



DEFENSE COUNTERINTELLIGENCE AND SECURITY AGENCY
QUANTICO, VA 22134-2253



Federal Investigations Notice

Notice No. 23-03

September XX, 2023

Subject: Products and Services Reimbursable Billing Rates for FY 2024 and FY 2025

This notice announces updated pricing for DCSA products and services for FY 2024 effective October 1, 2023 (superseding FIN 23-01) and introduces prices for FY 2025 products and services effective October 1, 2024. All products and services detailed in the attachments are funded through reimbursable customer orders via DCSA's Working Capital Fund (WCF). DCSA is awaiting the DoD Comptroller's final approval of FY 2025 rates; a date for this approval is to be determined.

DCSA is updating its products and services offerings for FY 2024 and implementing previously introduced and new products for FY 2025 to meet Trusted Workforce (TW) policy. This update is the result of the Agency's continued implementation and delivery of TW policies and products, the planned transition of DoD adjudication services from appropriated funds into the fee-for-service WCF in FY 2025, and the transition from the legacy IT systems to the National Background Investigation Services (NBIS).

Due to the transitions, both the legacy 5-tier and new 3-tier investigations will be offered in accordance with the TW Implementation Strategy. Legacy 5-tier investigations will be offered at the start of FY 2025, at which point these products will sunset and transition to the new TW 3-tier investigations, depending on finalized policy decisions by Executive Agents. In addition, beginning in FY 2025, DCSA will offer new standalone adjudication services and packaged investigations to its DoD customers that include bundled adjudication services for both legacy 5-tier and new 3-tier investigations.

In FIN 23-01, DCSA temporarily lowered rates for tiered background investigation products to return cash accumulated over time to our customers. As planned and announced at that time, in FY 2025 DCSA will return to the previous rates but with a reduction of an additional 1 percent from FY 2023 prices. For some other products and services, DCSA adjusted rates to account for inflation. DCSA is initiating a multi-year plan to establish full-cost recovery prices for all products and services. After nearly 4 years of rate reductions, DCSA expects rate increases will likely be necessary in FY 2026 to achieve full cost recovery pricing. This multi-year approach is designed to avoid large rate increases over a short period of time — which would negatively impact customer budgets — in favor of smaller increases over a span of several years. DCSA remains committed to full price transparency to all customers and stakeholders as we move into FY 2024 and 2025. Please contact your customer liaisons and/or your DCSA OCFO representatives for further information and assistance.

William K. Lietzau
Director

Inquiries: Office of the Chief Financial Officer, Billing Support Team: 724-794-5612 ext. 4490
Distribution: All agency SOI and SON Offices
Expiration: When superseded
Attachments: 1) FY 2024 DCSA Billing Rates; 2) FY 2025 DCSA Billing Rates

FY 2024 DCSA Billing Rates

Section 1: Initial Vetting Products and Services

The tables below list rates for Legacy 5-Tier BI Products, to include associated optional and required expanded coverage services. The previous FIN with FY 2024 rates included the new 3-tier TW products. However, the legacy 5-tier products will remain available to be ordered by customers through FY 2024 and then transition to the new 3-tier TW products in accordance with the TW Implementation Strategy. As a result, the new 3-tier TW products are redacted from the current FY 2024 Rates.

Investigation Base Rates

Case Type		Case Type Code	Case Service	
			Standard	Priority
T1	Tier 1	63	\$148	N/A
T2	Tier 2	55	\$345	\$373
T2R	Tier 2 Reinvestigation	56	\$310	\$335
T3	Tier 3	64	\$345	N/A
T3R	Tier 3 Reinvestigation	65	\$310	N/A
T4	Tier 4	66	\$3,360	\$3,629
T4R	Tier 4 Reinvestigation	67	\$2,075	\$2,241
T5	Tier 5	70	\$4,435	\$4,790
T5R	Tier 5 Reinvestigation	71	\$2,430	\$2,624

Optional Extra Coverage Fees

Extra Coverage	Available Case Types	Fee
Bar Association License Check (BAR) <i>Includes the potential need for multiple BAR checks and all associated state fees</i>	All	\$16
Bureau of Vital Statistics Check (BVS)	All	\$15
Credit Check (CRED)	NAC, T1	\$12
State Criminal History Repository Check (SCHR) <i>Includes the potential need for multiple SCHR checks and all associated state fees</i>	All	\$48

FY 2024 DCSA Billing Rates

Required Expanded Coverage Fees

Expanded Coverage <i>Fee(s) will be applied when expanded coverage is required</i>	Eligible Case Types	Fee
International Coverage (INTL)	All	\$820
Triggered Enhanced Subject Interview (TESI)	T1, T2, T2R, T3 & T3R	\$875
Name Search for Spouse and/or Cohabitant (SFPN/SFBN)	NAC	\$26

Other Background Investigation Products

Case Type	Billing Rate
NAC National Agency Check	\$115
eFP Electronic FBI Fingerprint Classification Check ¹	\$20

Ordering and Invoicing

- Customers will need to leverage an existing interagency agreement or establish a new interagency agreement with DCSA to be invoiced.
 - Initial Vetting products and service will require a separate interagency agreement from other DCSA products and services.
 - Case requests may be accepted and processed prior to the completion of the interagency agreement and pending the availability of funds. DCSA maintains the authority to decline new case requests and/or suspend work if interagency agreements are not received and funded in a timely manner.
- Requestors are responsible for providing the required financial information needed for DCSA to apply the case request to a funded agreement. Requests that have invalid or missing information will be rejected or flagged for further action.
- Customers will be billed monthly based on the number of case requests received in the prior month and adjustments made to any prior case requests.
- Invoices will be separate from the invoices issued for other DCSA products and services.

¹ eFP checks merged with another investigation within 120 days of the initial submission date will not be billed separately. eFP checks that do not merge with another investigation will be billed separately or after the 120-day waiting period has ended.

FY 2024 DCSA Billing Rates

Section 1A: RSI and SAC Requests

The tables in this section outline various items that can be ordered via a Reimbursable Suitability/Security Investigation (RSI) or a Special Agreement Check (SAC). RSI and SAC requests include a one-time processing fee in addition to the individual items requested. For further instructions on requesting items visit www.dcsa.mil.

RSI & SAC Processing Fees

Reimbursable Suitability/Security Investigation (RSI) Processing Fee	Standard \$90	Priority \$97
Special Agreement Check (SAC) Processing Fee	\$11	

Item	SAC / RSI Code	Fee
Bureau of Vital Statistics Check (BVS)	N	\$15
Citizenship and Immigration Services Check (IMM and STPA)	I	\$6
Credit Check (CRED)	E	\$12
Defense Central Index of Investigations Check (DCII)	D	\$11
FBI Fingerprint Classification Check (FBIF)	B	\$12
FBI Fingerprint Name-Only Check (FBFN) – SAC Request Only	K	\$2
FBI Investigations Files Check (FBIN)	C	\$24
Financial Crimes Enforcement Network Check (FNCN) – RSI Request Only	V	\$10
Interpol Search - RSI Request Only	T	\$6
Investigative Agencies Check (INVA)	H	\$8
Military Discharge Check (MILD)	4 / L	\$3
Military Personnel Records Check (MILR)	G	\$16
National Crime Information Center/Interstate Identification Index Check (NCIC/III)	X	\$6
Security/Suitability Investigations Index Check (SII)	A	\$5
Spouse/Cohabitant National Agency Check (Spouse/Cohab NAC) ¹	S	\$42
State Criminal History Repository (SCHR) Coverage – SAC Request Only	8	\$48

New for FY 2024, BAR and SCHR items will be billed as a per case fee. Furthermore, the Continuous Evaluation Special Agreement Check (CE SAC) is no longer offered because it has been superseded by Trusted Workforce Continuous Vetting services.

¹ Spouse/Cohab NAC includes SSII, SFPN, SFBN and SDCI. Additional FBI fees will be applied for multiple spouses/cohabitants checks.

FY 2024 DCSA Billing Rates

Fieldwork Items

Available only with RSI Requests

Item	RSI Code	Standard Fee	Priority Fee
Affidavit ²	P	\$250	\$270
Certified Testimony	M	\$335	\$360
Enhanced Subject Interview	3	\$1,035	\$1,120
Hardcopy Document Attachments ³	K	\$50	\$54
Personal Source	5	\$385	\$415
Record Search	2	\$250	\$270
Subject Contact	6	\$250	\$270
Triggered Enhanced Subject Interview	7	\$875	\$945

Note: Case Type Code “92” and Case Service Code “A” will be used for all SAC requests. Case Type “43” and the requested Cases Service Code will be used for all RSI requests.

² Affidavit must be ordered in combination with another Fieldwork Item

³ Hardcopy Document Attachments must be ordered in combination with another Fieldwork Item

Release Date: September 6, 2023

FY 2024 DCSA Billing Rates

Section 2: TW Continuous Vetting (CV) Products and Services

TW CV Service Type	Monthly Subscription Fee per Active Enrollee
<p>TW 1.25 CV Service for Non-DoD <i>For Non-DoD National Security Positions</i> Includes:</p> <ul style="list-style-type: none"> Automated Record Checks (ARC) for three data categories 	<p>\$3.00 (\$36.00 Annual Subscription Fee*)</p>
<p>TW 1.25 CV Non-Sensitive Public Trust (NSPT) <i>For Non-Sensitive Public Trust Suitability Positions</i> Includes:</p> <ul style="list-style-type: none"> Automated Record Checks (ARC) for three data categories 	<p>\$3.00 (\$36.00 Annual Subscription Fee*)</p>
<p>TW 1.5 CV Interim Service <i>For National Security Positions</i> Includes:</p> <ul style="list-style-type: none"> Automated Record Checks (ARC) for all seven TW 1.5 compliant data categories Actionable Alert Resolution (AAR) using TW 1.5 policy 	<p>\$6.00 (\$72.00 Annual Subscription Fee*)</p>

*Annual Subscription Fee assumes the subject is actively enrolled the entire year.

Ordering and Invoicing

- Customers will be billed the monthly subscription fee per each enrollee that was active at any point in the prior month.
- Customers will need to leverage an existing interagency agreement or establish a new interagency agreement with DCSA prior to receiving TW CV Service.
- No refunds or adjustments will be provided for partial month enrollment.
- Invoices will be separate from the invoices issued for other DCSA products and services.

FY 2024 DCSA Billing Rates

Section 3: Expedited Screening Protocol (ESP) Products

ESP Standard <i>Standard ESP review</i>	\$70
ESP International Military Student (IMS) Products	Billing Rate
ESP IMS Initial Review <i>Standard ESP review with biometric analysis</i>	\$90
ESP IMS Continuous Review <i>90-day follow-up review of ESP IMS IR</i>	\$75

Ordering and Invoicing

- ESP customers will need to leverage an existing interagency agreement or establish a new interagency agreement with DCSA.
 - Exception: To meet ESP policies established within the DoD, an ESP check will be automatically conducted on DoD submissions if a foreign nexus is identified during the review of the subject’s SF 86 or otherwise developed. Subsequently, DoD customers will be charged for an ESP Standard check when this occurs. ESP checks may be conducted prior to the completion of the interagency agreement and pending the availability of funds. DCSA maintains the authority to decline new case requests and/or suspend work if interagency agreements are not received and funded in a timely manner.
- Customers will be billed monthly for each ESP product that was completed in the prior month.
- Invoices will be separate from the invoices issued for other DCSA products and services.

FY 2024 DCSA Billing Rates

Section 4: Investigative Service Provider (ISP) DCSA Systems Access

Per request initiated in DCSA’s Standard Form Processing System <i>(e.g. eQIP or eApp)</i>	\$9
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NOTE: This service is only for agencies who meet the following criteria

- 1. A delegated Investigative Service Provider (ISP)**
- 2. Do not order any background investigations from DCSA**

Ordering and Invoicing

- Customers will need to leverage an existing interagency agreement or establish a new interagency agreement with DCSA prior to initiating requests.
- Customers will be billed quarterly for each request initiated in DCSA’s Standard Form Processing System in the prior quarter.
- Invoices will be separate from the invoices issued for other DCSA products and services.

FY 2025 DCSA Billing Rates

Section 1A: Initial Legacy Vetting Products and Services

The tables below list rates for Legacy 5-Tier BI Products. Legacy 5-tier investigations will be offered until the transition to the new 3-tier Trusted Workforce BI Products.

Initial Legacy Tiered Background Investigations

Case Type		Case Service	
		Standard	Priority
T1	Tier 1	\$179	N/A
T2	Tier 2	\$415	\$450
T2R	Tier 2 Reinvestigation	\$375	\$405
T3	Tier 3	\$415	N/A
T3R	Tier 3 Reinvestigation	\$375	N/A
T4	Tier 4	\$4,055	\$4,380
T4R	Tier 4 Reinvestigation	\$2,505	\$2,705
T5	Tier 5	\$5,355	\$5,785
T5R	Tier 5 Reinvestigation	\$2,935	\$3,170

Initial Adjudication Products and Services for Legacy 5-Tiered Products – Standalone

Case Type	Service Rate
ADJ - T1 Tier 1	\$128
ADJ - T2 Tier 2	\$253
ADJ - T2R Tier 2 Reinvestigation	\$253
ADJ - T3 Tier 3	\$253
ADJ - T3R Tier 3 Reinvestigation	\$253
ADJ - T4 Tier 4	\$319
ADJ - T4R Tier 4 Reinvestigation	\$319
ADJ - T5 Tier 5	\$319
ADJ - T5R Tier 5 Reinvestigation	\$319

FY 2025 DCSA Billing Rates

DOD Legacy 5-Tiered Background Investigations with Adjudication Services

Case Type	Case Service	
	Standard	Priority
T1A Tier 1	\$307	<i>N/A</i>
T2A Tier 2	\$668	\$720
T2RA Tier 2 Reinvestigation	\$628	\$680
T3A Tier 3	\$668	<i>N/A</i>
T3RA Tier 3 Reinvestigation	\$628	<i>N/A</i>
T4A Tier 4	\$4,374	\$4,725
T4RA Tier 4 Reinvestigation	\$2,824	\$3,050
T5A Tier 5	\$5,674	\$6,130
T5RA Tier 5 Reinvestigation	\$3,254	\$3,515

Optional Extra Coverage Fees

<i>Extra Coverage</i>	Available Case Types	Fee
Bar Association License Check (BAR) <i>Includes the potential need for multiple BAR checks and all associated state fees</i>	All	\$16
Bureau of Vital Statistics Check (BVS)	All	\$15
Credit Check (CRED)	NAC, T1	\$12
State Criminal History Repository Check (SCHR) <i>Includes the potential need for multiple SCHR checks and all associated state fees</i>	All	\$48

Required Expanded Coverage Fees

<i>Expanded Coverage</i> <i>Fee(s) will be applied when expanded coverage is required</i>	Eligible Case Types	Fee
International Coverage (INTL)	All	\$900
Triggered Enhanced Subject Interview (TESI)	T1, T2, T2R, T3 & T3R	\$960
Name Search for Spouse and/or Cohabitant (SFPN/SFBN)	NAC	\$26

FY 2025 DCSA Billing Rates

Section 1B: Initial Vetting Products and Services

The tables below list rates for the new Trusted Workforce 3-Tier BI Products. DCSA is planning to offer the new 3-tier investigations in accordance with the TW Implementation Strategy.

Initial Vetting Tiered Background Investigations⁵

Case Type		Case Service	
		Standard	Priority
LT	Low Tier	\$191	N/A
MT	Moderate Tier	\$755	\$815
HT	High Tier	\$5,745	\$6,205

Initial Vetting Adjudication Products and Services – Standalone

Case Type	Service Rate
ADJ-LT Low Tier Adjudication	\$165
ADJ-MT Moderate Tier Adjudication	\$326
ADJ-HT High Tier Adjudication	\$410
ADJ-CSR Customer Service Request	\$120
ADJ-IR Incident Report	\$293
ADJ-CVAA Continuous Vetting Alert Adjudication	\$365

DOD Trusted Workforce (TW) Initial Vetting with Adjudication Services

Case Type		Case Service	
		Standard	Priority
LTA	Trusted Workforce Low Tier	\$356	N/A
MTA	Trusted Workforce Moderate Tier	\$1,081	\$1,170
HTA	Trusted Workforce High Tier	\$6,155	\$6,650

⁵ Initial Vetting Tiered Background Investigation billing rates for Moderate and High Tier include costs associated with Triggered Enhanced Subject Interviews (TESI) and international coverage.

FY 2025 DCSA Billing Rates

Other Background Investigation Products

Case Type	Billing Rate
NAC National Agency Check	\$140
eFP Electronic FBI Fingerprint Classification Check ⁶	\$20

Ordering and Invoicing

- Customers will need to leverage an existing interagency agreement or establish a new interagency agreement with DCSA to be invoiced.
 - Initial Vetting products and service will require a separate interagency agreement from other DCSA products and services.
 - Case requests may be accepted and processed prior to the completion of the interagency agreement and pending the availability of funds. DCSA maintains the authority to decline new case requests and/or suspend work if interagency agreements are not received and funded in a timely manner.
- Requestors are responsible for providing the required financial information needed for DCSA to apply the case request to a funded agreement. Requests that have invalid or missing information will be rejected or flagged for further action.
- Customers will be billed monthly based on the number of case requests received in the prior month and adjustments made to any prior case requests.
- Invoices will be separate from the invoices issued for other DCSA products and services.

⁶ eFP checks merged with another investigation within 120 days of the initial submission date will not be billed separately. eFP checks that do not merge with another investigation will be billed separately or after the 120-day waiting period has ended.

FY 2025 DCSA Billing Rates

Section 1C: RSI and SAC Requests

The tables in this section outline various items that can be ordered via a Reimbursable Suitability/Security Investigation (RSI) or a Special Agreement Check (SAC). RSI and SAC requests include a one-time processing fee in addition to the individual items requested. For further instructions on requesting items visit www.dcsa.mil.

RSI & SAC Processing Fees

Reimbursable Suitability/Security Investigation (RSI) Processing Fee	Standard \$90	Priority \$97
Special Agreement Check (SAC) Processing Fee	\$11	

Item	SAC / RSI Code	Fee
Bureau of Vital Statistics Check (BVS)	N	\$15
Citizenship and Immigration Services Check (IMM and STPA)	I	\$6
Credit Check (CRED)	E	\$12
Defense Central Index of Investigations Check (DCII)	D	\$11
FBI Fingerprint Classification Check (FBIF)	B	\$12
FBI Fingerprint Name-Only Check (FBFN) – SAC Request Only	K	\$2
FBI Investigations Files Check (FBIN)	C	\$24
Financial Crimes Enforcement Network Check (FNCN) – RSI Request Only	V	\$10
Interpol Search - RSI Request Only	T	\$6
Investigative Agencies Check (INVA)	H	\$8
Military Discharge Check (MILD)	4 / L	\$3
Military Personnel Records Check (MILR)	G	\$16
National Crime Information Center/Interstate Identification Index Check (NCIC/III)	X	\$6
Security/Suitability Investigations Index Check (SII)	A	\$5
Spouse/Cohabitant National Agency Check (Spouse/Cohab NAC)⁷	S	\$42
State Criminal History Repository (SCHR) Coverage – SAC Request Only	8	\$48

⁷ Spouse/Cohab NAC includes SSII, SFPN, SFBN and SDCI. Additional FBI fees will be applied for multiple spouses/cohabitants checks.

FY 2025 DCSA Billing Rates

Fieldwork Items

Available only with RSI Requests

Item	RSI Code	Standard Fee	Priority Fee
Affidavit ⁸	P	\$250	\$270
Certified Testimony	M	\$335	\$360
Enhanced Subject Interview	3	\$1,035	\$1,120
Hardcopy Document Attachments ⁹	K	\$50	\$54
Personal Source	5	\$385	\$415
Record Search	2	\$250	\$270
Subject Contact	6	\$250	\$270
Triggered Enhanced Subject Interview	7	\$960	\$1,037

Note: Case Type Code “92” and Case Service Code “A” will be used for all SAC requests. Case Type “43” and the requested Cases Service Code will be used for all RSI requests.

⁸ Affidavit must be ordered in combination with another Fieldwork Item

⁹ Hardcopy Document Attachments must be ordered in combination with another Fieldwork Item

Release Date: September 6, 2023

FY 2025 DCSA Billing Rates

Section 2: TW Continuous Vetting (CV) Products and Services

The table below contains the Trusted Workforce (TW) Continuous Vetting (CV) Products and Services. CVA Service includes Incident Reporting and Continuous Vetting Alert Adjudication.

TW CV Service Type	Monthly Subscription Fee per Active Enrollee
<p>TW 1.25 CV Non-Sensitive Public Trust (NSPT) <i>Initial Service for Non-Sensitive Public Trust Positions</i> Includes:</p> <ul style="list-style-type: none"> • Automated Record Checks (ARC) for three data categories 	<p>\$3.25 (\$39.00 Annual Subscription Fee*)</p>
<p>TW 2.0 CV – Moderate/High Tier <i>Service for Moderate and High Tier Positions</i> Includes:</p> <ul style="list-style-type: none"> • Automated Record Checks (ARC) for all seven TW 2.0 compliant data categories • Time-based Checks (TBC) • Actionable Alert Resolution (AAR) using TW 2.0 policy 	<p>\$7.50 (\$90.00 Annual Subscription Fee*)</p>
<p>TW 2.0 CVA – Moderate/ High Tier <i>CV service for Moderate and High Tier Positions with Adjudication service</i> Includes:</p> <ul style="list-style-type: none"> • Automated Record Checks (ARC) for all seven TW 2.0 compliant data categories • Time-based Checks (TBC) • Actionable Alert Resolution (AAR) using TW 2.0 policy • Adjudication Services (includes Incident Report (IR) and Continuous Vetting Alert Adjudication (CVAA)) 	<p>\$8.00 (\$96.00 Annual Subscription Fee*)</p>

*Annual Subscription Fee assumes the subject is actively enrolled the entire year.

Ordering and Invoicing

- Customers will be billed the monthly subscription fee per each enrollee that was active at any point in the prior month.
- Customers will need to leverage an existing interagency agreement or establish a new interagency agreement with DCSA prior to receiving TW CV Service.
- No refunds or adjustments will be provided for partial month enrollment.
- Invoices will be separate from the invoices issued for other DCSA products and services.

FY 2025 DCSA Billing Rates

Section 3: Expedited Screening Protocol (ESP) Products

ESP Standard <i>Standard ESP review</i>	\$72
ESP International Military Student (IMS) Products	Billing Rate
ESP IMS Initial Review <i>Standard ESP review with biometric analysis</i>	\$93
ESP IMS Continuous Review <i>90-day follow-up review of ESP IMS IR</i>	\$77

Ordering and Invoicing

- ESP customers will need to leverage an existing interagency agreement or establish a new interagency agreement with DCSA.
 - Exception: To meet ESP policies established within the DoD, an ESP check will be automatically conducted on DoD submissions if a foreign nexus is identified during the review of the subject’s SF 86 or otherwise developed. Subsequently, DoD customers will be charged for an ESP Standard check when this occurs. ESP checks may be conducted prior to the completion of the interagency agreement and pending the availability of funds. DCSA maintains the authority to decline new case requests and/or suspend work if interagency agreements are not received and funded in a timely manner.
- Customers will be billed monthly for each ESP product that was completed in the prior month.
- Invoices will be separate from the invoices issued for other DCSA products and services.

FY 2025 DCSA Billing Rates

Section 4: Investigative Service Provider (ISP) DCSA Systems Access

Per request initiated in DCSA’s Standard Form Processing System <i>(e.g. eQIP or eApp)</i>	\$9
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NOTE: This service is only for agencies who meet the following criteria

- 3. A delegated Investigative Service Provider (ISP)**
- 4. Do not order any background investigations from DCSA**

Ordering and Invoicing

- Customers will need to leverage an existing interagency agreement or establish a new interagency agreement with DCSA prior to initiating requests.
- Customers will be billed quarterly for each request initiated in DCSA’s Standard Form Processing System in the prior quarter.
- Invoices will be separate from the invoices issued for other DCSA products and services.