its likelihood of success. For those identified, please include an explanation about the issues involved in each case.

The Agency is not aware of any pending lawsuits naming the agency as a party.

21. Please list all settlements entered into by the agency or by the District on behalf of the agency in FY17 or FY18, to date, and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).

The Agency has not entered into any settlements in FY17 or FY 18, and is not aware of the District entering into any settlements on behalf of the Agency.

22. Please list the administrative complaints or grievances that the agency received in FY17 and FY18, to date, broken down by source. Please describe the process utilized to respond to any complaints and grievances received and any changes to agency policies or procedures that have resulted from complaints or grievances received. For any complaints or grievances that were resolved in FY17 or FY18, to date, describe the resolution.

The agency has not received any complaints or grievances.

23. Please describe the agency's procedures for investigating allegations of sexual harassment or misconduct committed by or against its employees. List and describe any allegations received by the agency in FY17 and FY18, to date, whether or not those allegations were resolved.

The agency has received no allegations of sexual harassment or misconduct in FY17 and FY18, to date. The agency's procedures for investigating sexual harassment or misconduct committed by or against its employees comply with Mayor's Order 2017-313, effective December 18, 2017. The agency's Human

Resources Specialist is the designated Sexual Harassment Officer and investigates all claims with the agency's EEO Officer as the backup for claim reporting. All agency personnel are advised of the reporting processes and have received and been requested to review copies of the Mayor's Order. Agency reporting, review, and investigation of all reported claims will be conducted strictly in compliance with the Mayor's Order. All agency employees must complete on-line Sexual Harassment Prevention Training by 2/16/18. All OCTFME managers and supervisors will also be required to attend special training once a schedule is released.

24. Please list and describe any ongoing investigations, audits, or reports on the agency or any employee of the agency, or any investigations, studies, audits, or reports on the agency or any employee of the agency that were completed during FY17 and FY18, to date.

There are no ongoing investigations or audits on the agency or any outside audits completed during FY17 or FY18, to date.

25. Please describe any spending pressures the agency experienced in FY17 and any anticipated spending pressures for the remainder of FY18. Include a description of the pressure and the estimated amount. If the spending pressure was in FY17, describe how it was resolved, and if the spending pressure is in FY18, describe any proposed solutions.

The agency has not experienced any spending pressures in FY17 or FY18, to date, nor does it anticipate any spending pressures for the remainder of FY18.

26. Please provide a copy of the agency's FY17 performance plan. Please explain which performance plan objectives were completed in FY17 and whether they were completed on time and within budget. If they were not, please provide an explanation.

Please see **Appendix H**

All items were completed on time and within budget except "Initiative 2.1", which is a FY18 priority.

27. Please provide a copy of your agency's FY18 performance plan as submitted to the Office of the City Administrator.

Please see **Appendix I**

28. Please provide the number of FOIA requests for FY17 and FY18, to date, that were submitted to your agency. Include the number granted, partially granted, denied, and pending. In addition, please

provide the average response time, the estimated number of FTEs required to process requests, the estimated number of hours spent responding to these requests, and the cost of compliance.

The Agency did not receive any FOIA requests in FY 17 and FY 18, to date.

29. Please provide a list of all studies, research papers, reports, and analyses that the agency prepared or contracted for during FY17 and FY18, to date. Please state the status and purpose of each. Please submit a hard copy to the Committee if the study, research paper, report, or analysis is complete.

OCTFME commissioned an Economic Impact Study of the DC Film, Television, and Entertainment Rebate Fund Program for both FY16 and FY17. The purpose of each study was to analyze the economic impact of the Film Rebate Fund Program for the respective fiscal years. The FY16 study was completed on July 6, 2017. The FY2017 study is ongoing. The study for FY16 is attached as **Appendix J**. The study for FY17 has not yet been completed.

30. Please separately list each employee whose salary was \$100,000 or more in FY17 and FY18, to date. Provide the name, position number, position title, program, activity, salary, and fringe. In addition, state the amount of any overtime or bonus pay received by each employee on the list.

Name	Posn Nbr	Title	Program Code	Activity Code	Salary \$	Fringe \$	FY17 Overtime \$	FY18 Overtime \$	Bonus Pay FY17-FY18	FTE
Gates,Angie Marie	00048866	Director	1000	1090	155,952	32,750	0	0	0	1
Cooper,Lawrence	00041839	General Counsel	1000	1060	138,030	28,986	0	0	0	1
Hicks,Marcella L	00001115	Consumer Services Officer	2000	2010	130,157	27,333	0	0	0	1
Tolson,Karen A	00044398	Director Television Programing	2000	2010	120,309	25,265	0	0	0	1
Patterson,Ferman	00044441	Supervisory Producer	2000	2010	113,475	23,830	0	0	0	1
Holmes,Stacy T.	00038807	Editing Systems Specialist	2000	2010	112,956	23,721	13,450	2,006	0	1
Gist,Mabel O	00000727	Cable Television Inspector	2000	2010	112,956	23,721	635	0	0	1
Johnson,Steven G.	00051480	Director of Operations	1000	1090	110,621	23,230	0	0	0	1
Petty,Eugene R	00008600	Videographer Programming	2000	2010	110,145	23,130	39,663	9,571	0	1
Niles,John H	00083140	Associate Director, Film Divis	1000	1090	109,180	22,928	0	0	0	1
Avery,John C	00094723	Supervisory Production Manager	2000	2010	108,798	22,848	0	0	0	1
Shameem,Mohamed S	00044468	Supv Editor (Television)	2000	2010	107,585	22,593	0	0	0	1
Parker,Shaun	00012476	Videographer	2000	2010	107,334	22,540	23,092	7,044	0	1
Reed,Maurice L	00044467	Supv Audiovisual Prod Spec	2000	2010	104,143	21,870	0	0	0	1
Alexander,Damien	00041840	Attorney Advisor	1000	1060	103,728	21,783	0	0	0	1
Lombardi,Maryann	00044476	Creative Economy Specialist	1000	1090	101,826	21,383	0	0	0	1
TOTALS thru pay period ending 2.3.18					1,847,196	387,911	76,840	18,621	0	16

31. Please list in descending order the top 25 overtime earners in your agency in FY17 and FY18, to date, if applicable. For each, state the employee's name, position number, position title, program, activity, salary, fringe, and the aggregate amount of overtime pay earned.

Rank	Name	Position #	Position Title	Program Code	Activity Code	Salary \$	Fringe \$	FY17 Overtime \$	FY18 Overtime \$	Aggregate FY17-18	FTE
1	Petty, Eugene R	00008600	Videographer Programming	2000	2010	110,145	23,130	39,663	9,571	49,234	1
2	Oluyole, Silas	00019192	Videographer Programming	2000	2010	92,616	19,449	35,488	11,388	46,876	1
3	Vigas, Oscar J	00044792	Videographer	2000	2010	90,254	18,953	26,946	5,012	31,958	1
4	Parker, Shaun	00012476	Videographer	2000	2010	107,334	22,540	23,092	7,044	30,136	1
5	Holmes, Stacy T.	00038807	Editing Systems Specialist	2000	2010	112,956	23,721	13,450	2,006	15,457	1
6	Dove, Dion K	00044802	Audiovisual Production Spec	2000	2010	73,347	15,403	9,971	1,939	11,910	1
7	Walck, Mitchell	00077474	Audiovisual Production Spec	2000	2010	64,079	13,457	8,703	3,142	11,845	1
8	Djimbanaou, Salah E	00046730	Visual Info Specialist -Graphic	2000	2010	83,168	17,465	7,420	1,589	9,010	1
9	Wooden, Michael A	00046826	Audiovisual Production Spec	2000	2010	52,669	11,060	7,395	1,405	8,801	1
10	Phan, Francis Q.	00044796	Editor (Television)	2000	2010	90,254	18,953	8,307	488	8,795	1
11	Anthony, Vanessa D	00047010	Audiovisual Production Spec	2000	2010	59,189	12,430	6,061	2,476	8,537	1
12	Thorpe Jr., Edward E	00046827	Audiovisual Production Spec	2000	2010	65,709	13,799	6,381	284	6,666	1
13	Borden, Kenneth M	00000291	Audiovisual Production Spec	2000	2010	94,978	19,945	5,069	1,301	6,370	1
14	Fernandez, Cecily A	00044799	Producer	2000	2010	97,340	20,441	3,510	1,579	5,089	1
15	Dorsey, Nicholas G	00086083	Editor (Television)	2000	2010	83,168	17,465	4,521	360	4,881	1
16	Pinckney, Troy	00044797	Editor (Television)	2000	2010	97,340	20,441	1,790	2,176	3,966	1
17	Carter Knight, Kelly M	00044798	Producer	2000	2010	97,340	20,441	2,146	1,135	3,281	1
18	Granato, Matthew S	00044780	Producer	2000	2010	59,189	12,430	2,491	147	2,638	1
19	Boddie, Jeffrey	00044591	Program Support Assistant (OA)	2000	2010	45,848	9,628	1,752	628	2,381	1
20	Wilson, Loretta	00085809	Program Analyst	1000	1085	73,295	15,392	423	846	1,269	1
21	Hanks, Angela	00044769	Program Support Assistant (OA)	1000	1020	45,848	9,628	783	0	783	1
22	Gist, Mabel O	00000727	Cable Television Inspector	2000	2010	112,956	23,721	635	0	635	1
23	Washington, Lindsay C	00046433	Events Program Specialist	2000	2010	50,647	10,636	524	0	524	1
24	Lee, Andre T	00092225	Program Support Specialist	2000	2010	79,275	16,648	223	0	223	1
25	Yeldell, Robin M	00082017	Financial Analyst	1000	1050	66,918	14,053	58	20	79	1
TOTALS thru pay period ending 2.3.18						2,005,862	421,231	214,740	54,538	269,278	25

32. For FY17 and FY18, to date, please provide a list of employee bonuses or special pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.

No employees from OCTFME have received bonuses or special pay in FY17 or FY18, to date.

33. Please provide each collective bargaining agreement that is currently in effect for agency employees. Please include the bargaining unit and the duration of each agreement. Please note if the agency is currently in bargaining and its anticipated completion.

See Appendix J.

34. If there are any boards or commissions associated with your agency, please provide a chart listing the names, confirmation dates, terms, wards of residence, and attendance of each member. Include any vacancies. Please also attach agendas and minutes of each board or commission meeting in FY17 or FY18, to date, if minutes were prepared. Please inform the Committee if the board or commission did not convene during any month.

There are no boards or commissions associated with OCTFME.

35. Please list all reports or reporting currently required of the agency in the District of Columbia Code or Municipal Regulations. Provide a description of whether the agency is in compliance with these requirements, and if not, why not (e.g. the purpose behind the requirement is moot, etc.).

The agency has various general reporting requirements as a District agency, including, but not limited to, FOIA Reporting and Risk Management, and is in current compliance with these requirements.

In addition to these requirements, D.C. Official Code § 34-1252.02 provides that the agency shall submit an annual report to Council to include an account of franchise fees received and collected, any cable operator plans for development of new services, and operator compliance with the Cable Act, regulations, and the franchise agreements. Most of the information required in the annual report has already been provided to the Council as part of the agency’s submissions during the Performance Oversight and Budget approval processes each year. The agency is working to ensure full compliance with this requirement in FY18.

36. Please attach copies of the required annual small business enterprise (SBE) expenditure reports for your agency for FY16 and FY17.

a. D.C. Official Code § 2-218.53(b) requires each District agency to submit supplemental information with their annual SBE expenditure report, including: a description of the activities the agency engaged in to achieve their fiscal year SBE expenditure goal; and a description of any changes the agency intends to make during the next fiscal year to achieve their SBE expenditure goal. Has your agency submitted the required information for fiscal year 2017? Please provide a copy as an attachment.

Yes, the agency has submitted the required information for FY17. Please see **Appendix K**.

37. Please provide a list of any additional training or continuing education opportunities made available to agency employees. For each additional training or continuing education program, please provide the subject of the training, the names of the trainers, and the number of agency employees that were trained.

Subject of the Training	Trainer	Employees Trained FY17 and FY18, to date
Donation Management Training	Online	1
MSS Training	Online	10
How Film Commissions Improve Marketing to Locations Scouts	AFCI	1
Media Production: A Driver of the Wider Creative Industries	AFCI	1
Subject of the Training	Trainer	Employees Trained FY17 and FY18, to

		date
Travel Training	Detra Dickens	3
Setting Boundaries	DCHR	1
Time Management	DCHR	3
Exceptional Assistant	DCHR	1
Coaching techniques the Drive	DCHR	1
eNATOA Webinar "Digital Inclusion and Your Community: Making Sure We are All Connected"	DCHR	1
Office 365 Training	DCHR	1
PO1190-Managing the DC Purchase Card	DCHR	1
Coaching to shift perception	DCHR	1
Making Feedback a Regular Occurrence	DCHR	1
Effective Statements of Work	DCHR	3
Coaching to Shift Perceptions	DCHR	1
Making Feedback a regular occurrence	DCHR	1
Social Security – Public Sector Focus	DCHR	1
People Soft Report/Query	DCHR	1
Labor Liaison Forum	DCHR	1
HR Advisors Meeting	DCHR	1
Wellness Webinar	DCHR	1
Labor Liaison Forum	DCHR	1
HR Advisors Meeting	DCHR	1
Wellness Webinar	DCHR	1
Labor Liaison Forum	DCHR	1
I & E Bargaining - OLRCB	DCHR	1
Performance Management Symposium	DCHR	1
Refresher Training for Cardholder (CH) and Approving Official (AO) Roles	Tornia Harrison	4
Broadcast Electronics Audio Vault Training	Charlie Noble	8
Drupal Website Training	Online	7
Adobe premier 17, Lower thirds, Audio Editing, Effects editing, Filezilla and Server Procedures, Media Drive Protocols.	Online	1
Adobe Premiere	Online	1
PASS Buyer Training	DCHR	1
People Soft Report/Query	DCHR	1
Using the DC Purchase Card	DCHR	1
Effective Statements of Work	DCHR	1
Time Management	DCHR	1
Power Communication	DCHR	1
Subject of the Training	Trainer	Employees Trained FY17 and FY18, to

		date
Media Roundup and Samanage Training	DCHR	1
Broadcast Electronics Audio Vault Training	Charli Noble	8
Hatch Act Training	DCHR	47
Sexual Harassment Training	Online	50.5
Benefits Training	DCHR	48
Fly Pac Training	Jim Teller	8
Social Security Seminar	Steven Taylor	50.5
Salesforce: Accounts and Contacts	Online	1
Designing a Portfolio Website with Muse	Online	1
Muse Essential Training	Online	1
Premiere Pro CC 2015 Essential Training	Online	1
Premiere Pro CC 2018 New Features	Online	1
Premiere Pro Guru: Better Transitions	Online	1

38. Does the agency conduct annual performance evaluations of all its employees? Who conducts such evaluations? What steps are taken to ensure that all agency employees are meeting individual job requirements?

The agency follows the mandates of the performance evaluation process designated for managers and employees in accordance with the standards set by the Department of Human Resources. These standards also incorporate protocols for training and development for both managers and employees to ensure efficiency and effectiveness in meeting agency goals and objectives and to provide optimal levels of customer service.

Agency Operations

39. Please describe any initiatives that the agency implemented in FY17 or FY18, to date, to improve the internal operations of the agency or the interaction of the agency with outside parties. Please describe the results, or expected results, of each initiative.

INITIATIVE 1: Internal Operation: Relocation of the control of recordings to 1899 9th Street.

The majority of content produced for OCTFME consists of live content originating from the JAWB, where official government proceedings occur from multiple rooms within the building, and official school board meetings from 441. Rooms at the JAWB are controlled by equipment located in OCTFME's 5th floor control room, and a control room behind the dais at 441.

In the past, OCTFME scheduled staff to report to the John A. Wilson Building and/or 441 (sometimes simultaneously), for coverage of hearings, mark ups, press announcements, and presentations. In order to improve services to provide multiple coverage of hearings and events, OCTFME operations relocated the control of recordings for the JAWB to the agency's control room at OCTFME headquarters.

Oftentimes, proceedings are scheduled with minimal notice, making it difficult to allocate resources, coordinate transportation, and properly prepare for efficient coverage. Events can also be cancelled and valuable work time is lost in travel. The agency continues to provide live camera operators for Committee of the Whole meetings.

Additional benefits of the relocation include a larger pool of operators amongst the staff, decreased response time when discrepancies arise, and more efficient management of workflow. The additions would also allow for work-around plans for any equipment failures, recording, and archiving.

INITIATIVE 2: HVAC Backup Chiller Unit.

On December 19, 2017, DGS began mobilizing to OCTFME Headquarters to begin preparation for the installation of a new backup chiller unit to support the existing generator and provide critical redundancy for OCTFME operations. The construction duration for this project will likely continue until February 28, 2018. DGS has issued a contract to a minority, woman-owned CBE firm.

INITIATIVE 3: Building Signage.

OCTFME has re-branded the OCTFME name and logo on the exterior of the OCTFME Headquarters and at the corner 9th Street. The building has the full name of the agency in bold lettering attached to the front of the building, the lobby behind the reception desk, the logo on the satellite dish on the grounds of the agency, and on a 12 foot by 5 foot sign at the entrance, welcoming all eight wards. The sign is fully lit during evening and night hours, and provides greater visibility.

40. What are the agency's top five priorities? Please explain how the agency expects to address these priorities in FY18. How did the agency address its top priorities listed for this question last year?

Please find the agency's top five priorities listed below. There are also additional priorities.

PRIORITY INITIATIVE 1: Finalize Comcast and RCN Franchise Agreements

OCTFME, working with OCTO and EOM, will complete the Comcast and RCN Franchise Renewal Agreements, and will have a proposed agreement available for review and approval by Mayor Muriel Bowser and the DC Council. The preliminary agreement will be ready to present before Council by the end of FY18.

PRIORITY INITIATIVE 2: Film Rebate Fund Distribution

The DC Film, Television, and Entertainment Rebate Fund plays an important role in attracting production companies to film in DC, which in turn creates jobs for District residents. OCTFME will administer the program and will assign at least 90% of the budget program funds to eligible media production or infrastructure projects. OCTFME will also reconcile and close out any FY2017 program awardee projects and ensure all assigned funds are duly distributed.

Proposed Completion Date: 9/30/18

PRIORITY INITIATIVE 3: Install Remote Master Control Station at OCTFME Broadcast Facility

Description: In FY18, OCTFME will supervise the completion of master control technical equipment upgrades at the OCTFME production facility at 1899 9th Street NE, allowing OCTFME to remotely manage broadcast coverage of public hearings and other special events that take place at the John A. Wilson Building and 441 4th Street NW. These technical upgrades will allow OCTFME to deliver efficient, reliable, open, and transparent government information to District residents. This is an upgrade to OCTFME's quality control capacity, operational redundancy, and emergency preparedness.

PRIORITY INITIATIVE 4: Technical Equipment upgrades to HSEMA Media Center

Description: In FY18, OCTFME will supervise the completion of the technical/audio visual equipment upgrade to the current master control production facility at the Homeland Security and Emergency agency (HSEMA). The broadcast technical upgrade of HSEMA's master control production facility is necessary to ensure the efficient and reliable delivery of official government emergency management notifications and media communications to District of Columbia residents.

PRIORITY INITIATIVE 5: IATSE Local 22 DC Resident Job Training Assistance Program

Description: In FY18, OCTFME will launch a creative economy job training support program in partnership with the International Alliance of Theatrical Stage Employees (IATSE) Local 22 that will provide District residents financial subsidies to defray the cost of IASTE technical training classes, offering District resident IASTE members the opportunity to acquire the professional certifications required to rise up the IATSE classification tier, qualifying them for higher paying jobs, and a pathway to the middle class.

ADDITIONAL PRIORITY: 202Creates Creative Co-Working Days Program

Description: In FY18, OCTFME will launch a co-working program to support District of Columbia artists, creatives, and creative businesses. The program will support artists, creatives, and creative businesses by providing access to government support services and space to do their work. This program will join OCTFME's portfolio of activities supporting the creative economy, directly leveraging City resources to connect innovative and creative residents with co-working space and Government resources.

ADDITIONAL PRIORITY: ReelMusic Interactive Networking Resource and Mobile Application

Description: In FY18, OCTFME will launch a new interactive music industry networking resource and mobile application that will allow District resident musicians and music venues to market themselves and establish sustainable careers and businesses enterprises in the local music industry.

ADDITIONAL PRIORITY: OCTFME Website Redesign

Description: In FY18, OCTFME will launch a redesigned agency website, consolidating three existing OCTFME websites (film.dc.gov, octo.dc.gov, and entertainment.dc.gov) into one single website interface

with a new, dynamic look and design. This project will allow OCTFME to more effectively and efficiently deliver to District residents OCTFME's programming and transparent information related to the agency's operation, administration, and services.

For FY17, the agency fulfilled all of its priorities with the exception of completion of the cable franchise renewals.

41. Please list each new program implemented by the agency during FY17 and FY18, to date. For each initiative, please provide:

- a. A description of the initiative;
- b. The funding required to implement to the initiative; and
- c. Any documented results of the initiative.

During FY17, OCTFME launched DC Radio, This project is in partnership with WHUR, which provides access to its transmission towers. The radio station's programming includes public information on government activities, a platform to promote the music industry in the District, as well as a platform for media education, including giving District youth a hands-on opportunity to learn technical radio production skills and produce their own programming. The funding required to implement the DC Radio Station initiative was \$124,154.00.

In FY18, OCTFME will launch a creative economy job training support program in partnership with the International Alliance of Theatrical Stage Employees (IATSE) Local 22. The program will provide District residents financial subsidies to defray the cost of IASTE technical training classes, offering District resident IASTE members the opportunity to acquire the professional certifications required rise up the IATSE classification tier, qualifying them for higher paying jobs and a pathway to the middle class. The initial funding to implement this initiative requires \$2,500.

42. How does the agency measure programmatic success? Please discuss any changes to outcomes measurement in FY17 and FY18, to date.

The agency measures programmatic success through various means with respect to operations and many key initiatives. The Key Performance Indicators (KPIs) and workload measures that are established as part of the annual performance plans are critical in this effort. In addition, the agency measures programmatic success through the voice and feedback we receive from our residents; social media imprints; Google metrics; views on YouTube; likes/ shares on Facebook; favorable references in print media; active community engagement; Government Programming Awards received; and distribution of agency content in other markets including Chicago, Boston, Philadelphia, and New York.

43. What are the top metrics regularly used by the agency to evaluate its operations? Please be specific about which data points are monitored by the agency.

The top metrics used by the agency in evaluating its operations are KPIs and workload measures submitted quarterly. With respect to agency programming content, the amount of content generated is logged daily and calculated weekly for submissions in quarterly reports. The content is measured by number of field and studio productions completed each week and number of completed programs forwarded for broadcast. Additionally, OCTFME measures the number of agencies and organizations served by productions.

44. Please list the task forces and organizations of which the agency is a member.

OCTFME is a member of:

- The Mayor's Special Event Task Force;
- National Association of Telecommunications Officers and Advisors (NATOA); and
- Association of Film Commissioners International.

45. Please describe any steps the agency took in FY17 and FY18, to date, to improve the transparency of agency operations.

- OCTFME has participated in city sponsored Open Houses such as the Open House for The Deputy Mayor of Planning and Economic Development, 26 ANC meetings, and 20 other community events.
- OCTFME managed the CECAP Program, which placed residents in motion picture and television jobs and maximized awareness and transparency CECAP program through job fairs and other events where OCTFME discussed and actively marketed the program to both potential program participants as well as potential employer partners.
- OCTFME interfaced with stakeholder communities during 2022 sponsored events (4,362 participants) as well as events hosted by the DC Economic Partnership, allowing the agency to provide exposure to its services and initiatives, and leading to additional meetings and other engagement in support of stakeholder ideas and business efforts within the motion picture and television industry.
- The agency publishes items in its monthly newsletter that are sent citywide to provide updates on its activities and highlight the great work of District residents in the motion picture and television industry.
 - OCTFME has sought to increase transparency and stakeholder understanding of film division programs like the DC Film, Television, and Entertainment Rebate Fund by having OCTFME executive representatives attend community and industry events, film festivals, meet-ups, and other events where the goals and instructions on how to apply for the program are explained to local filmmakers and aspiring filmmakers. This includes the most important goal of supporting local, indigenous filmmaking

activity and not just the activity that comes from producers based out of state. These efforts are continuing and ongoing.

- OCTFME launched DC Radio to increase transparency. The immediate nature of the digital platform allows DC residents to have 24 hour, up to date information about the city government, resident events, and resident concerns.

46. Please identify all electronic databases maintained by your agency, including the following:

- a. A detailed description of the information tracked within each system;
 - b. The age of the system and any discussion of substantial upgrades that have been made or are planned to the system; and
 - c. Whether the public can be granted access to all or part of each system.
- Broadview On Air Scheduling system maintains and executes program schedules for DCN, DCC, and DKN. The system is five years old and OCTFME is currently exploring other scheduling systems for potential replacement. The database is not accessible to the public.
 - Harris Automation system executes scheduled file data base of programs to run on air for DCN, DCC, and DKN. The system is four years old and will be upgraded within the agency's infrastructure upgrade. The database is not accessible to the public.
 - Spectra Logic Archive Server holds files/media that are archived for the agency and is two years old. The system was upgraded in FY17 and is not accessible to the public.
 - Elemental server is a database for on-demand files that are linked to OCTFME's website, YouTube, and sent out files (links). The system was upgraded in FY17 and is not accessible to the public.
 - DC Reel Scout – Since FY12 OCTFME has provided this online database for industry professionals to search locations and recruit vendors for their production projects. This system is available to the public through our website entertainment.dc.gov. In FY17, OCTFME added an upgrade to DC Reel Scout called Location Submission Engine (LSE). LSE allows the public to submit a single location directly into the database however, only OCTFME has access to manage the submission.
 - DC Reel Crew- As an extension of DC Reel Scout, DC Reel Crew is OCTFME's online tool that enables the district's film industry workforce and support service companies to showcase their skills and services to producers considering filming in the city. Like DC Reel Scout, this service is available to our public through our website for submissions and review. The administration process is again managed by OCTFME.
 - In FY17, OCTFME launched Salesforce, a customer relationship management application which will be used by various divisions of the agency such as Cable Regulatory, Rebate Fund, Permitting, and Programming. This system is managed by OCTFME however will interface with the public through correspondences and applications (i.e. through Permitting or the Rebate Fund).

- Since FY17, we have utilized Airtable for the Permitting process. Airtable collects data directly from the Film Permit application and aggregates information such as date of project, genre, and permits. Airtable is managed privately and is used for KPI reporting.
- OCTFME maintains a customer service database to track all daily customer calls and emails regarding cable matters, including billing and cable access, as well as any other concerns that residents have with respect to the provision of their cable service. This database is not accessible to the public.

47. Please provide a detailed description of any new technology acquired in FY17 and FY18, to date, including the cost, where it is used, and what it does. Please explain if there have there been any issues with implementation.

Mac Computers for Editing: Purchased for \$129,345.00 and installed in the agency's nine post production suites and one graphic suite. The computers were acquired to increase the efficiency of operations; broaden importing and exporting tools and methods; and expand processing power, memory, networking, and bandwidth. The installation has been successful and editors have experienced a decrease in computer 'crashes' and an increase of productivity.

Master Control Upgrade: Purchased for \$463,614.27 and installed in the agency's master control and tech core areas. The upgrade was primarily performed to aid as a level of redundancy for work around plans for any equipment failures, recording, and archiving. As a result, production from the John A. Wilson building, One Judiciary Square, and HSEMA's Unified Communications Center can also be controlled from the agency's headquarters. Additionally, the agency has the option for live signal transmissions to bypass the studio control room and be produced within master control, allowing for multiple productions occurring concurrently. This upgrade is currently serving as a model to other government and educational channels across the country. Minimal issues have been encountered as a result of the upgrade (e.g. learning curve, routing integration) and it has been operating successfully since its installation.

Elemental Expansion: Purchased for \$199,505.00 and installed in the agency's tech core center. This combination of hardware and software was obtained to accommodate the ever increasing volume of footage captured, edited, and stored within the agency's archives. The expansion allows the agency to archive material off of its operating servers that can be retrieved when needed. Previously, material had to be deleted in order to accommodate additions, and its near full status caused a decrease in access speed and loss of content. The installation was successful and has resulted in a fluid system of storage and retrieval as well as an expansion of space.

Multi-camera Portable Production Rack: Purchased for \$336,137.74 and assembled and housed in studio B. The rack was acquired to serve multiple applications for field and studio use when conducting multi-camera productions and to minimize the need for rentals. With a smaller, compact footprint, the units are ideal for smaller venues. The assembly was successful and studio and field productions have been captured as needed.

Tech Core Infrastructure: Phase I of this project was acquired for \$549,765.46 and is housed in the agency's tech core center. This investment in the facilities technical network was needed to address equipment reaching end of life and allows expansion for the number of routable sources and destinations, which translates to the build out of the second studio. There have been no issues with the implementation.

Audio Mixer Console: Purchased for \$153,579.00 and installed in the agency's audio control room. This item was acquired to replace the end of life console previously utilized, which was experiencing audio drop out and audible 'hiccups' in recording. This console is more reflective of current technology and is digital and programmable. There have been no issues with the implementation.

Video Switcher Console: Purchased for \$135,763.26 and installed in the agency's control room. This item was acquired to replace the end of life switcher previously utilized, which was experiencing a failure to command, locking sources at crucial moments unable to be replicated. This console is more reflective of current technology, has a smaller footprint, and is easier to operate. There have been no issues with the implementation.

48. How many in-person training programs has the agency conducted in FY17 and FY18, to date?

Group Training opportunities included:

- eXposure Youth Symposium March 2017;
- SmartPhilm Youth Workshop May 2017;
- 8 Arts & Culture student training July 2017;
- Household Faith & Family Youth Group July 2017;
- Cape TV student project August 2017;
- DC Girls Who Brunch October 2017; and
- Techbridge Girls January 2018.

The agency also hosted 19 interns and one CECAP Apprentice.

49. What training deficiencies, if any, did the agency identify during FY17 and FY18, to date?

The agency has not experienced any training deficiencies.

Legislative and Regulatory Requirements

50. Please identify any legislative requirements that the agency lacks sufficient resources to properly implement.

We do not lack resources to implement any legislative requirements.

51. Please list all regulations for which the agency is responsible for oversight or implementation. Please list by chapter and subject heading, including the date of the most recent revision.

Chapter 30 of Title 15 of the DCMR, Cable Access to Residential Rental Property (9/30/88)

Chapter 31 of Title 15 of the DCMR, Customer Service Standards (7/19/02)

Chapter 33 of Title 15 of the DCMR, Allocation of Public, Educational, and Government (PEG) Cable Television Channels (9/5/03)

52. Please explain the impact of any legislation passed at the federal level during the FY17 and FY18, to date, that significantly affected your agency's operations.

There has been no federal legislation passed in FY17 and FY18, to date, that has significantly impacted the Agency's operations. However, certain actions by the FCC in FY 17 and draft legislation being circulated in Congress by cable industry lobbyists could potentially reduce, cap, or eliminate the franchise and other fees collected by the District relating to the use of the public rights of way which could have a significant economic impact on the Agency's ability to function and to regulate cable service providers. We continue to monitor these activities.

53. Please identify any legislation and regulations the agency plans to introduce in FY18.

The agency works with the Deputy Mayor for Planning and Economic Development and the Executive Office of the Mayor on potential legislation and regulations. The agency is happy to share plans for legislation and regulations when they are finalized.

Cable Franchise Agreements

54. Please provide an update regarding the franchise renewal negotiations with DCTV.

DCTV manages two of the District's Public, Educational, and Governmental Channels (DCTV, DCTV-2) and is one of the beneficiaries of the three District franchises. As such, they do not require a franchise to operate.

55. What actions has the agency taken to regulate the District's cable television service providers (Comcast, RCN, and Verizon) to ensure that they are in compliance with their respective franchise agreements and federal and District cable television laws?

OCTFME regulates the three cable providers as follows:

- Each of the cable service providers are required, per their franchise agreements, to provide OCTFME with monthly, quarterly, and annual reports. These reports cover information regarding their financial commitments to the District, subscriber numbers, the nature of the complaints the cable companies have received directly, technical performance, and any power or service outages that have taken place in the District. OCTFME reviews each of these reports and conducts follow-ups with the cable providers as necessary to discuss any issues and ways to improve the service they provide.
- OCTFME regulates how the Cable providers address customer service and infrastructure issues that inevitably arise. With respect to customer service, OCTFME routinely ensures compliance with the District Cable law and the franchise agreement’s customer service requirements and intervenes in those instances where OCTFME has found a cable provider to have acted inappropriately. While “billing complaints” are by far the most common, the nature of complaints range from inaccurate billing to requesting assistance in understanding the content of customer bills.
- OCTFME has quarterly meetings with each cable provider (Comcast, Verizon, and RCN) to cover various items including, but not limited to: questions/issues that may arise from their reporting; the resolution of customer inquiries; and; with respect to Verizon, the status of their buildout.
- Finally, OCTFME makes daily inspections of the cable infrastructure. By way of example, OCTFME’s cable inspector regularly checks for down or loose hanging cables that pose a threat to public safety and responds to calls from the cable provider or customers when there is a known issue with the cable system.

Cable Programming

56. Has the cable division been forced to cut any programs or services due to decreased federal funding?

Currently, OCTFME does not receive any federal funding, and therefore has not been forced to cut any programs or services due to decreased federal funding.

57. Please list all public, educational, and government access (“PEGA”) cable channels provided for in FY17, denoting any new channels. Please provide information regarding the number of viewers of each PEGA channel the agency provides. Please include daily viewership number for a sample week of FY17 and also during a different sample week of FY18, if available. If exact numbers are unavailable, please provide best estimates.

Please see the chart below for a listing of all the District’s Public, Educational, and Governmental Channels:



District of Columbia PEG Channel Listing

	COMCAST	RCN	VERIZON
DCN	16	16	16
DCC	13	13	18
DKN	99	18	12
UDC	98	19	9, 21
DCTV	95, 96	10, 11	10, 11, 28

At this time, OCTFME is unable to track the number of viewers for each of the District’s PEG channels. We are, however, actively exploring various options and strategies for securing services or capabilities that will allow OCTFME to track viewership information, including social media integration. Approximately 30 percent of District residents routinely view the District’s PEG channels according to our 2016 cable needs assessment.

58. Please describe how the agency worked to expand the knowledge of District children by increasing the amount of educational video programming produced by OCTFME and cablecast on DKN and also by training District students in television production.

The agency worked to expand the knowledge of District children by increasing the amount of educational video programming produced by OCTFME that focused on media literacy, life skills, and safety. Programming on the channel featured I Wish You Knew, a series that charts the life experiences of millennials and their navigation through areas such as employment, relationships, social interactions, and financial affairs; Missing, a series that provided safety tips for young people and adults; and the award winning Education Avenue series that highlights career paths as well as tour and training programs sponsored by OCTFME, and was awarded first place honors in the category of Children’s Program at the 2017 Government Programming Awards hosted by the National Association of Telecommunications Officers and Advisors (NATOA).

DKN Sports has been expanded to include candid conversations with local and national sports figures (e.g. athletes, coaches, trainers, and journalists) to educate young people in the areas of fitness, diet, discipline, sportsmanship, and balancing athletics and scholastic endeavors. DKN was also able to present six (6) basketball games in their entirety; promote eight (8) football games with recaps; and feature volleyball, ice skating, and skateboarding. Additional educational programming includes Student Showcase, where student productions are featured; So You Want To Be, which highlights various careers and the path to career obtainment; Biz Kids, a financial focused program geared towards teens and their

spending needs and habits; and Make TV, a do it yourself program that instructs young people on how to make interesting and unique items with everyday objects. Programming that supports the STEM (Science, Technology, Engineering, and Mathematics) disciplines is also available via featured programs such as STEM 30 and Smithsonian Science How.

Additionally, OCTFME produced and hosted the first Hall of Fame Ceremony, in conjunction with the District of Columbia State Athletic Association (DCSAA), which featured the legendary contributions of local sports athletes and coaches as well as the Poetry Out Loud competition with the DC Commission on Arts and Humanities.

As for the training of young people, OCTFME hosted over 100 students from various schools, organizations, and work study programs during FY17 and provided hands on training in areas of camera and teleprompter operation, server and character generator operation, floor directing, audio, and on camera talent. This was done through eXposure group, Grammy U, the Commission on Arts and Humanities, Cape TV Project, the SmartPhilm Workshop, Girls Who Brunch, MBSYEP, 48 hr Film Festival, 8 Arts, and Techbridge Girls. The agency has also donated Go Pro cameras to Wilson, Anacostia, and Dunbar high schools to provide hands on operation of the technology while capturing the students' success in the classroom and in the athletic realm.

59. Please describe how the agency has further facilitated open access to the District government through your government and education cable channels in FY17 and FY18, to date.

The agency continues to promote open access to District government agencies through the production of profiles, public service announcements, event consultation and coverage, facility usage, and the addition of another distribution venue, DC Radio. As a result, OCTFME has been able to increase the volume of messaging amongst government and community organizations. Also, the agency has expanded its closed captioning and sign language interpretation offerings.

OCTFME continues to provide live and 'gavel to gavel' coverage of events and announcements produced by the Executive Office of the Mayor and Office of the State Superintendent of Education. The agency has hosted a number of community events and provided media literacy to several youth groups and organizations. On the District Council Channel, in addition to capturing and producing the legislative activities occurring in the Wilson building, OCTFME recorded Council field hearings, press conferences, and the Arts in Politics program hosted at the JAWB. This year, the agency was able to engage the Council in creating a new series, Off the Dais, which focuses on the incredible work involved with the day-to-day challenges and accomplishments of the DC Councilmembers, while getting to know them a little better. The show is hosted by radio and TV personality Britt Waters, who spends time with the Councilmembers "Off the Dais," exploring who they are; their challenges and successes; and their goals and ambitions. By the end of each program, residents know a District councilmember a little better and come away with a greater understanding of how their successful careers drive their motivation and passion to serve their communities.

In addition, the agency broadcasted approximately 543 hours of live programming and covered the following events that were later aired on DCC:

- a. CM Brandon Todd's 3rd Annual State of Ward 4 Senior Address;
- b. DCC CM Allen Judiciary Public Oversight Hearing 3/17;
- c. CM Gray's State of Ward 7 Address 4/17;
- d. CM Allen's FY18 Budget Community Meeting- DCC 4/17;
- e. CM Bonds ANC Workshop 5/17;
- f. Rededication of Former Council Chair Sterling Tucker Portrait;
- g. DCC Committee on Education Public Roundtable on Educational & Human Rights Challenges Facing DC in the Age of Trump 7/17;
- h. DCC CM Cheh & CM McDuffie's Public Roundtable on the Revitalization of Cleveland Park's Commercial Corridor 7/17;
- i. Committee on Transportation & Environment's Public Oversight Roundtable on DDOT's Responsiveness to Council & Resident Inquiries 7/17;
- j. CM Trayon White Sr.'s State of Ward 8 Address 9-14-17, Revised 10-4-17;
- k. CM Kenyan McDuffie's Ward 5 "Reclaiming Our Community" Press Conference and Walk 9/29/17; and
- l. CM Bonds Community Roundtable 11/17.

60. Please provide an update as to whether OCTFME has provided for more live programming utilizing wireless communications to broadcast remotely from anywhere in the District in FY17 and FY18, to date.

OCTFME continues to provide more coverage of live events. The agency covered weekly live announcements pertaining to housing, education, public safety, home rule, and employment initiatives, as well as emergency weather and fire updates, the 2017 Council Swearing-In Ceremony, the State of the District Address, the State of the Schools, and Emancipation Day 2017. OCTFME was awarded first place in the category of live coverage for the 2017 State of the District Address at the 2017 Government Programming Awards hosted by the National Association of Telecommunications Officers and Advisors (NATOA).

OCTFME increased the number of live presentations on DCN and DKN from 86 live events in FY16 to 121 live events in FY17. In addition to the enhanced technology that enables live coverage of Council Hearings with closed captioning on a High Definition signal, the agency has added a level of redundancy that permits equipment control at remote locations from its headquarters in Northeast DC. The agency continues to enhance its technology and coverage of events for live feeds that stream on a web-based platform as well as on our three PEG channels.

Cable Service Competition, Statistics and Expansion

61. Please detail any new and on-going efforts OCTFME is making to help lower cable bills through encouraging competition or by directly working with cable providers.

OCTFME continually seeks opportunities to help make cable bills lower through encouraging competition, working directly with cable providers, and educating cable consumers. OCTFME's efforts to encourage competition have been primarily through facilitating and mediating issues between current

and potential customers and the cable providers as well as identifying areas, buildings, or communities in which cable providers may be desired. The agency has been successful in getting cable into buildings and homes which did not previously have a cable provider; facilitating the entry of additional cable providers into communities; and mediating disputes between customers, landlords, and cable providers. In addition, OCTFME works with customers to help them understand their bills, correct inaccuracies such as technical and billing conflicts, and also identify ways the customer could get greater value on their services.

Often, the perceived higher cable rates are associated with the rates charged for High Definition, Interactive equipment, premium channels, and many services that are outside of the agency's regulatory authority. Despite our limitations, OCTFME often reviews services and charges with customers and may suggest ways in which the customer can save by re-examining bundled services, conducting price comparisons between the three companies, and closely reviewing monthly bills. OCTFME also assists customers by suggesting they contract for services that will meet their particular needs from a technological and financial standpoint. OCTFME continues to find that as consumers become savvier, they themselves increase the competition between cable providers through the use of their knowledge to leverage better deals.

62. Please provide information concerning cable service penetration in the District. How many residents subscribe to cable television? If possible, please provide a breakdown of the number of customers subscribing to Comcast, RCN, and Verizon.

Based on reporting reviewed by our agency, we believe cable service penetration has been approximately 30% - 35% during the past several years. OCTFME is unable to disclose the specific number of subscribers for each of the cable providers due to the proprietary nature of that information. However, the agency can report that there are approximately 180,000 cable subscribers in the District as of December 2017.

63. Please provide information on how many residents in the District use satellite television providers, in FY17 and FY18, to date.

OCTFME is unable to provide information on District resident use of satellite providers as they are not locally regulated and are not required to provide subscriber information.

64. Please detail in which areas of the city customers have only one option for a cable provider.

While every Ward in the District has access to at least two cable providers, there are neighborhoods within certain Wards with only one cable provider available at this time. Based on our research, these neighborhoods are listed below and represent approximately 8% of the distinct neighborhoods in the District. Verizon is currently building out in these areas and expect completion of their full build-out in 2019. Upon completion of the Verizon build-out obligation, these neighborhoods will have an option between cable providers. In addition, there could be residents within any neighborhood who do not

have access to multiple providers due to circumstances such as access or construction issues. These issues are investigated by our agency on a case-by-case basis and we work together with the customer and cable provider to find solutions to the unavailability of cable service. We note that RCN does not have build-out obligations, but plans to extend their footprint in the DC area.

District cable providers, by Ward

Ward	Provider
1	Comcast and Verizon
2	Comcast, RCN, and Verizon
3	Comcast, RCN, and Verizon
4	Comcast, RCN, and Verizon
5	Comcast, RCN, and Verizon
6	Comcast, RCN, and Verizon
7	Comcast, RCN, and Verizon
8	Comcast, RCN, and Verizon

List of neighborhoods within Wards where there is one provider:

Ward 2

- Chinatown
- Penn Quarter

Ward 3

- Observatory Circle
- Potomac Heights
- Woodland Normanstone

Ward 5

- Eckington

Ward 6

- Barney Circle
- Capitol Hill
- Mount Vernon Triangle
- Near Northeast
- NoMa

- Sursum Corda

Ward 7

- Civic Betterment
- Hillbrook
- Fairfax Village

Additional Questions

65. What steps were taken in FY17 and FY18, to date to reduce the following:
- a. Energy use;
 - b. Communication costs; and
 - c. Space utilization.

Energy Use:

OCTFME has several contractors working to reduce the amount of energy used for its HVAC units. This redevelopment project will reduce the agency's energy consumption and will reduce costs mostly in the winter and summer months. With the appropriate HVAC settings in the studios and broadcast facilities, all of the production equipment will require less energy consumption, which eliminates computer/device overheating. OCTFME has replaced most of its production studio spotlights with LED lights to reduce its carbon footprint, upgraded its HVAC systems in studios to eliminate humidification issues and air flow quality, and is planning for UPS electrical back-up systems and redundancy to prevent potential outages.

Communications Costs:

Communications costs have increased with the agency-wide cellular phone initiative which keeps all employees accessible when out in the field. Communications costs will also increase with the expansion of the wireless broadcasting systems that support multiple-location live broadcasting demands throughout the city. Mobile viewpoint units were provided for the field operations to increase the timely delivery of news and transparency of information for District residents. The inauguration of the new radio station has also increased the required costs for operation using fiber-optics.

Space utilization:

OCTFME has taken measures to maximize the utilization of space and improve the efficiency of operational systems. OCTFME constructed set designs in its Studio A facility to produce multiple productions within the existing space and reduce fixed costs associated with operations. The agency has also maximized the current facility utilization through the completion of a radio station and incorporating the internship/workforce development initiatives to offer television broadcast training for the District's youth.

66. What has the agency done in the past year to make the activities of the agency more transparent to the public? Please identify ways in which the activities of the agency and information retained by the agency could be made more transparent.

OCTFME continues to make sure that information about the agency's activities are available to the public, and that the agency remains transparent by increasing the use of its media platforms, including cable television; the internet; social media; and, most recently, our radio broadcasts. Through conscious media strategies and engagement, OCTFME consistently communicates with District residents to inform them of activities and initiatives of OCTFME and the District at large.

67. How does the agency solicit feedback from customers?

The agency primarily solicits feedback from its cable customers through calls, emails, and community engagement events including ANC meetings, town hall meetings, and other District wide events. OCTFME has a dedicated community liaison who, during FY17, attended 27 ANC meetings and at least 20 other District wide events. The agency also collected useful feedback from cable customers as part of a 2016 Community Needs Assessment.

68. Has the agency changed its practices as a result of such feedback?

In addressing feedback received from cable customers, the agency produced a program to address common cable billing concerns that currently airs on DCN, "Ask Marcella."

69. Please describe the services and assistance you provide to filmmakers and the film industry. Please provide a percentage breakdown of the categories of assistance provided by OCTFME.

OCTFME provides service and assistance to filmmakers by responding to their emails, telephone calls, and fielding walk-in inquiries. Filmmakers are typically curious about film permit requirements and procedures; where in the District they are allowed to film; finding specific locations; and parking-related matters in the District.

OCTFME assists filmmakers by finding or referring them to District locations and offering pre- and post-production resources and services needed to produce their project. This is accomplished by either providing them with the information directly or referring them to our online film resources for production assistance, locations gallery, associations and networking opportunities, and film events.

OCTFME also offers filmmakers who reside in the District the opportunity to sign up for ReelCrew, an in-house, online database of crew and production services for District businesses and residents only.

OCTFME posts casting and crew opportunities that are relevant to District residents on our website, as well as production alerts of current film production activity in the city to raise the awareness of District residents, tourists, potential producers and directors, and other interested persons.

OCTFME responds directly to walk-in inquiries, and to telephone and email inquiries within 24-hours or the next business day.

Overall, the assistance that OCTFME provides to filmmakers can be broken down into the following categories and percentages:

- Film, television, multimedia, and still photography permitting support -35 percent;
- Support and marketing of community media events and professional organizations -30 percent;
- Location and technical assistance through online gallery (OCTFME's website and ReelScout) related to local production – 30 percent; and
- Concierge services (assistance with temporary office space, hotels, and other miscellaneous needs) -5 percent.

70. How does OCTFME work with other District government agencies, the federal government, and the private sector to increase film production in the District?

OCTFME focuses on building and maintaining strong partnerships with local media industry groups and professional associations, District government agencies, federal government agencies, and other stakeholders.

OCTFME works closely with several District government agencies, including but not limited to the District Department of Transportation (DDOT), Metropolitan Police Department (MPD), Department of Consumer and Regulatory Affairs (DCRA), Department of General Services (DGS), Fire and EMS Department (FEMS), and DC Commission on the Arts and Humanities (DCCAH); federal government agencies, including but not limited to the National Park Service (NPS), United States Secret Service (USSS), Capitol Police, and Transportation Security Administration (TSA); and the private sector to enable OCTFME to realize its stated mission of facilitating and maximizing media production activity in the District of Columbia.

OCTFME has worked diligently to develop positive working relationships with DDOT, DCRA, MPD, NPS, the Secret Service, the Capitol Police, and FEMS especially, so that the agency is able to quickly consult with the decision-makers at these agencies. The agency believes these stronger working relationships will help cut through some of the obstacles faced in the past and increase our effectiveness at getting more film production permitted and licensed in the District.

OCTFME also has a seat at the Mayor's Special Events Task Group bi-weekly meetings. This also helps to solidify relationships with our contacts at various other DC and federal agencies.

71. From the feedback you have received from customer surveys, please provide the following information:

- a. The number of customer surveys received;

In connection with the film permitting process, we received 207 surveys during FY17, and 23 in FY18, Quarter 1

In connection with community events and ANC meetings during FY17, we received 19 customer surveys

- b. What the agency learned from the feedback; and

All of the surveys received from film permit applicants were “very satisfied” or “satisfied.”

The primary concern for cable customers continues to be billing issues. In addition, at least 45% of those surveyed had viewed the PEG Channels.

- c. What changes the agency implemented as a result of such feedback.

As indicated above, we produced a show to address billing issues. This show is also slated to be broadcast on DC radio for FY18. “Ask Marcella” is designed to share information that helps District residents understand the rules and regulations regarding their Cable TV services. The show informs viewers of their options, their rights, and provides assistance to customers that seek help from the OCTFME. This show also further defines the agency’s role in helping DC residents have a better relationship with their Cable TV provider.

72. Please provide an analysis of the complaints the office has received regarding the operational aspects of the agency. Please include:

- a. A description of the most common complaints;
- b. A breakdown of the percentages of the most common complaints; and
- c. A description of the actions taken to address and reduce these common complaints.

The agency has not received any complaints in FY17 or FY18, to date, regarding its operational aspects.

73. How many shoots took place in FY17 and FY18, to date? Please provide a detailed description of the types of shoots that took place.

In FY17, there were 209 permits issued by OCTFME for media production projects. In FY17, we permitted a range of productions from feature films, documentaries, television series, specials, commercials, and web series. Projects included blockbuster films such as *The Post* with Tom Hanks and Meryl Streep, to specials like Samantha Bee’s “Not the White House Correspondents Dinner.”

In Q1 of FY18, OCTFME permitted 52 projects.

74. What was the economic impact of film and television industry activity in Washington, D.C. for FY17 and FY18, to date? Include the following information:

a. How much revenue was generated for Washington, D.C.;

For the eight FY17 projects which have been subject to economic analysis, \$2.7 million was directly spent in the District for a return of \$2.12 on every \$1 of rebate funds awarded. Total local economic impact (including direct and indirect spending) based on \$4.4 million was \$3.46 on every \$1 of rebate funds awarded.

b. How many DC residents were employed by the film and television projects undertaken in Washington, DC;

From the 12 projects, we project a total of 327 District residents employed from projects under the Rebate Fund program.

c. What formula OCTFME uses to measure these economic indicators; and

The formula used for economic impact is the Return on Investment. The Return on Investment calculates the net local expenditures impact in dollar terms for each rebate "dollar" awarded.

d. Projections for the remainder of FY18 and FY19.

We are unable to provide projections for the remainder of FY18 and FY19 at this time

For FY17, there are currently eight projects which were analyzed for revenue and economic impact of the DC Film, Television, and Entertainment Rebate Program. The other four FY17 projects with longer production schedules have audits that are ongoing.

75. What percentage of time does OCTFME devote to the following activities?

a. Permitting;

b. Site location;

c. Marketing and Promotion; and

d. Other (please describe).

Please find below an estimate of the time devoted to these operations within OCTFME for the Film, TV, and Entertainment Division of the larger OCTFME, which includes cable provider regulation and television programming, among other duties:

- Permitting, locations/ site assistance -15 percent;
- Marketing and Promotion – 5 percent;

- Media Workforce Training and Media Education Opportunities – 5 percent;
- Administrative/Other – 5 percent;
- Programming and Production – 30 percent;
- Regulatory and Customer Service Support – 25 percent; and
- Film Rebate Administration – 15 percent.

76. What industry infrastructure improvements is OCTFME working on this year and how do these infrastructure improvements increase workforce development in the District?

Studio B Upgrade

OCTFME has two broadcast/production studios but only one, Studio A, has a permanent technical infrastructure.

OCTFME is finalizing its build-out at 1899 9th street by completing the technical build-out of Studio B to include a matching technical infrastructure to Studio A.

OCTFME has chosen to employ The District of Columbia Public-Private Partnerships policy, charged with building collaborations between the private sector and the District government. OCTFME will establish long-term, performance-based partnerships with clients that will enter into monetary relationships with the agency. The resources resulting from the relationships will be used for the continued maintenance and service to the mission of the agency.

Interns and personnel can be hired and trained through the Mayor’s Summer Youth Program and the Department of Employment Services CECAP program.

Master Control Relocation

In FY17, OCTFME upgraded the Master control infrastructure for 441 Judiciary Square and the John A. Wilson Building to High Definition broadcast quality. The upgrades are compatible to the relocation of the Council hearing control from the Wilson building to the OCTFME headquarters. The installation of the production control for each council hearing room to the OCTFME headquarters consolidates technical infrastructure, and improves the human resource component of the agency with timely operating scheduling and reduced personnel expenses.

High Speed Internet Based Transmission

As the official television presenter for the Government of the District of Columbia, OCTFME updated its capacity to expand capturing time sensitive information to relay to the public.

OCTFME upgraded HSEMA infrastructure on par with its other remote locations which include the John A. Wilson building and One Judiciary Square. The duplicate set up will allow for ease of use for our pool of operators and could be operated remotely and on location. This is particularly advantageous during weather events when information transmission is crucial. In addition, a direct point to point LOW Video Latency link was installed between OCTFME headquarters and the HSEMA headquarters. The upgrades

improve the human resource component of the agency with timely operating scheduling and reduced personnel expenses.

77. Please discuss plans for developing educational programs to train District students and residents in film and television production and related fields.

OCTFME proactively supports youth training development. Not only does OCTFME support and sponsor community-based media education programs, OCTFME also hosts regular visits to the OCTFME studio to provide youth access to media production workshops and tutorials. Most recently, the agency hosted DCPS students for Disability Mentoring Day and the Techbridge Girls group from KIPP Academy. The students, all with television, broadcast and engineering career goals, had the opportunity to participate in hands-on experiences.

78. Producers have indicated there are many obstacles in obtaining permits for filming in DC due to the number of jurisdictions in the District. Does OCTFME have a plan for streamlining the current process?

This is a valid and ongoing concern among media producers who have filmed in the nation's capital. Unfortunately, Washington, DC has restrictions and OCTFME cannot grant permits for Federal property. Given that the District is home to Congress and the President of the United States, security restrictions will not be compromised.

OCTFME has partnered with its sister agencies such as the DGS to leverage its combined assets more efficiently to provide filmmakers with the best experience possible in the District.

OCTFME has worked proactively on its cooperative relationship with National Park Service, U.S. Capitol Police, MPD, Washington Metropolitan Area Transit Authority, and DPW to establish the minimum requirements for allowing filming in all areas of the District.

Partners have reported that there is a marked improvement in the ease of accessing sought after locations. OCTFME is very proud of the improvements in this area.

79. Please provide the process for obtaining a film permit issued by OCTFME.

We have an online process (at entertainment.dc.gov) which requires applicants to describe elements of their shoot, including providing a time-line; the nature of filming; whether there will be mock weapons or explosives; and if animals are involved. Upon receiving a completed application, we input the locations, dates, and times into the citywide public space system (TOPS) which shows any potential conflicting roadwork, construction, parade, etc. If there are no conflicts, we send an invoice based on our established fees. After payment is received, we issue the permit via email.

80. What are your plans to enhance engagement with the local film/TV community and to continue to attract both independent films as well as major picture productions?

OCTFME is proud to report that over the last 2 years of the DC Film, Television, and Entertainment Rebate Fund Program, out of a total of 24 projects that received production support rebates, 12 of the projects came from local production companies. OCTFME is committed to leveraging its program resources to support local companies in addition to attracting out of state companies that bring added economic impact to the District.

OCTFME has also established great relationships with local media professional organizations like Women in Film and Video (WIFV); the Television, Internet, and Video Association (TIVA); and others to help offer networking and resource access that will help advance and sustain the local creative economy.

Additionally, OCTFME is actively working with local production crew professionals and locally based production support vendors to highlight their talents and offerings and communicate to the film and TV production community that DC is “open for business.” OCTFME highlights that not only does DC have great locations it also has a vibrant media professional and crew community and a growing community of media support vendors.

OCTFME will also be working with DSLBD to identify and create a directory of local businesses that could offer media support services for the industry and then market that list to incoming productions.

OCTFME will also engage local unions, media professionals, and District-based media business and non-profits for their input on how the District can leverage its existing media industry ecosystem to attract even more revenue-producing and job creation activity.

81. Hollywood continues to indicate that one of the District’s limitations is the need for a sizable “state of the art” soundstage. Has the agency developed a plan for assessing the feasibility of building a soundstage and a timeline for doing so?

The agency recognizes the need for a “state of the art” soundstage in the District and has been engaged in discussions with various parties on a range of plans to address this need.

82. Our neighboring jurisdictions, the state film commissions of Maryland and Virginia, continue to increase their film incentive funds. Please discuss OCTFME’s plan for competing with these jurisdictions?

Our plan for competing with neighboring jurisdictions is to continue to market and highlight the District as the most attractive place to film of the three neighboring jurisdictions. In our marketing efforts, the agency will highlight the ease of working with the District and point to the distinguishable landscape and landmarks that create a desired artistic backdrop for production companies’ concepts.

83. Please provide a description and explanation of the Rebate Fund and the qualifications required to receive a Production Rebate and an Infrastructure Rebate.

a. How much funding was used for the Rebate Fund for FY17 and FY18, to date?

b. How many productions have applied to the Rebate Fund for FY17 and FY18, to date?

Under the DC Film, Television, and Entertainment Rebate Fund, a qualified production includes the production of motion picture, television, or video content created in whole or in part in the District and intended for nationwide distribution or exhibition. A motion picture film production shall include digital interactive media production. The term "qualified production" does not include productions that:

- Consist primarily of televised news or current events;
- Consist primarily of a live sporting event, except boxing;
- Consist primarily of political advertising;
- Productions that primarily market a product or service other than a qualified production; or
- Radio programs.

Qualified productions must have qualifying expenditures of at least \$250,000 in the District of Columbia for the development, preproduction, production, or postproduction costs.

Film and digital media infrastructure projects that support the creation of production and postproduction facilities in the District can also qualify for an incentive rebate. Qualified projects may receive a payment of up to 25% of the base infrastructure investment. Qualified infrastructure projects must invest and expend at least \$250,000 in qualified expenditures in the District to be eligible for the infrastructure rebate.

a. For FY17 \$1.3M has been awarded. A total of \$1.7M is projected to be awarded after receipt of the final 4 projects.

For FY18, \$2.4M is committed to the applications received thus far.

b. FY17 Total Applications: 15

c. FY18 to date Applications: 12

84. Please provide a description and explanation of the Filmmaker of the Month initiative and the funding used for the program for FY17 and FY18, date.

The "Filmmaker of the Month" initiative is a vehicle for highlighting the talents and creative contributions of filmmakers in the District of Columbia. The Filmmaker of the Month initiative is part of OCTFME's mission to elevate the national and international profile of the District's talented filmmakers.

The "Location of the Month" initiative is part of the agency's mission to market and support District locales as media production locations, and to bring attention to the wide range of cinematically compelling locations that are available as locations for film and television productions.

Both of the initiatives are supported by OCTFME administrative support funding assigned to the Film Division.

85. Please provide a description and explanation of the 202Creates program and the funding used for the program for FY17 and FY18, date.

Mayor Muriel Bowser launched 202Creates in September 2016 to amplify and celebrate DC's creative culture. Through an array of events, 202Creates has consistently showcased the diversity of the artists, makers, and entrepreneurs who contribute to the District's thriving creative industries. 202Creates has engaged residents through activities and conversations, curated by the District's creative innovators, that build community through all 8 Wards. What started as a monthly celebration has turned into a fast growing movement with no intention of slowing down. To date, 202Creates has supported over 4,362 events and generated over 95 million hashtag impressions.

202Creates does three important things:

- It promotes and amplifies the District's Creative Economy through digital media marketing, original television programming, and paid performance opportunities for the District's creative residents.
- It connects District residents with government resources and space to support their artistic work as well as their creative businesses. Through the 202Creates Creative Co-Working Events and the 202Creates Residency Program, 202Creates builds participant skills, helps to grow creative business, and improves job opportunities. 202Creates helps to build a pathway for creative residents to the middle class.
- It builds community by connecting creative District residents with each other through the 202Creates creative conversation series, networking events, and roundtables

86. The DC Cultural Plan is intended to strengthen arts, humanities, culture, and heritage in neighborhoods across the city by increasing cultural participation, supporting artists and talent development, stimulating cultural production and informing decision-making. This effort was launched in July 2016 and is anticipated to be completed in the spring of 2018. Please provide an update on the status of the plan, as well as the anticipated timeline for completion.

202Creates will be a strong contributor to the implementation of the DC Cultural Plan. Mayor Bowser released a discussion draft of the DC Cultural Plan on January 19th, 2018 for public review through February 28th, 2018. Following the review period, the Office of Planning, in consultation with OCTFME and CAH, will analyze the feedback and revise the plan accordingly.

Question 2

Title	Name	Hire Date	V/F	Gr	Step	Salary	Program Code	Activity Code	F/P Time	FTE
AUDIOVISUAL PRODUCTION SPECIAL	Borden,Kenneth M	4/1/1999	F	12	9	\$94,978	2000	2010	F	1
CABLE TELEVISION INSPECTOR	Gist,Mabel O	9/9/2002	F	13	10	\$112,956	2000	2010	F	1
CONSUMER SRVS OFFICER	Hicks,Marcella L	4/27/1999	F	14	9	\$130,157	2000	2010	F	1
Associate Director, Television	Walker,Bruce U.R.	9/19/2016	F	7	0	\$97,850	3000	3020	F	1
VIDEOGRAPHER PROGRAMMING	Petty,Eugene R	4/1/1999	F	13	9	\$110,145	2000	2010	F	1
VIDEOGRAPHER	Parker,Shaun	3/6/2006	F	13	8	\$107,334	2000	2010	F	1
VIDEOGRAPHER - PROGRAMMING	Oluyole,Silas	4/1/1999	F	12	8	\$92,616	2000	2010	F	1
Special Assistant	Younger,Derek H	1/2/2015	F	7	0	\$95,481	1000	1090	F	1
EDITING SYSTEMS SPEC	Holmes,Stacy T.	2/6/2006	F	13	10	\$112,956	2000	2010	F	1
General Counsel	Cooper,Lawrence	10/19/2015	F	2	0	\$138,030	1000	1060	F	1
Attorney Advisor	Alexander,Damien	8/7/2017	F	12	10	\$103,728	1000	1060	F	1
Executive Assistant	Jolley,Dania	7/10/2017	F	12	4	\$76,894	1000	1090	F	1
Special Assistant	Brown,James D	10/22/2012	F	8	0	\$97,603	1000	1090	F	1
Director Television Programing	Tolson,Karen A	2/12/1996	F	15	0	\$120,309	2000	2010	F	1
Supervisory Producer	Patterson,Ferman	8/28/2000	F	13	0	\$113,475	2000	2010	F	1
Supv Audiovisual Prod Spec	Reed,Maurice L	2/4/1996	F	14	0	\$104,143	2000	2010	F	1
Supv Editor (Television)	Shameem,Mohamed S	4/15/2002	F	13	0	\$107,585	2000	2010	F	1
Creative Economy Specialist	Lombardi,Maryann	10/3/2016	F	13	9	\$101,826	1000	1090	F	1
Public Affairs Specialist	Tay,Akua	3/20/2017	F	12	4	\$76,894	1000	1085	F	1
Program Support Assistant (OA)	Boddie,Jeffrey	1/9/2017	F	7	6	\$45,848	2000	2010	F	1
Events Program Coordinator	Ellis,Robert	9/6/2016	F	11	5	\$64,160	1000	1090	F	1
Program Support Assistant (OA)	Hanks,Anngela	10/3/2016	F	7	6	\$45,848	1000	1020	F	1
Producer	Granato,Matthew S	12/29/2014	F	9	6	\$59,189	2000	2010	F	1
Videogrrapher	Vigas,Oscar J	4/1/2002	F	12	7	\$90,254	2000	2010	F	1
Editor (Television)	Phan,Francis Q.	11/26/2007	F	12	7	\$90,254	2000	2010	F	1
Editor (Television)	Pinckney,Troy	5/1/2017	F	12	10	\$97,340	2000	2010	F	1
Producer	Carter Knight,Kelly M.	2/4/2002	F	12	10	\$97,340	2000	2010	F	1
Producer	Fernandez,Cecily A	3/28/2005	F	12	10	\$97,340	2000	2010	F	1
Audiovisual Production Spec	Dove,Dion K	3/7/2005	F	11	7	\$73,347	2000	2010	F	1
Events Program Specialist	Washington,Lindsay D	1/18/2011	F	3	0	\$50,647	2000	2010	F	1
VISUAL INFO SPECIALIST-Graphic	Djimbanaou,Salah E	8/11/2014	F	12	4	\$83,168	2000	2010	F	1
Audiovisual Production Spec	Wooden,Michael A	10/29/2007	F	9	2	\$52,669	2000	2010	F	1

Question 2

Title	Name	Hire Date	V/F	Gr	Step	Salary	Program Code	Activity Code	F/P Time	FTE
Audiovisual Production Spec	Thorpe Jr.,Edward E	3/16/2008	F	9	10	\$65,709	2000	2010	F	1
Audiovisual Production Spec	Anthony,Vanessa D	11/14/2016	F	9	6	\$59,189	2000	2010	F	1
Director	Gates,Angie Marie	1/2/2015	F	E2	0	\$155,952	1000	1090	F	1
Producer	Murdock,Kyle	2/6/2017	F	9	10	\$37,973	2000	2010	P	0.5
Director of Operations	Johnson,Steven G.	8/17/2015	F	15	0	\$110,621	1000	1090	F	1
Audiovisual Production Spec	Walck,Mitchell	10/31/2016	F	9	9	\$64,079	2000	2010	F	1
FINANCIAL ANALYST	Yeldell,Robin M	9/23/2013	F	13	2	\$66,918	1000	1050	P	0.5
Associate Director, Film Divis	Niles,John H	10/12/2010	F	13	0	\$109,180	1000	1090	F	1
Public Affairs Specialist	Carter,William P	5/30/2017	F	12	4	\$76,894	3000	3020	F	1
Producer	Sturgis, Jessica	2/5/2018	F	9	0	\$47,185	2000	2010	P	0.5
Public Affairs Specialist	Williams,Raynard	9/22/2014	F	12	4	\$76,894	3000	3020	F	1
Administrative Officer	Dickens,Detra D	11/5/2001	F	13	6	\$94,035	1000	1020	F	1
Program Analyst	Wilson,Loretta	7/10/2017	F	11	10	\$73,295	1000	1085	F	1
Editor (Television)	Dorsey,Nicholas G	3/16/2008	F	12	4	\$83,168	2000	2010	F	1
Human Resources Specialist	Jackson Jones,Carol A	4/18/2016	F	12	10	\$89,992	1000	1020	F	1
Legislation and Policy Special	Bonner,Rukiya A	9/5/2017	F	12	10	\$89,992	1000	1060	F	1
Program Support Specialist	Lee,Andre T	1/6/1997	F	11	10	\$79,275	2000	2010	F	1
Supervisory Producer	Mallory,Brenda N	3/10/2008	F	13	0	\$86,660	2000	2010	F	1
Broadcast Specialist (Radio)	Myrick,Winfred	10/3/2016	F	12	1	\$70,345	2000	2010	F	1
Supervisory Production Manager	Avery,John C	7/1/2002	F	14	0	\$108,798	2000	2010	F	1
TOTALS						\$4,588,518				50.5

QUESTION 6

Office of Cable Television, Film, Music and Entertainment (CIO)
 FY 2017 & 2018 Intra-Districts- Special Purpose Revenue - 0600

FY 2017 Intra-Districts- CIO as the Buyer

Agency Code	Seller Agency	Funding Description	Program Codes	Activity Codes	Original Advance Amount	Amount Expended in FY 2017	Letter of Intent Executed	MOU Dates	MOU Signature Date	Date Funds Transferred
		<u>Operating</u>								
P00	OCP- Office of Contracting and Procurement	Pcard (multiple advances)	Multiples	Multiples	\$413,208.90	\$413,208.90	No MOU	N/A	N/A	N/A
A10	OCFO	MOU with OCFO for Financial Services	1000	1050	\$150,000.00	\$150,000.00	MOU Executed	MOU Executed	MOU Executed	MOU Executed
	Department of General Services	Contract security guard services			\$741.92	\$741.92	MOU Executed	MOU Executed	8/28/2017	9/14/2017
	Public Access Corporation of DC	Creative Economy Career Access Program (CECAP) to establish on-the-job training for underserved DC residents			\$14,775.00	\$14,775.00	MOU Executed	9/1/2017	9/6/2017	9/30/2017
T00	OCTO	OCTO- Telecom Services	1000	1040	\$236,248.10	\$164,616.52	Fixed Cost No MOU	N/A	N/A	N/A
KTO	DPW-Department of Public Works	DPW- Fleet	1000	1070	\$37,058.01	\$33,202.04	Fixed Cost No MOU	N/A	N/A	N/A
EBO	DMPED- Deputy Mayor for Planning and Economic Development	DMPED Economic Impact Study A technical and financial and labor market analysis of the OCTFME Film projects.	2000	2030	\$8,000.00	\$8,931.78	MOU Executed	9/30/2017	9/30/2017	9/30/2017
AM0	DGS-Department of General Services	DGS-Energy	1000	1030	\$304,644.00	\$285,324.51	Fixed Cost No MOU	N/A	N/A	N/A
AM0	DGS-Department of General Services	DGS-Security	1000	1030	\$159,081.00	\$150,241.78	Fixed Cost No MOU	N/A	N/A	N/A
AM0	DGS-Department of General Services	DGS- Occupancy	1000	1030	\$540,000.00	\$491,210.78	Fixed Cost No MOU	N/A	N/A	N/A
T00	OCTO-	IT Assessment	1000	1040	\$85,965.01	\$62,756.27	Fixed Cost No MOU	N/A	N/A	N/A
T00	OCTO- Office of Chief Technology	Dedicated IT Staff - FTE	1000	1030	\$21,736.61	\$21,736.61	Electronic MOU Executed	7/14/2017	7/7/2017	7/14/2017
Total=					\$1,971,458.55	\$1,796,746.11				

QUESTION 6

Office of Cable Television, Film, Music and Entertainment (CIO)
 FY 2017 & 2018 Intra-Districts- Special Purpose Revenue - 0600

FY 2018 Intra-Districts- CIO as the Buyer

Agency Code	Seller Agency	Funding Description	Program Codes	Activity Codes	Original Advance Amount	Amount Expended & Committed in 2018	Letter of Intent Executed	MOU Dates	MOU Signature Date	Date Funds Transferred
PX0	OCP- Office of Contracting and Procurement	Pcard	Multiple	Multiple	\$110,000.00	\$104,181.02	No MOU	N/A	N/A	N/A
A10	OCFO- Office of the Chief Financial Officer	MOU with OCFO for Financial Services	1000	1050	\$150,000.00	\$150,000.00	MOU Executed	10/1/2017	11/1/2017 & 10/3/2017	1/17/2018
AS0	OCTO-OFRM	OCTO-Telecom -Telephones	1000	1040	\$117,900.00	\$110,753.34	Fixed Cost No MOU	Fixed Cost No MOU	N/A	
KT0	DPW-Department of Public Works	DPW- Fleet Services	1000	1070	\$100,000.00	\$0.00	Fixed Cost No MOU	N/A	N/A	N/A
AM0	DGS-Department of General Services	DGS-Energy Services	1000	1030	\$272,226.00	\$272,225.87	Fixed Cost No MOU	N/A	N/A	N/A
AM0	DGS-Department of General Services	DGS-Security Services	1000	1030	\$179,303.00	\$179,303.00	Fixed Cost No MOU	N/A	N/A	N/A
AM0	DGS-Department of General Services	DGS- Occupancy Fixed Costs	1000	1030	\$685,046.00	\$685,045.77	Fixed Cost No MOU	N/A	N/A	N/A
AS0	OFRM-Office of Finance & Resource Management	OFRM- Telecom Advance Collections- Telephones	1000	1040	\$71,991.84	\$8,335.17	Fixed Cost No MOU	N/A	N/A	N/A
TO0	OCTO- Office of Chief Technology	IT Assessment- IT Servers	1000	1040	\$90,891.60	\$86,302.10	Fixed Cost No MOU	N/A	N/A	N/A
CF0	DOES- Department of Employment Services	MOU with DOES for Creative Economy Career Access Program (CECAP)	2000	2010	\$124,942.88	\$124,942.88	There is an MOU	12/12/2017	10/24/2017 & 11/17/2017	12/12/2017
TO0	OCTO- Office of Chief Technology	Microsoft Office 365 Subscription Service	1000	1040	\$5,000.00	\$5,359.41	MOU Executed	12/5/2017	11/16/2017 & 11/15/2017	11/16/2017 & 11/15/2017
Total=					\$1,907,301.32	\$1,726,448.56				

Question #8

<u>OCTFME FRANCHISE FEES SPECIAL PURPOSE REVENUE (FY2017 - 2018)</u>		
Revenue Source	Cable Franchise/PEG fees/Production support	
Revenue Code for collecting revenue	DC Law 43-143; DC Law 4-193; DC Official code 42-2601	
Authority to carry forward/status of availability	DC Law 43-1807.01, DC Law 4-193	
Source of Funding	Franchise fees from authorized cable providers - Comcats, RCN and Verizon. Also production sales for studio rental, production assistance and sales of tapings. Also, film production	
Program description	Franchise fees contracted with authorized providers, revenue is posted as received. Production sales based on contracts as needed for space, production assistance and tapings.	
FY2017 (As of 9/30/17)		
FY17		
Final budget	12,089,495.53	
Total Expenditures	11,377,874.82	
Total Revenue collection	13,555,492.91	
Actual Expenditures		
Salaries	3,531,760.00	
Fringe benefits	740,265.00	
Overtime	214,740.00	
Supplies	45,088.00	
Fixed costs	1,091,394.00	
TRAVEL - LOCAL	433.60	
TRAVEL - OUT OF CITY	27,298.05	
MAINTENANCE AND REPAIRS - AUTO	5,533.61	
MAINTENANCE AND REPAIRS - MACH	207,977.66	
PROF SERVICES FEES AND CONTR	1,990,549.26	
OFFICE SUPPORT	46,418.01	
PRINTING, DUPLICATING, ETC	9,852.05	
TUITION FOR EMPLOYEE TRAINING	6,268.89	
CONFERENCE FEES LOC OUT OF CITY	3,389.00	
PAYMENT OF MEMBERSHIP DUES	5,677.50	
SPONSORSHIPS	261,870.00	
MARKETING	7,335.00	
OCTO IT ASSESSMENT	62,756.27	
INT PENALTIES QUICK PAY CLS 40	25.93	
Contracts	358,536.00	
PEG PAYMENTS	1,112,740.00	
Equoment and Equipment rentals	1,647,967.00	
Total Expenditures	11,377,874.83	
FY2018 (As of 2/13/18)		
Budget and Revenue		
Budget	12,729,862.45	
Year to date Expenditures & commitments	5,386,830.21	
Year to date Revenue collection	360,027.42	
Actual Expenditures and Commitments		Current Balance
0011 - REGULAR PAY - CONT FULL TIME	918,807.06	1,973,579.86
0012 - REGULAR PAY - OTHER	398,191.04	351,335.23
0013 - ADDITIONAL GROSS PAY	1,641.74	(1,641.74)
0014 - FRINGE BENEFITS - CURR PERSONNEL	288,513.95	552,610.22
0015 - OVERTIME PAY	54,538.30	95,461.70
0020 - SUPPLIES AND MATERIALS	30,000.00	50,000.00
0030 - ENERGY, COMM. AND BLDG RENTALS	272,225.87	0.13
0031 - TELEPHONE, TELEGRAPH, TELEGRAM, ETC	198,807.93	(80,907.93)
0034 - SECURITY SERVICES	179,303.00	0.00
0035 - OCCUPANCY FIXED COSTS	685,045.77	0.23
0040 - OTHER SERVICES AND CHARGES	913,254.61	945,961.49
0041 - CONTRACTUAL SERVICES - OTHER	724,000.00	168,245.00
0050 - SUBSIDIES AND TRANSFERS	0.00	2,447,417.51
0070 - EQUIPMENT & EQUIPMENT RENTAL	722,500.94	840,970.54
Total Expenditures and Commitments	5,386,830.21	7,343,032.24

9. For FY17 and FY18, to date, please list any purchase card spending by the agency, the employee making each expenditure, and the general purpose for each expenditure.

FY17 K.TOLSON

TRANSACTION DATE	COMPANY	TRANSACTION AMOUNT	REQUESTED BY	DESCRIPTION
10/6/2016	FASTSIGNS OF DC WASHINGTON DC	\$1,004.41	Derek Younger	Step and Repeat with agency branding for South by South Lawn event
10/20/2016	OMNIMUSIC ONLINE	\$2,200.00	Karen Tolson	1 year license for music usage in programming
10/20/2016	WHEATSTONE CORPORATION	\$191.25	Steven Johnson	IP Single Channel PC Software Driver for Radio Station
10/31/2016	THE COLES GROUP LLC	\$1,019.88	Karen Tolson	Flat bed cover for agency's government vehicle
11/4/2016	DRUMS UNLIMITED RENTAL	\$447.94	Karen Tolson	Keyboard stand and amplifier rental for Brian Culbertson performance
11/7/2016	NATOA	\$2,635.00	Karen Tolson	Agency membership agreement for national organization
11/14/2016	MARVIN JOSEPH	\$3,500.00	Karen Tolson	Professional photography service for show talent promotionsal
11/14/2016	RADIO COMPUTING SERVIC	\$995.00	Steven Johnson	Music scheduling software for Radio Station
11/17/2016	INTERNATIONAL TELECOM	\$2,000.00	Karen Tolson	License agreement for Teen Kids News programming series for DKN
11/22/2016	EMERGENT LLC	\$2,486.85	Steven Johnson	Adobe Cloud license for Radio Station
12/6/2016	MAEION BRYANT COSMETICS	\$461.00	Karen Tolson	Makeup supplies for on air talent
12/6/2016	GELBACH DESIGNS INC	\$3,969.44	Bruce Walker	Anchor desk for set of 'The 202'
12/9/2016	GELBACH DESIGNS INC.	399.36CR		REBATE FOR GRAPHIC CHARGE THAT WAS NOT APPLICABLE
12/13/2016	DALE SMITH	\$150.00	Karen Tolson	Piano tuning services
12/19/2016	HOMEGOODS	\$349.00	Karen Tolson	Decorative design pieces for new sets for 'The 202' and 'I Wish you Knew'
12/19/2016	BOB'S DISCOUNT FURNTUR	\$14.50	Karen Tolson	Decorative set piece (sale item)
12/19/2016	BOB'S DISCOUNT FURNTUR	\$2,196.99	Karen Tolson	Sectional sofa and area rugs for 'I Wish You Knew' set
12/27/2016	SMART CITY NETWORKS	\$1,895.23	Karen Tolson	Telecom services, (fiber, telephone, return cable), at convention Center for 2017 Council Swearing in Ceremony
12/29/2016	THE HOME DEPOT	\$897.09	Karen Tolson	Plant, hardware supplies for studio set enhancement
1/2/2017	HI-TECH ELECTRIC LLC	\$887.50	Karen Tolson	Electricity at Convention Center for 2017 Council Swearing In Ceremony
1/10/2017	FASTSIGNS OF DC	\$482.49	Bruce Walker	Table skirt with channel logos for use at agency hosting functions
1/12/2017	THE COLES GROUP LLC	\$1,080.00	Karen Tolson	Display case for agency awards and set design
1/13/2017	DRUMS UNLIMITED RENTAL	\$1,685.00	Steven Johnson	Backline rental for Raheem DeVaughn performance on 'The 202'
1/25/2017	CAPITALEMMY	\$1,295.00	Karen Tolson	Program entries for 2016 National Academy of Television Arts & Sciences local Emmys
2/3/2017	BROADCAST ELECTRONICS	\$2,112.00	Steven Johnson	1 year license and maintenance agreement for AVFLEX and NEWBOSS for Radio Station
2/8/2017	MICROSOFT	\$99.99	Steven Johnson	Windows 10 software for radio producing computer
2/8/2017	MICROSOFT	\$99.99	Steven Johnson	Windows 10 software for radio engineering computer
2/8/2017	CONTROL VIDEO LLC	\$3,208.00	Karen Tolson	Equipment rental & support for 2 year Accountability report presentation @ Gallaudet
2/9/2017	GUITAR CENTER	\$3,084.36	Steven Johnson	Music instruments and equipment for guests performers
2/9/2017	THE HOME DEPOT	\$435.45	Karen Tolson	Light clips, tables, and power strips for studio B holding area
2/13/2017	CONTROL VIDEO LLC	\$2,800.00	Steven Johnson	Presidential Inauguration transmission support
2/14/2017	AMERICAN STAGE CURTAIN	\$980.00	Karen Tolson	Pipe and drape rental for studio B holding area
2/24/2017	KINETIC ARTISTRY	\$640.70	Derek Younger	Agency gobos for lighting projections
2/27/2017	THE HOME DEPOT	\$1,424.83	Karen Tolson	Materials, (wood, paint, bolts, etc.) for set flat design and build
3/7/2017	NAB SHOW REGISTRATION	\$705.00	Karen Tolson	Registration for Supervisory AV Production Specialist for National Association of Broadcasters conference
3/7/2017	DC MUSICDOWNLOAD	\$2,000.00	Maryann Lombardi	Sponsorship of support for the Sounds of the City Festival
3/15/2017	TONYLAMAR PROD	\$3,000.00	Karen Tolson	Acquisition and 1 year distribution rights to Grub In/Out locally produced television series
3/14/2017	NATOA	\$240.00	Karen Tolson	Registration to ten monthly webinars for staff by National Assoc of Telecommunications Officers and Advisors
3/17/2017	DUPONT COMPUTERS, INC	\$75.00	Steven Johnson	Pro holder and monopod for Smart Phones
3/17/2017	DUPONT COMPUTERS, INC	\$1,701.00	Steven Johnson	Office supplies
3/22/2017	DCIFF	\$2,500.00		Sponsorship of support for the DC Independent Film Festival
4/6/2017	TELESCRIPT DC	\$1,450.00	Karen Tolson	Teleprompter equipment & operator for State of the District Address
4/6/2017	AMERICAN STAGE CURTAIN	\$3,575.00	Steven Johnson	Drapery for staging of State of the District Address
4/7/2017	NATOA	\$1,050.00	Karen Tolson	Entry fees for program submission to NATOA Government Programming Awards
4/15/2017	PINPOINTS	\$5,000.00	Steven Johnson	Sponsorship of support
4/25/2017	PINPOINTS	5,000.00 CR		Sponsorship of support contract voided
4/25/2017	SENODA INC	\$1,950.00	Steven Johnson	Table Skirts with agency logos
5/20/2017	VIDEObLOCKS	\$149.00	Karen Tolson	1 yr license subscription to royalty free footage
6/2/2017	CONTROL VIDEO LLC	\$5,000.00	Karen Tolson	Monitors, routers, video swith, and tech support of State of the District Address
6/21/2017	THE COLES GROUP LLC	\$889.70	Karen Tolson	10 iPhone lavalier microphones
6/22/2017	THE COLES GROUP LLC	\$799.80	Karen Tolson	20 rolls of gaffers tape for field productions
7/19/2017	CEI SALES LLC	\$1,991.36	Steve Johnson	Training for Radio Station equipment
7/24/2017	METROPOLITAN OFFICE PR	\$4,311.15	Steven Johnson	Office supplies
8/23/2017	DALE SMITH	\$150.00	Karen Tolson	Piano tuning
8/28/2017	DROPBOX	\$644.00	Steven Johnson	Annual subscription fee
8/29/2017	TPW CONSULTANTS	\$1,368.00	Karen Tolson	Two graphic tablets and pens for broadcast animation creation
9/1/2017	THE WRIGHT HOUSE CO	\$475.00	Steven Johnson	Sign language interpretation services for 202 Creates Kick Off Event
9/5/2017	CAPITOL SERVIC WASHINGTON DC	\$595.00	Steven Johnson	Stenciled ribbon for Radio Station ribbon cutting
9/9/2017	OAK AVE	\$500.00	Bruce Walker	Harp performance for Radio Station launch event

9/8/2017	WHUR	\$1,500.00	Bruce Walker	Advertisement for Radio Station launch
9/11/2017	GELBERG SIGNS WASHINGTON DC	\$2,234.90	Steven Johnson	Step and repeat with Radio Station logo inclusion for launch event
9/10/2017	NATOA	\$825.00	Steven Johnson	Registration for NATOA conference attendance for Steve Johnson
9/10/2017	NATOA	\$825.00	Karen Tolson	Registration for NATOA conference attendance for Karen Tolson
9/11/2017	THE HOME DEPOT	\$210.55	Steven Johnson	Lighting extension cords for exterior performances for launch event
9/13/2017	DESIGNED SERVI	\$4,095.00	Steve Johnson	Production consulting services for Radio Station launch
9/14/2017	THE COLES GROUP LLC	\$2,000.00	Bruce Walker	Talent acquisition, (band, soloist, cellist) for launch event
9/15/2017	HYATT HOTEL @ OLIVE 8 SEATTLE WA	\$947.46	Steven Johnson	Hotel accommodations for Steve Johnson at NATOA conference in Seattle, WA
9/15/2017	HYATT HOTEL @ OLIVE 8 SEATTLE WA	\$109.50		Taxes applied to hotel accommodations for Karen Tolson at NATOA conference in Seattle , WA
9/16/2017	THE WRIGHT HOUSE CO	\$600.00		Sign language interpretation services for Radio Station ribbon cutting/launch event
9/20/2017	HYATT HOTEL @ OLIVE 8 SEATTLE WA	119.46CR		Taxes removed from hotel accommodations for Steven Johnson at NATOA conference in Seattle , WA
9/20/2017	HYATT HOTEL @ OLIVE 8 SEATTLE WA	109.50CR		Taxes removed from hotel accommodations for Karen Tolson at NATOA conference in Seattle , WA
9/20/2017	THE WRIGHT HOUSE CO	\$600.00	Steven Johnson	Sign language interpretation services for 202 Creates Closing event

FY17 A. HANKS

3/9/2017	United Airlines	\$433.60	Herbert Niles	United Airlines flight for Herby to AFCI conference BWI-LAX
3/14/2017	Delta Airlines	\$25.00	Angie Gates	SXSW: Baggage check from Austin - D.C.
3/15/2017	AFCI	\$49.00	Herbert Niles	AFCI Conference-Class Registration for Herby
3/15/2017	AFCI	\$199.00	Herbert Niles	AFCI Conference registration
3/15/2017	AFCI	\$500.00	Herbert Niles	AFCI Conference-Herby-Thursday Marketing Badge
3/16/2017	BestBuy	\$159.99	Herbert Niles	RAM Memory
3/17/2017	Bethesda Film Festival	\$10.00	Angie Gates	Bethesda Film Festival Ticket
3/28/2017	Society of Cable Telecommunications Engineers	\$122.50	Steven Johnson	Renew membership for Society of Cable Telecommunications Engineers for Mable Gist
3/31/2017	Best Buy	-\$159.99	Herbert Niles	Bust Buy Credit - Returned RAM (memory) needed for Herby's Computer
4/5/2017	Senoda Inc	\$2,634.00	Maryann Lombardi	202 Creates T-shirts ordered for SXSW and for the agency going forward
4/7/2017	Senoda Inc	\$727.00	Steven Johnson	Business Cards
4/10/2017	Broadcast Electronics	\$3,480.00	Steven Johnson	Radio Software and License
4/11/2017	Boradcast General Store	\$2,527.65	Steven Johnson	Radio Station Equipment
4/11/2017	Washington Informer	\$250.00	Steven Johnson	Emancipation Day promotional e-blast
4/19/2017	Dream Team LLC	\$1,200.00		Marketing and Advertisement to promote Filmfest DC
4/20/2017	Dream Team LLC	\$250.00	Steven Johnson	DT Nation - Emancipation Day promotion
4/20/2017	Dupont Computers	\$99.00	Herbert Niles	This was RAM purchased for Hebert Niles's computer
5/5/2017	Linkedin	\$2,450.00	Steven Johnson	Lynda.com staff training services
5/5/2017	ABC Technical Solution	\$565.50	Steven Johnson	telecommunications accessories for vehicles
5/5/2017	Fred Pryor Seminar	\$119.00	Angie Gates	Registration for Fred Pryor Seminar - The Exceptional Assistant. Training for Thembi Mhlambiso
5/18/2017	USPS	\$49.00	Steven Johnson	5 books of stamps for office use - mailouts
5/19/2017	Hootsuite Media Inc.	\$444.02		original charge for social media/ platform communications team
6/5/2017	Senoda	\$1,987.00	Maryann Lombardi	brochures for emancipation day and the agency for fy17
6/6/2017	Hootsuite Media Inc.	-\$444.02	Maryann Lombardi	Hootsuite Credit-This was a credit because the amount included Taxes.
6/7/2017	Hootsuite Media Inc.	\$419.88	Maryann Lombardi	Purchase for Social Media support.
6/15/2017	Hootsuite Media Inc.	-\$104.97		This is a credit because Hootsuite prorated the cost.
7/10/2017	Long Train Productions	\$1,350.00	Steven Johnson	Imaging and promo package for Radio Station
7/11/2017	Young Creative Services	\$4,900.00	Steven Johnson	website for Radio Station
7/11/2017	Thomson West	\$542.06		Legal research partner for OCTFME Legal team
7/25/2017	Dupont Competers Inc.	\$1,269.50	Steven Johnson	Ink cartridges for staff printers
8/1/2017	Samanage	\$900.00	Steven Johnson	Samanage - Asset Management System for the agency
8/14/2017	Library of Congress/Copyright	\$40.00	Steven Johnson	Use of Sound Recordings License for Radio Station
8/15/2017	Futuri	\$4,200.00	Steven Johnson	Website Streaming Services for Radio Station
8/18/2017	Metropolitan Office Products	\$3,229.95	Steven Johnson	LED TV for Agency
8/28/2017	Best Buy	\$79.99	Steven Johnson	laptop charger
8/29/2017	The Home Depot	\$48.58	Steven Johnson	Rain coverage for 202creates event
8/30/2017	Staples	\$79.98	Steven Johnson	ipad2 cases for office ipad2-item was returned
8/30/2017	Apple Store	\$479.80	Herbert Niles	ipad mini cases for 202creates event
9/9/2017	Smartsheet	\$540.00	Herbert Niles	Smartsheet Annual Subscription - Film division/Herby Niles
9/11/2017	Staples	\$79.98	Herbert Niles	returned ipad2 cases because they did not fit
9/11/2017	Sound Exchange	\$500.00	Steven Johnson	License for CRB for Radio Station Website
9/12/2017	Capitol Services Management, Inc	\$2,886.95	Steven Johnson	Rain coverage - Radio Launch
9/13/2017	Reel-Scout, Inc.	\$2,200.00	Herbert Niles	Dataset migration for film division
9/13/2017	Gelberg Signs	\$1,619.15	Herbert Niles	Emergency No Parking Signs - Film Division
9/15/2017	Broadcast Electronics	\$200.00	Steven Johnson	Streaming license for radio station
9/15/2017	Dream Team LLC	\$5,000.00	Herbert Niles	Sponsorship - Event Production for Creative Economy Month
9/15/2017	Pulic Access Corp.	\$1,500.00	Herbert Niles	DCTV Media Mixer Sponsorship
9/15/2017	Suite Nation	\$5,000.00	Herbert Niles	Suite Nation Sponsorship
9/15/2017	Spur of the Moment	\$2,000.00	Bruce Walker	BAND FOR DC RADIO LAUNCH EVENT
9/15/2017	H Street Main Street, Inc.	\$5,000.00	Herbert Niles	SPONSORSHIP - HSTREET MAIN STREET ART ALL NIGHT
9/16/2017	Social Driver	\$2,575.00	Bruce Walker	Social Media Advertising for Radio Launch
9/16/2017	Senoda Inc.	\$8,989.00	Bruce Walker	Printing Items for DC Radio Launch
9/16/2017	Control Video LLC	\$6,900.25	Steven Johnson	LED Screen for Dick Gregory event
9/16/2017	Control Video LLC	\$4,900.00	Bruce Walker	Monitor System for Radio Launch event
9/16/2017	Senoda Inc.	\$3,056.00	Bruce Walker	Merchandise for DC Radio Launch
9/16/2017	Earl Gison	\$800.00	Bruce Walker	photographer for radio launch

FY17 D. DICKENS

10/14/2016	SMARTSHEET.COM, INC.	\$540.00	Herbert Niles	Annual subscription - Smartsheet (HN)
10/24/2016	CONSTANTCONTACT.COM	\$40.00	Herbert Niles	Online subscription - Constant Contacts (Communications)
10/26/2016	Art and Drama Therapy Institute	\$1,500.00	Herbert Niles	Sponsorship - Art and Drama Therapy Institute
10/27/2016	STAPLES	\$124.98	Steven Johnson	Office supplies
10/31/2016	CONSTANTCONTACT.COM	-\$65.00	Herbert Niles	CREDIT - Online subscription - Constant Contacts (Communications)
10/31/2016	MEETUP.COM	\$89.94	Herbert Niles	Online subscription - Meetup (Communications)

11/01/2016	WASHINGTON DC ECONOMIC PARTNERSHIP	\$1,500.00	Angie M. Gates	Sponsorship - WDCEP Corporate Sponsorship
11/03/2016	DUPONT COMPUTERS, INC.	\$2,257.95	Steven Johnson	Equipment for staff
11/03/2016	METROPOLITAN OFFICE PR	\$500.00	Steven Johnson	Copier Maintenance - Ricoh Copier
11/04/2016	Beats and Beans - *KOKAYI	\$5,000.00	Herbert Niles	Sponsorship - Beats and Beans
11/07/2016	BYTMEDIAINC	\$5,000.00	Herbert Niles	Sponsorship - FotoDC
11/08/2016	THE HOME DEPOT #2583	\$250.00	Steven Johnson	Equipment Rental for Film Screening on 11.6.16
11/09/2016	THE HOME DEPOT #2583	-\$157.60	Steven Johnson	CREDIT - Equipment Rental for Film Screening on 11.6.16
11/09/2016	TIVADC	\$2,500.00	Herbert Niles	Sponsorship - Television, Internet & Video Association of DC
11/22/2016	CTC*CONSTANTCONTACT.COM	\$401.00	Herbert Niles	Online Annual Subscription (Communications)
11/29/2016	CTC*CONSTANTCONTACT.COM	-\$105.00	Herbert Niles	Online subscription (communications) - Refund Credit
11/29/2016	DESTINATION DC	\$1,000.00	Angie M. Gates	Destination DC 2017 Annual Membership Dues
11/30/2016	SPROUT SOCIAL	\$990.00	Maryann Lombardi	Online subscription (digital media) - Social Sprout
12/08/2016	SIMONESBUTTERFLY	\$3,000.00	Bruce Walker	Sponsorship - Simone Butterly - Local Television Program
12/12/2016	ABC TECHNICAL SOLUTION	\$813.76	Steven Johnson	Office Equipment - Printer and cartridges for Thembi Mhlambiso
12/19/2016	SMARTSHEET.COM, INC.	\$57.00	Herbert Niles	Annual subscription - Smartsheet (HN) Charge Disputed - Duplicate Charge
12/22/2016	SENODA INC	\$1,154.55	Steven Johnson	Business Cards for OCTFME Staff
12/23/2016	Smartsheet - TEMPORARY DISPUTE CRDT JW	-\$57.00	Herbert Niles	Online subscription - Smartsheet (HN) - Refund Credit
12/23/2016	STUDIO CENTER CORPORATION	\$4,999.50	Steven Johnson	Preproduction, photography, audio/visual services
01/09/2017	SOUTHWEST AIRLINES	\$127.88	Maryann Lombardi	Airfare - Southwest - Traveler: Maryann Lombardi
01/13/2017	ASSOCIATION OF FILM COMMISSIONERS INTERNATIONAL	\$750.00	Herbert Niles	Association Film Commissioners International Annual Membership Dues
01/13/2017	BNPFSU	\$5,000.00	Maryann Lombardi	Sponsorship - DC Music Rocks (202Creates)
01/18/2017	PANDAHEADBL	\$5,000.00	Maryann Lombardi	Sponsorship - A Creative DC (202Creates)
01/18/2017	DC BAR	\$289.00	Lawrence Cooper	DC Practice Manual 16 Edition (LC)
01/30/2017	T-MOBILE #2324	\$59.98	Steven Johnson	Telecommunication accessories for gov't vehicles (chargers)
01/30/2017	DELTA AIRLINES	\$421.60	Derek Younger	Airfare To/From LA - Derek Younger
01/30/2017	DELTA AIRLINES	\$421.60	Angie M. Gates	Airfare To/From LA - DAG
02/02/2017	PP*1COMMUNITY	\$5,000.00	Bruce Walker	One Common Unity License Fee - Originated Programming
02/02/2017	PP*1COMMUNITY	\$5,000.00	Bruce Walker	Sponsorship - One Common Unity
02/10/2017	MILLENNIUM BLTMORE HOTEL	\$1,328.85	Angie M. Gates	Hotel (LA) - DAG
02/15/2017	MILLENNIUM BLTMORE HOTEL	\$135.00	Angie M. Gates	Hotel Parking Fees - LA Trip (DAG)
02/24/2017	DELTA AIRLINES	\$656.60	Angie M. Gates	Airfare - SXSW 2017 (DAG)
02/24/2017	BYTMEDIAINC	\$2,500.00	Herbert Niles	BYT Bright Young Thing Sponsorship
02/28/2017	DELTA AIRLINES	\$66.00	Angie M. Gates	Airfare - SXSW 2017 (DAG)
03/03/2017	GLOBAL PRINT MASTER	\$295.00	Angie M. Gates	Post Cards for SXSW 2017
03/03/2017	DELTA AIRLINES	\$392.60	Karen Tolson	Airfare - NAB Trade Show 2017 (MR)
03/03/2017	ENVIRONFILMFEST	\$2,500.00	Herbert Niles	DC Environmental Film Festival Sponsorship
03/06/2017	DC CHAMBER OF COMMERCE	\$1,170.00	Angie M. Gates	DC Chamber of Commerce Annual Membership
03/06/2017	FEDEX	\$7.52	Steven Johnson	Express Courier Service
03/06/2017	FEDEX	\$12.12	Steven Johnson	Express Courier Service
03/06/2017	SOUTHWEST AIRLINES	\$411.87	Steven Johnson	Airfare - NAB Trade Show 2017 (SJ)
03/08/2017	SELFIEPADLL	\$5,000.00	Bruce Walker	Programming Content (License Fees) - On the Way Up
03/09/2017	NAB SHOW REGISTRATION	\$705.00	Steven Johnson	NAB Registration Fees - Steven Johnson
03/13/2017	WASHINGTON DC ECONOMIC PARTNERSHIP	\$5,000.00	Angie M. Gates	Sponsorship - WDCEP SXSW 2017 Ambassadors (5) - 202Creates Local DC Creatives
03/13/2017	WASHINGTON DC ECONOMIC PARTNERSHIP	\$500.00	Angie M. Gates	Sponsorship - WDCEP for 202Creates Graffiti Activation at SXSW
03/13/2017	DELTA AIRLINES	\$25.00	Angie M. Gates	Baggage Fees - SXSW 2017 (DAG)
03/13/2017	SUPERSHUTTLE EXECUCARA	\$12.00	Angie M. Gates	Ground Transportation - SXSW 2017 (DAG)
03/27/2017	BBAR AT THEARC	\$5,000.00	Herbert Niles	Anacostia River Festival Sponsorship
04/03/2017	STARVING ARTIS	\$5,000.00	Maryann Lombardi	Starving Artist Sponsorship
04/03/2017	2020PRODUCTIONS	\$2,500.00	Herbert Niles	DC Webfest Sponsorship
04/03/2017	IMDB	\$158.61	Herbert Niles	IMDB Online subscription
04/05/2017	DELTA AIRLINES	-\$229.00	Angie M. Gates	Refund/Credit - Airfare to/from SXSW (DAG)
04/10/2017	ALL ONE CITY	\$5,000.00	Herbert Niles	Funk Parade Sponsorship
5/1/2017	MEETUP	\$89.94	Derek Younger	MeetUp Online Subscription (used by communications team)
05/02/2017	APA FILM	\$2,500.00	Herbert Niles	Asian Pacific American Film Sponsorship
05/09/2017	DELTA AIRLINES	\$235.80	Maryann Lombardi	Flight from San Francisco CA - Maryann Lombardi - Americans for the Arts
05/10/2017	UNITED AIRLINES	\$227.20	Maryann Lombardi	Flight to San Francisco CA - Maryann Lombardi - Americans for the Arts
05/10/2017	AMTRAK	\$239.00	Bruce Walker	Amtrak Ticket to NYC - Bruce Walker - Upfront Conference 2017
05/11/2017	STARTFIELD	\$2,500.00	Herbert Niles	Smart Philm Fest Sponsorship
05/16/2017	OLIMPICSTRAW	\$1,000.00	Herbert Niles	Olimpic Shaw Boyz Doc Strategies Sponsorship
05/18/2017	STEWART	\$582.92	Bruce Walker	Stewart Hotel New York - (Bruce Walker) Upfront Conference 2017
05/18/2017	WBACC	\$1,500.00	Herbert Niles	Ward 8 Arts and Cultural Sponsorship
05/22/2017	PHILESCIONO	\$3,000.00	Karen Tolson	EZ Street Show Licensing of TV Series
05/23/2017	STRAIGHTNOC	\$5,000.00	Bruce Walker	Straight No Chaser Productions Sponsorship episode 2
05/24/2017	MOKI MEDIA HAKKI LLC	\$1,000.00	Herbert Niles	Moki Media Hakki LLC Sponsorship
05/24/2017	AUDIO - DMV House Music Festival	\$2,000.00	Herbert Niles	DMV House Music Festival Sponsorship
05/25/2017	MEETUP - TEMPORARY DISPUTE CRDT DH	-\$89.94	Derek Younger	Transaction Dispute - Refund
05/25/2017	MEETUP	-\$89.94	Derek Younger	Transaction Dispute - Refund
06/05/2017	WWW.RAMW.ORG	\$5,000.00	Angie M. Gates	RAMMYS 2017 Sponsorship
06/13/2017	AMERICANS FOR THE ARTS	\$575.00	Maryann Lombardi	Conference Registration - Maryann Lombardi (travel to San Francisco 6/14-18/17)
06/14/2017	MEETUP - REVERSE DISPUTE CREDIT	\$89.94	Derek Younger	Transaction Dispute - Refund
06/16/2017	DIORASHLEYB	\$2,000.00	Herbert Niles	DC Music Summit Sponsorship
06/26/2017	STEP AFRIKA!	\$5,000.00	Herbert Niles	Step Afrika Sponsorship
07/03/2017	CAPITAL FRINGE	\$5,000.00	Herbert Niles	Capital Fringe Sponsorship
07/03/2017	FASPIVEY	\$2,000.00	Herbert Niles	Maestrina da Favela Sponsorship
07/03/2017	METROPOLITAN OFFICE PRODUCTS	\$860.94	Steven Johnson	Television Equipment for Office Use
07/20/2017	MOWFF	\$5,000.00	Herbert Niles	March on Washington Film Festival Sponsorship
07/24/2017	CONSTANTCONTACT.COM	\$353.50	Derek Younger	Online Subscription
07/27/2017	STRAIGHTNOC	\$5,000.00	Bruce Walker	SNC Productions Sponsorship episode 3
7/31/2017	LESS TALK MORE WALK LLC - KOKAYI	\$5,000.00	Herbert Niles	The Courts Sponsorship
08/03/2017	DC SHORTS	\$2,500.00	Herbert Niles	DC Shorts Film Festival Sponsorship
08/03/2017	STREETZSTOP	\$5,000.00	Angie M. Gates	Streetz Stop the Violence Sponsorship
08/08/2017	CEASE FIRE DON'T	\$2,500.00	Angie M. Gates	Cease Fire Sponsorship
08/09/2017	OCASE	\$500.00	Angie M. Gates	The OCASE Foundation Sponsorship

08/10/2017	ALASKA AIRLINES 0272148098358	\$556.40	Angie M. Gates	Alaska Airlines Airfare - Director Gates - NATOA 2017 Conference
08/14/2017	NATO	\$650.00	Angie M. Gates	NATO Registration Fee - Director Angie Gates
08/17/2017	CAPITOL SERVICE	\$9,421.50	Steven Johnson	Insignia Table HD Radios
08/18/2017	BRANDS BUILD CULTURE	\$5,000.00	Herbert Niles	Red Bull Reign Sponsorship (World Championship DC Premiere)
08/21/2017	ONE LOVE MASSIVE	\$5,000.00	Herbert Niles	One Love Massive Sponsorship
08/21/2017	WASHINGTON DC CONVENTION CENTER	\$280.00	Herbert Niles	Destination DC's Annual Marketing Outlook Meeting Registration - Loretta Wilson and Ray Williams
08/22/2017	DCBLACKFILM	\$2,500.00	Herbert Niles	DC Black Film Festival Sponsorship
08/24/2017	VSN*DOTGOVREGISTRATION	\$400.00	Steven Johnson	DCRADIO.GOV domain name for radio station
08/24/2017	GBL SALES	\$5,000.00	Angie M. Gates	Ubiquitous Expo/Princess Protocol Sponsorship
08/25/2017	DAPHNE MAXWELL	\$2,500.00	Angie M. Gates	Ethiopia US Pageant - Tim Reid Sponsorship
08/28/2017	KINETIC ARTISTRY	\$179.23	Steven Johnson	Kinetic Artistry - Tape Order
08/31/2017	CAPITOL SERVICE	\$1,180.00	Derek Younger	Ceremonial Scissors for Radio Launch
09/04/2017	PRODUCERS GUILD OF AMERICA	\$7,725.00	Herbert Niles	Producers Guild of America Sponsorship
09/08/2017	CREATIVE PARTY DESIGNS	\$875.00	Angie M. Gates	Creative Designs (Balloons) for DC Radio Launch
09/11/2017	AMOROUSARTS	\$2,500.00	Herbert Niles	Verve Artistic Productions/Honey Groove Sponsorship
09/12/2017	ALASKA AIRLINES 0272150698441	\$556.40	Steven Johnson	Alaska Airlines Airfare - NATOA - Seattle, WA - Steven Johnson
09/12/2017	ALASKA AIRLINES 0272150698440	\$556.40	Karen Tolson	Alaska Airlines Airfare - NATOA - Seattle, WA - Karen Tolson
09/12/2017	BARRACKSROW	\$5,000.00	Herbert Niles	The Barracks Row Fall Festival Sponsorship
09/12/2017	ALASKA AIRLINES 0272150862006	\$25.00	Angie M. Gates	Baggage Fare - NATOA - Seattle, WA - Director Gates
09/14/2017	CONSTANT CONTACTS - TEMPORARY DISPUTE CRDT DH	-\$353.50	Derek Younger	Constant Contacts - Online Subscription (REFUND)
09/15/2017	ALASKA AIRLINES 0272151164550	\$25.00	Angie M. Gates	Baggage Fees - NATOA - Seattle, WA - Director Gates
09/15/2017	HYATT HOTEL @ OLIVE 8	\$869.52	Angie M. Gates	Hyatt Hotel - NATOA - Seattle, WA - Director Gates
09/18/2017	ATFK	\$5,000.00	Herbert Niles	Cool Calm Connected Sponsorship
09/18/2017	ICON ICAN	\$5,000.00	Maryann Lombardi	ICON Talk Sponsorship
09/18/2017	HSTREETMAIN	\$5,000.00	Herbert Niles	H Street Festival Sponsorship
09/18/2017	GLYNNJACKSON	\$5,000.00	Herbert Niles	Glynn Jackson Showbiz Kidz Sponsorship
09/18/2017	KINETIC ARTISTRY	\$208.70	Steven Johnson	Custom Gobo for Radio Launch
09/20/2017	HYATT HOTEL @ OLIVE 8	\$817.50	Steven Johnson	Hyatt Hotel - NATOA - Seattle, WA - Steven Johnson
09/29/2017	HYATT HOTEL @ OLIVE 8	-\$109.50	Karen Tolson	Credit/Refund for Tax Fees: Hyatt Hotel @ Olive 8 - 2017 NATOA Conference - Karen Tolson (traveler)

FY18 K.TOLSON

TRANSACTION DATE

10/16/2017
10/19/2018
10/30/2017
10/30/2017
10/31/2017
10/31/2017
11/14/2017
11/20/2017
11/20/2017
11/21/2017
11/22/2017
11/28/2017
11/28/2017
11/30/2017
12/21/2017
12/28/2017
1/2/2018
1/2/2018
1/9/2017
1/17/2018
1/17/2018
1/17/2018

FY18 A. HANKS

10/13/2018
10/13/2018
10/23/2017
10/23/2017
10/29/2017
11/2/2017
11/2/2017
11/3/2018
11/6/2017
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11/16/2017
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11/17/2017
11/17/2017
11/21/2017
12/15/2017
12/15/2017
12/18/2017
12/19/2017
1/12/2018
1/12/2018
1/16/2018

FY18 D. DICKENS

10/03/2017
10/06/2017
07/21/2017
10/17/2017
10/18/2017
10/19/2017
10/23/2017
10/26/2017
10/27/2017
10/30/2017
11/01/2017
11/07/2017
11/28/2017
12/05/2017
12/12/2017
12/13/2017
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12/13/2017
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01/08/2018
01/09/2018
01/20/2018
01/22/2018
01/23/2018
01/27/2018
01/26/2018
01/27/2018
01/27/2018

COMPANY**TRANSACTION AMOUNT**

NATL TELEVISION ACADEM	\$1,575.00
SQU*SQ *DALE W. SMITH	\$150.00
OMNIMUSIC ONLINE	\$2,016.00
THE HOME DEPOT	\$126.79
THE HOME DEPOT	\$16.64
THE HOME DEPOT	\$28.70
HOMEGOODS	\$280.00
VENDINI	\$2,500.00
PEN/FAULKNER	\$5,000.00
DALE W. SMITH	\$150.00
BROADCAST ELECTRONICS	\$2,112.00
TEAMVIEWER.COM	\$1,006.80
THINK LOCAL	\$2,500.00
LONGTRAIN PROD	\$2,400.00
CONTROL VIDEO LLC	\$2,922.50
VERITAS CONSULTING	\$4,883.00
VERITAS CONSULTING GRO	\$1,303.00
INTERNATIONAL TELECOM	\$1,840.00
CONTROL VIDEO LLC	\$1,277.50
FUTURE MEDIA CONCEPTS	\$1,196.00
FUTURE MEDIA CONCEPTS	\$956.00
AMANANET	\$1,590.00
Destination DC	\$1,000.00
Dupont Computer, Inc.	\$455.00
Hootsuite Meedia Inc.	-\$164.94
Hootsuite Meedia Inc.	\$419.88
Petworth Alliance	\$600.00
The Home Depot	\$148.00
Multicultural Media Telecom & Internet Council	\$5,000.00
International Ticketing Assoc. Membership	\$245.00
Spectrum Management	\$2,102.60
TIVA	\$2,500.00
Washington DC Economic	\$2,000.00
Marcus Dowling	\$5,000.00
Social Driver	\$499.55

Marcus Dowling	-\$5,000.00
Love Life Foundation	\$1,000.00
DC Trending Topics	\$5,000.00
AFCI	\$750.00
Washington Music Center	\$2,144.00
The Home Depot	\$367.90
The Home Depot	\$306.30
American Airlines	\$124.60
American Airlines	\$124.60
Holiday Inn Express	\$2,005.00

Clarity Media Productions	\$1,000.00
Capitol Hill Jazz	\$2,500.00
Constant Contacts	\$353.50
Breaking The Internet	\$2,500.00
Techweek	\$5,000.00
T Street Development Cornerstone	\$5,000.00
T Street Development Cornerstone	-\$5,000.00
Moroccan American Network	\$4,000.00
OTP Video	\$5,000.00
Bright Young Things Media	\$5,000.00
DC Shorts	\$2,500.00
The DC Center	\$2,500.00
48 Hour Film Project	\$1,500.00
The Heritage Center	\$2,758.75
Sundance Institute	\$65.00
Sundance Film Festival	\$1,075.00
Smith Public Trust	\$3,000.00
Flee Market Galler	\$2,500.00
Taylor And Brooks Llc	-\$1,758.75
Delta Airlines	\$583.60
Dc Music Download	\$2,000.00
Delta Airlines	-\$12.00
Amtrak	\$274.00
Amtrak	\$244.00
Marriott NY Marquis	\$492.00
Music In Me Foundation	\$5,000.00
Marriott NY Marquis	\$328.00
Marriott NY Marquis	\$164.00

REQUESTED BY

Karen Tolson
Karen Tolson
Karen Tolson
Steven Johnson
Steven Johnson
Steven Johnson
Derek Younger
Herbert Niles
Herbert Niles
Karen Tolson
Steven Johnson
Steven Johnson
Herbert Niles
Steven Johnson
Steven Johnson
Steven Johnson
Steven Johnson
Steven Johnson
Karen Tolson
Karen Tolson
Karen Tolson
Karen Tolson
Karen Tolson

Steven Johnson
Steven Johnson
Derek Younger
Derek Younger
Hebert Niles
Steven Johnson
Hebert Niles
Derek Younger
Steven Johnson
Hebert Niles
Hebert Niles
Hebert Niles
Maryann Lombardi

Hebert Niles
Hebert Niles
Herbert Niles
Herbert Niles
Maryann Lombardi
Steven Johnson
Steven Johnson
Angie Gates
Derek Younger
Angie Gates

Hebert Niles
Herbert Niles
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Angie M. Gates
Angie M. Gates
Herbert Niles
Herbert Niles
Angie M. Gates
Maryann Lombardi
Angie M. Gates
Winfred Myrick
Bruce Walker
Bruce Walker
Herbert Niles
Winfred Myrick
Winfred Myrick

DESCRIPTION

Renewal of staff memberships to the National Academy of Television Arts & Sciences - National Capital Chesapeake

Piano tuning

1 year license for music usage in programming

Supplies for agency facility's locker room, (stall liner, shower bar, trash receptacle, storage bins)

Supplies for agency facility's locker room, (portable closet)

Supplies for agency facility's locker room, (linen hamper)

Clothing rack for agency facility's locker room

Icon Omnimedia Sponsorship

Sponsorship of the Eugora Welty Lecture at the Lincoln Theatre

Piano Tuning

Renewal for annual software license for Radio Station

Software subscription that allows remote access to all DC Radio computers

Sponsorship support for Think Local First 'The Local First Awards'

Imaging Promo and Station ID retainer for DC Radio

Rental of monitors, stands and image Pro for EOM presentation

PTX Security camera

Mag lock installation

License agreement for Teen Kids News programming series for DKN

AV equipment and technical support for 3rd year accountability report

Training on After Effects for AV Production Specialist

Training on Advanced Adobe Premeir for Supervisory Editor

Training on Introduction of Adobe Premeir for two producers

Destination DC Annual Membership

Mini Refrigerator for Dir. Gates

Refund for previously paid months

Content Management System for Coms Team

Sponsorship-Petworth Alliance Inc.

Microwave Replacement for Agency

Sponsorship-Multicultural Media Telecom & Internet Council

Membership for Derek Younger

Labor materials for air cooled units

Sponsorship - TIVA - DC Peer Awards

Sponsorship - WDCEP Annual Meeting and Economic Showcase

DC Trending Topics Sponsorship

Social Driver Ad - 202Creates team

Refund from Marcus Downling.
Sponsorship - Love Life Foundation
DC Trending Topics Sponsorships
Association of Film Commissioners International (AFCI) Annual Membership Fee Requested by Herbert Niles
Equipment from the Washington Music Center for 202Creates Podcast Studio.
Carpet requested by production team for a set in Studio A. The amount of the charge is lower than the cover men
Vinyl Sheet Flooring for Stage in Studio A for Gospel Performance on Friday, December 22,2017
Director Gates flight to NY for the Grammy's 2018
Derek Younger flight to NY for the Grammy's 2018
Director Gates Holiday Inn Express Hotel Charge for Sundance Film Festival, Salt Lake City, 2018

Clarity Media Productions - Joe Claire Sponsorship
Capitol Hill Jazz Sponsorship
Online subscription fees for Marketing Database - Constant Contact
Break the Internet (BTI) Sponsorship
TechWeek/DC Global Hub of Inclusive Innovation Sponsorship
T Street Corner (#LIVEfromDC) Sponsorship
REFUND - T Street Corner (#LIVEfromDC) Sponsorship
Moroccan American Network Sponsorship
T Street Cornerstone Sponsorship Repayment
Brightest Young Things (BYT) Media/Bentzen Ball Sponsorship
DC Film Alliance - Real2Reel Sponsorship
Reel Affirmation Film Festival Sponsorship
DC 48 Hour Film Project Sponsorship
Taylor and Brooks (The Heritage Center) Virgin Island Event Sponsorship
Sundance Film Festival Membership Fee
Sundance Film Festival 2018 Registration Fees
Karaoke 4 A Cause 2017 Sponsorship
Flee Market Gallery 202Creates Holiday Vendor Pop-up Sponsorship
Taylor and Brooks LLC Sponsorship Dispute Credit
Delta Airlines Airfare - Sundance Film Festival - Director Angie Gates - January 17 - 22, 2018
DC Music Download Sponsorship
Delta Airlines Airfare Refund - Sundance Film Festival (DAG)
Amtrak Fare to NY - GRAMMYs - Traveler: Winfred Myrick
Amtrak Fare to NY - GRAMMYs - Traveler: Bruce Walker
Hotel Fees in NY - GRAMMYs - Traveler: Bruce Walker
Music in Me Foundation Sponsorship
Hotel Fees in NY - GRAMMYs - Traveler: Winfred Myrick
Hotel Fees in NY - GRAMMYs - Traveler: Winfred Myrick

no because 2.5 percent was taken off for being a FED Customer.

FY17 K.TOLSON

TRANSACTION DATE	COMPANY
10/6/2016	FASTSIGNS OF DC WASHINGTON DC
10/20/2016	OMNIMUSIC ONLINE
10/20/2016	WHEATSTONE CORPORATION
10/31/2016	THE COLES GROUP LLC
11/4/2016	DRUMS UNLIMITED RENTAL
11/7/2016	NATOA
11/14/2016	MARVIN JOSEPH
11/14/2016	RADIO COMPUTING SERVIC
11/17/2016	INTERNATIONAL TELECOM
11/22/2016	EMERGENT LLC
12/6/2016	MAEION BRYANT COSMETICS
12/6/2016	GELBACH DESIGNS INC
12/9/2016	GELBACH DESIGNS INC.
12/13/2016	DALE SMITH
12/19/2016	HOMEGOODS
12/19/2016	BOB'S DISCOUNT FURNTUR
12/19/2016	BOB'S DISCOUNT FURNTUR
12/27/2016	SMART CITY NETWORKS
12/29/2016	THE HOME DEPOT
1/2/2017	HI-TECH ELECTRIC LLC
1/10/2017	FASTSIGNS OF DC
1/12/2017	THE COLES GROUP LLC
1/13/2017	DRUMS UNLIMITED RENTAL
1/25/2017	CAPITALEMMY
2/3/2017	BROADCAST ELECTRONICS
2/8/2017	MICROSOFT
2/8/2017	MICROSOFT
2/8/2017	CONTROL VIDEO LLC
2/9/2017	GUITAR CENTER
2/9/2017	THE HOME DEPOT
2/13/2017	CONTROL VIDEO LLC
2/14/2017	AMERICAN STAGE CURTAIN
2/24/2017	KINETIC ARTISTRY
2/27/2017	THE HOME DEPOT

3/7/2017	NAB SHOW REGISTRATION
3/7/2017	DC MUSICDOWNLOAD
3/15/2017	TONYLAMAR PROD
3/14/2017	NATOA
3/17/2017	DUPONT COMPUTERS, INC
3/17/2017	DUPONT COMPUTERS, INC
3/22/2017	DCIFF
4/6/2017	TELESCRIPT DC
4/6/2017	AMERICAN STAGE CURTAIN
4/7/2017	NATOA
4/15/2017	PINPOINTS
4/25/2017	PINPOINTS
4/25/2017	SENODA INC
5/20/2017	VIDEObLOCKS
6/2/2017	CONTROL VIDEO LLC
6/21/2017	THE COLES GROUP LLC
6/22/2017	THE COLES GROUP LLC
7/19/2017	CEI SALES LLC
7/24/2017	METROPOLITAN OFFICE PR
8/23/2017	DALE SMITH
8/28/2017	DROPBOX
8/29/2017	TPW CONSULTANTS
9/1/2017	THE WRIGHT HOUSE CO
9/5/2017	CAPITOL SERVIC WASHINGTON DC
9/9/2017	OAK AVE
9/8/2017	WHUR
9/11/2017	GELBERG SIGNS WASHINGTON DC
9/10/2017	NATOA
9/10/2017	NATOA
9/11/2017	THE HOME DEPOT
9/13/2017	DESIGNED SERVI
9/14/2017	THE COLES GROUP LLC
9/15/2017	HYATT HOTEL @ OLIVE 8 SEATTLE WA
9/15/2017	HYATT HOTEL @ OLIVE 8 SEATTLE WA
9/16/2017	THE WRIGHT HOUSE CO
9/20/2017	HYATT HOTEL @ OLIVE 8 SEATTLE WA
9/20/2017	HYATT HOTEL @ OLIVE 8 SEATTLE WA
9/20/2017	THE WRIGHT HOUSE CO

FY18 K.TOLSON

TRANSACTION DATE	COMPANY
10/16/2017	NATL TELEVISION ACADEM
10/19/2018	SQU*SQ *DALE W. SMITH
10/30/2017	OMNIMUSIC ONLINE
10/30/2017	THE HOME DEPOT
10/31/2017	THE HOME DEPOT
10/31/2017	THE HOME DEPOT
11/14/2017	HOMEGOODS
11/20/2017	VENDINI
11/20/2017	PEN/FAULKNER
11/21/2017	DALE W. SMITH
11/22/2017	BROADCAST ELECTRONICS
11/28/2017	TEAMVIEWER.COM
11/28/2017	THINK LOCAL
11/30/2017	LONGTRAIN PROD
12/21/2017	CONTROL VIDEO LLC
12/28/2017	VERITAS CONSULTING
1/2/2018	VERITAS CONSULTING GRO
1/2/2018	INTERNATIONAL TELECOM
1/9/2017	CONTROL VIDEO LLC
1/17/2018	FUTURE MEDIA CONCEPTS
1/17/2018	FUTURE MEDIA CONCEPTS
1/17/2018	AMANANET

REQUESTED BY

1,004.41	Derek Younger
2,200.00	Karen Tolson
191.25	Steven Johnson
1,019.88	Karen Tolson
447.94	Karen Tolson
2,635.00	Karen Tolson
3,500.00	Karen Tolson
995.00	Steven Johnson
2,000.00	Karen Tolson
2,486.85	Steven Johnson
461.00	Karen Tolson
3,969.44	Bruce Walker
399.36CR	
150.00	Karen Tolson
349.00	Karen Tolson
14.50	Karen Tolson
2,196.99	Karen Tolson
1,895.23	Karen Tolson
897.09	Karen Tolson
887.50	Karen Tolson
482.49	Bruce Walker
1,080.00	Karen Tolson
1,685.00	Steven Johnson
1,295.00	Karen Tolson
2,112.00	Steven Johnson
99.99	Steven Johnson
99.99	Steven Johnson
3,208.00	Karen Tolson
3,084.36	Steven Johnson
435.45	Karen Tolson
2,800.00	Steven Johnson
980.00	Karen Tolson
640.70	Derek Younger
1,424.83	Karen Tolson

705.00	Karen Tolson
2,000.00	Maryann Lombardi
3,000.00	Karen Tolson
240.00	Karen Tolson
75.00	Steven Johnson
1,701.00	Steven Johnson
2,500.00	
1,450.00	Karen Tolson
3,575.00	Steven Johnson
1,050.00	Karen Tolson
5,000.00	Steven Johnson
5,000.00 CR	
1,950.00	Steven Johnson
149.00	Karen Tolson
5,000.00	Karen Tolson
889.70	Karen Tolson
799.80	Karen Tolson
1,991.36	Steve Johnson
4,311.15	Steven Johnson
150.00	Karen Tolson
644.00	Steven Johnson
1,368.00	Karen Tolson
475.00	Steven Johnson
595.00	Steven Johnson
500.00	Bruce Walker
1,500.00	Bruce Walker
2,234.90	Steven Johnson
825.00	Steven Johnson
825.00	Karen Tolson
210.55	Steven Johnson
4,095.00	Steve Johnson
2,000.00	Bruce Walker
947.46	Steve Johnson
109.50	
600.00	Steven Johnson
119.46CR	
109.50CR	
600.00	Steven Johnson

1,575.00	Karen Tolson
150	Karen Tolson
2,016.00	Karen Tolson
126.79	Steven Johnson
16.64	Steven Johnson
28.70	Steven Johnson
280.00	Derek Younger
2,500.00	Herbert Niles
5,000.00	Herbert Niles
150.00	Karen Tolson
2,112.00	Steven Johnson
1,006.80	Steven Johnson
2,500.00	Herbert Niles
2,400.00	Steven Johnson
2,922.50	Steven Johnson
4,883.00	Steven Johnson
1,303.00	Steven Johnson
1,840.00	Karen Tolson
1,277.50	Karen Tolson
1,196.00	Karen Tolson
956	Karen Tolson
1,590.00	Karen Tolson

DESCRIPTION

Step and Repeat with agency branding for South by South Lawn event
1 year license for music usage in programming
IP Single Channel PC Software Driver for Radio Station
Flat bed cover for agency's government vehicle

Keyboard stand and amplifier rental for Brian Culbertson performance
Agency membership agreement for national organization
Professional photography service for show talent promotions
Music scheduling software for Radio Station
License agreement for Teen Kids News programming series for DKN
Adobe Cloud license for Radio Station

Makup supplies for on air talent
Anchor desk for set of 'The 202'
REBATE FOR GRAPHIC CHARGE THAT WAS NOT APPLICABLE
Piano tuning services
Decorative design pieces for new sets for 'The 202' and 'I Wish you Knew'
Decorative set piece (sale item)
Sectional sofa and area rugs for 'I Wish You Knew' set
Telecom services, (fiber, telephone, return cable), at convention Center for 2017 Council Swearing in Ceremony
Piant, hardware supplies for studio set enhancement

Electricity at Convention Center for 2017 Council Swearing In Ceremony
Table skirt with channel logos for use at agency hosting functions
Display case for agency awards and set design
Backline rental for Raheem DeV Vaughn performance on 'The 202'
Program entries for 2016 National Academy of Television Arts & Sciences local Emmys

1 year license and maintenance agreement for AVFLEX and NEWBOSS for Radio Station
Windows 10 software for radio producing computer
Windows 10 software for radio engineering computer
Equipment rental & support for 2 year Accountability report presentation @ Gallaudet
Music instruments and equipment for guests performers
Light clips, tables, and power strips for studio B holding area
Presidential Inauguration transmission support
Pipe and drape rental for studio B holding area
Agency gobos for lighting projections
Materials, (wood, paint, bolts, etc.) for set flat design and build

Registration for Supervisory AV Production Specialist for National Association of Broadcasters conference
Sponsorship of support for the Sounds of the City Festival
Acquisition and 1 year distribution rights to Grub In/Out locally produced television series
Registration to ten monthly webinars for staff by National Assoc of Telecommunications Officers and Advisors
Pro holder and monopod for Smart Phones
Office supplies
Sponsorship of support for the DC Independent Film Festival

Teleprompter equipment & operator for State of the District Address
Drapery for staging of State of the District Address
Entry fees for program submission to NATOA Government Programming Awards
Sponsorship of support
Sponsorship of support contract voided
Table Skirts with agency logos

1 yr license subscription to royalty free footage

Monitors, routers, video swith, and tech support of State of the District Address
10 iPhone lavalier microphones
20 rolls of gaffers tape for field productions

Training for Radio Station equipment
Office supplies

Piano tuning
Annual subscription fee
Two graphic tablets and pens for broadcast animation creation

Sign language interpretation services for 202 Creates Kick Off Event
Stenciled ribbon for Radio Station ribbon cutting
Harp performance for Radio Station launch event
Advertisement for Radio Station launch
Step and repeat with Radio Station logo inclusion for launch event
Registration for NATOA conference attendance for Steve Johnson
Registration for NATOA conference attendance for Karen Tolson
Lighting extension cords for exterior performances for launch event
Production consulting services for Radio Station launch
Talent acquisition, (band, soloist, cellist) for launch event
Hotel accomodations for Steve Johnson at NATOA conference in Seattle, WA
Taxes applied to hotel accomodations for Karen Tolson at NATOA conference in Seattle , WA
Sign language interpretation services for Radio Station ribbon cutting/launch event
Taxes removed from hotel accomodations for Steven Johnson at NATOA conference in Seattle , WA
Taxes removed from hotel accomodations for Karen Tolson at NATOA conference in Seattle , WA
Sign language interpretation services for 202 Creates Closing event

Renewal of staff memberships to the National Academy of Television Arts & Sciences - National Capital Chesapeake

Piano tuning

1 year license for music usage in programming

Supplies for agency facility's locker room, (stall liner, shower bar, trash receptacle, storage bins)

Supplies for agency facility's locker room, (portable closet)

Supplies for agency facility's locker room, (linen hamper)

Clothing rack for agency facility's locker room

Icon Omnimedia Sponsorship

Sponsorship of the Eugora Welty Lecture at the Lincoln Theatre

Piano Tuning

Renewal for annual software license for Radio Station

Software subscription that allows remote access to all DC Radio computers

Sponsorship support for Think Local First 'The Local First Awards'

Imaging Promo and Station ID retainer for DC Radio

Rental of monitors, stands and image Pro for EOM presentation

PTX Security camera

Mag lock installation

License agreement for Teen Kids News programming series for DKN

AV equipment and technical support for 3rd year accountability report

Training on After Effects for AV Production Specialist

Training on Advanced Adobe Premiere for Supervisory Editor

Training on Introduction of Adobe Premiere for two producers

ce Bay Chapter

FY17 A. Hanks

TRANSACTION DATE	COMPANY	<u>AMOUNT</u>
3/9/2017	United Airlines	\$ 433.60
3/14/2017	Delta Airlines	\$ 25.00
3/15/2017	AFCI	\$ 49.00
3/15/2017	AFCI	\$ 199.00
3/15/2017	AFCI	\$ 500.00
3/16/2017	BestBuy	\$ 159.99
3/17/2017	Bethesda Film Festival	\$ 10.00
3/28/2017	Society of Cable Telecommunications Engineers	\$ 122.50
3/31/2017	Best Buy	\$ (159.99)
4/5/2017	Senoda Inc	\$ 2,634.00
4/7/2017	Senoda Inc	\$ 727.00
4/10/2017	Broadcast Electronics	\$ 3,480.00
4/11/2017	Boradcast General Store	\$ 2,527.65
4/11/2017	Washington Informer	\$ 250.00
4/19/2017	Dream Team LLC	\$ 1,200.00
4/20/2017	Dream Team LLC	\$ 250.00
4/20/2017	Dupont Computers	\$ 99.00
5/5/2017	Linkedin	\$ 2,450.00
5/5/2017	ABC Technical Solution	\$ 565.50
5/5/2017	Fred Pryor	\$ 119.00
5/18/2017	USPS	\$ 49.00
5/19/2017	Hootsuite Media Inc.	\$ 444.02
6/5/2017	Senoda	\$ 1,987.00
6/6/2017	Hootsuite Media Inc.	\$ (444.02)
6/7/2017	Hootsuite Media Inc.	\$ 419.88
6/15/2017	Hootsuite Media Inc.	\$ (104.97)
7/10/2017	Long Train Productions	\$ 1,350.00
7/11/2017	Young Creative Services	\$ 4,900.00
7/11/2017	Thomson West	\$ 542.06
7/25/2017	Dupont Compters Inc.	\$ 1,269.50
8/1/2017	Samanage	\$ 900.00
8/14/2017	Library of Congress/Copyright	\$ 40.00
8/15/2017	Futuri	\$ 4,200.00
8/18/2017	Metropolitan Office Products	\$ 3,229.95

8/28/2017	Best Buy	\$ 79.99
8/29/2017	The Home Depot	\$ 48.58
8/30/2017	Staples	\$ 79.98
8/30/2017	Apple Store	\$ 479.80
9/9/2017	Smartsheet	\$ 540.00
9/11/2017	Staples	\$ 79.98
9/11/2017	Sound Exchange	\$ 500.00
9/12/2017	Capitol Services Management, Inc	\$ 2,886.95
9/13/2017	Reel-Scout, Inc.	\$ 2,200.00
9/13/2017	Gelberg Signs	\$ 1,619.15
9/15/2017	Broadcast Electronics	\$ 200.00
9/15/2017	Dream Team LLC	\$ 5,000.00
9/15/2017	Pulic Access Corp.	\$ 1,500.00
9/15/2017	Suite Nation	\$ 5,000.00
9/15/2017	Spur of the Moment	\$ 2,000.00
9/15/2017	H Street Main Street, Inc.	\$ 5,000.00
9/16/2017	Social Driver	\$ 2,575.00
9/16/2017	Senoda Inc.	\$ 8,989.00
9/16/2017	Control Video LLC	\$ 6,900.25
9/16/2017	Control Video LLC	\$ 4,900.00
9/16/2017	Senoda Inc.	\$ 3,056.00
9/16/2017	Earl Gison	\$ 800.00

FY18 A. HANKS

10/13/2018	Destination DC	\$ 1,000.00
10/13/2018	Dupont Computer, Inc.	\$ 455.00
10/23/2017	Hootsuite Meedia Inc.	\$ (164.94)
10/23/2017	Hootsuite Meedia Inc.	\$ 419.88
10/29/2017	Petworth Alliance	\$ 600.00
11/2/2017	The Home Depot	\$ 148.00
11/2/2017	Multicultural Media Telecom & Internet Council	\$ 5,000.00
11/3/2018	International Ticketing Assoc. Membership	\$ 245.00
11/6/2017	Spectrum Management	\$ 2,102.60
11/9/2017	TIVA	\$ 2,500.00
11/15/2017	Washington DC Economic	\$ 2,000.00
11/16/2017	Marcus Dowling	\$ 5,000.00
11/17/2017	Social Driver	\$ 499.55
11/17/2017	Marcus Dowling	\$(5,000.00)
11/17/2017	Love Life Foundation	\$ 1,000.00
11/21/2017	DC Trending Topics	\$ 5,000.00
12/15/2017	AFCI	\$ 750.00
12/15/2017	Washington Music Center	\$ 2,144.00
12/18/2017	The Home Depot	\$ 367.90

12/19/2017	The Home Depot	\$ 306.30
1/12/2018	American Airlines	\$ 124.60
1/12/2018	American Airlines	\$ 124.60
1/16/2018	Holiday Inn Express	\$ 2,005.00

REQUESTED BY	DESCRIPTION
Herbert Niles Angie Gates Herbert Niles Herbert Niles Herbert Niles Herbert Niles Angie Gates	United Airlines flight for Herby to AFCI conference BWI-LAX SXSW: Baggage check from Austin - D.C. AFCI Conference-Class Registration for Herby AFCI Conference registration AFCI Conference-Herby-Thursday Marketing Badge RAM Memory Bethesda Film Festival Ticket
Steven Johnson Herbert Niles Maryann Lombardi Steven Johnson Steven Johnson Steven Johnson Steven Johnson	Renew membership for Society of Cable Telecommunications Engine Bust Buy Credit - Returned RAM (memory) needed for Herby's Comp 202 Creates T-shirts ordered for SXSW and for the agency going forw Business Cards Radio Software and License Radio Station Equipment Emancipation Day promotional e-blast Marketing and Advertisement to promote Filmfest DC
Steven Johnson Herbert Niles Steven Johnson Steven Johnson Angie Gates Steven Johnson	Mitch Mathis - Emancipation Day promotion This was RAM purchased for herby computer Lynda.com staff training services telecommunications accessories for vehicles Registration for Fred Pryor Seminar - The Exceptional Assistant. Train 5 books of stamps
Maryann Lombardi Maryann Lombardi Maryann Lombardi Maryann Lombardi	original charge for social media/ platform communications team brochures for emancipation day and the agency for fy17 Hootsuite Credit-This was a credit because the amount included Taxe Purchase for Social Media support. This is a credit because Hootsuite prorated the cost.
Steven Johnson Steven Johnson	Imaging and promo package for Radio Station website for Radio Station Legal research partner for OCTFME Legal team
Steven Johnson Steven Johnson Steven Johnson Steven Johnson	Ink cartridges for staff printers Samange - Asset Management System for the agency Use of Sound Recordings License for Radio Station Website Streaming Services for Radio Station
Steven Johnson	LED TV for Agency

Steven Johnson	laptop charger
Steven Johnson	umbrella's for 202creates event
Steven Johnson	ipad2 cases for office ipad2-item was returned
Herbert Niles	ipad mini cases for 202creates event
Herbert Niles	Smartsheet Annual Subscription - Film division/Herby Niles
Herbert Niles	returned ipad2 cases because they did not fit
Steven Johnson	License for CRB for Radio Station Website
Steven Johnson	Tents and Turf - Radio Launch
Herbert Niles	Dataset migration for film division
Herbert Niles	Emergency No Parking Signs - Film Division
Steven Johnson	Streaming license for radio station
Herbert Niles	Sponsorship - Event Production for Creative Economy Month
Herbert Niles	DCTV Media Mixer Sponsorship
Herbert Niles	Suite Nation Sponsorship
Bruce Walker	BAND FOR DC RADIO LAUNCH EVENT
Herbert Niles	SPONSORSHIP - HSTREET MAIN STREET ART ALL NIGHT
Bruce Walker	Social Media Advertising for Radio Launch
Bruce Walker	Printing items for DC Radio Launch
Steven Johnson	LED Screen for Dick Gregory event
Bruce Walker	Monitor System for Radio Launch event
Bruce Walker	T-shirts for DC Radio Launch
Bruce Walker	photographer for radio launch

Steven Johnson	Destination DC Annual Membership
Steven Johnson	Mini Refrigerator for Dir. Gates
Derek Younger	Refund for previously paid months
Derek Younger	Content Management System for Coms Team
Hebert Niles	Sponsorship-Petworth Alliance Inc.
Steven Johnson	Microwave Replacement for Agency
Hebert Niles	Sponsorship-Multicultural Media Telecom & Internet Council
Derek Younger	For Derek Younger
Steven Johnson	Labor materials for air cooled units
Hebert Niles	Sponsorship - TIVA - DC Peer Awards
Hebert Niles	Sponsorship - WDCEP Annual Meeting and Economic Showcase
Hebert Niles	DC Trending Topics Sponsorship
Maryann Lombardi	Social Driver Ad - 202Creates team
Hebert Niles	Refund from Marcus Downing.
Hebert Niles	Sponsorship - Love Life Foundation

Herbert Niles	DC Trending Topics Sponsorships
Herbert Niles	Association of Film Commissioners International (AFCI) Annual Meml
Maryann Lombardi	Equipment from the Washington Music Center for 202Creates Podca
Steven Johnson	Carpet requested by production team for a set in Studio A. The amou

Steven Johnson
Angie Gates
Derek Younger
Angie Gates

Vinyl Sheet Flooring for Stage in Studio A for Gospel Performance on
Director Gates flight to NY for the Grammy's 2018
Derek Younger flight to NY for the Grammy's 2018
Director Gates Holiday Inn Express Hotel Charge for Sundance Film F

int of the charge is lower than the cover memo because 2.5 percent was taken off for being a FED Custo

mer.

FY17 D. DICKENS

TRANSACTION DATE

10/14/2016
10/24/2016
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FY18 D. DICKENS

TRANSACTION DATE

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COMPANY

SMARTSHEET.COM, INC.
CONSTANTCONTACT.COM
Art and Drama Therapy Institute
STAPLES
CONSTANTCONTACT.COM
MEETUP.COM
WASHINGTON DC ECONOMIC PARTNERSHIP
DUPONT COMPUTERS, INC.
METROPOLITAN OFFICE PR
Beats and Beans - *KOKAYI
BYTMEDIAINC
THE HOME DEPOT #2583
THE HOME DEPOT #2583
TIVADC
CTC*CONSTANTCONTACT.COM
CTC*CONSTANTCONTACT.COM
DESTINATION DC
SPROUT SOCIAL
SIMONESBUTT
ABC TECHNICAL SOLUTION
SMARTSHEET.COM, INC.
SENODA INC
Smartsheet - TEMPORARY DISPUTE CRDT JW
STUDIO CENTER CORPORATION
SOUTHWEST AIRLINES
ASSOCIATION OF FILM COMMISSIONERS INTERNATIONAL
BNPFSU
PANDAHEADBL
DC BAR
T-MOBILE #2324
DELTA AIRLINES
DELTA AIRLINES
PP*1COMMUNITY
PP*1COMMUNITY
MILLENNIUM BILTMORE HOTEL
MILLENNIUM BILTMORE HOTEL
DELTA AIRLINES
BYTMEDIAINC
DELTA AIRLINES
GLOBAL PRINT MASTER

DELTA AIRLINES
ENVIRONFILMFEST
DC CHAMBER OF COMMERCE
FEDEX
FEDEX
SOUTHWEST AIRLINES
SELFIEPADLL
NAB SHOW REGISTRATION
WASHINGTON DC ECONOMIC PARTNERSHIP
WASHINGTON DC ECONOMIC PARTNERSHIP
DELTA AIRLINES
SUPERSHUTTLE EXECUCARA
BBAR AT THEARC
STARVING ARTIS
2020PRODUCTIONS
IMDB
DELTA AIRLINES
ALL ONE CITY
MEETUP
APA FILM
DELTA AIRLINES
UNITED AIRLINES
AMTRAK
STARTFIELD
OLIMPICSTRAW
STEWART
W8ACC
PHILESCIONO
STRAIGHTNOC
MOKI MEDIA HAKKI LLC
AUDIO - DMV House Music Festival
MEETUP - TEMPORARY DISPUTE CRDT DH
MEETUP
WWW.RAMW.ORG
AMERICANS FOR THE ARTS
MEETUP - REVERSE DISPUTE CREDIT
DIORASHLEYB
STEP AFRIKA!
CAPITAL FRINGE
FASPIVEY
METROPOLITAN OFFICE PRODUCTS
MOWFF
CONSTANTCONTACT.COM
STRAIGHTNOC
LESS TALK MORE WALK LLC - KOKAYI
DC SHORTS
STREETZSTOP

CEASE FIRE DON'T
OCASE
ALASKA AIRLINES 0272148098358
NATOA
CAPITOL SERVICE
BRANDS BUILD CULTURE
ONE LOVE MASSIVE
WASHINGTON DC CONVENTION CENTER
DCBLACKFILM
VSN*DOTGOVREGISTRATION
GBL SALES
DAPHNE MAXWELL
KINETIC ARTISTRY
CAPITOL SERVICE
PRODUCERS GUILD OF AMERICA
CREATIVE PARTY DESIGNS
AMOROUSARTS
ALASKA AIRLINES 0272150698441
ALASKA AIRLINES 0272150698440
BARRACKSROW
ALASKA AIRLINES 0272150862006
CONSTANT CONTACTS - TEMPORARY DISPUTE CRDT DH
ALASKA AIRLINES 0272151164550
HYATT HOTEL @ OLIVE 8
ATFK
ICON ICAN
HSTREETMAIN
GLYNNJACKSON
KINETIC ARTISTRY
HYATT HOTEL @ OLIVE 8
HYATT HOTEL @ OLIVE 8

COMPANY

CLARITY MEDIA PRODUCTIONS
CAPITOL HILL JAZZ
CONSTANT CONTACTS
BREAKING THE INTERNET
TECHWEEK
T STREET DEVELOPMENT CORNERSTONE
T STREET DEVELOPMENT CORNERSTONE

MOROCCAN AMERICAN NETWORK
OTP VIDEO
BRIGHT YOUNG THINGS MEDIA
DC SHORTS
THE DC CENTER
48 HOUR FILM PROJECT
THE HERITAGE CENTER
SUNDANCE INSTITUTE
SUNDANCE FILM FESTIVAL
SMITH PUBLIC TRUST
FLEE MARKET GALLER
TAYLOR AND BROOKS LLC
DELTA AIRLINES
DC MUSIC DOWNLOAD
DELTA AIRLINES
AMTRAK
AMTRAK
MARRIOTT NY MARQUIS
MUSIC IN ME FOUNDATION
MARRIOTT NY MARQUIS
MARRIOTT NY MARQUIS

TRANSACTION AMOUNT**REQUESTED BY**

\$540.00	Herbert Niles
\$40.00	Herbert Niles
\$1,500.00	Herbert Niles
\$124.98	Steven Johnson
-\$65.00	Herbert Niles
\$89.94	Herbert Niles
\$1,500.00	Angie M. Gates
\$2,257.95	Steven Johnson
\$500.00	Steven Johnson
\$5,000.00	Herbert Niles
\$5,000.00	Herbert Niles
\$250.00	Steven Johnson
-\$157.60	Steven Johnson
\$2,500.00	Herbert Niles
\$401.00	Herbert Niles
-\$105.00	Herbert Niles
\$1,000.00	Angie M. Gates
\$990.00	Maryann Lombardi
\$3,000.00	Bruce Walker
\$813.76	Steven Johnson
\$57.00	Herbert Niles
\$1,154.55	Steven Johnson
-\$57.00	Herbert Niles
\$4,999.50	Steven Johnson
\$127.88	Maryann Lombardi
\$750.00	Herbert Niles
\$5,000.00	Maryann Lombardi
\$5,000.00	Maryann Lombardi
\$289.00	Lawrence Cooper
\$59.98	Steven Johnson
\$421.60	Derek Younger
\$421.60	Angie M. Gates
\$5,000.00	Bruce Walker
\$5,000.00	Bruce Walker
\$1,328.85	Angie M. Gates
\$135.00	Angie M. Gates
\$656.60	Angie M. Gates
\$2,500.00	Herbert Niles
\$66.00	Angie M. Gates
\$295.00	Angie M. Gates

\$392.60	Karen Tolson
\$2,500.00	Herbert Niles
\$1,170.00	Angie M. Gates
\$7.52	Steven Johnson
\$12.12	Steven Johnson
\$411.87	Steven Johnson
\$5,000.00	Bruce Walker
\$705.00	Steven Johnson
\$5,000.00	Angie M. Gates
\$500.00	Angie M. Gates
\$25.00	Angie M. Gates
\$12.00	Angie M. Gates
\$5,000.00	Herbert Niles
\$5,000.00	Maryann Lombardi
\$2,500.00	Herbert Niles
\$158.61	Herbert Niles
-\$229.00	Angie M. Gates
\$5,000.00	Herbert Niles
\$89.94	Derek Younger
\$2,500.00	Herbert Niles
\$235.80	Maryann Lombardi
\$227.20	Maryann Lombardi
\$239.00	Bruce Walker
\$2,500.00	Herbert Niles
\$1,000.00	Herbert Niles
\$582.92	Bruce Walker
\$1,500.00	Herbert Niles
\$3,000.00	Karen Tolson
\$5,000.00	Bruce Walker
\$1,000.00	Herbert Niles
\$2,000.00	Herbert Niles
-\$89.94	Derek Younger
-\$89.94	Derek Younger
\$5,000.00	Angie M. Gates
\$575.00	Maryann Lombardi
\$89.94	Derek Younger
\$2,000.00	Herbert Niles
\$5,000.00	Herbert Niles
\$5,000.00	Herbert Niles
\$2,000.00	Herbert Niles
\$860.94	Steven Johnson
\$5,000.00	Herbert Niles
\$353.50	Derek Younger
\$5,000.00	Bruce Walker
\$5,000.00	Herbert Niles
\$2,500.00	Herbert Niles
\$5,000.00	Angie M. Gates

\$2,500.00	Angie M. Gates
\$500.00	Angie M. Gates
\$556.40	Angie M. Gates
\$650.00	Angie M. Gates
\$9,421.50	Steven Johnson
\$5,000.00	Herbert Niles
\$5,000.00	Herbert Niles
\$280.00	Herbert Niles
\$2,500.00	Herbert Niles
\$400.00	Steven Johnson
\$5,000.00	Angie M. Gates
\$2,500.00	Angie M. Gates
\$179.23	Steven Johnson
\$1,180.00	Derek Younger
\$7,725.00	Herbert Niles
\$875.00	Angie M. Gates
\$2,500.00	Herbert Niles
\$556.40	Steven Johnson
\$556.40	Karen Tolson
\$5,000.00	Herbert Niles
\$25.00	Angie M. Gates
-\$353.50	Derek Younger
\$25.00	Angie M. Gates
\$869.52	Angie M. Gates
\$5,000.00	Herbert Niles
\$5,000.00	Maryann Lombardi
\$5,000.00	Herbert Niles
\$5,000.00	Herbert Niles
\$208.70	Steven Johnson
\$817.50	Steven Johnson
-\$109.50	Karen Tolson

TRANSACTION AMOUNT

EMPLOYEE

\$1,000.00	HERBERT NILES
\$2,500.00	HERBERT NILES
\$353.50	DICKENS, DETRA
\$2,500.00	HERBERT NILES
\$5,000.00	HERBERT NILES
\$5,000.00	HERBERT NILES
-\$5,000.00	HERBERT NILES

\$4,000.00	HERBERT NILES
\$5,000.00	HERBERT NILES
\$5,000.00	HERBERT NILES
\$2,500.00	HERBERT NILES
\$2,500.00	HERBERT NILES
\$1,500.00	HERBERT NILES
\$2,758.75	HERBERT NILES
\$65.00	ANGIE M. GATES
\$1,075.00	ANGIE M. GATES
\$3,000.00	ANGIE M. GATES
\$2,500.00	HERBERT NILES
-\$1,758.75	HERBERT NILES
\$583.60	ANGIE M. GATES
\$2,000.00	HERBERT NILES
-\$12.00	ANGIE M. GATES
\$274.00	WINFRED MYRICK
\$244.00	BRUCE WALKER
\$492.00	DICKENS, DETRA
\$5,000.00	HERBERT NILES
\$328.00	DICKENS, DETRA
\$164.00	DICKENS, DETRA

DESCRIPTION

Annual subscription - Smartsheet (HN)
Online subscription - Constant Contacts (Communications)
Sponsorship - Art and Drama Therapy Institute
Office supplies
CREDIT - Online subscription - Constant Contacts (Communications)
Online subscription - Meetup (Communications)
Sponsorship - WDCEP Corporate Sponsorship
Equipment for staff
Copier Maintenance - Ricoh Copier
Sponsorship - Beats and Beans
Sponsorship - FotoDC
Equipment Rental for Film Screening on 11.6.16
CREDIT - Equipment Rental for Film Screening on 11.6.16
Sponsorship - Television, Internet & Video Association of DC
Online Annual Subscription (Communications)
Online subscription (communications) - Refund Credit
Destination DC 2017 Annual Membership Dues
Online subscription (digital media) - Social Sprout (TM)
Sponsorship - Simone Butterly
Office Equipment - Printer and cartridges for Thembi Mhlambiso
Annual subscription - Smartsheet (HN) Charge Disputed - Duplicate Charge
Business Cards for OCTFME Staff
Online subscription - Smartsheet (HN) - Refund Credit
Preproduction, photography, audio/visual services
Airfare - Southwest - Traveler: Maryann Lombardi
Association Film Commissioners International Annual Membership Dues
Sponsorship - DC Music Rocks (202Creates)
Sponsorship - A Creative DC (202Creates)
DC Practice Manual 16 Edition (LC)
Telecommunication accessories for gov't vehicles (chargers)
Airfare To/From LA - Derek Younger
Airfare To/From LA - DAG
One Common Unity License Fee - Originated Programming
Sponsorship - One Common Unity
Hotel (LA) - DAG
Hotel Parking Fees - LA Trip (DAG)
Airfare - SXSW 2017 (DAG)
BYT Bright Young Thing Sponsorship
Airfare - SXSW 2017 (DAG)
Post Cards for SXSW 2017

Airfare - NAB Trade Show 2017 (MR)
DC Environmental Film Festival Sponsorship
DC Chamber of Commerce Annual Membership
Express Courier Service
Express Courier Service
Airfare - NAB Trade Show 2017 (SJ)
Programming Content (License Fees) - On the Way Up
NAB Registration Fees - Steven Johnson
Sponsorship - WDCEP SXSW 2017 Ambassadors (5)
Sponsorship - WDCEP for 202Creates Graffiti Activation at SXSW
Baggage Fees - SXSW 2017 (DAG)
Ground Transportation - SXSW 2017 (DAG)
Anacostia River Festival Sponsorship
Starving Artist Sponsorship
DC Webfest Sponsorship
IMDB Online subscription
Refund/Credit - Airfare to/from SXSW (DAG)
Funk Parade Sponsorship
MeetUp Online Subscription (used by communications team)
Asian Pacific American Film Sponsorship
Flight from San Francisco CA - Maryann Lombardi - Americans for the Arts
Flight to San Francisco CA - Maryann Lombardi - Americans for the Arts
Amtrak Ticket to NYC - Bruce Walker - Upfront Conference 2017
Smart Philm Fest Sponsorship
Olimpic Shaw Boyz Doc Strategies Sponsorship
Stewart Hotel New York - (Bruce Walker) Upfront Conference 2017
Ward 8 Arts and Cultural Sponsorhip
EZ Street Show Licensing of TV Series
Straight No Chaser Productions Sponsorship episode 2
Moki Media Hakki LLC Sponsorship
DMV House Music Festival Sponsorship
Transaction Dispute - Refund
Transaction Dispute - Refund
RAMMYS 2017 Sponosrship
Conference Registration - Maryann Lombardi (travel to San Franciso 6/14-18/17)
Transaction Dispute - Refund
DC Music Summit Sponsorship
Step Afrika Sponsorship
Capital Fringe Sponsorship
Maestrina da Favela Sponsorship
Television Equipment for Office Use
March on Washington Film Festival Sponsorship
Online Subscription
SNC Productions Sponsorship episode 3
The Courts Sponsorship
DC Shorts Film Festival Sponsorship
Streetz Stop the Violence Sponsorship

Cease Fire Sponsorship
The OCASE Foundation Sponsorship
Alaska Airlines Airfare - Director Gates - NATOA 2017 Conference
NATOA Registration Fee - Director Angie Gates
Insignia Table HD Radios
Red Bull Reign Sponsorship
One Love Massive Sponsorship
Destination DC's Annual Marketing Outlook Meeting Registration - Loretta Wilson and Ray Williams
DC Black Film Festival Sponsorship
DCRADIO.GOV domain name for radio station
Ubiquitous Expo/Princess Protocol Sponsorship
Ethiopia US Pageant - Tim Reid Sponsorship
Kinetic Artistry - Tape Order
Ceremonial Scissors for Radio Launch
Producers Guild of America Sponsorship
Creative Designs (Balloons) for DC Radio Launch
Verve Artistic Productions/Honey Groove Sponsorship
Alaska Airlines Airfare - NATOA - Seattle, WA - Steven Johnson
Alaska Airlines Airfare - NATOA - Seattle, WA - Karen Tolson
The Barracks Row Fall Festival Sponsorship
Baggage Fare - NATOA - Seattle, WA - Director Gates
Constant Contacts - Online Subscription (REFUND)
Baggage Fees - NATOA - Seattle, WA - Director Gates
Hyatt Hotel - NATOA - Seattle, WA - Director Gates
Cool Calm Connected Sponsorship
ICON Talk Sponsorship
H Street Festival Sponsorship
Glynn Jackson Showbiz Kidz Sponsorship
Custom Gobo for Radio Launch
Hyatt Hotel - NATOA - Seattle, WA - Steven Johnson
Credit/Refund for Tax Fees: Hyatt Hotel @ Olive 8 - 2017 NATOA Conference - Karen Tolson (traveler)

PURPOSE

Clarity Media Productions - Joe Claire Sponsorship
Capitol Hill Jazz Sponsorship
Online subscription fees for Marketing Database - Constant Contact
Break the Internet (BTI) Sponsorship
TechWeek/DC Global Hub of Inclusive Innovation Sponsorship
T Street Corner (#LIVEfromDC) Sponsorship
REFUND - T Street Corner (#LIVEfromDC) Sponsorship

Moroccan American Network Sponsorship
T Street Cornerstone Sponsorship Repayment
Brightest Young Things (BYT) Media/Bentzen Ball Sponsorship
DC Film Alliance - Real2Reel Sponsorship
Reel Affirmation Film Festival Sponsorship
DC 48 Hour Film Project Sponsorship
Taylor and Brooks (The Heritage Center) Virgin Island Event Sponsorship
Sundance Film Festival Membership Fee
Sundance Film Festival 2018 Registration Fees
Karaoke 4 A Cause 2017 Sponsorship
Flee Market Gallery 202Creates Holiday Vendor Pop-up Sponsorship
Taylor and Brooks LLC Sponsorship Dispute Credit
Delta Airlines Airfare - Sundance Film Festival - Director Angie Gates - January 17 - 22, 2018
DC Music Download Sponsorship
Delta Airlines Airfare Refund - Sundance Film Festival (DAG)
Amtrak Fare to NY - GRAMMYs - Traveler: Winfred Myrick
Amtrak Fare to NY - GRAMMYs - Traveler: Bruce Walker
Hotel Fees in NY - GRAMMYs - Traveler: Bruce Walker
Music in Me Foundation Sponsorship
Hotel Fees in NY - GRAMMYs - Traveler: Winfred Myrick
Hotel Fees in NY - GRAMMYs - Traveler: Winfred Myrick

QUESTION 10

**Office of Cable Television, Film, Music and Entertainment (CIO)
FY 2017 & 2018 Memorandum of Understanding - 0600**

FY 2017

Seller Agency	Funding Description	Original Advance Amount	Amount Expended in FY 2017	Letter of Intent Executed	MOU Dates	MOU Signature Date	Date Funds Transferred
OCFO	MOU with OCFO for Financial Services	\$150,000.00	\$150,000.00	MOU Executed	MOU Executed	MOU Executed	MOU Executed
Department of General Services	Contract security guard services	\$741.92	\$741.92	MOU Executed	MOU Executed	8/28/2017	9/14/2017
Public Access Corporation of DC	Creative Economy Career Access Program (CECAP) to establish on-the-job training for underserved DC residents	\$14,775.00	\$14,775.00	MOU Executed	9/1/2017	9/6/2017	9/30/2017
DMPED- Deputy Mayor for Planning and Economic Development	DMPED Economic Impact Study A technical and financial and labor market analysis of the OCTFME Film projects.	\$8,000.00	\$8,931.78	MOU Executed	9/30/2017	9/30/2017	9/30/2017
OCTO- Office of Chief Technology	Dedicated IT Staff - FTE	\$21,736.61	\$21,736.61	Electronic MOU Executed	7/14/2017	7/7/2017	7/14/2017
TOTAL		\$195,253.53	\$196,185.31				

FY 2018 YTD

Seller Agency	Funding Description	Original Advance Amount	Amount Expended & Committed in 2018	Letter of Intent Executed	MOU Dates	MOU Signature Date	Date Funds Transferred
OCFO- Office of the Chief Financial Officer	MOU with OCFO for Financial Services	\$150,000.00	\$150,000.00	MOU Executed	10/1/2017	11/1/2017 & 10/3/2017	1/17/2018
DOES- Department of Employment Services	MOU with DOES for Creative Economy Career Access Program	\$124,942.88	\$124,942.88	MOU Pending	12/12/2017	10/24/2017 & 11/17/2017	12/12/2017
OCTO- Office of Chief Technology	Dedicated IT Staff - FTE	\$69,927.96	\$69,927.96	MOU Pending	pending	pending	pending
DCHR- DC Human Resources	MOU-Executive Leadership Program (ELP); Instructor led	\$12,500.00	TBD	MOU Pending	pending	pending	pending

OCTO- Office of Chief Technology	Microsoft Office 365 Subscription	\$5,000.00	\$5,359.41	MOU Executed	12/5/2017	11/16/2017 & 11/15/2017	11/16/2017 & 11/15/2017
TOTAL		\$362,370.84	\$350,230.25				

FISCAL_YEAR	Approp Fund	Program code (Title)	Activity code (Title)	Approved Budget	Revised Budget	Budget Changes	Variance Explanations	
2016	100 - Local Funds	3000 - OFFICE OF MOTION PICTURES	3010 - MARKETING AND PROMOTIONS	2,851,622.24	922,540.24	-1,929,082.00	These are rebate funds that wer rolled over to FY17 at the end of FY16	
			3020 - PRODUCTION SUPPORT	450,315.73	320,615.73	-129,700.00		
			3030 - COMMUNITY OUTREACH	103,325.03	112,725.03	9,400.00		
			Total	3,405,263.00	1,355,881.00	-2,049,382.00	Rolled over to rebate fund	
			100 Total		3,405,263.00	1,355,881.00	-2,049,382.00	
	600 Special Purpose Revenue	1000 - AGENCY MANAGEMENT PROGRAM	1010 - PERSONNEL		20,000.00	20,000.00	0.00	
			1015 - TRAINING AND EDUC DEVELOPMENT	40,000.00	40,000.00	0.00		
			1020 - CONTRACTING AND PROCUREMENT	145,191.07	152,613.99	7,422.92	Agency was not required to pay fixed costs and funds reprogrammed	
			1030 - PROPERTY MANAGEMENT	1,169,387.10	281,176.10	-888,211.00		
			1040 - INFORMATION TECHNOLOGY	241,636.73	241,636.73	0.00		
			1050 - FINANCIAL MANAGEMENT	150,000.00	150,000.00	0.00		
			1070 - FLEET MANAGEMENT	55,612.00	41,807.00	-13,805.00		
			1085 - CUSTOMER SERVICE	704,637.29	1,084,907.15	380,269.86	Reprogrammed from fixed costs	
			1090 - PERFORMANCE MANAGEMENT	285,382.54	290,122.75	4,740.21		
			Total	2,791,846.73	2,302,263.72	-489,583.01		
			2000 - OFFICE OF CABLE TELEVISION	2010 - ORIGINATED PROGRAMMING	4,764,720.34	4,705,151.10	-59,569.24	
				2020 - FEE FOR SERVICE PROGRAMMING	1,967,916.67	3,117,068.92	1,149,152.25	Reprogrammed from fixed costs and use of fund balance for OCTFME HD upgrade from standard to DH, mobile production unit to support live entertainment and HVAC upgrade
				2030 - FRANCHISE REGULATION	376,741.33	376,741.33	0.00	
				2040 - CUSTOMER SERVICE	200,000.00	200,000.00	0.00	
			Total	7,309,378.34	8,398,961.35	1,089,583.01		
		3000 - OFFICE OF MOTION PICTURES	3010 - MARKETING AND PROMOTIONS	16,000.00	16,000.00	0.00		
			3020 - PRODUCTION SUPPORT	79,000.00	79,000.00	0.00		
	Total	95,000.00	95,000.00	0.00				
	600 Total		10,196,225.07	10,796,225.07	600,000.00			
	700 - Intra-District Funds	3000 - OFFICE OF MOTION PICTURES	3020 - PRODUCTION SUPPORT		20,000.00	20,000.00	0.00	
Total				20,000.00	20,000.00	0.00		
700 Total				20,000.00	20,000.00			
2016 Total				13,601,488.07	12,172,106.07	-1,429,382.00		
2017	100 - Local Funds	1000 - AGENCY MANAGEMENT	1020 - CONTRACTING AND PROCUREMENT		122,913.82	122,913.82	0.00	Reprogramming to offset Personnel service expeditures in these activities
			1060 - LEGAL		344,753.17	344,753.17	0.00	Reprogramming to offset Personnel service expeditures in these activities
			1090 - PERFORMANCE MANAGEMENT		359,059.89	359,059.89	0.00	Reprogramming to offset Personnel service expeditures in these activities
			Total		826,726.88	826,726.88	0.00	
			3000 - OFFICE OF MOTION PICTURE	3010 - MARKETING AND PROMOTIONS	1,106,864.24	3,353,284.00	2,246,419.76	Net of rebate funds rollver over from FY16 and that rolled over to FY18
		3020 - PRODUCTION SUPPORT	407,115.92	1,500.00	-405,615.92	Net of rebate funds rollver over from FY16 and that rolled over to FY18		
		3030 - COMMUNITY OUTREACH	110,605.84	0.00	-110,605.84	Net of rebate funds rollver over from FY16 and that rolled over to FY18		
	Total	1,624,586.00	3,354,784.00	1,730,198.00	Net of rebate funds rollver over from FY16 and that rolled over to FY18			
	9960 - YR END CLOSE	-	0.00	0.00	0.00			
	9960 - YR END CLOSE	Total		0.00	0.00			
	100 Total		1,624,586.00	4,181,510.88	2,556,924.88	Total net of rebate funds of \$3.3m roller over from FY16 and \$756k rolled over to FY18		
	600 Special Purpose Revenue	1000 - AGENCY MANAGEMENT	1010 - PERSONNEL		0.00	0.00	0.00	reprogramming to offset personnel services
			1015 - TRAINING AND EDUC DEVELOPMENT	61,535.00	163,736.46	102,201.46	expenditures in this activity	
			1020 - CONTRACTING AND PROCUREMENT	82,690.77	82,690.77	0.00		
			1030 - PROPERTY MANAGEMENT	1,230,530.10	1,230,530.10	0.00		
1040 - INFORMATION TECHNOLOGY			238,029.08	238,029.08	0.00			

FISCAL_YEAR	Approp Fund	Program code (Title)	Activity code (Title)	Approved		Budget	Variance Explanations
				Budget	Revised Budget	Changes	
			1050 - FINANCIAL MANAGEMENT	150,000.00	150,000.00	0.00	
			1070 - FLEET MANAGEMENT	59,685.04	59,685.04	0.00	
			1085 - CUSTOMER SERVICE	779,434.39	640,278.02	-139,156.37	reprogrammed out to offset personnel services expenditures in other activities
			1090 - PERFORMANCE MANAGEMENT	260,772.99	260,772.99	0.00	
		1000 - AGENCY MANAGEMENT	Total	2,862,677.37	2,825,722.46	-36,954.91	
		1000 - AGENCY MANAGEMENT PROGRAM					
			1030 - PROPERTY MANAGEMENT		0.00	0.00	
			1040 - INFORMATION TECHNOLOGY	0.00	0.00	0.00	
			1085 - CUSTOMER SERVICE	0.00	0.00	0.00	
		1000 - AGENCY MANAGEMENT PROGRAM	Total	0.00	0.00	0.00	
		2000 - OFFICE OF CABLE TELEVISION					
			2010 - ORIGINATED PROGRAMMING	4,092,705.52	5,749,432.69	1,656,727.17	additional budget authority from fund balance for purchased of equipments, agency building street branding and signage and agency operations.
			2020 - FEE FOR SERVICE PROGRAMMING	2,688,206.77	2,540,093.08	-148,113.69	
			2030 - FRANCHISE REGULATION	400,905.87	400,905.87	0.00	
			2040 - CUSTOMER SERVICE	200,000.00	200,000.00	0.00	
		2000 - OFFICE OF CABLE TELEVISION	Total	7,381,818.16	8,890,431.64	1,508,613.48	
		3000 - OFFICE OF MOTION PICTURE					
			3010 - MARKETING AND PROMOTIONS	16,000.00	111,000.00	95,000.00	
			3020 - PRODUCTION SUPPORT	79,000.00	262,341.43	183,341.43	
		3000 - OFFICE OF MOTION PICTURE	Total	95,000.00	373,341.43	278,341.43	
		3000 - OFFICE OF MOTION PICTURES					
		3000 - OFFICE OF MOTION PICTURES	Total	0.00	0.00	0.00	
		9960 - YR END CLOSE	-		0.00	0.00	
		9960 - YR END CLOSE	Total		0.00	0.00	
		600 Total		10,339,495.53	12,089,495.53	1,750,000.00	This is the total budget authority increase using fund balance for equipments for Studio B and support 1899 9th street building branding and signage
2017 Total				11,964,081.53	16,271,006.41	4,306,924.88	
2018 100 - Local Funds		1000 - AGENCY MANAGEMENT					
			1020 - CONTRACTING AND PROCUREMENT	112,560.18	112,560.18	0.00	
			1060 - LEGAL	395,269.51	395,269.51	0.00	
			1090 - PERFORMANCE MANAGEMENT	326,377.86	326,377.86	0.00	
		1000 - AGENCY MANAGEMENT	Total	834,207.55	834,207.55	0.00	
		3000 - OCTFME FILM DIVISION					
			3010 - MARKETING AND PROMOTIONS	748,582.49	1,505,406.61	756,824.12	Rebate amount rolled over from FY17
			3020 - PRODUCTION SUPPORT	78,980.96	78,980.96	0.00	
		3000 - OCTFME FILM DIVISION	Total	827,563.45	1,584,387.57	756,824.12	
		3000 - OFFICE OF MOTION PICTURE					
		3000 - OFFICE OF MOTION PICTURE	Total		0.00	0.00	
		100 Total		1,661,771.00	2,418,595.12	756,824.12	
600 Special Purpose Revenue		1000 - AGENCY MANAGEMENT					
			1010 - PERSONNEL	110,780.15	110,780.15	0.00	
			1015 - TRAINING AND EDUC DEVELOPMENT	35,000.00	35,000.00	0.00	
			1020 - CONTRACTING AND PROCUREMENT	89,598.53	89,598.53	0.00	
			1030 - PROPERTY MANAGEMENT	1,238,691.00	1,238,691.00	0.00	
			1040 - INFORMATION TECHNOLOGY	331,025.45	331,025.45	0.00	
			1050 - FINANCIAL MANAGEMENT	237,199.62	237,199.62	0.00	
			1070 - FLEET MANAGEMENT	104,642.00	104,642.00	0.00	
			1080 - COMMUNICATIONS	227,832.25	227,832.25	0.00	
			1085 - CUSTOMER SERVICE	10,000.00	10,000.00	0.00	
			1090 - PERFORMANCE MANAGEMENT	442,226.57	442,226.57	0.00	
		1000 - AGENCY MANAGEMENT	Total	2,826,995.57	2,826,995.57	0.00	
		2000 - OCTFME TELEVISION DIVISION					
			2010 - ORIGINATED PROGRAMMING	6,315,290.92	7,950,153.37	1,634,862.45	Budget increase using fund balance for Studio B and HSEMA center
			2020 - FEE FOR SERVICE PROGRAMMING	343,361.53	343,361.53	0.00	
			2030 - FRANCHISE REGULATION	25,000.00	25,000.00	0.00	
		2000 - OCTFME TELEVISION DIVISION	Total	6,683,652.45	8,318,514.90	1,634,862.45	
		2000 - OFFICE OF CABLE TELEVISION					
			2010 - ORIGINATED PROGRAMMING	0.00	0.00	0.00	
			2020 - FEE FOR SERVICE PROGRAMMING		0.00	0.00	
		2000 - OFFICE OF CABLE TELEVISION	Total	0.00	0.00	0.00	

FISCAL_YEAR	Approp Fund	Program code (Title)	Activity code (Title)	Approved		Budget	Variance Explanations
				Budget	Revised Budget	Changes	
		3000 - OCTFME FILM DIVISION	3010 - MARKETING AND PROMOTIONS	1,489,585.02	1,489,585.02	0.00	
			3020 - PRODUCTION SUPPORT	94,766.96	94,766.96	0.00	
		3000 - OCTFME FILM DIVISION	Total	1,584,351.98	1,584,351.98	0.00	
	600 Total			11,095,000.00	12,729,862.45	1,634,862.45	
2018 Total				12,756,771.00	15,148,457.57	2,391,686.57	
Grand Total				38,322,340.60	43,591,570.05	5,269,229.45	

FISCAL_YEA	R	Approp Fund	Program code (Title)	Activity code (Title)	Revised Budget	Actual Expenditures	Budget and Expenditure variance	Variance Explanation
2016	100	Local Funds	3000 - OFFICE OF MOTION PICTURES	3010 - MARKETING AND PROMOTIONS	922,540.24	919,468.98	3,071.26	
				3020 - PRODUCTION SUPPORT	320,615.73	310,229.24	10,386.49	
				3030 - COMMUNITY OUTREACH	112,725.03	112,647.92	77.11	
			3000 - OFFICE OF MOTION PICTURES	Total	1,355,881.00	1,342,346.14	13,534.86	
	100	Total			1,355,881.00	1,342,346.14	13,534.86	
	600	Special Purpose Revenue	1000 - AGENCY MANAGEMENT PROGRAM	1010 - PERSONNEL	20,000.00	(2,094.84)	22,094.84	
				1015 - TRAINING AND EDUC DEVELOPMENT	40,000.00	0.00	40,000.00	underspending in training
				1020 - CONTRACTING AND PROCUREMENT	152,613.99	45,340.86	107,273.13	vacancy savings
				1030 - PROPERTY MANAGEMENT	281,176.10	93,486.34	187,689.76	underspending in fixed costs
				1040 - INFORMATION TECHNOLOGY	241,636.73	50,000.00	191,636.73	vacancy savings
				1050 - FINANCIAL MANAGEMENT	150,000.00	149,987.25	12.75	
				1070 - FLEET MANAGEMENT	41,807.00	18,756.44	23,050.56	
				1085 - CUSTOMER SERVICE	1,084,907.15	699,156.50	385,750.65	Funds reprogrammed late in fiscal year to fully spend by year-end
				1090 - PERFORMANCE MANAGEMENT	290,122.75	131,024.20	159,098.55	
			1000 - AGENCY MANAGEMENT PROGRAM	Total	2,302,263.72	1,185,656.75	1,116,606.97	
			2000 - OFFICE OF CABLE TELEVISION	2010 - ORIGINATED PROGRAMMING	4,705,151.10	3,688,272.91	1,016,878.19	Additional budget authority loaded from fund balance late in the fiscal year for Studio B equipments and, HVAC upgrade. All the funds could not be spent on time for fiscal yearend close.
				2020 - FEE FOR SERVICE PROGRAMMING	3,117,068.92	2,809,378.89	307,690.03	surplus associated with vacancy savings and equipments that could not be purchased in time for year-end close
				2030 - FRANCHISE REGULATION	376,741.33	277,561.91	99,179.42	vacancy savings
				2040 - CUSTOMER SERVICE	200,000.00	40,856.64	159,143.36	
			2000 - OFFICE OF CABLE TELEVISION	Total	8,398,961.35	6,816,070.35	1,582,891.00	
			3000 - OFFICE OF MOTION PICTURES	3010 - MARKETING AND PROMOTIONS	16,000.00	13,694.22	2,305.78	
				3020 - PRODUCTION SUPPORT	79,000.00	79,000.00	0.00	
			3000 - OFFICE OF MOTION PICTURES	Total	95,000.00	92,694.22	2,305.78	
	600	Total			10,796,225.07	8,094,421.32	2,701,803.75	
			700	3000 - OFFICE OF MOTION PICTURES	20,000.00	20,000.00	0.00	
				3000 - OFFICE OF MOTION PICTURES	20,000.00	20,000.00	0.00	
			700	Total	20,000.00	20,000.00	0.00	
2016	Total				12,172,106.07	9,456,767.46	2,715,338.61	
2017	100	Local Funds	1000 - AGENCY MANAGEMENT	1020 - CONTRACTING AND PROCUREMENT	122,913.82	122,931.97	(18.15)	
				1060 - LEGAL	344,753.17	382,259.67	(37,506.50)	
				1090 - PERFORMANCE MANAGEMENT	359,059.89	342,748.89	16,311.00	
			1000 - AGENCY MANAGEMENT	Total	826,726.88	847,940.53	(21,213.65)	
			3000 - OFFICE OF MOTION PICTURE	3010 - MARKETING AND PROMOTIONS	3,353,284.00	3,347,068.64	6,215.36	
				3020 - PRODUCTION SUPPORT	1,500.00	(10,124.11)	11,624.11	
				3030 - COMMUNITY OUTREACH	0.00	(4,024.11)	4,024.11	
			3000 - OFFICE OF MOTION PICTURE	Total	3,354,784.00	3,332,920.42	21,863.58	
			9960 - YR END CLOSE	-	0.00	(201.00)	201.00	
			9960 - YR END CLOSE	Total	0.00	(201.00)	201.00	
	100	Total			4,181,510.88	4,180,659.95	850.93	
	600	Special Purpose Revenue	1000 - AGENCY MANAGEMENT	1010 - PERSONNEL	0.00	0.00	0.00	
				1015 - TRAINING AND EDUC DEVELOPMENT	163,736.46	172,545.35	(8,808.89)	
				1020 - CONTRACTING AND PROCUREMENT	82,690.77	68,083.62	14,607.15	underspending in fixed costs. The budget is based on estimates provided by Department of General Services
				1030 - PROPERTY MANAGEMENT	1,230,530.10	1,086,287.34	144,242.76	(DGS),
				1040 - INFORMATION TECHNOLOGY	238,029.08	115,141.39	122,887.69	vacancy savings
				1050 - FINANCIAL MANAGEMENT	150,000.00	217,211.52	(67,211.52)	
				1070 - FLEET MANAGEMENT	59,685.04	10,639.86	49,045.18	
				1085 - CUSTOMER SERVICE	640,278.02	517,290.48	122,987.54	vacancy savings
				1090 - PERFORMANCE MANAGEMENT	260,772.99	538,432.82	(277,659.83)	Overspending in personnel services as more FTEs charged than were budgeted in this activity.
			1000 - AGENCY MANAGEMENT	Total	2,825,722.46	2,725,632.38	100,090.08	
			1000 - AGENCY MANAGEMENT PROGRAM	1030 - PROPERTY MANAGEMENT	0.00	0.00	(0.00)	
				1040 - INFORMATION TECHNOLOGY	0.00	0.00	0.00	

FISCAL_YEA	Approp	Fund	Program code (Title)	Activity code (Title)	Revised Budget	Actual Expenditures	Budget and Expenditure variance	Variance Explanation
				1085 - CUSTOMER SERVICE	0.00	(25.00)	25.00	
			1000 - AGENCY MANAGEMENT PROGRAM	Total	0.00	(25.00)	25.00	
			2000 - OFFICE OF CABLE TELEVISION	2010 - ORIGINATED PROGRAMMING	5,749,432.69	5,659,534.17	89,898.52	vacancy savings
				2020 - FEE FOR SERVICE PROGRAMMING	2,540,093.08	2,306,493.21	233,599.87	vacancy savings
				2030 - FRANCHISE REGULATION	400,905.87	4,083.07	396,822.80	underspending as some FTEs that should be charged to this activity were charging to activity 1090
				2040 - CUSTOMER SERVICE	200,000.00	332,336.21	(132,336.21)	
			2000 - OFFICE OF CABLE TELEVISION	Total	8,890,431.64	8,302,446.66	587,984.98	
			3000 - OFFICE OF MOTION PICTURE	3010 - MARKETING AND PROMOTIONS	111,000.00	2,292.00	108,708.00	
				3020 - PRODUCTION SUPPORT	262,341.43	349,335.78	(86,994.35)	
			3000 - OFFICE OF MOTION PICTURE	Total	373,341.43	351,627.78	21,713.65	
			3000 - OFFICE OF MOTION PICTURES	3020 - PRODUCTION SUPPORT	0.00	0.00	0.00	
			3000 - OFFICE OF MOTION PICTURES	Total	0.00	0.00	0.00	
			9960 - YR END CLOSE	-	0.00	(1,807.00)	1,807.00	
			9960 - YR END CLOSE	Total	0.00	(1,807.00)	1,807.00	
			600 Total		12,089,495.53	11,377,874.82	711,620.71	
2017 Total					16,271,006.41	15,558,534.77	712,471.64	
2018 100 Local Funds			1000 - AGENCY MANAGEMENT	1020 - CONTRACTING AND PROCUREMENT	112,560.18	36,828.99	75,731.19	ongoing and on-track
				1060 - LEGAL	395,269.51	126,086.95	269,182.56	ongoing and on-track
				1090 - PERFORMANCE MANAGEMENT	326,377.86	98,991.26	227,386.60	ongoing and on-track
			1000 - AGENCY MANAGEMENT	Total	834,207.55	261,907.20	572,300.35	
			3000 - OCTFME FILM DIVISION	3010 - MARKETING AND PROMOTIONS	1,505,406.61	450,000.00	1,055,406.61	ongoing and on-track
				3020 - PRODUCTION SUPPORT	78,980.96	0.00	78,980.96	ongoing and on-track
			3000 - OCTFME FILM DIVISION	Total	1,584,387.57	450,000.00	1,134,387.57	
			3000 - OFFICE OF MOTION PICTURE	3010 - MARKETING AND PROMOTIONS	0.00	0.00	0.00	
			3000 - OFFICE OF MOTION PICTURE	Total	0.00	0.00	0.00	
			100 Total		2,418,595.12	711,907.20	1,706,687.92	
600 Special Purpose Revenue			1000 - AGENCY MANAGEMENT	1010 - PERSONNEL	110,780.15	0.00	110,780.15	ongoing and on-track
				1015 - TRAINING AND EDUC DEVELOPMENT	35,000.00	13,742.74	21,257.26	ongoing and on-track
				1020 - CONTRACTING AND PROCUREMENT	89,598.53	47,396.92	42,201.61	ongoing and on-track
				1030 - PROPERTY MANAGEMENT	1,238,691.00	1,231,188.43	7,502.57	ongoing and on-track
				1040 - INFORMATION TECHNOLOGY	331,025.45	202,414.85	128,610.60	ongoing and on-track
				1050 - FINANCIAL MANAGEMENT	237,199.62	172,351.90	64,847.72	ongoing and on-track
				1070 - FLEET MANAGEMENT	104,642.00	4,642.00	100,000.00	ongoing and on-track
				1080 - COMMUNICATIONS	227,832.25	0.00	227,832.25	ongoing and on-track
				1085 - CUSTOMER SERVICE	10,000.00	61,964.54	(51,964.54)	ongoing and on-track
				1090 - PERFORMANCE MANAGEMENT	442,226.57	241,272.25	200,954.32	ongoing and on-track
			1000 - AGENCY MANAGEMENT	Total	2,826,995.57	1,974,973.63	852,021.94	
			2000 - OCTFME TELEVISION DIVISION	2010 - ORIGINATED PROGRAMMING	7,950,153.37	2,754,080.34	5,196,073.03	ongoing and on-track
				2020 - FEE FOR SERVICE PROGRAMMING	343,361.53	262,691.00	80,670.53	ongoing and on-track
				2030 - FRANCHISE REGULATION	25,000.00	16,291.00	8,709.00	ongoing and on-track
			2000 - OCTFME TELEVISION DIVISION	Total	8,318,514.90	3,033,062.34	5,285,452.56	
			2000 - OFFICE OF CABLE TELEVISION	2010 - ORIGINATED PROGRAMMING	0.00	0.00	(0.00)	
				2020 - FEE FOR SERVICE PROGRAMMING	0.00	0.00	0.00	
			2000 - OFFICE OF CABLE TELEVISION	Total	0.00	0.00	(0.00)	
			3000 - OCTFME FILM DIVISION	3010 - MARKETING AND PROMOTIONS	1,489,585.02	86,420.00	1,403,165.02	ongoing and on-track
				3020 - PRODUCTION SUPPORT	94,766.96	96,633.74	(1,866.78)	
			3000 - OCTFME FILM DIVISION	Total	1,584,351.98	183,053.74	1,401,298.24	
			600 Total		12,729,862.45	5,191,089.71	7,538,772.74	
2018 Total					15,148,457.57	5,902,996.91	9,245,460.66	
Grand Total					43,591,570.05	28,075,191.57	15,516,378.48	

Notes

FY2108 Numbers are as of February 6th 2018

The FY2018 Actual Expenditures includes all commitments

Contracts and Procurement

The Columns indicate each of the following:

1. The name of the Contract;
2. The nature of the contract, including the end product or service;
3. The dollar amount of the contract, including budgeted amount and actually spent;
4. The term of the contract;
5. Whether the contract was competitively bid or not;
6. The name of the agency's contract monitor and the results of any monitoring activity (please refer to RE
7. The funding source; and
8. Whether the contractor is a CBE

<u>Contractor</u>	<u>Contract Purpose</u>	<u>Amount (\$)</u>
Human Circuit	Television Broadcasting AV Support	\$ 346,845.00
Malsow Media Group. Inc	TV Programming Staffing Support	\$ 175,000.00
Captioning Services	All Closed Captioning Transcribing Support	\$ 120,000.00
Best Best & Krieger	Cable Franchise Support	\$ 125,000.00
Canon Financial Services	Copier Lease and Maintenance	\$ 4,251.96
Advance Employee Intelligence	Administrative Staffing Support	\$ 300,000.00
BET Productions IV LLC	Film DC Economic Incentive Fund	\$ 300,000.00
Mega Mind Media LLC	Film DC Economic Incentive Fund	\$ 100,000.00
The Content Farm LLC	Film DC Economic Incentive Fund	\$ 250,000.00
Roc Nation LLC	Film DC Economic Incentive Fund	\$ 55,000.00
Golden Boy Productions LLC	Film DC Economic Incentive Fund	\$ 50,000.00
NBC Universal LLC D/B/A B5 Pictures	Film DC Economic Incentive Fund	\$ 331,000.00
Parisburg Productions Inc.	Film DC Economic Incentive Fund	\$ 375,000.00
Meridian Hill Pictures	Film DC Economic Incentive Fund	\$ 85,000.00
Metropolitan Office Products	Office Supplies	\$ 5,166.50
Dupont Computers	Office Equipment	\$ 4,515.00
LiveU	Satellite Broadcasting Signal	\$ 10,620.00
Starpower Communications	Internet Services	\$ 21,900.00
Reel Scout	Professional Service	\$ 11,400.00
Starpower Communications	RCN IP Addresses	\$ 9,861.50
Tecknomic LLC	Cable Franchise Support	\$ 2,000.00
Reel Scout	Reel Music	\$ 10,900.00

Broadview Software Inc	Broadcasting Software	\$ 24,468.00
Federal Express	Shipping Services	\$ 700.00
Howard University	Radio Transmission	\$ 50,400.00
Star Office Products, Inc.	Office Supplies	\$ 6,011.60
North Capitol Partners	Moving Services	\$ 9,000.00
Baseline LLC	Professional Service	\$ 7,920.00
Reed Elsevier Incorporated	Search System	\$ 4,248.00
Tecknomic LLC	Cable Franchise Support	\$ 20,000.00
Skehan Communications LLC	Ceremonial Taping Support	\$ 49,825.00
Guitar Center	Music Equipment	\$ 15,872.62
Social Driver	Research System	\$ 5,050.00
Gfactor Enterprises LLC	Pre-Production, Editorial	\$ 32,501.00
Jenkins Limousines & Transportation	Transportation Services	\$ 3,000.00
Edens Limited Partnership	Sponsorship	\$ 5,000.00
MVS Inc.	Office Equipment	\$ 14,983.00
Portfolio Media Inc.	Legal Industry Content Annual Subscription	\$ 5,584.00
Earthchannel Communications	Internet Video Streaming	\$ 36,990.00
Social Driver	OPERATIONS-SOCIAL DRIVER	\$ 5,050.00
DC Film Group	DC Film Group	\$ 100,000.00
Assassin Productions LLC	Incentive Fund	\$ 50,000.00
Toucan Printing	Printing Services	\$ 9,300.00
Full Frontal LLC	Film DC Economic Incentive Fund	\$ 300,000.00
DC Jazz Festival	Film DC Economic Incentive Fund	\$ 50,000.00
Condor Productions LLC	Film DC Economic Incentive Fund	\$ 1,000,000.00
Paramount Overseas Productions	Film DC Economic Incentive Fund	\$ 60,000.00
	PROGRAMMING-Portable HD Multi-Camera	
Communications Engineering Inc	Broadcast Production Sys (Fly Pack)	\$ 336,551.34
Sylver Rain Consulting, LLC	PRODUCTION STAFFING SUPPORT	\$ 100,000.00
All Pro All Services	PRODUCTION STAFFING SUPPORT	\$ 35,000,000.00
Spectrum Management	Operations - Spectrum Management	\$ 88,079.76
	PROGRAMMING- VIDEO PRODUCTION	
Human Circuit, Inc	SWITCHER	\$ 135,763.26
SM Films Productions Inc.	Film DC Economic Incentive Fund	\$ 63,237.00
Via East US Inc.	Film DC Economic Incentive Fund	\$ 23,932.00
BK & J Enterprises LLC	Film DC Economic Incentive Fund	\$ 60,000.00
Carahsoft Technology Corporation	Sales Force	\$ 44,227.08
	PROGRAMMING - Studio B Infrastructure	
CBE Partners, LLC	and Video Wall	\$ 300,000.00

<u>Contractor</u>	<u>Contract Purpose</u>	<u>Amount (\$)</u>
Cannon Financial Services	Copier Lease and Maintenance	\$ 300.00

Star Power Communications	Internet Services	\$	21,900.00
Tecknomic LLC	Cable Franchise Support	\$	2,000.00
Broadview Software, INC.	Broadcasting Software	\$	26,915.00
Best Best & Krieger LLP	Cable Franchise Support	\$	125,000.00
LiveU	Satellite Broadcasting Signal	\$	10,620.00
Tecknomic LLC	Cable Franchise Support	\$	20,000.00
Baseline, LLC	Professional Service	\$	7,920.00
Star Power Communications	RCN IP Addresses	\$	9,861.50
All Pro All Services	Production Staffing Support	\$	35,000.00
Sylver Rain Consulting L	Production Staffing Support	\$	100,000.00
Advanced Employee Intelligence	Administrative Staffing Support	\$	200,000.00
Human Circuit	Television Broadcasting AV Support	\$	329,126.85
Captioning Services	All Closed Captioning Transcribing Support	\$	117,000.00
Maslow Media Group, Inc	TV Programming Staffing Support	\$	125,000.00
CBE Partners, LLC	Studio B Infrastructure and Video Wall	\$	553,426.83
Broadcasters General Store Inc	Radio Equipment	\$	6,244.00
Reed Elsevier Incorporated	Search System	\$	4,015.00
The Impact Group LLC	Backup Replacement Equipment	\$	10,047.00
Skehan Communications, LLC	Ceremonial Taping Support	\$	34,350.00
CBE Partners, LLC	Studio B Infrastructure and Video Wall	\$	145,762.11
The Content Farm LLC	Film DC Economic Incentive Fund	\$	250,000.00
DC Film Group LLC	Film DC Economic Incentive Fund	\$	100,000.00
DC Film Group LLC	Film DC Economic Incentive Fund	\$	100,000.00
Women in Film & Video, Inc.	Film DC Economic Incentive Fund	\$	15,000.00

SPONSE for question #48 for more specifics);

FY17

<u>Contract Term</u>	<u>Bid Competitively</u>	<u>Contract Monitor and Monitoring Activity</u>	<u>Funding Source</u>	<u>CBE</u>
5 Year (Base year + 4 Option Year) Opt Year 2	Yes	Yes	O - Type	No
5 Year (Base year + 4 Option Year) Opt Year 2	Yes	Yes	O - Type	No
5 Year (Base year + 4 Option Year) Opt Year 3	Yes	Yes	O - Type	No
5 Year (Base year + 4 Option Year) Opt Year 2	Yes	Yes	O - Type	No
5 Year (Base year + 4 Option Year) Opt Year 3	Yes	Yes	O - Type	No
5 Year (Base year + 4 Option Year) Opt Year 1	Yes	Yes	O - Type	No
1 Year	No	Yes	Local	No
1 Year	No	Yes	Local	No
1 Year	No	Yes	Local	No
1 Year	No	Yes	Local	No
1 Year	No	Yes	Local	No
1 Year	No	Yes	Local	No
1 Year	No	Yes	Local	No
1 Year	No	Yes	Local	No
1 Year	No	Yes	Local/O-Type	Yes
1 Year	No	Yes	Local/O-Type	Yes
1 Year	No	Yes	O - Type	No
1 Year	No	Yes	O - Type	No
1 Year	No	Yes	O - Type	No
1 Year	No	Yes	O - Type	No
1 Year	Yes	Yes	O - Type	Yes
1 Year	No	Yes	O - Type	No

1 Year	No	Yes	O - Type	No
1 Year	No	Yes	O - Type	No
1 Year	No	Yes	O - Type	No
1 Year	No	Yes	O - Type	Yes
1 Year	Yes	Yes	O - Type	Yes
1 Year	No	Yes	O - Type	No
1 Year	No	Yes	O - Type	No
1 Year	Yes	Yes	O - Type	Yes
1 Year	Yes	Yes	O - Type	No
1 Year	Yes	Yes	O - Type	No
1 Year	No	Yes	O - Type	No
1 Year	Yes	Yes	O - Type	No
1 Year	Yes	Yes	O - Type	No
1 Year	No	Yes	O - Type	No
1 Year	Yes	Yes	O - Type	Yes
1 Year	No	Yes	O - Type	No
1 Year	Yes	Yes	O - Type	No
1 Year	Yes	Yes	O - Type	No
1 Year	No	Yes	O - Type	No
1 Year	Yes	Yes	O - Type	No
1 Year	No	Yes	Local	Yes
1 Year	No	Yes	Local	No
1 Year	Yes	Yes	O - Type	No
1 Year	No	Yes	O - Type	No
1 Year	No	Yes	Local	Yes
1 Year	No	Yes	Local	No
1 Year	No	Yes	Local	No
1 Year	Yes	Yes	O - Type	No
Base Year	Yes	Yes	O - Type	Yes
Base Year	Yes	Yes	O - Type	Yes
1 Year	Yes	Yes	O - Type	Yes
1 Year	Yes	Yes	O - Type	No
1 Year	No	Yes	Local	No
1 Year	No	Yes	Local	No
1 Year	No	Yes	O - Type	No
1 Year	Yes	Yes	O - Type	No
1 Year	Yes	Yes	O - Type	Yes

FY18

<u>Contract Term</u>	<u>Bid Competitively</u>	<u>Contract Monitor and Monitoring Activity</u>	<u>Funding Source</u>	<u>CBE</u>
5 Year (Base year + 4 Option Year)				
Opt Year 4	Yes	Yes	O-Type	No

1 Year	Yes	Yes	O-Type	No
1 Year	Yes	Yes	O-Type	Yes
1 Year	Yes	Yes	O-Type	No
5 Year (Base year + 4 Option Year)				
Opt Year 3	Yes	Yes	O-Type	No
1 Year	Yes	Yes	O-Type	No
1 Year	Yes	Yes	O-Type	Yes
1 Year	Yes	Yes	O-Type	No
1 Year	Yes	Yes	O-Type	No
Year 1	Yes	Yes	O-Type	Yes
Year 1	Yes	Yes	O-Type	Yes
5 Year (Base year + 4 Option Year)				
Opt Year 2	Yes	Yes	O-Type	Yes
5 Year (Base year + 4 Option Year)				
Opt Year 4	Yes	Yes	O-Type	No
5 Year (Base year + 4 Option Year)				
Opt Year 4	Yes	Yes	O-Type	No
5 Year (Base year + 4 Option Year)				
Opt Year 3	Yes	Yes	O-Type	Yes
1 Year	Yes	Yes	O-Type	Yes
1 Year	Yes	Yes	O-Type	No
1 Year	Yes	Yes	O-Type	No
1 Year	Yes	Yes	O-Type	No
1 Year	Yes	Yes	O-Type	No
1 Year	Yes	Yes	O-Type	Yes
1 Year	No	Yes	Local	No
1 Year	No	Yes	Local	Yes
1 Year	No	Yes	Local	Yes
1 Year	No	Yes	Local	No



FY2017 PERFORMANCE PLAN

Office of Cable Television, Film, Music and Entertainment

MISSION

The mission of the **Office of Cable Television, Film, Music and Entertainment** (OCTFME) is to produce and broadcast programming on the government cable channels; regulate cable television service providers; provide customer service for cable subscribers; and support a sustainable creative economy and labor market the District of Columbia.

SUMMARY OF SERVICES

OCTFME is responsible for regulating cable television in the District and managing the District's government access channels: the District Council Channel (DCC), the District of Columbia Network (DCN), and the District Knowledge Network (DKN). OCTFME creates content that informs, educates, and entertains viewers via the District of Columbia's public, educational, and government (PEG) channels and other forms of content outlets. The award-winning content provides resourceful information on government activity, education, current events, history, and arts and entertainment.

OCTFME provides 24-hour informative, open government, public interest programming on the District Council Channel (DCC), District of Columbia Network (DCN), and the District Knowledge Network (DKN). Programming includes coverage of the activities of Executive Offices of the Mayor and the executive branch; the District of Columbia City Council, the Office of the Attorney General, and the State Board of Education. OCTFME provides transparent public access to the governmental process and insights into life in the District. OCTFME is dedicated to providing quality, diverse programming and services that educate, enlighten, and empower the residents of the District of Columbia.

OCTFME offers a number of support services to local and out-of-state film, television, video, entertainment, interactive, multimedia, and digital media content creators, including: media production permitting; location scouting; production support; production and infrastructure incentives; job placement assistance and workforce development programs. OCTFME also administrates a media production incentive program, the DC Film, Television and Entertainment Rebate fund.

OCTFME engages the community to create a greater understanding of the media industry as a whole, the media production process, and access to training opportunities required to become marketable media industry professionals.



FY2017 OBJECTIVES & STRATEGIC INITIATIVES
Office of Cable Television, Film, Music and Entertainment

OBJECTIVE 1: Provide District residents informative, educational government programming via the District Council Channel (DCC), the District of Columbia Network (DCN), and the District Knowledge Network (DKN).

INITIATIVE 1.1: Technical Equipment upgrades to 441 Judiciary Square and the John A. Wilson Building

OCTFME will supervise the completion of several technical/audio visual equipment upgrades to 441 Judiciary Square and the John A. Wilson Building that will add high definition (HD) broadcast capabilities for the District government cable channels.

Proposed Completion Date: 11/30/16

INITIATIVE 1.2: OCTFME will broadcast at least four (4) new programs on the District of Columbia Channel (DCN)

OCTFME will broaden the programming offerings available to District residents in FY 2017. New programming on the District of Columbia Network (DCN) will include: "Display" (a 30-minute music video show that will highlight the talents of District musicians and activate OCTFME's music industry support efforts); "We are Washington" (a fast-paced, dynamic and informative look at District news); "Simone Butterfly" (a program highlighting the District's fashion and culinary scene); and a program hosted by District DJ institution, EZ Street, that will highlight the District's music and lifestyle landscape.

Proposed Completion Date: 11/30/16

INITIATIVE 1.3: OCTFME will broadcast at least four (4) new programs on the District Knowledge Network (DKN) in FY 2017

OCTFME will broaden the programming offerings available to District residents in FY 2017. New programming on the District Knowledge Network (DKN) will include: "I Wish You Knew" (programming for the Millennial Generation); "Missing" (a series focusing on the plight of missing District children); and "Make Television" (a program that highlights District residents transforming ordinary items in to amazing creations).

Proposed Completion Date: 11/30/16

INITIATIVE 1.4: OCTFME Government Radio Station begins broadcasting in FY 2017

OCTFME will complete the installation of the technical equipment required to launch a new radio station studio, and will begin programming and broadcasting this new digital and terrestrial radio channel. This project will be executed in partnership with WHUR who is providing access to their transmission towers. The radio station's programming will include public information on government activities, a platform to promote the music industry in the District, as well as a platform for media education, including giving District youth a hands-on opportunity to learn technical radio production skills and produce their own programming.

Proposed Completion Date: 2/1/17



OBJECTIVE 2: Regulate the District of Columbia's cable service providers and enforce federal and District government cable television laws and regulations.

INITIATIVE 2.1: Preliminary District Cable Franchise Agreement Negotiations completed in FY 2017.

OCTFME, working with OCTO and EOM will complete the District Cable Franchise Agreement renewal negotiations, and will have a proposed agreement available for review and approval by Mayor Muriel Bowser and the District City Council. The preliminary agreement will be ready to present before Council by the end of the calendar year 2016.

Proposed Completion Date: 12/30/16

OBJECTIVE 3: Implement, administer, and support programs, education and employment initiatives that advance the District of Columbia's film, television, music, entertainment industries.

INITIATIVE 3.1: Administer the DC Film, Television and Entertainment Rebate Fund.

The DC Film, Television and Entertainment Rebate Fund plays an important role in attracting production companies to film in DC, which in turn creates jobs for District residents. OCTFME will administer the program and will assign at least 90% of the budget program funds to eligible media production or infrastructure projects. OCTFME will also reconcile and close out any FY2016 program awardee projects and ensure all assigned funds are duly distributed.

Proposed Completion Date: 9/30/17

INITIATIVE 3.2: OCTFME completes Government Facility Mapping Project identifying District government facilities available for commercial filming.

OCTFME, working with DGS, will complete a mapping and cataloguing project identifying District of Columbia managed and controlled facilities that are available to serve as locations for media productions. Once completed and operational this catalogue and searchable resource will provide local and national production companies the ability to identify and access information about DC Government managed facilities and open spaces available for commercial filming.

Proposed Completion Date: 12/15/16

INITIATIVE 3.3: Administer the Creative Economy Career Access Program (CECAP).

OCTFME will administer the Creative Economy Career Access Program (CECAP). CECAP will identify District youth and adult residents as program participants, making them proficient in specific, marketable media industry trade skills required to secure long term, career-track employment in the creative economy. The 12-month program will include training and apprenticeship modules, placing graduates of the training program into entry level positions with identified employer partners. OCTFME will develop new partnerships with creative media industry employers and trade organizations to inform the program curriculum and provide wraparound job placement services for the workforce training program.



Proposed Completion Date: 9/30/17

INITIATIVE 3.4: Create a support plan and implementation strategy for the Creative Economy.

OCTFME will create a creative economy strategy proposal that will support the creative economy by raising the profile of the District as a globally competitive and creative city; activating the creative economic potential of the District through business support, networking, and employment opportunities; creating an infrastructure for government support of creative economy special events; creating a unifying branding and marketing strategy; and laying out an achievable implementation plan for the strategy.

Proposed Completion Date: 3/30/17

OBJECTIVE 4: Create and maintain a highly efficient, transparent and responsive District government. [OCA Mandated Objective]

INITIATIVE 4.1: Maintain a Transparent Agency Website and Social Media Strategy.

OCTFME will maintain a dynamic, transparent website (and social media strategy) that provides District residents relevant and useful information related to the agency's operations, administration and services. Produce and distribute a monthly agency newsletter.

Proposed Completion Date: Ongoing Operation (Daily Service)



FY2017 WORKLOAD MEASURES
Office of Cable Television, Film, Music and Entertainment

OCTFME Programming

- 1) Number of hours of programming broadcast on DCC
- 2) Number of hours of programming broadcast on DCN
- 3) Number of hours of programming broadcast on DKN

OCTFME Customer Service

- 4) Number of cable subscriber service request calls received
- 5) Number of cable subscriber service request emails received

OCTFME Permitting & Production Support

- 6) Number of permit applications received
- 7) Number of permits issued
- 8) Revenue from permits issued

OCTFME Rebate Program

- 9) Number of incentive rebate program applications received
- 10) Number of incentive rebate program pre-certified awardees
- 11) Total program rebate funds issued to awardees (dollar amount)
- 12) Total program rebate funds obligated to awardees (dollar amount)



FY2017 KEY PERFORMANCE INDICATORS
Office of Cable Television, Film, Music and Entertainment

OBJECTIVE 1: Provide District residents informative, educational government programming via the District Council Channel (DCC), the District of Columbia Network (DCN), and the District Knowledge Network (DKN).

CURRENT FY17	FY16 TARGET	FY17 TARGET
New Programs or Program Specials on DCN	(NEW)	4
New Programs or Program Specials on DKN	(NEW)	4
New Programs or Program Specials on DCC	(NEW)	2

OBJECTIVE 2: Regulate the District of Columbia's cable service providers and enforce federal and District government cable television laws and regulations.

CURRENT FY17	FY16 TARGET	FY17 TARGET
Percentage of customer service calls responded to within 48 hours.	(NEW)	95%
Percentage of customer service emails responded to within 48 hours.	(NEW)	95%
Number of community events hosted or attended to get programming and cable service feedback, or disseminate information to the District Cable subscribers.	(NEW)	4

OBJECTIVE 3: Implement, administer, and support programs, education and employment initiatives that advance the District of Columbia's film, television, music, entertainment industries.

CURRENT FY17	FY16 TARGET	FY17 TARGET
Percentage of Permit applications processed or issued within 5 business days	(NEW)	95%
Clients receiving permits from OCTFME that rank the agency's overall production support service as "satisfactory" or "very satisfactory"	99%	99%



CURRENT FY17	FY16 TARGET	FY17 TARGET
Number of local industry events, programs or initiatives, sponsored, supported or facilitated by OCTFME	(NEW)	20
Number of media education or media literacy programs or events supported or facilitated by OCTFME	(NEW)	4
Percentage of Rebate Fund Obligated to Program Awardees by the close of the fiscal year.	(NEW)	90%



FY2018 PERFORMANCE PLAN

Office of Cable Television, Film, Music and Entertainment

Mission

The mission of the **Office of Cable Television, Film, Music and Entertainment (OCTFME)** is to produce and broadcast programming for the District of Columbia's public, educational, and government access (PEG) cable television channels and digital radio station; regulate the District of Columbia's cable television service providers; provide customer service for cable subscribers; and support a sustainable film, music, and entertainment creative economy and labor market in the District of Columbia.

Summary of Services

OCTFME is responsible for regulating cable television in the District and managing the District's government television access channels: the District Council Channel (DCC), the District of Columbia Network (DCN), and the District Knowledge Network (DKN). OCTFME manages and programs the DC Radio 96.3 HD4 digital radio station. OCTFME creates content that informs, educates, and entertains viewers via the District of Columbia's public, educational, and government (PEG) channels and other content platforms. OCTFME's award-winning content provides resourceful information on government activity, education, current events, history, and arts and entertainment.

OCTFME provides 24-hour informative, open government, public interest programming on the District Council Channel (DCC), District of Columbia Network (DCN), the District Knowledge Network (DKN), and DC Radio 96.3 HD4. Programming includes coverage of the activities of Executive Offices of the Mayor and the executive branch; the District of Columbia City Council, the Office of the Attorney General, and the State Board of Education. OCTFME provides transparent public access to the governmental process and insights into life in the District. OCTFME is dedicated to providing quality, diverse programming and services that educate, enlighten, and empower the residents of the District of Columbia.

OCTFME offers a number of support services to local and out-of-state film, television, video, entertainment, interactive, multimedia, and digital media content creators, including: media production permitting; location scouting; production support; production and infrastructure incentives; job placement assistance and workforce development programs. OCTFME also administers a media production incentive program, the DC Film, Television and Entertainment Rebate fund.

OCTFME also supports the creative economy through the Mayor Muriel Bowser Presents: 202Creates initiative, and administers programs and initiatives that support the growth and sustainability of the music and entertainment economies in the District.

OCTFME engages the community to create a greater understanding of the creative economy as a whole, the media production process, and access to training opportunities required to become marketable creative economy industry professionals.



FY2018 OBJECTIVES & STRATEGIC INITIATIVES
Office of Cable Television, Film, Music and Entertainment

Agency Operation #1: Provide District residents informative, educational government programming via the District Council Channel (DCC), the District of Columbia Network (DCN), the District Knowledge Network (DKN), and DC Radio 96.3 HD4.

INITIATIVE 1.1: Install Remote Master Control Station at OCTFME Broadcast Facility

Description: In FY18, the Office of Cable Television, Film, Music and Entertainment (OCTFME) will supervise the completion of master control technical equipment upgrades at the OCTFME production facility at 1899 9th Street NE, allowing OCTFME to remotely manage broadcast coverage of public hearings and other special events that take place at the John A. Wilson Building and 441 4th Street NW. These technical upgrades will allow OCTFME to deliver efficient, reliable, open and transparent government information to District residents. This is an upgrade to OCTFME's quality control capacity, operational redundancy, and emergency preparedness.

Due Date: 6/30/2018

INITIATIVE 1.2: Technical Equipment upgrades to HSEMA Media Center

Description: In FY18, the Office of Cable Television, Film, Music and Entertainment (OCTFME) will supervise the completion of the technical/audio visual equipment upgrade to the current master control production facility at the Homeland Security and Emergency agency (HSEMA). The broadcast technical upgrade of HSEMA's master control production facility is necessary to ensure the efficient and reliable delivery of official government emergency management notifications and media communications to District of Columbia residents.

Due Date: 9/30/2018

Agency Operation #2: Regulate the District of Columbia's cable service providers and enforce federal and District government cable television laws and regulations

INITIATIVE 2.1: Cable Service Provider Privacy Regulations Update

Description: In FY18, as part of the Office of the Deputy Mayor for Planning and Economic Development (DMPED) Fall legislative roundup, the Office of Cable Television, Film, Music and Entertainment (OCTFME) will submit new regulations or amendments to the current District of Columbia Cable Law. This effort will ensure increased consumer privacy protection for cable and internet service customers in the District of Columbia.

Due Date: 6/30/18

Agency Operation #3: Implement, administer, and support programs, education and employment initiatives that advance the District of Columbia's film, television, music, and entertainment industries.

INITIATIVE 3.1: IATSE Local 22 DC Resident Job Training Assistance Program

Description: In FY18, the Office of Cable Television, Film, Music and Entertainment (OCTFME) will launch a creative economy job training support program in partnership with the International Alliance of Theatrical Stage Employees (IATSE) Local 22 that will provide District residents financial subsidies to defray the cost of IASTE technical training classes, offering District resident



IASTE members the opportunity to acquire the professional certifications required rise up the IATSE classification tier, qualifying them for higher paying jobs and a pathway to the middle class.

Due Date: 9/30/18

INITIATIVE 3.2: 202Creates Creative Co-Working Days Program

Description: In FY18, the Office of Cable Television, Film, Music and Entertainment (OCTFME) launch a co-working program to support District of Columbia artists, creatives and creative businesses. The program will support artists, creatives and creative businesses by providing access to government support services, and space to do their work, and grow their business enterprises. This program will join OCTFME’s portfolio of activities supporting the creative economy, directly leveraging City resources to connect innovative and creative residents with the workspace and Government resources.

Due Date: 6/30/18

INITIATIVE 3.3: ReelMusic Interactive Networking Resource and Mobile Application

Description: In FY18, the Office of Cable Television, Film, Music and Entertainment (OCTFME) will launch a new interactive music industry networking resource and mobile application that will allow District resident musicians and music venues to market themselves and establish sustainable careers and businesses enterprises in the local music industry.

Due Date: 6/30/18

Agency Operation #4: Create and maintain a highly efficient, transparent and responsive District government. Maintain a dynamic, transparent website (and social media strategy) that provides District residents relevant and useful information related to the agency's operations, administration and services. Produce and distribute a monthly agency newsletter.

INITIATIVE 4.1: OCTFME Website Redesign

Description: In FY18, the Office of Cable Television, Film, Music and Entertainment (OCTFME) will launch a redesigned agency website, consolidating three existing OCTFME websites (film.dc.gov, octo.dc.gov, and entertainment.dc.gov) into one single website interface with a new, dynamic look and design. This project will allow OCTFME to more effectively and efficiently deliver to District residents OCTFME’s programming and transparent information related to the agency’s operation, administration and services.

Due Date: 6/30/18



FY2018 Key Performance Indicators (KPI) Recommendations

Agency Operation #1: Provide District residents informative, educational government programming via the District Council Channel (DCC), the District of Columbia Network (DCN), the District Knowledge Network (DKN), and DC Radio 96.3 HD4.

FY18 Recommendation	FY18 TARGET
Percent increase of locally-originated programs on the District Knowledge Network (DKN). [Annual reporting]	50%

Agency Operation #2: Regulate the District of Columbia's cable service providers and enforce federal and District government cable television laws and regulations

FY18 Recommendation	FY18 TARGET
Percent of customer service requests responded to within 48 hours. [Quarterly reporting]	95%

Agency Operation #3: Implement, administer, and support programs, education and employment initiatives that advance the District of Columbia's film, television, music, and entertainment industries.

FY18 Recommendation	FY18 TARGET
Percent of permit invoices processed or issued within 5 business days of receiving a final completed application.	95%
Percent clients receiving permits from OCTFME that rank the agency's overall production support service as "satisfactory" or "very satisfactory"	95%
Percent of Rebate Fund Obligated to Program Awardees by the close of the fiscal year.	90%



FY2018 Workload Measures Recommendations

OBJECTIVE/OPERATION #1: Provide District residents informative, educational government programming via the District Council Channel (DCC), the District of Columbia Network (DCN), the District Knowledge Network (DKN), and DC Radio 96.3 HD4.

- 1) Number of hours of programming broadcast on DCN
- 2) Number of hours of programming broadcast on DKN
- 3) Number of hours broadcast on DCC
- 4) Number of hours broadcast on DC Radio 96.3 HD4

OBJECTIVE/OPERATION #2: Regulate the District of Columbia's cable service providers and enforce federal and District government cable television laws and regulations.

- 5) Number of cable subscriber service requests received (calls, emails, via website)
- 6) Number of community events hosted or attended to get programming or cable service feedback from or disseminate information to the District cable subscribers.

OBJECTIVE/OPERATION #3: Implement, administer, and support programs, education and employment initiatives that advance the District of Columbia's film, television, music, entertainment industries.

- 7) Number of permits issued
- 8) Revenue from permits issued
- 9) Total number of sponsored industry events, programs or initiatives (number of sponsorship agreements executed)
- 10) Number of incentive rebate program pre-certified awardees
- 11) Total amount of rebate funds obligated to awardees (dollar amount)

Economic and Fiscal Impact of the DC Film, Television and Entertainment Rebate Fund in the District of Columbia Fiscal Year 2016

Summary of Report Findings

During fiscal year 2016 twelve (12) media production projects qualified for Rebate Fund awards pursuant to the District of Columbia Film Television and Entertainment Fund. Of those twelve awardees, five (5) awardees were District of Columbia based production companies and seven (7) were out-of-state production companies.

A total of \$2,636,723 in rebates were awarded to the 12 qualifying awardees and those production companies spent a total of \$4,649,582 in “direct qualifying media production spending” in the District of Columbia. A total of 198 individual District of Columbia businesses were supported by the direct media production spending during fiscal year 2016. This direct media production spending resulted in a return on investment (ROI) for the District of Columbia of \$1.76 for every \$1.00 of rebate funds issued.

In addition to the direct media production spending, the media production activity generated by the 12 program awardees contributed a “total estimated local economic impact” (direct, indirect, and induced spending) of \$10,233,593, which is a return on investment (ROI) for the District of Columbia of \$2.59 for every \$1.00 of rebate funds issued.

In the area of labor market impact, the 12 Rebate Fund program awardees generated a total of 321 District of Columbia resident project-specific cast and crew jobs (30.2 FTE “full-time equivalents”). Note that in the film, television and entertainment industry, most jobs are temporary or part time; hence the distinction between 321 project-specific jobs and 30.2 FTEs. District of Columbia residents were paid a total of \$1,647,121 in direct wages and compensation and a total of \$2,618,988 in “direct, indirect and induced” wages and compensation.

The 12 program awardees generated \$467,180 in tax revenue from direct media production spending and \$529,431 in tax revenues from direct, indirect and induced production spending.

A bulleted version of the above summary is provided below:

- Total Program Awardees in FY16: **12**
- **5** local production companies & **7** out of state production companies supported
- Total rebates assigned to 12 awardees: **\$2,636,723**
- Total “direct media production spending” spent by the 12 Program Awardee Production Companies in the District of Columbia: **\$4,649,582**
- ROI for the District of Columbia based on that production activity: **\$1.76 in economic impact return on every \$1.00 of rebate funds issued**
- Total local economic impact (direct, indirect, and induced spending): **\$10,233,593**
- ROI for the District of Columbia based on that economic impact: **\$2.59 in economic impact return on every \$1.00 of rebate funds issued**

- District of Columbia businesses supported by Rebate Fund direct media production spending: **198**
- Total District resident cast/crew jobs created: **321**
- Total District resident Full-time Equivalent (FTE) jobs created: **30.2**
- Total “direct” wages and compensation paid to District residents: **\$1,647,121**
- Total “direct, indirect and induced” wages and compensation to District residents: **\$2,618,988**
- Total tax revenues from direct media production spending: **\$467,180**
- Total tax revenues from direct, indirect and induced media production spending: **\$529,431**



Economic and Fiscal Impacts of DC Film, Television and Entertainment Rebate Fund in the District of Columbia Fiscal Year 2016

**Prepared for
Office of Cable Television, Film, Music & Entertainment
Government of the District of Columbia
1899 9th Street, NE | Washington, DC 20018**

July 6, 2017

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**Economic and Fiscal Impacts of the DC Film, Television and
Entertainment Rebate Fund in the District of Columbia
Fiscal Year 2016**

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Economic and Fiscal Impacts of the DC Film, Television and Entertainment Rebate Fund in the District of Columbia Fiscal Year 2016

Summary of Report Findings

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Rebate Fund Overview

The goal of the DC Film, Television and Entertainment Rebate Fund (Rebate Fund) is to encourage the use of the District of Columbia as a site for the production of film, television, interactive, and digital video content; support media industry infrastructure projects; and create opportunities for District residents to have access to creative economy jobs.

During the period beginning October 1, 2015 through March 3, 2016 to qualify as a program participant, an approved applicant must spend at least \$250,000 in the District of Columbia on qualified expenditures, and not be delinquent in any tax obligation owed to the District of Columbia.

Factors considered when evaluating an application include the production's potential to:

- Create jobs, job training opportunities, and apprenticeships for District residents including District youth
- Offer contracting and procurement opportunities for District businesses (certified business enterprises)
- Promote the District as a tourist destination
- Encourage economic development and neighborhood revitalization
- Attract private investment for the production of qualified productions or infrastructure investments

Subject to the availability of funds, the DC Film Television and Entertainment Rebate Fund may provide an eligible program awardee may receive a production or infrastructure expenditure rebate of up to the following:

- The sum of 42% of the company's qualified production expenditures that are subject to taxation in the District;
- The sum of 21% of the company's qualified production expenditures that are not subject to taxation in the District;
- The sum of 30% of the company's qualified personnel expenditures that are subject to taxation in the District;
- The sum of 50% of the company's qualified job training expenditures; and
- The sum of 25% of the company's base infrastructure investment; provided the facility is used for purposes related to media production or postproduction activities.

On March 8, 2016 the program legislation was amended. All projects submitting applications to the Rebate Fund on or after March 9, 2016 were subject to the terms set forth in the District of Columbia Film Television and Entertainment Fund Act of 2016 (D.C. Law 21-0081 (L21-0081)). After March 9, 2016 an eligible program awardee could receive a production or infrastructure expenditure rebate of up to the following:

- The sum of 35% of the company's qualified production expenditures that are subject to taxation in the District;
- The sum of 21% of the company's qualified production expenditures that are not subject to taxation in the District;

- The sum of 30% of the company's qualified personnel expenditures that are subject to taxation in the District;
- The sum of 10% of the company's qualified personnel expenditures that are not subject to taxation in the District;
- The sum of 50% of the company's qualified job training expenditures; and
- The sum of 25% of the company's base infrastructure investment; provided the facility is used for purposes related to media production or postproduction activities.

District of Columbia Film and Video Production Industry

District Film and Video Production Industry Overview

The film and video production industry in the District of Columbia is a small but dynamic segment of the local economy. With 657 employees, film production represented less than one percent of the total private sector employment in 2015. Despite its small size, however, the film production industry is two times more concentrated in the District than in the nearby states of Maryland and Virginia, and therefore plays a more important role in the local economy when compared to the rest of the region.

The location quotient of the District's film production industry, which compares the ratio of local employment in film production industry to total private sector employment with similar ratio nationwide, stood at 0.67 in the District, compared with 0.30 for Maryland and 0.24 for Virginia. A location quotient of 1.0 means that the region and the nation are equally specialized in film production; while a quotient of less than one means that the region has a lower concentration in film production than the nation.

Employment in the District's film production industry has steadily declined since 2010, culminating in 166 job losses through 2014. However, concurrent with the funding of the film rebate program, the District's film production industry gained back 58 jobs in 2015. Including the indirect and induced effects, film production activity helped generate a total of 87 jobs in the District in 2015.

Impact Report Findings Demonstrate Rebate Fund Effective Tool for Growing Industry

The current level of film and video production industry and labor market specialization in the District of Columbia speaks to the need for a proactive industry support strategy that will grow and expand a sustainable media production and creative economy industry in the District of Columbia. The economic and labor market impact findings in this report demonstrate the District of Columbia Film, Television and Entertainment Rebate Fund is a program the District of Columbia can use to effectively incentivize increased economic activity and labor market impact, and lead to a larger, sustained concentration of film and video production activity and private sector employment in the District of Columbia going forward.

Labor Income and Other Economic Benefits of Media Production Industry

Film production includes motion picture, television series, and pilot episode productions. The most important measure of this industry's contribution to the District of Columbia's economy is the new spending and labor income generated for the District and its residents. Labor income is defined as wages and salaries as well as proprietors' incomes. To measure economic benefits derived from film production, data on local production expenditures were allocated to two broad economic sectors: 1) motion picture and video production (NAICS Code 512110), and 2) hotels and lodging places (NAICS code 721110).

Media Production Industry Diversifies District's Economic Base

Film production helps diversify and expand the economic base of the District of Columbia. This report measures the economic and fiscal impacts of twelve (12) projects shot on location in the District during fiscal year 2016. The report compares the citywide economic benefits with the rebates offered by the District's Office of Cable Television, Film, Music and Entertainment (OCTFME) through the DC Film, Television and Entertainment Rebate Fund. The economic benefits in this report focus on local as well as regional expenditures, full-time equivalent jobs (FTEs), labor income, and District tax revenues generated by film production activities.

Media Production Direct, Indirect and Induced Economic Impact

In addition to the local industries that are impacted by "direct" media production activity, there are additional businesses and industries that are impacted by what is referred to as "indirect and induced" economic impact. Indirect and induced economic impact identifies monies spent on lodging and other production-related goods and services (indirect effects). Induced economic activity is generated by production company spending and production employees (cast and crew) that use their wages and salaries to purchase goods and services in local industries unrelated to the media production industry (induced effects). The "ripple effect" or "multiplier effect" of this indirect and induced economic activity extends the impact of the direct media production throughout the local economy. Some of the industries impacted by indirect and induced economic activity include:

- Hotels, Lodging and Hospitality
- Legal, Accounting and other Professional Services
- Amusement and Recreational Services
- Eating and Drinking Establishments
- Finance, Insurance & Real Estate
- Couriers and Messengers
- Communications
- Sound Recording Industries
- Printing and Publishing
- Equipment Rental and Leasing
- Data Processing and Information Services
- Federal and Local Government
- Transportation
- Wholesale and Retail

Rebate Fund Impact Report Model, Design and Assumptions

Sector specific data was applied to the District's Economic Impact Model (EIM) in order to estimate the multiplier effects as the money circulates throughout the District's economy. EIM is highly customized software that incorporates the district's economic and fiscal policy structures.

An important feature of the model is a contemporary input-output model of the District that allows estimation of the indirect and induced economic impacts resulting from a project or initiative. The input-output model describes flows to and from the motion picture and video production industry within the District. The input-output model included in EIM is derived from IMPLAN, a nationally recognized input-output modeling system. EIM has been applied to many projects and initiatives in the District, including the District's five-year economic development strategy as well as the District's economic strategy for the Creative Sector.

The impact of the film industry on the District economy is greater than the total of the direct expenditures on payroll, goods and services. This is because the overall impact is generally measured by the sum of the direct, indirect, and induced effects that arise from the film industry operations. Monies spent by the motion picture industry on local lodging and other production related goods and services are spent again by the recipient employees (induced effects) and local businesses (indirect effects). Employees use their wages and salaries to purchase goods and services from other businesses. Businesses make their own purchases and hire employees, who also spend their salaries and wages throughout the local and regional economies. A ripple effect of indirect and induced spending continues, with subsequent rounds of additional spending gradually diminished through savings, taxes, and expenditures made outside the District.

Film Production Expenditures

Production expenditures for the twelve projects included in this study are shown in Exhibit 1. Direct local expenditures include qualified taxable expenditures, qualified personnel expenditures, qualified job training expenditures plus 20 percent of the qualified non-taxable expenditures. The 20 percent figure represents the share of local non-taxable District input expenditures in total expenditures of the film and video production industry. That share is calculated from the IMPLAN input-output model of the District and represents an industry-wide average ratio. The direct local spending is divided between film production and lodging expenditures. Direct spending subject to the District's sales and use tax is the difference between qualified taxable expenditures and lodging expenditures. The latter spending category is subject to the District's lodging tax.

Qualified production expenditures include preproduction, production or post production expenditures made in the District. Made in the District is defined as: (a) directly attributable to the production or the distribution of a qualified production; (b) for a qualified production; and (c) in accordance with generally accepted entertainment industry practices. Qualified production expenditures include but not limited to the purchase or rental of equipment, transportation within the District, leasing of vehicles, location fees, rental of soundstages, office space, food and lodging, catering, editing, photography, sound synchronization, lighting, makeup and hairdressing, wardrobe, props, set operations, set construction, set design, post production software and equipment, music and travel within the District. Qualified production expenditures include the payment of wages, benefits or fees to non-resident contractual or salaried employee, including above-the-line crew such as producers, directors, writers and actors. Qualified production expenditures also include below-the-line crew who are not residents of the District. Qualified production expenditures include payments to personal service corporation or professional employer organization for services.

Overall, film production activity in the District across all twelve projects produced a total of \$6.8 million in direct local spending, including \$5.3 million in film production spending and \$1.5 million in lodging expenditures. Total rebate awarded to those projects amounted to \$2.6 million. Therefore, every dollar of the rebate paid to the film industry generated a total of \$2.6 in direct local spending in the District. As a result, the return on investment from the rebate payout, considering only the net direct local spending arising from qualified expenditures in the District, is 158.6 percent.

Exhibit 1. Film Production Expenditures

Production	Qualified Taxable	Qualified Non-Taxable	Qualified Personnel	Job Training	Direct Local Spending	Film Production	Lodging	Spending Subject to Sales Tax	Rebate
Bourne 5	\$315,097	\$3,258,263	\$60,232	\$0	\$1,026,982	\$827,251	\$199,731	\$115,366	\$375,329
VEEP Season 5	\$286,798	\$1,629,656	\$111,536	\$3,523	\$727,788	\$551,235	\$176,553	\$110,245	\$484,134
Bobby Jones Gospel	\$309,538	\$492,045	\$362,731	\$0	\$770,678	\$570,373	\$200,305	\$109,233	\$341,858
Jazz at the White House	\$411,886	\$786,035	\$88,543	\$0	\$657,636	\$419,741	\$237,895	\$173,991	\$40,000
Jeopardy!	\$525,011	\$1,276,075	\$105,992	\$0	\$886,218	\$418,754	\$467,464	\$57,547	\$460,000
Miss Sloane	\$28,567	\$250,995	\$11,252	\$0	\$90,017	\$89,622	\$396	\$28,171	\$23,932
Secrets of a Housewife	\$88,651	\$164,296	\$175,967	\$0	\$297,477	\$282,958	\$14,520	\$74,131	\$92,500
Jackie	\$563,939	\$1,615,601	\$142,665	\$0	\$1,029,724	\$896,788	\$132,936	\$431,003	\$375,000
Throne at Boxing	\$109,618	\$263,291	\$24,001	\$0	\$186,277	\$185,644	\$633	\$108,985	\$55,000
City of Trees	\$248,209	\$10,960	\$0	\$8,162	\$258,563	\$258,563	\$0	\$248,209	\$85,000
Live @ 930	\$238,300	\$534,526	\$128,966	\$6,000	\$480,171	\$479,924	\$247	\$238,053	\$253,970
Boxing After Dark	\$226,284	\$907,015	\$0	\$0	\$407,687	\$304,173	\$103,514	\$122,770	\$50,000
Total	\$3,351,898	\$11,188,758	\$1,211,885	\$17,685	\$6,819,219	\$5,285,026	\$1,534,193	\$1,817,704	\$2,636,723

Source: DC Office of Cable Television, Film, Music & Entertainment; and Strategic Impact Advisors

Economic Impact of Film Production

The economic and fiscal impacts of film production in the District are summarized in Exhibit 2. Local indirect and induced expenditures are calculated by applying the film and video production industry as well as the lodging industry multipliers to the direct local DC expenditures. All non-DC regional indicators represent the difference between the total and local expenditures. Direct, full-time equivalent jobs are calculated by applying full time equivalent job ratios (jobs per \$1 million of expenditures) to all qualified expenditures in the District adjusted for the inflation factor corresponding to the District's IMPLAN input-output base year of 2014. Job ratios are 4.55 for the motion picture and video production industry and 9.86 for the lodging industry. DC resident jobs are calculated by applying the commuting ratio (72.4%) to all full-time equivalent jobs created in the District. Labor income is calculated by applying an industry-wide average income to the estimated full-time equivalent jobs. The industry's reported average income is \$96,869 for the motion picture production industry and \$44,119 for the lodging industry. DC tax revenues consist of retail sales tax, personal income tax, utility taxes, meals tax, personal property tax, hotel room tax, and other taxes. All tax revenues are calculated internally through the District's EIM.

Film production activities in the District across all 12 projects produced a total of \$10.2 million in total local spending, including \$6.8 million in direct and \$3.4 million in indirect and induced spending. Every dollar of the rebate awarded to the film industry generated a total of \$3.9 in total local spending (including indirect and induced spending) in the District. As a result, the return on investment from the rebate payout, considering the net total local spending arising from qualified expenditures in the District, is 288.1 percent.

Film production expenditures helped generate \$2.6 million in local labor income in the District, including \$1.6 million in direct and about \$1 million in indirect and induced incomes. Additionally, these expenditures helped support a total of 30 full-time equivalent jobs in the District, including 19 direct and 11 indirect and induced jobs. Finally, film production activities generated a total of \$529,431 in local tax receipts, including \$467,180 in direct and \$62,250 in indirect and induced taxes.

The return on investment (ROI) as measured by the amount of tax revenues generated per dollar of incentives ranges from a low of \$0.09 for the Live @930 project to a high of \$1.52 for the Jazz at the White House. The weighted average ROI across all 12 projects is \$20.0. Similar ROI ratio for the State of Maryland is \$0.10, and for a sample of 11 states for which we have comparable data is \$0.22, on average (Exhibit 3). Therefore, the tax-based ROI of the film industry in the District of Columbia is twice as high as the comparable ratio in Maryland, and is comparable to the average ROI of the 11 states included in this study.

The film incentive cost per job ranges from a low of \$4,219 for Jazz at the White House to a high of \$49,286 for City of Trees. The weighted average cost per job across all 12 projects is \$24,110. Similar cost ratio for the eleven-state sample is \$36,136, on average (Exhibit 4). Excluding Massachusetts, the average cost per job for the remaining 10 states is \$26,359. Therefore, the rebate cost per full-time equivalent job in the District is 33.2 percent below the average cost in the eleven-state sample, and 8.5 percent below the average cost when we exclude Massachusetts.

Exhibit 2. Economic and Fiscal Impacts of Film Production in the District of Columbia
All Figures are Expressed in 2016 Dollars

			Bourne 5	Veep Season 5 ²	Bobby Jones Gospel	Jazz at the White House	Jeopardy!	Miss Sloane	Secrets of a Housewife
Qualified Direct District Expenditures with Tax Obligation¹			\$375,329	\$484,134	\$672,269	\$500,429	\$631,003	\$39,818	\$264,618
All Qualified Expenditures	Total Spending	Qualified Expenditures³	\$3,633,592	\$2,031,191	\$1,164,314	\$1,286,464	\$1,907,078	\$290,813	\$428,914
		Indirect and Induced⁴	\$1,848,323	\$1,030,174	\$585,863	\$646,549	\$953,069	\$148,661	\$218,603
		Total	\$5,481,915	\$3,061,365	\$1,750,177	\$1,933,013	\$2,860,147	\$439,474	\$647,517
	Local DC Spending	Qualified Expenditure Impact⁵	\$1,026,982	\$727,788	\$770,678	\$657,636	\$886,218	\$90,018	\$297,478
		Indirect and Induced⁶	\$515,678	\$363,801	\$384,614	\$325,057	\$431,148	\$46,003	\$151,406
		Total	\$1,542,660	\$1,091,589	\$1,155,292	\$982,693	\$1,317,366	\$136,021	\$448,883
	Non-DC Regional⁷	Direct	\$2,606,610	\$1,303,403	\$393,636	\$628,828	\$1,020,860	\$200,795	\$131,436
		Indirect and Induced	\$1,332,645	\$666,372	\$201,249	\$321,492	\$521,921	\$102,658	\$67,198
		Total	\$3,939,256	\$1,969,775	\$594,885	\$950,320	\$1,542,780	\$303,453	\$198,634
Full-Time Equivalent Jobs	DC Resident & Non-Resident	Direct⁸	15.1	8.8	5.5	6.2	9.8	1.1	1.7
		Indirect and Induced	9.3	5.2	3.0	3.3	4.9	0.7	1.1
		Total	24.4	14.0	8.5	9.5	14.6	1.9	2.8
	DC Resident Only⁹	Direct	4.2	2.4	1.5	1.7	2.7	0.3	0.5
		Secondary	2.6	1.4	0.8	0.9	1.3	0.2	0.3
		Total	6.7	3.9	2.3	2.6	4.0	0.5	0.8
	Non-DC Regional	Direct	11.0	6.4	4.0	4.5	7.1	0.8	1.3
		Indirect and Induced	6.7	3.8	2.1	2.4	3.5	0.5	0.8
		Total	17.7	10.1	6.2	6.9	10.6	1.4	2.1
Wages and Salaries	DC Resident & Non-Resident¹⁰	Direct	\$1,372,402	\$768,302	\$442,121	\$488,792	\$726,582	\$109,570	\$161,843
		Indirect and Induced	\$823,046	\$455,146	\$253,356	\$278,674	\$404,375	\$67,059	\$97,843
		Total	\$2,195,448	\$1,223,448	\$695,477	\$767,466	\$1,130,957	\$176,628	\$259,686
	Local DC Impact	Direct	\$378,783	\$212,051	\$122,025	\$134,906	\$200,537	\$30,241	\$44,669
		Indirect and Induced	\$227,161	\$125,620	\$69,926	\$76,914	\$111,608	\$18,508	\$27,005
		Total	\$605,944	\$337,672	\$191,952	\$211,821	\$312,144	\$48,749	\$71,673
	Non-DC, Regional	Direct	\$993,619	\$556,251	\$320,095	\$353,885	\$526,046	\$79,328	\$117,175
		Indirect and Induced	\$595,885	\$329,526	\$183,430	\$201,760	\$292,768	\$48,550	\$70,838
		Total	\$1,589,504	\$885,776	\$503,525	\$555,645	\$818,813	\$127,879	\$188,013
DC Tax Revenues¹¹	Direct	\$70,369	\$51,159	\$46,246	\$56,094	\$90,706	\$4,214	\$9,834	
	Indirect and Induced	\$14,615	\$8,055	\$4,442	\$4,879	\$7,029	\$1,197	\$1,741	
	Total	\$84,984	\$59,214	\$50,688	\$60,973	\$97,735	\$5,411	\$11,576	
Return on Investment¹²	Total Rebate		\$375,329	\$484,134	\$341,858	\$40,000	\$460,000	\$23,932	\$92,500
	ROI: Net Local DC Expenditures with Tax Obligation/Rebate¹³		\$1.00	\$1.00	\$1.97	\$12.51	\$1.37	\$1.66	\$2.86
	ROI: Net Qualified Expenditure Impact/Rebate		\$2.74	\$1.50	\$2.25	\$16.44	\$1.93	\$3.76	\$3.22
	ROI: Net Qualified Expenditure Impact w/ Model Multipliers/Rebate		\$4.11	\$2.25	\$3.38	\$24.57	\$2.86	\$5.68	\$4.85

Exhibit 2. Economic and Fiscal Impacts of Film Production in the District of Columbia
All Figures are Expressed in 2016 Dollars

			Jackie	Throne at Boxing	Boxing After Dark	City of Trees	Live @ 930	Total
Qualified Direct District Expenditures with Tax Obligation¹			\$706,604	\$133,619	\$226,284	\$248,209	\$367,266	4,649,582
All Qualified Expenditures	Total Spending	Qualified Expenditures³	\$2,322,205	\$396,910	\$1,133,299	\$267,331	\$907,792	15,769,903
		Indirect and Induced⁴	\$1,181,003	\$202,893	\$574,548	\$136,675	\$464,102	7,990,464
		Total	\$3,503,208	\$599,803	\$1,707,847	\$404,006	\$1,371,894	23,760,367
	Local DC Spending	Qualified Expenditure Impact⁵	\$1,029,724	\$186,277	\$407,687	\$258,563	\$480,171	6,819,220
		Indirect and Induced⁶	\$520,214	\$95,206	\$203,575	\$132,192	\$245,479	3,414,373
		Total	\$1,549,939	\$281,483	\$611,262	\$390,755	\$725,650	10,233,593
	Non-DC Regional⁷	Direct	\$1,292,481	\$210,633	\$725,612	\$8,768	\$427,621	8,950,683
		Indirect and Induced	\$660,789	\$107,687	\$370,973	\$4,483	\$218,624	4,576,090
		Total	\$1,953,269	\$318,320	\$1,096,585	\$13,251	\$646,244	13,526,774
Full-Time Equivalent Jobs	DC Resident & Non-Resident	Direct⁸	9.7	1.5	4.9	1.0	3.5	69.1
		Indirect and Induced	5.9	1.0	2.9	0.7	2.3	40.3
		Total	15.6	2.6	7.8	1.7	5.9	109.4
	DC Resident Only⁹	Direct	2.7	0.4	1.4	0.3	1.0	19.1
		Secondary	1.6	0.3	0.8	0.2	0.6	11.1
		Total	4.3	0.7	2.2	0.5	1.6	30.2
	Non-DC Regional	Direct	7.0	1.1	3.6	0.8	2.6	50.0
		Indirect and Induced	4.3	0.7	2.1	0.5	1.7	29.2
		Total	11.3	1.9	5.7	1.2	4.2	79.2
Wages and Salaries	DC Resident & Non-Resident¹⁰	Direct	\$877,185	\$149,545	\$428,759	\$100,716	\$342,011	5,967,829
		Indirect and Induced	\$525,601	\$91,516	\$253,567	\$61,671	\$209,403	3,521,256
		Total	\$1,402,785	\$241,062	\$682,326	\$162,387	\$551,414	9,489,085
	Local DC Impact	Direct	\$242,103	\$41,275	\$118,338	\$27,798	\$94,395	1,647,121
		Indirect and Induced	\$145,066	\$25,259	\$69,984	\$17,021	\$57,795	971,867
		Total	\$387,169	\$66,533	\$188,322	\$44,819	\$152,190	2,618,988
	Non-DC, Regional	Direct	\$635,082	\$108,271	\$310,422	\$72,918	\$247,616	4,320,708
		Indirect and Induced	\$380,535	\$66,258	\$183,582	\$44,650	\$151,608	2,549,389
		Total	\$1,015,617	\$174,529	\$494,004	\$117,569	\$399,224	6,870,097
DC Tax Revenues¹¹		Direct	\$62,729	\$9,115	\$32,198	\$14,379	\$20,137	467,180
		Indirect and Induced	\$9,331	\$1,634	\$4,486	\$1,101	\$3,739	62,250
		Total	\$72,060	\$10,749	\$36,684	\$15,480	\$23,876	529,431
Return on Investment¹²		Total Rebate	\$375,000	\$55,000	\$50,000	\$85,000	\$253,970	2,636,723
		ROI: Net Local DC Expenditures with Tax Obligation/Rebate¹³	1.88	2.43	4.53	2.92	1.45	1.76
		ROI: Net Qualified Expenditure Impact/Rebate	2.75	3.39	8.15	3.04	1.89	2.59
		ROI: Net Qualified Expenditure Impact w/ Model Multipliers/Rebate	4.13	5.12	12.23	4.60	2.86	3.88

Notes to Exhibit 2

1. Represents monies spent on taxable goods and services as well as expenditures on personnel expenditures.
2. The total Qualified Direct District Expenditures with a Tax Obligation for VEEP was \$398,334. VEEP also had a total of \$85,800 in costs without a tax obligation. These costs are for DC site rentals, permits, police and job training. Although the total of \$85,800 was not subject to sales tax, there was a direct DC spend which was considered against the rebate award for VEEP.
3. Represents all qualified taxable and non-taxable expenditures including monies spent on lodging and other production related goods and services.
4. The impact of the film industry on the DC economy is greater than the total of the direct expenditures on payroll, goods and services. This is because the overall impact is generally measured by the sum of the direct, indirect, and induced effects that arise from the film industry operations. Indirect and induced economic impact identifies monies spent on lodging and other indirect production-related goods and services (indirect effects). Induced economic activity is generated by production company spending and production employees (cast and crew) that use their wages and salaries to purchase goods and services in local industries unrelated to the media production industry (induced effects). Businesses make their own purchases and hire employees, who also spend their salaries and wages throughout the local and regional economies. A ripple effect of indirect and induced spending continues, with subsequent rounds of additional spending gradually diminished through savings, taxes, and expenditures made outside the District. This economic ripple effect is measured by an input-output model, derived from the IMPLAN input-output modeling system. The model uses a series of "multipliers" to provide estimates of the number of times each dollar of input, or direct spending, cycles through the economy.
5. Qualified expenditure Impact includes all qualified taxable DC expenditures plus 20% of the qualified non-taxable expenditures. The 20% figure represents the share of local DC input expenditures in total expenditures of the film and video industry. The share is calculated from the input-output model of the DC economy and represents an industry-wide average ratio.
6. Local indirect and induced expenditures are calculated by applying the film and video industry as well as the lodging industry multipliers to the direct local DC expenditures.
7. Non-DC regional indicators represent the difference between the total and local expenditures.
8. Calculated by applying full time equivalent job ratios (jobs per \$1 million of expenditures) to all qualified expenditures in the District adjusted for the District's economic model year (2014). Job ratios are 4.55 for the motion picture and video industry and 9.86 for the lodging industry.
9. DC resident jobs are calculated by applying the commuting ratio (72.4%) to all full-time equivalent jobs created in the District.
10. Wages and salaries are calculated by applying an industry-wide average wage to the estimated full-time equivalent jobs. The average wage is \$96,869 for the motion picture and film production industry and \$44,119 for the lodging industry.
11. DC tax revenues consist of retail sales tax, personal income tax, utility taxes, meals tax, personal property tax, hotel room tax and other taxes. They are calculated internally through the DC fiscal impact model.
12. The Return on Investment calculates the net local expenditures impact in dollar terms for each rebate "dollar" awarded and is expressed as a percentage. The ROI is calculated internally through the DC fiscal impact model.
13. ROI based on local DC expenditures with or without tax obligation.

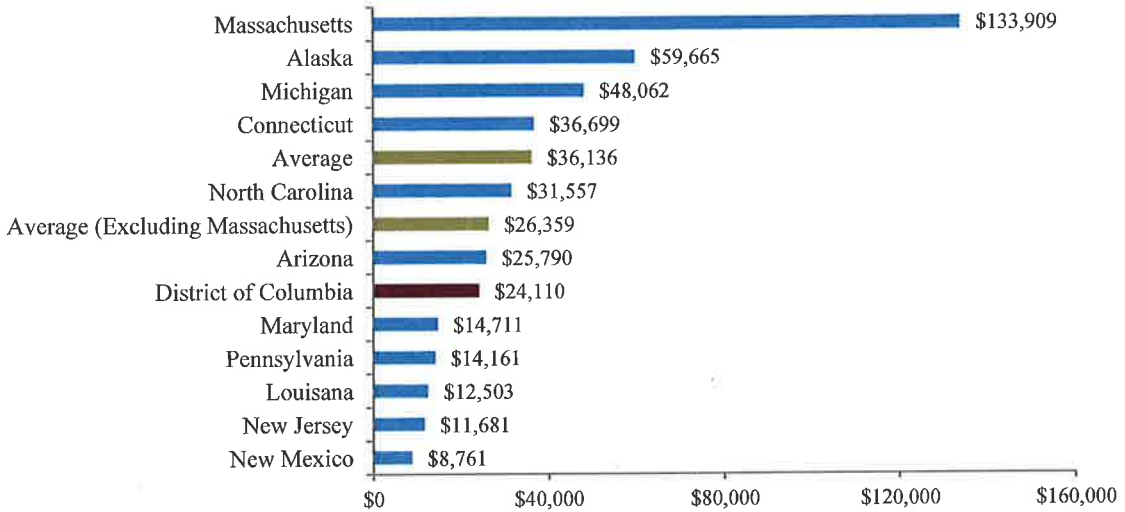
Source: DC Office of Cable Television, Film, Music & Entertainment, and Strategic Impact Advisors

Exhibit 3. Tax Revenues per \$1 of State Film Incentives



Source: DC Office of Cable Television, Film, Music & Entertainment; and Evaluation of the Maryland Film Production Activity Tax Credit, Department of Legislative Services, Office of Policy Analysis, Annapolis, Maryland September 2015

Exhibit 4. Cost per Job of State Film Incentives



Source: DC Office of Cable Television, Film, Music & Entertainment; and Evaluation of the Maryland Film Production Activity Tax Credit, Department of Legislative Services, Office of Policy Analysis, Annapolis, Maryland September 2015

Appendix I

Detailed Economic and Fiscal Impacts of Film Production Activity by Individual Project

Detailed economic and fiscal impacts of film production by individual project are shown in this Appendix. For each project, when applicable, three impact tables are listed. The first table shows the overall economic and fiscal impacts of the project. The second table shows the impact for the film production component, while the third table highlights the impact from overnight expenditures at local District lodging establishments.

Bourne 5
Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$1,026,982	\$515,678	\$1,542,660
Wages and Salaries	\$378,783	\$227,161	\$605,944
Employment (Full Time Equivalent Jobs)	4.2	2.6	6.7
Total Taxes	\$70,369	\$14,615	\$84,984
Retail Sales Tax	\$6,846	\$820	\$7,666
Personal Income Tax	\$22,536	\$13,238	\$35,773
Meals Tax	\$929	\$557	\$1,487
Personal Property Tax	\$1,697	0	\$1,697
Utility Taxes	\$399	0	\$399
Other Taxes	\$9,001	0	\$9,001
Hotel Room Tax	\$28,961	0	\$28,961
Admissions Tax	\$0	0	\$0
Real Property Tax	\$0	0	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Bourne 5**Industry:****Motion picture and video industries****Ward:****Citywide****Local Economic and Fiscal Impacts in the District**

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$827,251	\$422,937	\$1,250,187
Wages and Salaries	\$357,060	\$218,639	\$575,698
Employment (Full Time Equivalent Jobs)	3.7	2.4	6.1
Total Taxes	\$38,739	\$14,146	\$52,885
Retail Sales Tax	\$6,768	\$789	\$7,557
Personal Income Tax	\$21,600	\$12,820	\$34,420
Meals Tax	\$876	\$537	\$1,413
Personal Property Tax	\$1,497	na	\$1,497
Utility Taxes	\$58	na	\$58
Other Taxes	\$7,940	na	\$7,940
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Bourne 5**Industry:****Hotels and motels, including casino hotels****Ward:****Citywide****Local Economic and Fiscal Impacts in the District**

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$199,731	\$92,741	\$292,472
Wages and Salaries	\$21,723	\$8,522	\$30,245
Employment (Full Time Equivalent Jobs)	0.5	0.1	0.6
Total Taxes	\$31,630	\$470	\$32,099
Retail Sales Tax	\$78	\$31	\$109
Personal Income Tax	\$936	\$418	\$1,354
Meals Tax	\$53	\$21	\$74
Personal Property Tax	\$200	na	\$200
Utility Taxes	\$341	na	\$341
Other Taxes	\$1,061	na	\$1,061
Hotel Room Tax	\$28,961	na	\$28,961
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Veep Season 5
Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$727,788	\$363,801	\$1,091,589
Wages and Salaries	\$212,051	\$125,620	\$337,672
Employment (Full Time Equivalent Jobs)	2.4	1.4	3.9
Total Taxes	\$51,159	\$8,055	\$59,214
Retail Sales Tax	\$6,001	\$454	\$6,455
Personal Income Tax	\$12,493	\$7,293	\$19,787
Meals Tax	\$520	\$308	\$829
Personal Property Tax	\$985	na	\$985
Utility Taxes	\$333	na	\$333
Other Taxes	\$5,226	na	\$5,226
Hotel Room Tax	\$25,600	na	\$25,600
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Veep Season 5

Industry:

Motion picture and video industries

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$551,235	\$281,822	\$833,057
Wages and Salaries	\$192,849	\$118,087	\$310,936
Employment (Full Time Equivalent Jobs)	2.0	1.3	3.3
Total Taxes	\$23,200	\$7,640	\$30,840
Retail Sales Tax	\$5,932	\$426	\$6,358
Personal Income Tax	\$11,666	\$6,924	\$18,590
Meals Tax	\$473	\$290	\$763
Personal Property Tax	\$808	na	\$808
Utility Taxes	\$31	na	\$31
Other Taxes	\$4,289	na	\$4,289
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Veep Season 5

Industry:

Hotels and motels, including casino hotels

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$176,553	\$81,979	\$258,532
Wages and Salaries	\$19,202	\$7,533	\$26,735
Employment (Full Time Equivalent Jobs)	0.4	0.1	0.6
Total Taxes	\$27,959	\$415	\$28,374
Retail Sales Tax	\$69	\$27	\$96
Personal Income Tax	\$827	\$369	\$1,197
Meals Tax	\$47	\$18	\$66
Personal Property Tax	\$177	na	\$177
Utility Taxes	\$301	na	\$301
Other Taxes	\$938	na	\$938
Hotel Room Tax	\$25,600	na	\$25,600
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Bobby Jones Gospel
Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$770,678	\$384,614	\$1,155,292
Wages and Salaries	\$122,025	\$69,926	\$191,952
Employment (Full Time Equivalent Jobs)	1.5	0.8	2.3
Total Taxes	\$46,246	\$4,442	\$50,688
Retail Sales Tax	\$5,629	\$252	\$5,881
Personal Income Tax	\$7,002	\$4,018	\$11,021
Meals Tax	\$299	\$172	\$471
Personal Property Tax	\$621	na	\$621
Utility Taxes	\$358	na	\$358
Other Taxes	\$3,293	na	\$3,293
Hotel Room Tax	\$29,044	na	\$29,044
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Bobby Jones Gospel

Industry:

Motion picture and video industries

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$570,373	\$291,607	\$861,980
Wages and Salaries	\$100,240	\$61,380	\$161,619
Employment (Full Time Equivalent Jobs)	1.0	0.7	1.7
Total Taxes	\$14,526	\$3,971	\$18,497
Retail Sales Tax	\$5,550	\$222	\$5,772
Personal Income Tax	\$6,064	\$3,599	\$9,663
Meals Tax	\$246	\$151	\$397
Personal Property Tax	\$420	na	\$420
Utility Taxes	\$16	na	\$16
Other Taxes	\$2,229	na	\$2,229
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Bobby Jones Gospel

Industry:

Hotels and motels, including casino hotels

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$200,305	\$93,008	\$293,313
Wages and Salaries	\$21,786	\$8,546	\$30,332
Employment (Full Time Equivalent Jobs)	0.5	0.1	0.6
Total Taxes	\$31,721	\$471	\$32,192
Retail Sales Tax	\$79	\$31	\$109
Personal Income Tax	\$939	\$419	\$1,358
Meals Tax	\$53	\$21	\$74
Personal Property Tax	\$201	na	\$201
Utility Taxes	\$342	na	\$342
Other Taxes	\$1,064	na	\$1,064
Hotel Room Tax	\$29,044	na	\$29,044
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Jazz at the White House
Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$657,636	\$325,057	\$982,693
Wages and Salaries	\$134,906	\$76,914	\$211,821
Employment (Full Time Equivalent Jobs)	1.7	0.9	2.6
Total Taxes	\$56,094	\$4,879	\$60,973
Retail Sales Tax	\$8,751	\$278	\$9,029
Personal Income Tax	\$7,711	\$4,412	\$12,123
Meals Tax	\$331	\$189	\$520
Personal Property Tax	\$695	na	\$695
Utility Taxes	\$423	na	\$423
Other Taxes	\$3,688	na	\$3,688
Hotel Room Tax	\$34,495	na	\$34,495
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Jazz at the White House

Industry:

Motion picture and video industries

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$419,741	\$214,595	\$634,336
Wages and Salaries	\$109,032	\$66,764	\$175,796
Employment (Full Time Equivalent Jobs)	1.1	0.7	1.9
Total Taxes	\$18,421	\$4,320	\$22,740
Retail Sales Tax	\$8,658	\$241	\$8,899
Personal Income Tax	\$6,596	\$3,915	\$10,510
Meals Tax	\$268	\$164	\$431
Personal Property Tax	\$457	na	\$457
Utility Taxes	\$18	na	\$18
Other Taxes	\$2,425	na	\$2,425
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Jazz at the White House

Industry:

Hotels and motels, including casino hotels

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$237,895	\$110,462	\$348,357
Wages and Salaries	\$25,874	\$10,150	\$36,024
Employment (Full Time Equivalent Jobs)	0.6	0.2	0.7
Total Taxes	\$37,674	\$559	\$38,233
Retail Sales Tax	\$93	\$37	\$130
Personal Income Tax	\$1,115	\$498	\$1,612
Meals Tax	\$63	\$25	\$88
Personal Property Tax	\$238	na	\$238
Utility Taxes	\$406	na	\$406
Other Taxes	\$1,263	na	\$1,263
Hotel Room Tax	\$34,495	na	\$34,495
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Jeopardy!

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$886,218	\$431,148	\$1,317,366
Wages and Salaries	\$200,537	\$111,608	\$312,144
Employment (Full Time Equivalent Jobs)	2.7	1.3	4.0
Total Taxes	\$90,706	\$7,029	\$97,735
Retail Sales Tax	\$3,457	\$403	\$3,860
Personal Income Tax	\$11,246	\$6,353	\$17,599
Meals Tax	\$492	\$274	\$766
Personal Property Tax	\$1,095	na	\$1,095
Utility Taxes	\$822	na	\$822
Other Taxes	\$5,811	na	\$5,811
Hotel Room Tax	\$67,782	na	\$67,782
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Jeopardy!

Industry:

Motion picture and video industries

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$418,754	\$214,091	\$632,845
Wages and Salaries	\$149,694	\$91,662	\$241,356
Employment (Full Time Equivalent Jobs)	1.5	1.0	2.6
Total Taxes	\$16,677	\$5,930	\$22,607
Retail Sales Tax	\$3,273	\$331	\$3,604
Personal Income Tax	\$9,056	\$5,375	\$14,430
Meals Tax	\$367	\$225	\$592
Personal Property Tax	\$627	na	\$627
Utility Taxes	\$24	na	\$24
Other Taxes	\$3,329	na	\$3,329
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Jeopardy!

Industry:

Hotels and motels, including casino hotels

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$467,464	\$217,058	\$684,522
Wages and Salaries	\$50,843	\$19,945	\$70,788
Employment (Full Time Equivalent Jobs)	1.2	0.3	1.5
Total Taxes	\$74,029	\$1,099	\$75,128
Retail Sales Tax	\$183	\$72	\$255
Personal Income Tax	\$2,191	\$978	\$3,168
Meals Tax	\$125	\$49	\$174
Personal Property Tax	\$468	na	\$468
Utility Taxes	\$797	na	\$797
Other Taxes	\$2,483	na	\$2,483
Hotel Room Tax	\$67,782	na	\$67,782
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Miss Sloane
Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$90,017	\$46,003	\$136,021
Wages and Salaries	\$19,113	\$11,694	\$30,808
Employment (Full Time Equivalent Jobs)	0.3	0.2	0.5
Total Taxes	\$3,330	\$661	\$3,992
Retail Sales Tax	\$1,407	\$48	\$1,455
Personal Income Tax	\$976	\$581	\$1,557
Meals Tax	\$53	\$33	\$86
Personal Property Tax	\$127	na	\$127
Utility Taxes	\$6	na	\$6
Other Taxes	\$704	na	\$704
Hotel Room Tax	\$57	na	\$57
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Miss Sloane

Industry:

Motion picture and video industries

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$89,621	\$45,819	\$135,441
Wages and Salaries	\$19,070	\$11,677	\$30,748
Employment (Full Time Equivalent Jobs)	0.3	0.2	0.5
Total Taxes	\$3,267	\$660	\$3,928
Retail Sales Tax	\$1,407	\$48	\$1,455
Personal Income Tax	\$975	\$580	\$1,554
Meals Tax	\$53	\$33	\$86
Personal Property Tax	\$127	na	\$127
Utility Taxes	\$5	na	\$5
Other Taxes	\$701	na	\$701
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Miss Sloane

Industry:

Hotels and motels, including casino hotels

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$396	\$184	\$580
Wages and Salaries	\$43	\$17	\$60
Employment (Full Time Equivalent Jobs)	0.0	0.0	0.0
Total Taxes	\$63	\$1	\$64
Retail Sales Tax	\$0	\$0	\$0
Personal Income Tax	\$2	\$1	\$3
Meals Tax	\$0	\$0	\$0
Personal Property Tax	\$0	na	\$0
Utility Taxes	\$1	na	\$1
Other Taxes	\$2	na	\$2
Hotel Room Tax	\$57	na	\$57
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Secrets of a Housewife
Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$297,478	\$151,406	\$448,883
Wages and Salaries	\$44,669	\$27,005	\$71,673
Employment (Full Time Equivalent Jobs)	0.5	0.3	0.8
Total Taxes	\$9,834	\$1,741	\$11,576
Retail Sales Tax	\$3,682	\$97	\$3,780
Personal Income Tax	\$2,675	\$1,577	\$4,252
Meals Tax	\$110	\$66	\$176
Personal Property Tax	\$195	na	\$195
Utility Taxes	\$32	na	\$32
Other Taxes	\$1,035	na	\$1,035
Hotel Room Tax	\$2,105	na	\$2,105
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Secrets of a Housewife

Industry:

Motion picture and video industries

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$282,958	\$144,664	\$427,621
Wages and Salaries	\$43,090	\$26,385	\$69,475
Employment (Full Time Equivalent Jobs)	0.4	0.3	0.7
Total Taxes	\$7,535	\$1,707	\$9,242
Retail Sales Tax	\$3,677	\$95	\$3,772
Personal Income Tax	\$2,607	\$1,547	\$4,154
Meals Tax	\$106	\$65	\$170
Personal Property Tax	\$181	na	\$181
Utility Taxes	\$7	na	\$7
Other Taxes	\$958	na	\$958
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Secrets of a Housewife

Industry:

Hotels and motels, including casino hotels

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$14,520	\$6,742	\$21,262
Wages and Salaries	\$1,579	\$620	\$2,199
Employment (Full Time Equivalent Jobs)	0.0	0.0	0.0
Total Taxes	\$2,299	\$34	\$2,334
Retail Sales Tax	\$6	\$2	\$8
Personal Income Tax	\$68	\$30	\$98
Meals Tax	\$4	\$2	\$5
Personal Property Tax	\$15	na	\$15
Utility Taxes	\$25	na	\$25
Other Taxes	\$77	na	\$77
Hotel Room Tax	\$2,105	na	\$2,105
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Jackie
Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$1,029,724	\$520,214	\$1,549,939
Wages and Salaries	\$242,103	\$145,066	\$387,169
Employment (Full Time Equivalent Jobs)	2.7	1.6	4.3
Total Taxes	\$62,729	\$9,331	\$72,060
Retail Sales Tax	\$21,346	\$524	\$21,869
Personal Income Tax	\$14,394	\$8,451	\$22,845
Meals Tax	\$594	\$356	\$950
Personal Property Tax	\$1,087	na	\$1,087
Utility Taxes	\$264	na	\$264
Other Taxes	\$5,768	na	\$5,768
Hotel Room Tax	\$19,276	na	\$19,276
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Jackie

Industry:

Motion picture and video industries

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$896,788	\$458,488	\$1,355,277
Wages and Salaries	\$227,644	\$139,394	\$367,038
Employment (Full Time Equivalent Jobs)	2.4	1.5	3.9
Total Taxes	\$41,677	\$9,019	\$50,696
Retail Sales Tax	\$21,294	\$503	\$21,797
Personal Income Tax	\$13,771	\$8,173	\$21,944
Meals Tax	\$559	\$342	\$901
Personal Property Tax	\$954	na	\$954
Utility Taxes	\$37	na	\$37
Other Taxes	\$5,062	na	\$5,062
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Jackie

Industry:

Hotels and motels, including casino hotels

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$132,936	\$61,726	\$194,662
Wages and Salaries	\$14,459	\$5,672	\$20,131
Employment (Full Time Equivalent Jobs)	0.3	0.1	0.4
Total Taxes	\$21,052	\$312	\$21,365
Retail Sales Tax	\$52	\$20	\$73
Personal Income Tax	\$623	\$278	\$901
Meals Tax	\$35	\$14	\$49
Personal Property Tax	\$133	na	\$133
Utility Taxes	\$227	na	\$227
Other Taxes	\$706	na	\$706
Hotel Room Tax	\$19,276	na	\$19,276
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Throne at Boxing
Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$186,277	\$95,206	\$281,483
Wages and Salaries	\$41,275	\$25,259	\$66,533
Employment (Full Time Equivalent Jobs)	0.4	0.3	0.7
Total Taxes	\$9,115	\$1,634	\$10,749
Retail Sales Tax	\$5,326	\$91	\$5,417
Personal Income Tax	\$2,496	\$1,481	\$3,976
Meals Tax	\$101	\$62	\$163
Personal Property Tax	\$173	na	\$173
Utility Taxes	\$8	na	\$8
Other Taxes	\$920	na	\$920
Hotel Room Tax	\$92	na	\$92
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Throne at Boxing

Industry:

Motion picture and video industries

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$185,644	\$94,912	\$280,556
Wages and Salaries	\$41,206	\$25,232	\$66,437
Employment (Full Time Equivalent Jobs)	0.4	0.3	0.7
Total Taxes	\$9,015	\$1,632	\$10,647
Retail Sales Tax	\$5,325	\$91	\$5,416
Personal Income Tax	\$2,493	\$1,479	\$3,972
Meals Tax	\$101	\$62	\$163
Personal Property Tax	\$173	na	\$173
Utility Taxes	\$7	na	\$7
Other Taxes	\$916	na	\$916
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Throne at Boxing

Industry:

Hotels and motels, including casino hotels

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$633	\$294	\$927
Wages and Salaries	\$69	\$27	\$96
Employment (Full Time Equivalent Jobs)	0.0	0.0	0.0
Total Taxes	\$100	\$1	\$102
Retail Sales Tax	\$0	\$0	\$0
Personal Income Tax	\$3	\$1	\$4
Meals Tax	\$0	\$0	\$0
Personal Property Tax	\$1	na	\$1
Utility Taxes	\$1	na	\$1
Other Taxes	\$3	na	\$3
Hotel Room Tax	\$92	na	\$92
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

City of Trees
Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$258,563	\$132,192	\$390,755
Wages and Salaries	\$27,798	\$17,021	\$44,819
Employment (Full Time Equivalent Jobs)	0.3	0.2	0.5
Total Taxes	\$14,379	\$1,101	\$15,480
Retail Sales Tax	\$11,890	\$61	\$11,952
Personal Income Tax	\$1,682	\$998	\$2,680
Meals Tax	\$68	\$42	\$110
Personal Property Tax	\$117	na	\$117
Utility Taxes	\$5	na	\$5
Other Taxes	\$618	na	\$618
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

City of Trees

Industry:

Motion picture and video industries

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$258,563	\$132,192	\$390,755
Wages and Salaries	\$27,798	\$17,021	\$44,819
Employment (Full Time Equivalent Jobs)	0.3	0.2	0.5
Total Taxes	\$14,379	\$1,101	\$15,480
Retail Sales Tax	\$11,890	\$61	\$11,952
Personal Income Tax	\$1,682	\$998	\$2,680
Meals Tax	\$68	\$42	\$110
Personal Property Tax	\$117	na	\$117
Utility Taxes	\$5	na	\$5
Other Taxes	\$618	na	\$618
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

City of Trees

Industry:

Hotels and motels, including casino hotels

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$0	\$0	\$0
Wages and Salaries	\$0	\$0	\$0
Employment (Full Time Equivalent Jobs)	0.0	0.0	0.0
Total Taxes	\$0	\$0	\$0
Retail Sales Tax	\$0	\$0	\$0
Personal Income Tax	\$0	\$0	\$0
Meals Tax	\$0	\$0	\$0
Personal Property Tax	\$0	na	\$0
Utility Taxes	\$0	na	\$0
Other Taxes	\$0	na	\$0
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Live @ 930

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$480,171	\$245,479	\$725,650
Wages and Salaries	\$94,395	\$57,795	\$152,190
Employment (Full Time Equivalent Jobs)	1.0	0.6	1.6
Total Taxes	\$20,137	\$3,739	\$23,876
Retail Sales Tax	\$11,648	\$209	\$11,857
Personal Income Tax	\$5,710	\$3,389	\$9,099
Meals Tax	\$232	\$142	\$373
Personal Property Tax	\$396	na	\$396
Utility Taxes	\$16	na	\$16
Other Taxes	\$2,100	na	\$2,100
Hotel Room Tax	\$36	na	\$36
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Live @ 930

Industry:

Motion picture and video industries

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$479,924	\$245,364	\$725,288
Wages and Salaries	\$94,368	\$57,785	\$152,153
Employment (Full Time Equivalent Jobs)	1.0	0.6	1.6
Total Taxes	\$20,098	\$3,739	\$23,836
Retail Sales Tax	\$11,648	\$209	\$11,856
Personal Income Tax	\$5,709	\$3,388	\$9,097
Meals Tax	\$232	\$142	\$373
Personal Property Tax	\$396	na	\$396
Utility Taxes	\$15	na	\$15
Other Taxes	\$2,099	na	\$2,099
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Live @ 930

Industry:

Hotels and motels, including casino hotels

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$247	\$115	\$362
Wages and Salaries	\$27	\$11	\$37
Employment (Full Time Equivalent Jobs)	0.0	0.0	0.0
Total Taxes	\$39	\$1	\$40
Retail Sales Tax	\$0	\$0	\$0
Personal Income Tax	\$1	\$1	\$2
Meals Tax	\$0	\$0	\$0
Personal Property Tax	\$0	na	\$0
Utility Taxes	\$0	na	\$0
Other Taxes	\$1	na	\$1
Hotel Room Tax	\$36	na	\$36
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Boxing After Dark
Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$407,687	\$203,575	\$611,262
Wages and Salaries	\$118,338	\$69,984	\$188,322
Employment (Full Time Equivalent Jobs)	1.4	0.8	2.2
Total Taxes	\$32,198	\$4,486	\$36,684
Retail Sales Tax	\$6,258	\$253	\$6,511
Personal Income Tax	\$6,963	\$4,061	\$11,024
Meals Tax	\$290	\$172	\$462
Personal Property Tax	\$552	na	\$552
Utility Taxes	\$194	na	\$194
Other Taxes	\$2,931	na	\$2,931
Hotel Room Tax	\$15,010	na	\$15,010
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Boxing After Dark

Industry:

Motion picture and video industries

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$304,173	\$155,510	\$459,683
Wages and Salaries	\$107,079	\$65,568	\$172,647
Employment (Full Time Equivalent Jobs)	1.1	0.7	1.8
Total Taxes	\$15,806	\$4,242	\$20,048
Retail Sales Tax	\$6,218	\$237	\$6,454
Personal Income Tax	\$6,478	\$3,845	\$10,322
Meals Tax	\$263	\$161	\$424
Personal Property Tax	\$449	na	\$449
Utility Taxes	\$17	na	\$17
Other Taxes	\$2,381	na	\$2,381
Hotel Room Tax	\$0	na	\$0
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

Boxing After Dark

Industry:

Hotels and motels, including casino hotels

Ward:

Citywide

Local Economic and Fiscal Impacts in the District

Impact Category	Direct Impact	Indirect & Induced Impact	Total Impact
Expenditures	\$103,514	\$48,065	\$151,579
Wages and Salaries	\$11,259	\$4,417	\$15,675
Employment (Full Time Equivalent Jobs)	0.3	0.1	0.3
Total Taxes	\$16,393	\$243	\$16,636
Retail Sales Tax	\$41	\$16	\$57
Personal Income Tax	\$485	\$217	\$702
Meals Tax	\$28	\$11	\$38
Personal Property Tax	\$104	na	\$104
Utility Taxes	\$177	na	\$177
Other Taxes	\$550	na	\$550
Hotel Room Tax	\$15,010	na	\$15,010
Admissions Tax	\$0	na	\$0
Real Property Tax	\$0	na	\$0

Notes:

Figures are expressed in 2016 dollars.

Expenditures category is inclusive of all expenses including operations, payroll and benefits.

MASTER AGREEMENT

BETWEEN

**THE AMERICAN FEDERATION OF STATE,
COUNTY AND MUNICIPAL EMPLOYEES,
DISTRICT COUNCIL 20,
AFL-CIO**

AND

**THE GOVERNMENT OF THE
DISTRICT OF COLUMBIA**

EFFECTIVE THROUGH SEPTEMBER 30, 2010

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PREAMBLE

The District of Columbia Comprehensive Merit Personnel Act (D.C. Law 2-139, Title I, Chapter 6, Subchapter 1, D.C. Official Code § 1-601.02) states that the Council of the District of Columbia declares that it is the purpose and policy of this act to assure that the District of Columbia Government shall have a modern flexible system of public personnel administration, which shall “provide for a positive policy of labor-management relations including collective bargaining between the District of Columbia and its employees”

The District of Columbia Comprehensive Merit Personnel Act (D.C. Law 2-139, Title 1, Chapter 6, Subchapter XVIII, (D.C. Official Code) Section 1-617.01) states [t]he District of Columbia Government finds and declares that an effective collective bargaining process is in the general public interest and will improve the morale of public employees and the quality of service to the public.

The District of Columbia Comprehensive Merit Personnel Act (D.C. Law 2-139, Title 1, Chapter 6, Subchapter XVIII, (D.C. Official Code) Section 1-617.01(b) provides for collective bargaining between the Mayor of the District of Columbia and labor organizations accorded exclusive recognition for employee representation for employees of the District of Columbia Government.

Pursuant to the District of Columbia Comprehensive Merit Personnel Act (D.C. Law 2-139, Title 1, Chapter 6, Subchapter XVIII, (D.C. Official Code) Section 1-617.10), various local unions or District Council 20 of the American Federation of State, County and Municipal Employees, AFL-CIO, (herein “AFSCME” or the “Union”) have been certified and/or recognized as the exclusive collective bargaining agent for employees of the District of Columbia Government (hereinafter the “District” or the “Employer”).

Accordingly, AFSCME and the District enter into this Agreement, which shall have as its purposes:

- (1) Promotion of a positive policy of labor-management relations between the District of Columbia Government and its employees;
- (2) Improvement of morale of employees in service to the District of Columbia Government;
- (3) Enhancement of the quality of public service to the citizens of the District of Columbia;
- (4) Creation of a government that works better; and
- (5) Promotion of the rights of District of Columbia Government employees to express their views without fear of retaliation.

AFSCME and the District of Columbia Government declare that each party has been afforded the opportunity to put forth all its non-compensation proposals and to bargain in good faith. Both parties agree that this Agreement is the result of their collective bargaining and each party affirms its contents without reservation. This Preamble is intended to provide the background and purpose of the Collective Bargaining Agreement. Alleged violations of the Preamble per se will not be cited as contract violations.

ARTICLE 1 **RECOGNITION**

Section 1 – Recognition:

The District of Columbia Government (hereinafter referred to as the “District” or “Employer”) hereby recognizes as the sole and exclusive representative for the purpose of collective bargaining, the American Federation of State, County and Municipal Employees, AFL-CIO, District of Columbia District Council 20, and its affiliated Local Unions (hereinafter referred to collectively as the "Union" or "AFSCME") for each of the bargaining units under the personnel authority of the Mayor for which AFSCME is the certified collective bargaining representative.

Section 2 - Bargaining Units Descriptions:

This Agreement may also include agencies with independent personnel authority if they have executed an addendum opting to be covered by the provisions herein.

Section 3 - Coverage:

AFSCME, the certified exclusive representative of all employees in the bargaining unit referenced above, shall be responsible for representing the interests of employees in the units without discrimination as to membership; provided, however, that an employee who does not pay dues or service fees may be required by the Union to pay reasonable costs for personal representation.

Section 4 – New Units:

Bargaining units of employees under the administrative jurisdiction of the Mayor of the District of Columbia certified during the term of this Agreement shall be covered by the provisions of this Agreement, if agreed to by the parties.

Section 5 – Unit Clarification(s):

The Union and the Employer shall file a Joint Petition with the Public Employee Relations Board (hereinafter referenced as PERB) to clarify and correct inaccuracies contained on the current unit certifications. Prior to filing of the joint petition, the Union and Employer shall confer on the revised unit descriptions.

ARTICLE 2
MANAGEMENT RIGHTS

Section 1 – Management Rights in Accordance with the Comprehensive Merit Personnel Act (CMPA):

(a) Management's rights shall be administered consistent with D.C. Official Code §1-617.08, 2001 edition as amended.

(b) All matters shall be deemed negotiable except those that are proscribed by this subchapter. Negotiations concerning compensation are authorized to the extent provided in Sections 1-617.16 and 1-617.17 (as amended).

Section 2 - Impact of the Exercise of Management Rights:

Management rights are not subject to negotiations; however, in the Employer's exercise of such rights, the Union may request the opportunity to bargain the impact and effects, where there has been an adverse impact upon employees regarding terms and conditions of employment.

ARTICLE 3
UNION RIGHTS AND SECURITY

Section 1 – Exclusive Agent:

The District shall not negotiate with any other employee organization or group with reference to terms and/or conditions of employment for employees represented by AFSCME. AFSCME shall have the right of unchallenged representation in its bargaining units for the duration of this Agreement in accordance with PERB Interim Rules, Section 502.9(b).

Section 2 – Meeting Space:

Upon request at least one day in advance, the Employer will provide meeting space as available for bargaining unit business. Except as provided elsewhere in this Agreement, meetings will be held on the non-work time of all employees attending the meetings. The Union will be responsible for maintaining decorum at meetings on the Employer's premises and for restoring the space to the same condition to which it existed prior to the meetings.

Section 3 – Access to Employees:

The Union shall have access to all new and rehired employees to explain Union membership, services and programs. Such access shall occur during either a formal orientation session or upon

such employees' reporting to their work site within thirty (30) calendar days of employees' appointment or reappointment.

Section 4 - Dues Checkoff:

The Employer agrees to deduct union dues bi-weekly from the pay of employee members upon proper authorization. The employee must complete and sign Form 277 to authorize the withholding. The amount to be deducted shall be certified to the Employer in writing by the appropriate official of District Council 20. It is the responsibility of the employee and the Union to bring errors or changes in status to the attention of the Employer. Corrections or changes will be made at the earliest opportunity after notification is received but in no case will changes be made retroactively. Union dues withholding authorization may be cancelled upon written notification to the Union and the Employer within the thirty (30) calendar day period prior to the anniversary date of this Agreement. When Union dues are cancelled, the Employer shall withhold a service fee in accordance with Section 5 of this Article.

Section 5 - Service Fees:

In keeping with the principle that employees who benefit by the Agreement should share in the cost of its administration, the Union shall require that employees who do not pay Union dues shall pay an amount (not to exceed Union dues) that represents the cost of negotiation and/or representation. Such deductions shall be allowed when the Union presents evidence that at least 51% of the employees in the unit are members of the Union.

Section 6 - Cost of Processing:

The Employer shall deduct \$.05 per deduction (dues or service fee) per pay period from each employee who has dues or service fees deducted. This amount represents the fair value of the cost to the Employer for performing the administrative services and is payable to the Office of Labor Relations and Collective Bargaining.

Section 7 - Hold Harmless:

The Union shall indemnify, defend and hold the Employer harmless against any and all claims, demands and other forms of liability, which may arise from the operation of this Article. In any case in which a judgment is entered against the Employer as a result of the deduction of dues or other fees, the amount held to be improperly deducted from an employee's pay and actually transferred to the Union by the Employer, shall be returned to the Employer or conveyed by the Union to the employee(s), as appropriate.

ARTICLE 4
LABOR-MANAGEMENT MEETINGS

Section 1 – Labor-Management Partnerships:

Consistent with the principles of the D.C. Labor-Management Partnership Council, the parties agree to establish and support appropriate partnerships within the individual agencies covered by this Agreement. The purpose of such partnership will be to promote labor-management cooperation within a high-quality work environment designed to improve the quality of services delivered to the public.

Agency partnership should ordinarily be made up of equal numbers of high-level officials of labor and management who will meet regularly to consider such issues as they choose to discuss. Decisions by the partnership are by consensus only.

Section 2 – Labor-Management Contract Review Committee:

Appropriate high-level management and union representatives shall meet at least monthly, at either party's request, to discuss problems covering the implementation of this Agreement. The findings and recommendations of the Contract Review Committee will be referred to the Director for action. The Director or his/her designee shall respond in writing to any written finding and recommendation of the committee within a reasonable period.

ARTICLE 5
DISCRIMINATION

Section 1 – General Provisions:

The Employer agrees that it will not in any way discriminate against any employee because of his/her membership or affiliation in or with the Union or service in any capacity on behalf of the Union. Each employee of the District Government has the right, freely and without fear of penalty or reprisal:

- (1) To form, join and assist a labor organization or to refrain from this activity;
- (2) To engage in collective bargaining concerning terms and conditions of employment, as may be appropriate under this law and rules and regulations through a duly designated majority representative; and,
- (3) To be protected in the exercise of these rights.

Neither party to this Agreement will discriminate against any employee with regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, political affiliation, or as otherwise provided by law.

Section 2 – Equal Employment Practices:

The Employer agrees to vigorously continue the implementation of its Equal Employment opportunity Program as approved by the Director, D.C. Office of Human Rights. For the purpose of this Agreement, the Department/Agency's Affirmative Action Plan will be observed. Progress reports will be sent to the Union periodically as to the implementation of the Affirmative Action Plan.

The Union shall designate an Affirmative Action Coordinator who shall, upon request, attend meetings of the Department's Affirmative Action Counselors, and be permitted to meet with Department EEO officials to discuss implementation of the Affirmative Action Plan including Departmental policies and programs.

Vacancy Announcements for Departmental vacancies shall be posted at all work locations. One copy of the notice shall be supplied to appropriate Union Shop Stewards.

Section 3 – Discrimination Charges:

Any charges of discrimination shall be considered by the appropriate administrative agency having jurisdiction over the matter and shall therefore not be subject to the negotiated grievance procedure.

ARTICLE 6
UNION RIGHTS AND RESPONSIBILITIES

Section 1 – Union Stewards:

Union Stewards shall be designated by the Union and shall be recognized as employee representatives. Union Stewards shall be employed at the same work area or shift as employees they are designated to represent. When a union steward is transferred by an action of management (not including promotion or transfer at the employee's request), the steward may continue to act as a steward for his/her former work site for a period not to exceed 45 days from original notification. The Union will supply the Employer with lists of stewards' names, which shall be posted on appropriate bulletin boards. The Union shall notify the Employer of changes in the roster of Stewards. Stewards are authorized to perform and discharge union duties and responsibilities, which may be assigned to them under the terms of this Agreement.

Section 2 – Performance of Duties:

Stewards shall obtain permission from their immediate supervisors prior to leaving their work assignments to properly and expeditiously carry out their duties during a reasonable amount of official time to be estimated in advance whenever possible. Before attempting to see an employee, the Steward will obtain permission from the employee's supervisor. Such permission will be granted unless the employee cannot be immediately relieved from his assigned duties, in which case permission will be granted as soon as possible thereafter. If the immediate supervisor is unavailable, permission will be requested from the next highest level of supervision. Requests by Stewards for permission to meet with employees and/or by employees to meet with Stewards will not require prior explanation to the supervisor of the problems involved other than to identify the area to be visited and the general purpose of the visit i.e., grievance investigation, labor-management meetings, negotiation sessions, etc.

A Steward thus engaged will report back to his/her supervisor on completion of such duties and return to their job. The employer agrees that there shall be no restraint, interference, coercion, or discrimination against a Steward in the performance of such duties.

Section 3 – Union Activities on Employer's Time and Premises:

The Employer agrees that during working hours, on the Employer's premises and without loss of pay, in accordance with Article 6 of this Agreement, Union representatives shall be allowed to:

- A. Post Union notices on designated Union bulletin boards (with a copy given to the Employer);
- B. Attend negotiation meetings;
- C. Transmit communications authorized by the District Council and Local Union or its officers to the Employer or his/her representative;
- D. Consult with the Employer or his/her representative, District Council and Local Union Officers, other Union representatives or employers, concerning the enforcement of any provisions of this Agreement, and other Labor-Management activities. Official time does not include internal Union activities; and
- E. Solicitation of Union membership and distribution of literature shall be confined to the non-working time of all employees involved and out of sight of the public.

Section 4 – Visits by Union Representatives:

The Employer agrees that representatives of the American Federation of State, County and Municipal Employees whether local, Union representatives, District council representatives, or

International representatives shall have full and free access except in secured areas, to the premises of the Employer at any time during working hours to conduct Union business. Advance notification will be given to the appropriate supervisor of the facility to be visited to permit scheduling that will cause minimal disruption of the work activities.

Section 5 – Union Insignia:

The Employer agrees that the employee has a right to participate and identify with the Union as his/her representative in collective bargaining matters; therefore, the Employer agrees that such identification devices as emblems, buttons and pins supplied by the Union to the employees within the bargaining unit may be worn on their uniforms, except for uniformed police.

Section 6 – Official Time:

Union representatives who engage in labor management activities during working hours shall indicate on the “Official Time Report” the activity performed. No Union representative will be disadvantaged in the assessment of his/her performance based on use of documented official time while conducting labor management business.

REPRESENTATIONAL FUNCTIONS OF OFFICIAL TIME (Activity)

1	Labor negotiations.
2	Contacts between employee representatives and employees provided for in the negotiated grievance procedure.
3	Grievance meetings and arbitration hearings.
4	Disciplinary or adverse action meetings, if the Union is designated as representative of the employee.
5	Attendance at an examination of an employee who reasonably believe he or she may be the subject of a disciplinary or adverse action and the employee has requested representation.
6	Attendance at board or other committee meetings on which the Union representatives are authorized membership by the Employer or the Agreement.
7	Attendance at meetings between the Employer and the Union.
8	Attendance at agency recognized/sponsored activities to which the Union has been invited.

**Distribution: Original to Office of Labor Relations & Collective Bargaining
Copy kept by Supervisor & Union Representative**

ARTICLE 7 **DISCIPLINE**

Section 1:

Discipline shall be imposed for cause, as provided in the D.C. Official Code § 1-616.51 (2001 ed.).

Section 2:

For the purposes of this Article, discipline shall include the following:

- a. **Corrective Actions:** Written reprimands or suspensions of nine (9) days or less;
- b. **Adverse Actions:** Removal, suspension for more than nine (9) days; or a reduction in rank or grade or pay for cause.

Section 3:

Discipline will be appropriate to the circumstances, and shall be primarily corrective, rather than punitive in nature. After discovery of the incident, the investigations shall be conducted in a timely manner and discipline shall be imposed upon the conclusion of any investigation or the gathering of any required documents, consistent with the principle of progressive discipline and D.C. Office of Personnel regulations.

Section 4:

If a supervisor has reason to discipline an employee, it shall be done in a manner that will not embarrass the employee before other employees or the public.

Section 5:

Unless there is a reasonable cause to believe that an employee's conduct is an immediate hazard to the agency, the employee or other employees, or is detrimental to public health, safety or welfare, an employee against whom adverse action is proposed shall be entitled to at least thirty (30) days advance written notice of proposed adverse action (or fifteen (15) days if corrective action is proposed). The notice will identify the causes and the reasons for the proposed action.

Section 6:

Recognizing that the Union is the exclusive representative of the employees in the bargaining unit, the Department shall in good faith attempt to notify the Union of proposed disciplinary actions. Each Department shall notify the union of the method of notification. Further the Employer agrees

to notify the employee of his or her right to representation in corrective or adverse actions. The material upon which the proposed discipline is based shall be made available to the employee and his/her authorized representatives for review. The employee or his/her authorized representative will be entitled to receive a copy of the material upon written request.

Any information that cannot be disclosed to the employee, his representative, or physician shall not be used to support the proposed action.

Section 7:

Except in the special circumstances referred to in Section 5 above, an employee shall be entitled to at least ten (10) workdays to answer the notice of proposed corrective or adverse action. If the proposed action is removal, the employee shall upon request, be granted an opportunity to be heard prior to a final decision. This opportunity to be heard shall be afforded by a person designated by the agency head. This person shall not be in the supervisory chain between the proposing and/or deciding official(s) and shall not be subordinate to the proposing official. This person shall review the employee's answer, discuss the proposed action with the employee and/or his representative and appropriate representatives of the Employer and make a recommendation to the deciding official who will act upon the recommendation, as he/she deems proper.

Section 8:

The person proposing a disciplinary action shall not be the deciding official unless the proposing official is the agency head or Director of Personnel.

Section 9:

Except in the special circumstances referred to in Section 5 above, an employee against whom a corrective or adverse action has been proposed shall be kept in an active duty status during the notice period.

Section 10:

The deciding official shall issue a written decision within forty-five (45) calendar days from the date of receipt of the notice of proposed action which shall withdraw the notice of proposed action or sustain the proposed action in whole or in part. The forty-five (45) day period for issuing a final decision may be extended by agreement of the employee and the deciding official. If the proposed action is sustained in whole or in part, the written decision shall identify which causes have been sustained and which have been dismissed, describe whether the proposed penalty has been sustained or reduced and inform the employee of his or her right to appeal or grieve the decision, and the right to be represented. The final decision shall also specify the effective date of this action.

Section 11:

In any circumstance in which the Employer has reasonable cause to believe that an employee's conduct is an immediate hazard to the employing agency, to the employee involved or other employees, or is detrimental to public health, safety or welfare the Employer may place an employee on administrative leave whether or not notice of proposed action has been given to the employee.

Section 12:

Notice of final decision, dated and signed by the deciding official, shall be delivered to the employee on or before the time the action is effective. If the employee is not in a duty status at that time, the notice shall be sent to the employee's last known address by certified or registered mail.

Section 13:

Except as provided in Section 14 of this Article, employees may grieve actions through the negotiated grievance procedure, or appeal to the Office of Employee Appeals (OEA) in accordance with OEA regulations but not both. Once the employee has selected the review procedure, that choice shall be the exclusive method of review.

Section 14:

The removal of an employee during his or her probationary period is neither grievable nor appealable and shall be done in accordance with the DPM.

Section 15:

If a final decision is grieved through the negotiated grievance procedure a written grievance shall be filed with the deciding official within fifteen (15) workdays after the effective date of the action.

Section 16 – Troubled Employees:

In appropriate cases, consideration shall be given to correcting the problem through the D.C. Consultation and Counseling Service. When the District implements a new employee assistance program, this shall take the place of the D.C. Consultation and Counseling Service.

Section 17:

Whenever an employee is questioned by a supervisor with respect to a matter for which a disciplinary action is intended against the employee, the employee may, upon request, consult with a union official or other representative. Upon such request, the supervisor will stop the questioning until the employee can consult with such representative, but in no event will such questioning be

delayed beyond the end of the employee's following shift. When and if questioning is resumed, an employee may have a union official or other representative present.

ARTICLE 8

TRAINING AND CAREER LADDER

Section 1 – Basic Training:

Other than skills necessary to qualify for the position, the Employer agrees to provide each employee with basic training or orientation for the safe and effective performance of his/her job. Such training shall be provided at the Employer's expense and, if possible, during the employee's regular workday. If the employee is required to participate in training outside of regular work hours, the employee will be compensated in accordance with the Compensation Units 1 and 2 Agreement. Continued training shall be within budgetary constraints.

Section 2 - Continued Training Opportunities:

The Employer will encourage and assist employees in obtaining career related training and education outside the Department by collecting and posting current information available on training and educational opportunities. The Employer will inform employees of time or expense assistance the Employer may be able to provide.

Section 3 - Career Ladder:

The parties recognize and endorse the value of employee training and career ladder programs. Both parties subscribe to the principles of providing career development opportunities for employees who demonstrate potential for advancement. The feasibility of upward mobility and training programs for unit employees shall be a proper subject for labor-management meetings. Career ladder promotions when effected, shall be in accordance with DPM Chapter 8, Part II, Subpart 8, and Appendix A.

Section 4 - Experience Verification:

When an institution of higher learning provides credit for on-the-job experience, the Employer will, at the request of the employee, provide pertinent information to verify the employee's experience with the District. The employee shall provide the relevant documents and information necessary for the release of the employee's information to the relevant institution.

Section 5 - Union Sponsored Career Advancement Programs:

Management and the Union support the objective of meaningful career advancement for District Government workers in the areas of promotion, transfers and filling of vacancies. In keeping with this objective, the Union will investigate and develop programs to enhance opportunities for

career advancement such as: career counseling services; placement of career planning resource materials on site; correspondence course arrangements with area colleges, universities, vocational and technical schools; and workshops on resume writing and interview skills.

Programs that are developed will be presented and discussed during appropriate labor-management committee meetings for review and consideration.

ARTICLE 9 **SAFETY AND HEALTH**

Section 1 - Working Conditions:

A. The District shall provide and maintain safe and healthful working conditions for all employees as required by applicable laws. It is understood that the District may exceed standards established by regulations consistent with the objectives set by law. The Employer will make every effort to provide and maintain safe working conditions. AFSCME will cooperate in these efforts by encouraging its members to work in a safe manner and to obey established safety practices and regulations.

B. Matters involving safety and health will be governed by the D.C. Occupational Safety and Health Plan in accordance with Subchapter XXI of the Comprehensive Merit Personnel Act (1980, as amended). The District will promptly make every effort to qualify its plan under the Occupational Safety and Health Administration (OSHA) as established by the U.S. Department of Labor.

C. The District shall furnish and maintain each work place in accordance with standards provided within this Section.

Section 2 - Employees Working Alone:

Employees shall not be required to work alone in areas beyond the call, observation or periodic check of others where dangerous chemicals, explosives, toxic gases, radiation, laser light, high voltage or rotary machinery are to be handled, or in known dangerous situations whenever the health and safety of an employee would be endangered by working alone.

Section 3 - Corrective Actions:

A. If an employee observes a condition, which he or she, believes to be unsafe, the employee should report the condition to the immediate supervisor.

B. If the supervisor and employee agree that a condition constitutes an immediate hazard to the health and safety of the employee, the supervisor shall take immediate precautions to protect the employee.

C. If the supervisor and employee do not agree that a condition constitutes an immediate hazard to the health and safety of the employee, the matter may be immediately referred by the employee to the next level supervisor or designee. The supervisor or designee shall meet as soon as possible with the employee and his or her AFSCME representative, and shall make a determination.

D. Employees shall not be required to operate equipment that has been determined by the Employer or the appropriate D.C. Safety Officer to be unsafe to use, when by doing so they might injure themselves or others.

Section 4 - Medical Service: On-the-Job Injury:

A. The District shall make first-aid kits reasonably available for use in case of on-the-job injuries. If additional treatment appears to be necessary, the District shall arrange immediately for transportation to an appropriate medical facility.

B. The need for additional first-aid kits will be an appropriate issue for Safety Committee determination. Recommendations of the Safety Committee will be referred to the appropriate agency officials.

Section 5 - Safety Devices and Equipment:

Protective devices and protective equipment shall be provided by the District and shall be used by the employees.

Section 6 - Safety Training:

A. The District shall provide safety training to employees as necessary for performance of their job. Issues involving safety training may be presented to the Safety Committee established in Section 8(A).

B. The District shall provide CPR training to all employees who request such training.

Section 7 - Information on Toxic Substances:

Employees who have been identified by the Safety Committee and the Department or District Safety Officer as having been exposed to a toxic substance (including, but not limited to asbestos) in sufficient quantity or duration to meet District Government standards shall receive appropriate health screening. In the absence of District Government standards, the Safety Committee and Safety Officer will refer to standards established by other appropriate authorities such as Occupational Safety and Health Administration (OSHA), National Institute for Occupational Safety and Health (NIOSH) or the Environmental Protection Agency (EPA).

Section 8 - Safety Committees:

A. A Safety Committee of three (3) representatives from AFSCME and three (3) representatives from the District is hereby established in each department/agency.

B. One (1) AFSCME and one (1) District representative shall each serve as co-chairpersons of the Committee. The Agency's Risk Management official shall serve on the Safety Committee as one of the Agency's representative.

C. The Safety Committee shall:

1. Meet on a monthly basis, unless mutually agreed otherwise. Prior to regularly scheduled monthly meeting, labor and management must submit their respective agendas to each other at least five (5) days in advance;

2. Conduct safety surveys, consider training needs, and make recommendations to the agency/department head and the Office of Risk Management;

3. Receive appropriate health and safety training.

D. Final reports or responses from agency/department heads (or designees) shall be provided to the Safety Committee within a reasonable period of time on safety matters initiated by the Committee.

E. In departments/agencies where there is more than one Local Union, there shall be a safety committee for each Local Union, unless otherwise agreed upon.

F. Safety Committees may be reorganized upon agreement of both parties.

Section 9 - Medical Qualification Requirements:

The District agrees to abide by the provisions of Chapter 8, Sections 848.19 and 848.20 of the D.C. Personnel Regulations as published in the D.C. Register, Volume 32, April 5, 1985 (32 DCR 1858, 1911).

Section 10 - Light Duty:

A. The District agrees to provide light duty assignments for Employees injured on the job to the extent that such light duty is available as follows:

1. To be eligible for light duty, the employee must be certified by the employee's attending physician. The certification must identify the employee's impairments and the type of light duty he or she is capable of performing.

2. The Employee will be given light duty assignments for which he or she is qualified, initially within his or her own Bureau or organizational unit. If light duty is not available within the Bureau or organizational unit, suitable work will be sought elsewhere in the department/agency.

3. Light duty assignments shall not normally extend beyond 45 working days. However, if there are no other requests for light duty, this period may be extended until such time as the request is made by another employee. Employees unable to perform their regularly assigned duties after the expiration of that time shall make application for disability compensation or exercise such other options as may be available to employees under the provisions of this Agreement or under law, and in accordance with paragraph 5 below.

4. Where there are more requests for light duty than there are light duty assignments, assignments shall be made in the order of earlier date of request.

5. When light duty is not available, an employee must return to full duty or seek compensation or retirement from appropriate channels, or other assistance as may be available in accordance with Section 9. In the event compensation or retirement is not approved, the employee may be required to take a fitness for duty examination and may be separated if (a) found unfit to perform or (b) found fit but refuses to report for full duty.

Section 11 - Excessive Temperatures in Buildings:

Employees, other than those determined by the Employer to be essential, shall be released from duty or reassigned to other duties of a similar nature at a suitably temperate site because of excessively hot or cold conditions in the building. This determination will be made by the Employer as expeditiously as possible and shall be based upon existing procedures. In lieu of dismissal, the Employer may reassign employees to other duties of similar nature at a suitably temperate site. The cost of authorized transportation will be assumed by the Employer. Administrative leave will be granted if authorized by the Mayor or his or her designee.

Section 12 - Employee Health Services:

Employees covered by this Agreement shall have access to employee health services provided by the Employer consistent with the Comprehensive Merit Personnel Act (D.C. Law 2-139). Employee health services shall include such services as provisions for emergency diagnosis and emergency treatment of illness, physical examination including, but not limited to, pre-employment, fitness for duty or disability retirement evaluation; treatment of minor illness; preventive services; health information to assist employees to protect, conserve, and improve physical and mental health; and counseling and appropriate referrals to the D.C. Consultation and Counseling Service.

Section 13 - Maintenance of Health Records:

Medical records of employees shall be maintained in accordance with the provisions of Chapter 31 of the D.C. Government regulations that maintain confidentiality of those records. Medical records shall not be disclosed to anyone except in compliance with applicable rules relating to disclosure of information. Copies of rules relating to medical information will be made available to AFSCME.

Section 14:

A. The Employer agrees to follow Mayor's order 87-95 regarding ergonomic policy for use of video display terminals (VDT).

B. Continuous users who operate a video display terminal for more than two continuous hours shall be allowed to move out of their chairs for brief periods to perform other tasks as specified by their supervisor.

C. If a pregnant employee, who is a continuous VDT user, submits a medical statement from her physician which recommends limiting her use of the VDT during the term of her pregnancy because of exposure to radiation, reasonable consideration will be given to providing the employee with other available duties, within the work unit, for which she is qualified and which her doctor certifies that she can perform.

Section 15:

The Employer agrees to provide the Union with a copy of all current D.C. Safety Officers, and revisions as they occur.

ARTICLE 10
GENERAL PROVISIONS

Section 1 – Work Rules:

Employees will be advised of verbal and written work rules, which they are required to follow. The Employer agrees that proposed new written work rules and the revision of existing written work rules shall be subject to notice and consultation with the Union.

Section 2 - Distribution of Agreement:

The Employer and the Union agree to share equally in the cost of reproducing this contract for employees and supervisors. The parties shall mutually agree upon the cost and number of copies to be printed.

ARTICLE 11
BULLETIN BOARDS

The Employer agrees to furnish suitable Bulletin Boards and/or space to be placed at locations mutually acceptable to the Union and the Employer. The Union shall limit its posting of notices and bulletins to such Bulletin Boards.

ARTICLE 12
PERSONNEL FILES

Section 1 - Official Files:

The Employer shall maintain the official files of all personnel in all units covered by this Agreement in the Office of Personnel. Records of corrective actions or adverse actions shall be removed from an employee's official file in accordance with the DPM.

Section 2 - Right to Examine:

Each employee shall have the right to examine the contents of his/her personnel files upon request.

Section 3 – Right to Respond:

Each employee shall have the right to answer any material filed in his/her personnel file and his/her answer shall be attached to the material to which it relates.

Section 4 - Right to Copy:

An employee may copy any material in his/her personnel file.

Section 5 – Access by Union:

Upon presentation of written authorization by an employee, the Union representative may examine the employee's personnel file and make copies of the material.

Section 6 – Confidential Information:

The DC Office of Personnel shall keep all arrests by the Metropolitan Police, fingerprint records, and other confidential reports in a confidential file apart from the official personnel folder.

Section 7 - Employee to Receive Copies:

A. The employee shall receive a copy of all material placed in his/her folder in accordance with present personnel practices. Consistent with this Article when the Employer sends documents to be placed in an employee's personnel folder which could result in disciplinary action or non-routine documents which may adversely affect the employee, the employee shall be asked to acknowledge receipt of the document. The employee's signature does not imply agreement with the material but simply indicates he/she received a copy.

B. If an employee alleges that he/she was not asked to acknowledge receipt of material placed in his/her personnel folder as provided in this section the employee will be given the opportunity to respond to that document and the response will be included in the folder.

Section 8 – Access by Others:

The Employer shall inform the employee of all requests outside of the normal for information about him/her or from his/her personnel folder. The access card signed by all those who have requested and have been given access to the employee's file shall be available for review by the employee.

ARTICLE 13
SENIORITY

Section 1 - Definition:

Seniority means an employee's length of continuous service with the Employer from his/her date of hire for purposes of this Article only. Employees hired on the same day shall use alphabetical order of surname in determining seniority.

Section 2 - Breaks in Continuous Service:

An employee's continuous service shall be broken by voluntary resignation, discharge for cause or retirement. If an employee returns to his former, or a comparable, position within one year, the seniority he had at the time of his/her departure will be restored but he/she shall not accrue additional seniority during his/her period of absence.

Section 3 - Seniority Lists:

Each agency with employees covered by this Agreement shall provide the Union semi-annually with list of names of employees represented by the Union in that Agency. The list will be in seniority order as defined by Section 1 of this Article. Also, each agency will supply the Union semi-annually with lists of new hires in bargaining unit positions and with names of unit employees who have left the agency since the last seniority list.

Section 4 - Reassignments:

A reassignment requested by an employee to a position in the same classification within an agency/department may be effected by mutual agreement.

Section 5 - Promotions:

A. Whenever a job opening occurs, in any existing job classification or as the result of the development or establishment of a new job classification, a notice of such opening shall be posted on all bulletin boards for ten (10) working days prior to the closing date. A copy of the notices of job openings will be given to the appropriate Union Steward at the time of posting.

B. During this period, employees who wish to apply for the open position or job including employees on layoff may do so. The application shall be in writing, and it shall be submitted to the appropriate Personnel Office.

C. Management has the right to determine job qualifications, provided they are limited to those factors' directly required to satisfactorily perform his/her job. Where all job factors are relatively equal, the employee with the greatest departmental seniority within the unit shall be promoted.

Section 6 - Change to Lower Grade:

A. The term "change to lower grade", as used in this provision means change of assignment from a position in one job classification to a lower paying position in the same job classification.

B. Demotions may be made to avoid laying off employees, to provide for employees who request a change to lower grade for personal convenience, or to change an employee to a lower grade when he/she is unable to perform satisfactorily the duties of his/her position.

Section 7 - Individual Work Schedules:

Work schedule changes initiated by the Employer affecting an individual employee shall be in accord with department/agency seniority, except where specific skills are needed.

Section 8 - Pay for Work Performed in Higher Graded Position:

A. Employees detailed or assigned to perform the duties of a higher graded position for more than four (4) pay periods in any calendar year shall receive the pay of the higher graded position. Assignment to a higher graded position for periods of at least one (1) pay period shall count toward the accumulation of the four (4) pay period requirement. The applicable rate of pay will be determined by application of D.C. government procedures concerning grade and step placement for

temporary promotions, and will be effective the first pay period beginning after the qualifying period has passed. An employee on detail to a lower graded position shall maintain the pay for his/her original position. Advance notice will be given to the Union of any detail exceeding one pay period.

B. This provision shall not apply to training programs.

C. Issues involving changed or additional duties assigned to an employee, within his/her present position, shall be considered in accordance with position classification procedures.

ARTICLE 14

INCLEMENT WEATHER CONDITIONS

Section 1 – Inclement Weather Work:

A. Any full-time employee who is scheduled to report for work and who presents himself for work as scheduled shall be assigned to at least eight (8) hours work.

B. If weather conditions do not permit the employee to perform his/her regularly scheduled duties and there is no other work available in line with his/her normal duties, the employee shall be given the option to perform other work or be paid at his/her regular rate for a minimum of four (4) hours and released from duty at his/her election on annual leave or leave without pay.

C. Employees working on snow detail or who are required to shovel snow shall be assigned in the following order:

1. Volunteers
2. In the inverse order of seniority

D. Employees with established health concerns may request to be exempt from snow shoveling assignments.

Section 2 - Reporting Time:

A. During inclement weather where the District Government has declared an emergency, employees (other than those designated emergency employees) will be given a reasonable amount of time to report for duty without charge to leave. Those employees required to remain on their post until relieved will be compensated at the appropriate overtime rate or compensatory leave for the time it takes his/her relief to report for duty.

B. The Employer agrees to dismiss all non-emergency employees when early dismissal is authorized by higher officials during inclement weather.

ARTICLE 15
HOURS OF WORK

Section 1 - Workday:

Except as provided in this Article, the normal workday for full-time employees shall consist of eight (8) hours of work within a 24-hour period. The normal hours of work shall be consecutive except that they may be interrupted by a lunch period.

Section 2 - Workweek:

Except as provided in this Article, the workweek for full-time employees shall normally consist of five (5) consecutive days, eight (8) hours of work, Monday through Friday, totaling forty (40) hours. Special schedules will be established for employees, other than employees in continuous operations, who are required to work on Saturday, Sunday or seasonal schedules as part of their regular workweek.

Section 3 - Continuous Operations and Shifts:

The workday for employees in 24-hour continuous operations shall consist of eight hours of work. Work schedules for employees assigned to shifts, showing the employee's workdays, and hours, shall be posted on appropriate bulletin boards. All employees shall be scheduled to work regular work shifts i.e., each work shift shall have a regular starting and quitting time.

Section 4 - Changes in Work Schedules:

Except in emergencies, regular work schedules shall not be changed without ten (10) working days advance notice.

Section 5 - Flexible/Alternative Work Schedules:

A. The normal work hours may be adjusted to allow for flexible/alternative work schedules, with appropriate adjustments in affected leave and compensation items (e.g., overtime, premium pay, compensatory leave, etc.). Such schedules may be appropriate where: (1) it is cost effective, (2) it increases employee morale and productivity, or (3) it better serves the needs of the public. The Union will be given advance notice (when flexible/alternative work schedules are proposed) and shall be given the opportunity to consult.

B. An alternative work schedule will provide that overtime compensation will not begin until the regularly scheduled workday or tour of duty has been completed. Other premiums will be based on the regularly scheduled workday of the employees. An alternative work schedule shall not affect the existing leave system. Leave will continue to be earned at the same number of hours per pay period as for employees on five (5) day, forty (40) hour schedules and will be charged on an hour-by-hour basis.

ARTICLE 16
ADMINISTRATION OF LEAVE

Section 1 – General:

Employees shall be eligible to use leave in accordance with the personnel rules and regulations. Any request for a leave of absence shall be submitted in writing by the employee to his/her immediate supervisor. The request shall state the length of time off the employee desires, the type of leave requested and the reason for the request. An excused absence is an absence from duty without loss of pay and without charge to leave when such absence is authorized by statute or administrative discretion.

Section 2 - Annual Leave:

A. Normal Requests for Leave: A request for a short leave of absence, not to exceed three days, shall be requested in writing on the proper form and answered before the end of the work shift in which the request is submitted. A request for a leave of absence between four to seven days must be submitted five (5) calendar days in advance and answered within five days, except for scheduled vacations, as provided for in Section 2 of this Article. If the request is disapproved, the supervisor shall return the SF-71 with reasons for the disapproval indicated. Requests for annual leave shall not be unreasonably denied.

B. Emergency Requests: Any employee's request for immediate leave due to family death or sickness shall be granted or denied immediately.

C. Carryover: Annual leave, which is not used, may be accumulated from year to year. In general, the maximum allowable leave is thirty (30) days, unless the employee had a greater amount of allowable leave at the beginning of the leave year. Employees shall receive a lump sum leave payment for all accrued annual leave not used at the time of retirement, resignation or other separation from the employer, consistent with the negotiated Compensation Agreement.

D. Vacation Schedules: Every effort will be made to grant employees leave during the time requested. If the operations would suffer by scheduling all requests during a given period of time, a schedule will be worked out with all conflicts to be resolved by the application of seniority. After vacations are posted, no changes shall be made unless mutually agreeable or an emergency arises. Employees will be encouraged to schedule vacations through the year.

Section 3 - Sick Leave:

A. Requests:

1. Supervisors shall approve sick leave of employees incapacitated from the performance of their duties. Employees shall request sick leave as far in advance as possible prior to the start of their regular tour of duty on the first day of absence.

2. Sick leave shall be requested and approved in advance for visits to and/or appointments with doctors, dentists, practitioners, opticians, and chiropractors for the purpose of securing diagnostic examinations, treatments and x-rays.

3. Employees shall not be required to furnish a doctor's certificate to substantiate requests for approval of sick leave unless such sick leave exceeds three work days continuous duration. However, if Management has given written notice to an employee that there is a good reason to believe that the employee has abused sick leave privileges, then the employee must furnish a doctor's certificate for each absence from work, which is claimed as sick leave regardless of its duration. The Union will encourage employees to conserve sick leave for use during periods of extended illness.

4. Advance sick leave requests will be given prompt consideration by the Employer consistent with Section 3(b) of this Article when the following provisions are met:

(a) The request must be submitted in writing and must be supported by acceptable medical certificates.

(b) All available accumulated sick leave to the employee's credit must be exhausted. The employee must use annual leave he/she might otherwise forfeit.

(c) In the case of employees serving under temporary appointments, or under probationary or trial periods, advance sick leave should not exceed an amount which is reasonably assured will be subsequently earned during such period.

(d) The amount of sick leave advanced to an employee's account will not exceed 240 hours at any time. Where it is known that the employee is to be separated, the total sick leave advanced may not exceed an amount which can be liquidated by subsequent accrual prior to the separation.

(e) There must be a reasonable assurance that the employee will return to duty.

B. Advance Sick Leave: Advance sick leave may be granted to permanent or probationary employees in amounts not to exceed 240 hours. Furthermore, an employee may not be indebted for more than 240 hours of sick leave at any one time. Sick leave may be advanced to

employees holding a limited appointment or one expiring on a specific date, but not in excess of the total sick leave that would accrue during the remaining period of such appointment. In either case the employee request must be supported by a statement from his/her physician attesting that the employee has a serious disability or ailment and is incapacitated for duty and stating the period of time expected to be involved. The request should be denied only if the requirements of Section 3 (a) and (b) are not met or there is a reason to believe that the employee will not return to duty or that he/she has abused the sick leave privilege in the past.

C. All accrued and accumulated sick leave must be exhausted before the advance sick leave is credited. Accrued and accumulated annual leave may remain standing to the credit of employees. The Employer will use its best efforts to answer an employee's request for advanced sick leave within fifteen (15) working days. However, an employee is responsible for applying advance sick leave in writing as far in advance as possible. If the request is denied, the reasons for such denial shall be given in writing. Further, the employee will be given consideration for LWOP consistent with the provisions of personnel rules and regulations.

Section 4 – Other Paid Leave:

A. **Military Leave:** Full-time employees are entitled to leave as reserve members of the armed forces or as members of the National Guard to the extent provided in D.C. Official Code Section 1-612.03(m) and applicable rules and regulations and the Compensation Units 1 & 2 Agreement, which provide in part the following:

1. Members of the D.C. National Guard are entitled to unlimited military leave without loss of pay for any parade or encampment with the D.C. National Guard when ordered by the Commanding General, excluding weekly drills and meetings.

2. Additional military leave with pay will be granted to full-time employees who are members of the reserve components of the Armed Forces or the National Guard for the purpose of providing military aid to enforce the law for a period not to exceed 22 workdays per calendar year.

B. **Court Leave:** Employees shall be granted leave of absence with pay anytime they are required to report for jury duty or to appear as a witness on behalf of the District of Columbia Government, or the Federal or a State or Local Government, in accordance with personnel rules and regulations.

C. **Voting Leave:** Where the polls are not open at least three hours either before or after an employee's regular hours of work, he/she may, upon request, be granted an amount of excused time which will permit him/her to report to work three hours after the polls open or leave work three hours before the polls close, whichever requires the lesser amount of time off. Leave for voting will be allowed in accordance with the personnel rules and regulations.

D. **Funeral Leave:** Funeral leave shall be granted in accordance with the Compensation Units 1 & 2 Agreement.

E. Civic Duty: Upon advance request and adequate justification employees required to appear before a court or other public body on public business in which they are not personally involved shall be granted leave of absence with pay unless paid leave is prohibited by Federal or District Regulations or Statutes.

F. Examinations: Employees shall be excused without charge to leave in accordance with personnel rules and regulations for the purpose of taking an employment medical examination and examination for induction or enlistment in the active Armed Forces, a District Government owned vehicle operator examination, a civil service examination or other examination which his/her department has requested him/her to take in order to qualify for reassignment, promotion, or continuance of his/her present job, but not for the reserve Armed Forces. An employee shall also be excused without charge to leave for the purpose of taking an examination whenever, in the judgment of the Department or agency head, the District Government will benefit thereby. Absence from duty in order to take an examination primarily for the employee's own benefit and not connected to the District Government must be requested in accordance with the general leave provisions.

Section 5 - Leave Without Pay:

A. General: Leave of absence without pay for a limited period may be granted at the supervisor's discretion for a reasonable purpose if requested in advance in writing.

B. Union: Employees elected to any Union office or selected by the Union to do work which takes them from their employment with the Employer shall at the written request of the employee and the Union be granted a leave of absence without pay; provided the written request states the purpose and duration of the absence, and is submitted thirty (30) calendar days in advance of the commencement of the desired period of absence. If the Employer indicates that the requested leave will unduly hamper its operations, it may offer an alternative for consideration by the Union.

C. The initial leave of absence shall not exceed one (1) year. Leaves of absence for Union officials may be extended for similar periods. No more than one employee from a bargaining unit shall be on such extended leave at the same time.

D. Parenthood Leave: Maternity leave before and following childbirth shall be granted at the request of the employee. The employee is obligated to advise her supervisor substantially in advance of the anticipated leave date. This period of absence shall be determined by the employee, her physician and her supervisor. Maternity leave is chargeable to sick leave or any combination of sick leave, annual leave, or leave without pay. Paternity leave may be granted for a period of up to two (2) weeks following childbirth, and may be extended at the supervisor's discretion. Such leave shall be a combination of annual leave or leave without pay.

E. Leave may be granted for a period of up to two (2) weeks to an employee who is adopting a child, with extensions made at the discretion of the supervisor. Such leave shall be a combination of annual leave or leave without pay.

F. Union Officer Leave: Attendance at Union sponsored programs may be approved annual leave or leave without pay in accordance with normal leave practices unless Administrative Leave has been approved.

G. Educational Leave: After completing one (1) year of service an employee upon request may be granted a leave of absence for educational purposes provided that successful completion of the course will contribute to the work of the Department. The period of leave of absence may not exceed one (1) year, but may be extended at the discretion of the Employer. If an employee is returning from educational leave during which he/she has acquired the qualification of a higher rated position he/she shall not have lost any of his/her rights in being evaluated for the higher graded position.

ARTICLE 17

ADMINISTRATION OF OVERTIME

Section 1 -Distribution:

Overtime work shall be equally distributed among employees. Specific arrangements for the equitable distribution of overtime shall be agreed to at Union Management Cooperation Meetings. Individual employee qualifications shall be considered when decisions are made on which employees shall be called for overtime work.

Section 2:

Management will solicit volunteers when overtime work is required. In the event a sufficient number of qualified volunteers are not available to perform the job functions, overtime work will be assigned to equally qualified employees in inverse order of seniority, unless a different system is worked out on a local-by-local basis. Instances of hardship should be presented to the supervisor and shall be considered on a case-by-case basis.

ARTICLE 18

WAGES

Section 1:

The salaries and wages of employees shall be paid bi-weekly. In the event the scheduled payday is a holiday, the preceding day shall be the payday. If, for any reason, an employee's paycheck is not available on the prescribed day, or if it does not reflect the full amount due, that employee will be paid as quickly thereafter as is possible, and under no circumstances will he or she be required to wait until the next regular payday.

Section 2:

If an employee's paycheck is delayed, the employee shall immediately notify his/her supervisor. The supervisor shall initiate efforts through the agency controller to obtain a supplemental payment. Supplemental payments will not effectuate normal payroll deductions. Appropriate payroll deductions will be deducted from the employee's subsequent paycheck. (Except DHS, see Attachment 6.)

ARTICLE 19
REDUCTION-IN-FORCE

Section 1 - Definition:

The term reduction-in-force, as used in this Agreement means the separation of a permanent employee, his/her reduction in grade or pay, or his/her reduction in rank because of (a) reorganization, (b) abolishment of his/her position, (c) lack of work, (d) lack of funds, (e) new equipment, (f) job consolidation or (g) displacement by an employee with greater retention rights who was displaced because of (a) through (f) above.

Section 2 – Consultation:

The Employer agrees to consult in advance with the Union prior to reaching decisions that might lead to a reduction-in-force in the bargaining unit. The Employer further agrees to minimize the effect and such reduction-in-force on employees and to consult with the Union toward this end.

Section 3 - Procedure:

A reduction-in-force will be conducted in accordance with the provisions set forth in the Comprehensive Merit Personnel Act [(CMPA), D.C. Official Code § 1-624].

Section 4 – Impact and Effects Bargaining:

In the event of a reduction-in-force, the Employer shall, upon request, provide the Union with appropriate information to insure that the Union can engage in impact and effects bargaining over the reduction-in-force.

Section 5 - Review of Procedures:

In the event of reduction-in-force, the affected employee will receive credit for his/her performance in accordance with the Comprehensive Merit Personnel Act, [D.C. Official Code Ann., Title 1, Section 1-624 (2001 Edition)].

ARTICLE 20
CONTRACTING OUT

Section 1:

During the term of this Agreement the Department shall not contract out work traditionally performed by employees covered by this Agreement, except where Manpower (including expertise and technology) and/or Equipment in the department/agency are not available to perform such work, when it is determined by the Mayor that budgetary conditions exist requiring contracting out, or when it is determined by the Department that emergency conditions exist requiring such contracting out (provided however that the contracting out is for a period of time that the emergency exists). The Agency shall consult with the Union prior to any formal notice to contract out bargaining unit work.

Section 2:

When there will be adverse impact to bargaining unit employees, the Employer shall consult with the Union thirty (30) days prior to final action, except in emergencies. The Union shall have full opportunity to make its recommendations known to the Employer who will duly consider the Union's position and give reasons in writing to the Union for any contracting out action. The Agency shall consult with the Union to determine if the needs of the Government may be met by means other than contracting out work traditionally performed by bargaining unit employees.

ARTICLE 21
STRIKES AND LOCKOUTS

Section 1 - Definition:

The term strike as used herein means any unauthorized concerted work stoppage or slowdown.

Section 2 - Strikes:

It shall be unlawful for any District Government employee or the Union to participate in, authorize or ratify a strike against the District.

Section 3 - Lockouts:

No lockout of employees shall be instituted by the Employer during the term of this Agreement except that the Employer in a strike situation retains the right to close down any facilities to provide for the safety of employees, equipment or the public.

Section 4 - Other Considerations:

At no time however, shall employees be required to act as strikebreakers.

ARTICLE 22
GRIEVANCE PROCEDURES

Section 1:

Any grievance or dispute which may arise between the parties involving the application, meaning or interpretation of this Agreement, shall be settled as described in this Article unless otherwise agreed to by the parties.

Section 2 - Procedure:

This procedure is designed to enable the parties to settle grievances at the lowest possible administrative level. Therefore, grievances should be filed at the lowest level where resolution is possible. Accordingly, a grievance may be filed at the Step in the grievance procedure where the alleged action, which precipitated the grievance, occurred.

Step 1: The employee and/or the Union shall take up the grievance or dispute with the employee's immediate supervisor as soon as is practicable, but no later than fifteen (15) working days from the date of the occurrence or when the Union and/or the employee first had knowledge of or should have known of the occurrence. The supervisor shall attempt to adjust the matter and shall respond to the Steward as soon as is practicable, but not later than fifteen (15) working days after the receipt of the grievance.

Step 2: If the grievance has not been settled, it shall be presented in writing by the employee and/or the Union to the second level supervisor within ten (10) working days after the Step 1 response is due or received, whichever is sooner. The written grievance shall be clearly identified as a grievance submitted under the provisions of this Article, and shall list the contract provision violated, a general description of the incident giving rise to the grievance, the date or approximate date and location of the violation and the remedy sought. The second level supervisor shall respond to the Union and/or employee in writing within ten (10) working days after receipt of the written grievance.

Step 3: If the grievance is still unresolved, it shall be presented in writing by the employee and/or Union to the third level supervisor within ten (10) working days after the Step 2 response is due or received, whichever is sooner. The third level supervisor shall respond in writing (with a copy to the Local President) within ten (10) working days after receipt of the written grievance.

Step 4: If the grievance is still unresolved, it shall be presented by the employee and/or the Union to the Office of the Director or his/her designated representative, in writing within fifteen (15) working days after the Step 3 response is due or received, whichever is sooner. The office of the Director, or his/her designated representative shall respond in writing (with a copy to the Local President) within fifteen (15) working days after the receipt of the written grievance and a copy to the Office of Labor Relations and Collective Bargaining.

Step 5: If the grievance is still unresolved, the Union may by written notice request arbitration within twenty (20) days after the reply at Step 4 is due or received, whichever is sooner.

Section 3 - Union Participation:

A. The Employer shall notify the Union in writing of all grievances filed by the employees, all grievance hearings and determinations when such employees present grievances without the Union. The Union shall have the right to have a representative present at any grievance hearing and shall be given forty-eight (48) hours notice of all grievance hearings.

B. Any grievance of a general nature affecting a large group of employees and which concerns the misinterpretation, misapplication, violation or failure to comply with the provisions of the Agreement shall be filed at the option of the Union at the Step or level of supervision where the grievance originates without resorting to previous steps.

Section 4 - Who May Grieve:

Either an employee or the Union may raise a grievance, and if raised by the employee, the Union may associate itself therewith at any time if the employee so desires. Whenever the Union shall raise or is associated with a grievance under this procedure, such a grievance shall become the Union's grievance with the Employer. If raised by the Union, the employee may not thereafter raise the grievance him/herself, and if raised by the employee, he/she may not thereafter cause the Union to raise the same grievance independently.

Section 5 - Selection of the Arbitrator:

A. The arbitration proceeding shall be conducted by an arbitrator to be selected by the Employer, through the Office of Labor Relations and Collective Bargaining, and by the Union as soon as possible after notice of intent to arbitrate is received. If the parties fail to select an arbitrator, the Federal Mediation and Conciliation Service (FMCS) or the American Arbitration Association (AAA) shall be requested to provide a list of seven (7) arbitrators from which an arbitrator shall be selected within seven (7) days after receipt of the list by both parties.

B. Both the Employer and the Union may strike three (3) names from the list using the alternate strike method. The party requesting arbitration shall strike the first name. The arbitration hearing shall be conducted pursuant to the American Arbitration Association guidelines unless modified by this Agreement.

Section 6 - Decision of the Arbitrator:

The decision of the arbitrator shall be final and binding on the parties and shall not be inconsistent with the terms of this Agreement. The arbitrator shall be requested to render his/her decision in writing within thirty (30) days after the conclusion of the arbitration hearing.

Section 7 - Expenses of the Arbitrator:

Expenses for the arbitrator's services and the proceeding shall be borne equally by the Employer and the Union. However, each party shall be responsible for compensating its own representatives and witnesses. If either party desires a record of the arbitration proceedings, it may cause such a recording to be made, providing it pays for the record and make copies available without charge to the other party and the arbitrator.

Section 8 - Time Off For Grievance Hearings:

The Employee, Union Steward and/or Union representative shall upon request, be permitted to meet and discuss grievances with designated management officials at each step of the Grievance Procedure within the time specified consistent with Section 3 of Article 6 on Union Stewards.

Section 9 – Time Limits:

All time limits set forth, in this Article may be extended by mutual consent, but if not so extended, must be strictly observed. If the matter in dispute is not resolved within the time period provided for in any step, the next step may be invoked.

Section 10:

Matters not within the jurisdiction of the department/agency will not be processed as a grievance under this Article unless the matter is specifically included in another provision of this Agreement or the Compensation Agreement.

Section 11:

A. The parties agree that a process of grievance mediation may facilitate satisfactory solutions to grievances prior to arbitration. Therefore, on an experimental basis and when mutually agreed to by the parties, a mediator may be selected and utilized to facilitate settlements. The mediator may not impose a settlement on the parties, and any settlement reached will not be precedential unless otherwise agreed to by the parties on a case-by-case basis.

B. Grievances may be combined for the purpose of mediation upon mutual agreement by the parties.

ARTICLE 23
EMPLOYEE RIGHTS

Employees of the Unit shall have and shall be protected in the exercise of the right, freely and without fear of penalty or reprisal, to form, join and assist the Union or to refrain from any such activity. Except as expressly provided herein, the freedom shall be recognized as extending to participation in the management of the Union and acting for it in the capacity of a union representative, including representation of its views to the officials of the Mayor, D.C. Council or Congress.

ARTICLE 24
NEW TECHNOLOGY AND EQUIPMENT

Section 1:

Whenever new equipment or technological changes will significantly affect operations, the Employer shall provide notice to the Union at least 60 days in advance. This time limit does not apply to the introduction of equipment or technological changes on an experimental basis. When the Employer introduces such equipment or technological changes on an experimental basis the Employer will notify the Union upon introduction as where the experiment is being conducted and its nature and intended duration and will provide 60 days notice if the experiment is to be instituted permanently.

Section 2:

The Employer shall provide any reasonable training for affected employees to acquire the skills and knowledge necessary for new equipment or procedures. The training shall be held during working hours, when reasonably available. The Employer shall bear the expense of the training.

Section 3:

If training is required by the Agency for employment and the training is held outside the employee's normal tour of duty, the employee shall receive compensatory time.

ARTICLE 25
JOB DESCRIPTIONS

Each employee within the unit shall receive a copy of his/her current job description upon request. When an employee's job description is changed, the employee and the Union shall be provided a copy of the new job description.

ARTICLE 26
SAVINGS CLAUSE

In the event any Article, Section or portion of the Agreement shall be held invalid and unenforceable by any court or higher authority of competent jurisdiction, such decision shall apply only to the specific Article, Section, or portion thereof specified in the decision, and upon issuance of such a decision, the Employer and the Union agree to immediately negotiate a substitute for the invalidated Article, Section or portion thereof.

ARTICLE 27
DURATION AND FINALITY

Section 1 - Duration of Agreement:

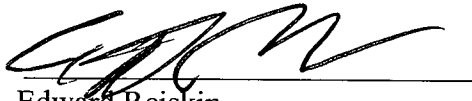
This Agreement shall be implemented as provided herein subject to the requirements of Section 1715 of the CMPA (Section 1-617.15(a), D.C. Official Code, 2001 Edition). This Agreement shall be effective as of the day of final approval, and shall remain in full force and effect until the 30th day of September, 2010. Should either party desire to renegotiate, renew, extend or modify this Contract, notice will be given in writing in accordance with the requirements of the Comprehensive Merit Personnel Act. This Agreement shall remain in full force and effect during the period of negotiations.

Section 2 - Finality:

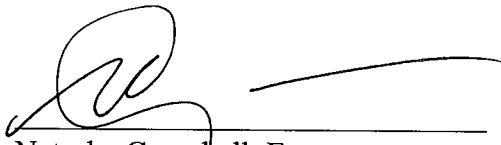
This Agreement was reached after negotiations during which the parties were able to negotiate on any and all negotiable non-compensation issues, and contains the full agreement of the parties as to all such non-compensation issues that were or could have been negotiated. The Agreement shall not be reconsidered during its life unless by mutual consent or as required by law.

On this ____ day of October, 2006 and in witness to this Agreement, the parties hereto set their signatures.

**FOR THE DISTRICT OF COLUMBIA
GOVERNMENT**



Edward Reiskin
Interim City Administrator/
Deputy Mayor for Public Safety
And Justice

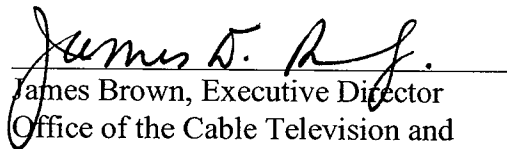


Natasha Campbell, Esq.
Supervisory Attorney Advisor
Office of Labor Relations
and Collective Bargaining

Carol Mitten, Director
Office of Property Management

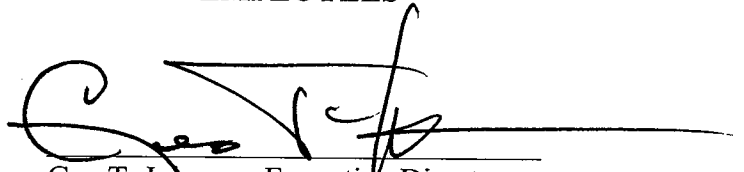


Benita Anderson, Labor Liaison
Office of Property Management



James Brown, Executive Director
Office of the Cable Television and
Telecommunications

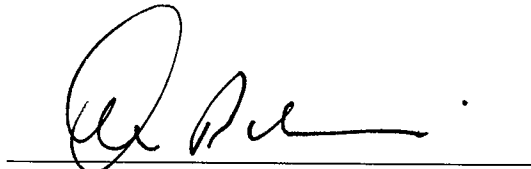
**FOR THE AMERICAN FEDERATION
OF STATE, COUNTY AND MUNICIPAL
EMPLOYEES**



Geo T. Johnson, Executive Director
AFSCME District Council 20



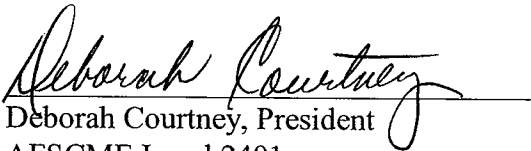
James E. Ivey, President
AFSCME District Council 20 and
AFSCME Local 2091



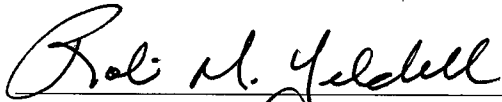
Al Bilik, Executive Assistant
AFSCME District Council 20



Brenda Featherstone, President
AFSCME Local 1200



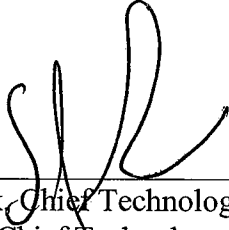
Deborah Courtney, President
AFSCME Local 2401



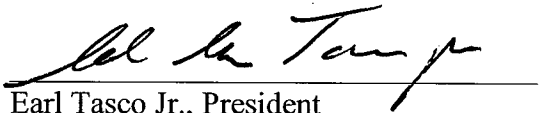
Robin Yeldell, Labor Liaison
Office of Cable Television and
Technology



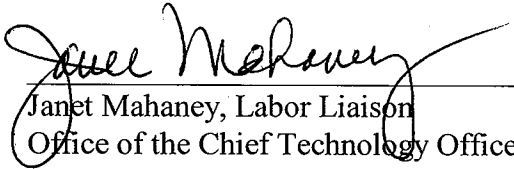
Cliff Dedrick, President
AFSCME Local 2743



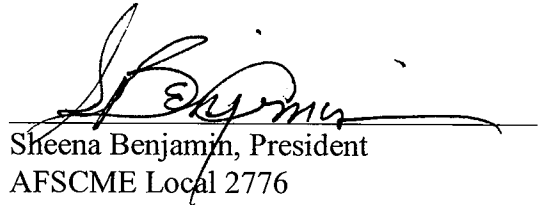
Suzanne Peck, Chief Technology Officer
Office of the Chief Technology Officer



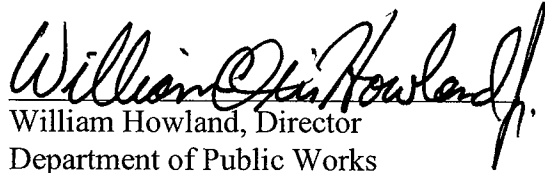
Earl Tasco Jr., President
AFSCME Local 2092



Janet Mahaney, Labor Liaison
Office of the Chief Technology Officer



Sheena Benjamin, President
AFSCME Local 2776



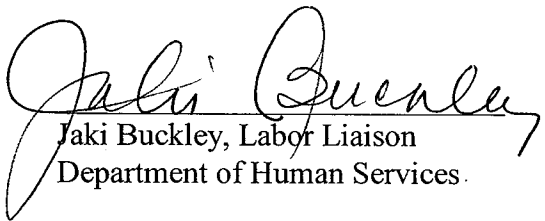
William Howland, Director
Department of Public Works



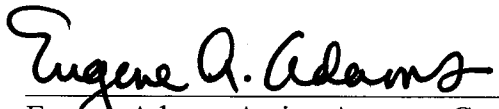
Bertha Guerra, Labor Liaison
Department of Public Works





Brian Wilbon, Interim Director
Department of Human Services

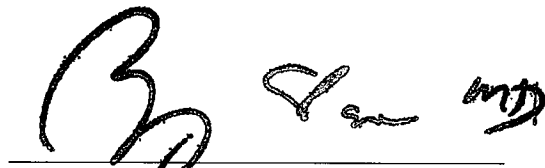


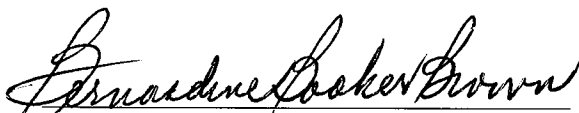
Jaki Buckley, Labor Liaison
Department of Human Services



Eugene Adams, Acting Attorney General
Office of the Attorney General

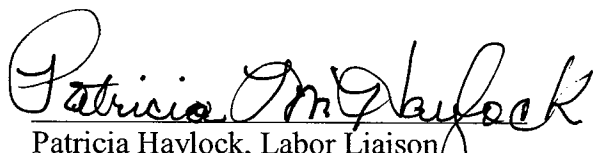

Patricia Higgins, Labor Liaison
Department of Health


Gail Elkins Davis, Labor Liaison
Office of the Attorney General


Dr. Gregg Fane, Director
Department of Health

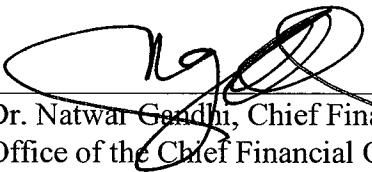

Bernadine Booker-Brown, Labor Liaison
Department of Health


Thomas Hampton, ~~Director~~ *Commissioner*
Department of Insurance, Securities
and Banking

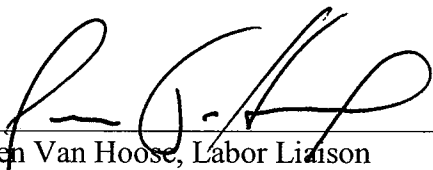

Patricia Haylock, Labor Liaison
Department of Insurance, Securities
and Banking

Dr. Patrick Canavan, Director
Department of Consumer and
Regulatory Affairs


Deborah Bonsack, Labor Liaison
Department of Consumer and
Regulatory Affairs



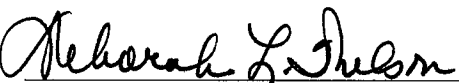
Dr. Natwar Gandhi, Chief Financial Officer
Office of the Chief Financial Officer



Ben Van Hoose, Labor Liaison
Office of the Chief Financial Officer



Uma Ahluwalia, Interim Director
Child and Family Services Agency



Debra Wilson, Labor Liaison
Child and Family Services Agency

COLLECTIVE BARGAINING WORKING CONDITIONS AGREEMENT

BETWEEN

**AMERICAN FEDERATION OF GOVERNMENT
EMPLOYEES, LOCAL 1403,
AFL-CIO,**

AND

THE DISTRICT OF COLUMBIA,

AND

**THE OFFICE OF THE ATTORNEY GENERAL,
THE GOVERNMENT OF THE
DISTRICT OF COLUMBIA**

EFFECTIVE THROUGH SEPTEMBER 30, 2017

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ARTICLE 1 RECOGNITION

Section 1 - Recognition

A. The American Federation of Government Employees, (AFGE) Local 1403 (Union) is recognized as the sole and exclusive collective bargaining representative of employees in the bargaining unit as defined in Section 2 of this Article.

B. As the sole and exclusive representative, the Union is entitled to act for and to negotiate collective bargaining agreements (CBA) on behalf of all employees in the bargaining unit. The Union shall represent the interests of all employees in the bargaining unit without discrimination as to membership.

C. The Employer shall give the Union an opportunity to be present at any formal meeting between the Employer and one or more employee(s) in the bargaining unit concerning any grievance or general condition of employment of the employee(s) in the bargaining unit. A "formal meeting" refers to any meeting between an employee and any individual in his or her supervisory chain of control that includes at least one (1) other management official or supervisor and at least one (1) Union representative.

Section 2 – Coverage

A. All Series 905 attorneys employed by the Office of the Attorney General for the District of Columbia (OAG or Employer), including Agency Counsel, except employees excluded under Section 5 of the Article. PERB Case No. O1-RC-03; Certification No. 121; PERB Case No. 01014-RC-0301, Certification No. 121, 133 (April 19, 2005).

B. AFGE Local 1403 is recognized as the sole and exclusive bargaining representative for the bargaining units set forth in PERB Certification No. 121 and PERB Certification No. 133. In the event that any attorney positions within Local 1403's bargaining unit that are currently assigned to the Office of the Attorney General are subsequently assigned to other agencies within the District of Columbia Government, the parties agree that Local 1403 will open negotiations, within thirty (30) days of the effective date of the transfer of positions, to establish an agreement governing the working conditions of the bargaining unit employees within those positions.

Section 3 – New Units

The provisions of this Agreement shall not cover bargaining unit employees under the administrative jurisdiction of the Attorney General and/or the Mayor of the District of Columbia newly certified during the term of this Agreement. Representatives of any new units shall meet to negotiate a separate Agreement which shall govern the new units.

Section 4 – Unit Clarification(s)

The Union and the Employer shall file a Joint Petition with the Public Employee Relations Board to clarify and correct inaccuracies contained or arising within the current unit certifications. Prior to filing the joint petition, the Union and Employer shall confer on the revised unit descriptions.

Section 5 - Exclusions from Coverage

The following employees are excluded from the bargaining unit covered by the Agreement:

1. All management officials;
2. All supervisors;
3. Employees who act in a confidential capacity with respect to an individual who formulates or effectuates management policies regarding attorney employees in the field of labor relations;
4. Employees engaged in personnel work regarding attorney employees in other than a purely clerical capacity;
5. Employees who are engaged in administering the provisions of Title XVII of the District of Columbia Comprehensive Merit Personnel Act of 1978, D.C. Law 2-139; and
6. Interns, volunteers, pro bono attorneys, contract attorneys, attorneys who are detailed to the OAG from federal agencies.

ARTICLE 2 LABOR-MANAGEMENT RELATIONS

Section 1 - Composition and Function of the Labor-Management Committee

- A. The parties shall continue the existing Labor-Management Committee (LMC) that will be constituted of an agreed upon number of Union and Employer representatives.
- B. The purpose of the LMC is to provide a forum for the exchange of views on working conditions, terms of employment, risk assessment, matters of common interest or other matters, which either party believes will contribute to improvement in the relations between the Union and the Employer within the framework of this Agreement.
- C. Performance evaluation appeals, grievances and disciplinary matters shall not be the subject of discussions at these meetings, nor shall the meeting be for any other purpose, which would modify, add to or detract from the provisions of this Agreement. The Committee shall adopt rules for meetings including rules for notices, agendas, times and locations.

D. Changes to the functions and structure (except changes involving a particular individual as to personnel/supervisory appointments or transfers or space relocations) of the OAG are a proper matter for consideration by the Labor-Management Committee or relevant subcommittee.

Section 2 - Subcommittees

The parties may mutually agree to establish subcommittees of the LMC to study problems and conditions.

Section 3 – Union’s Right to Request Impact and Effects Bargaining

Nothing herein shall be construed to limit the Union's right to request impact and effects bargaining over any proposed organizational changes.

Section 4 - Findings and Recommendations of the Labor-Management Committee or Subcommittee

When possible, the findings and recommendations of the LMC or subcommittee thereof will be forwarded to the Attorney General or his/her designee for consideration. The Attorney General or his/her designee shall respond in writing to any written findings and recommendations of the committee or subcommittee within a reasonable period of time. At the time recommendations are forwarded by the committee or subcommittee to the Attorney General or his/her designee, the committee or subcommittee shall recommend a requested response date from the Attorney General, or his/her designee.

Section 5 - Labor-Management Meetings

A. In mutual recognition of the parties' joint desire to discuss and resolve matters of concern at the lowest possible level, the Union steward and first-level supervisor, who shall be a Section Chief for those attorneys who are in a Section or Deputies for those attorneys who are not in a Section, should meet periodically for the purpose of meaningful consultation and communication on the problems and policies of the organization in their working unit, and if appropriate, the steward may meet with supervisors of a higher level. Such meetings between supervisors and stewards shall be on duty time, shall be brief, and shall cover matters of concern between them and appropriate to their relationship.

B. Appropriate Management and Union representatives shall meet at either party's request to discuss problems concerning the implementation of this Agreement. Each party shall furnish the other with an itemized agenda setting forth the topics of discussion one (1) day before the meeting, unless otherwise agreed. The parties further agree that items not on the agenda may be raised for discussion, if agreed to by the parties at the meeting.

Section 6 - Organizational Changes

A. The parties agree that changes to the functions and structure (except changes involving a particular individual as to personnel/supervisory appointments or transfers or space relocations) of the OAG are a proper matter for consideration by the Labor-Management Committee or