

Cost and Software Data Reporting (CSDR) for the Acquisition Community



Agenda

A vertical grey line runs down the left side of the slide, with six light grey circular markers positioned at regular intervals, each corresponding to an agenda item.

IMPORTANCE OF COST

- *Understand why CSDR is implemented to support better acquisition decisions*

OVERVIEW OF CSDR

- *Understand the CSDR deliverables and when they are required*

CSDR PROCESSES, PROCEDURES, AND ROLES

- *Understand the specific Roles & Responsibilities of the Acquisition Community throughout contract execution*
- *Understand how to implement CSDR requirements*

OVERVIEW OF CADE

- *Understand what the CADE System is and how to request access*

CADE RESOURCES AND WORKFLOWS

- *Understand how CADE enables analysts to access cost data and manage CSDR requirements*

KEY TAKEAWAYS AND ADDITIONAL RESOURCES

Importance of Cost



Applications of CSDR Data



Objective | *Understand why CSDR is implemented to support better acquisition decisions*

Applications of CADE Data | Use Cases for CSDR

Budgeting

CSDRs are crucial for informing the Planning, Programming, Budgeting, and Execution (PPBE) process. Cost estimates developed with CSDRs' help to ensure data-driven and stable long-term funding levels that align to program expectations and requirements.

Acquisition

CSDRs are crucial for informing cost estimates associated with statutory major acquisition milestones. These estimates inform statutory program baselines and help inform acquisition decisions on key items such as acquisition strategy and program quantities.

Applications of Cost Data

Good cost estimating is not possible without good data

CSDRs provide cost data essential to the DoD that analysts can leverage for a variety of purposes

Requirements

CSDRs can inform major system requirements via cost-informed trades to meet cost or affordability targets early in a program (e.g., AoA) or can inform lower-level trades that may be required throughout a program's lifecycle.

Negotiations / Proposal Analysis

CSDRs provide insight into historical costs for analogous efforts. This facilitates comparing offers against both historical trends and previous efforts by the same offeror and evaluating bases of estimate (BOEs) against prior incurred costs at or below the unit level.



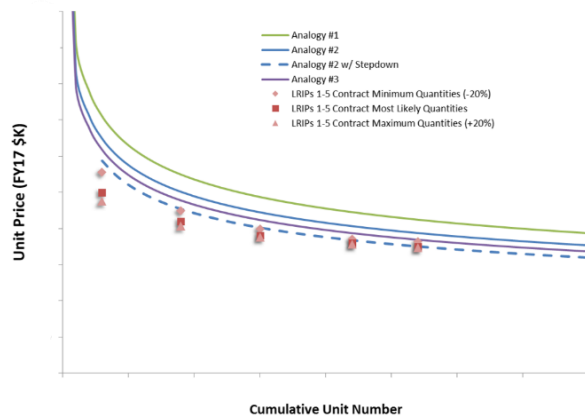
Analysis with CCDRs

- Learning Curve by lot and unit
- Labor factors on material
- Future overhead projections
- Overhead factors
- Labor rate analysis
- Unit costs analysis
- Analysis of recurring vs. nonrecurring effort
- SEPM factors
- Below-the-line factors
- Profit analysis
- Time-phased cost and headcount analysis

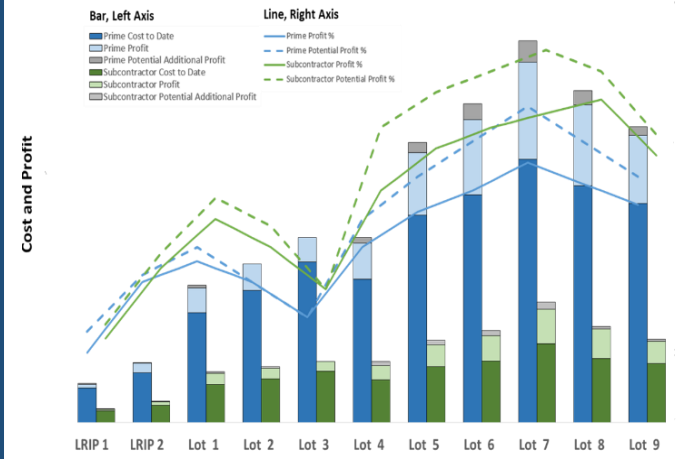
Analysis with Software and Technical Data

- Cost Informed Technical Assessments
- Parametric Analysis for contract cost estimates
- Technical Scope Evaluations of Proposals
- Programmatic Evaluation of Proposals
- Analysis of SW output versus hours for software development and maintenance

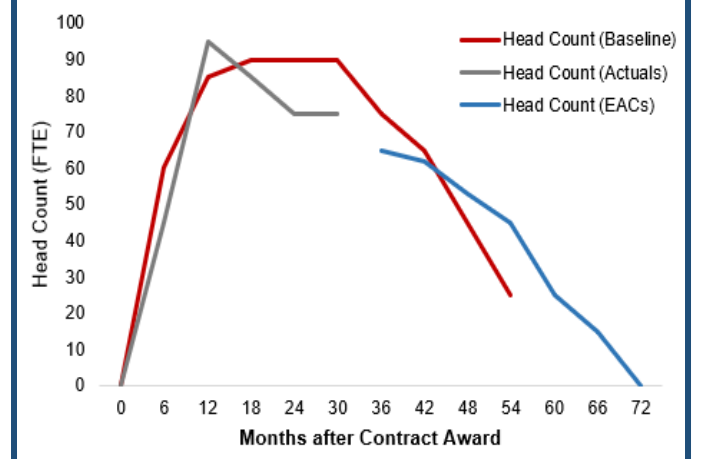
Learning Curve Analysis



Profit Analysis



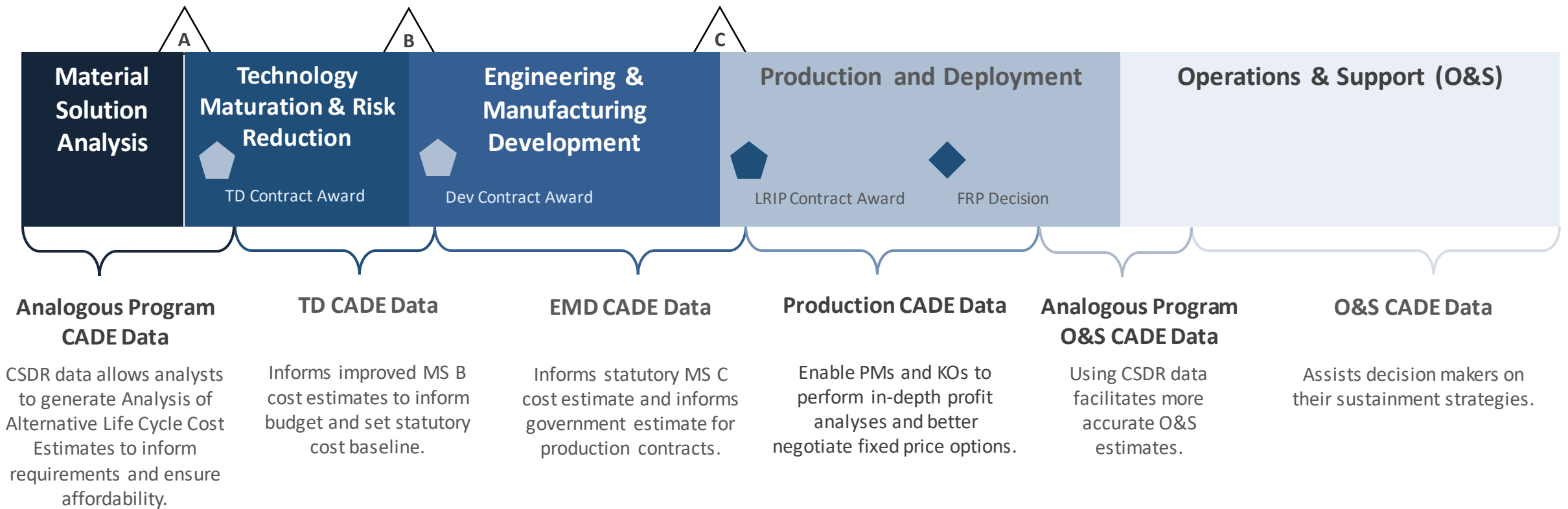
Head Count (FTE) by Month





Applications of CADE Data | Alignment to Milestones

Data from CADE on analogous programs is critical early in a program’s lifecycle. As the program progresses, its own actual data becomes invaluable in budget formulations, contract negotiations, and acquisition decisions.





CSDR data was **essential** to the affordability of the JLV Program

Objectives

- **CWIPT generated CSDR plan for inclusion in RFP and ensured that requirements met the government's needs and expectations**
- Used CSDR to collect actuals on tactical vehicle prototypes at WBS Level 3 from all three contractor teams participating in the Technology Demonstration Phase
- Included additional CDRL to collect detailed Average Unit Manufacturing costs from each TD Vendor to augment CSDR data and get industry's estimate of production costs
- Received high-quality data from contractor CSDR submissions and used it to support Program Office needs

Action

- First Army program to conduct significant reviews of CSDR draft submissions (including site visits and submission rejections) to ensure high data quality
- Obtained CSDR buy-in from PM-JLV by highlighting future benefits to program and cost estimating community (versus "check the box" requirement).
- Conducted CSDR Readiness Review ASAP to review contractors' WBSs, account definitions, and mappings
- Primes encouraged to flow down definitions to subcontractors, even if they were not directly reporting CSDR
- **Prototype delivery data used for *Cost-Informed Trades*, and resulted in different and more affordable requirements at MS B**

Lessons Learned

- **Helped drive requirements evolution and Cost Informed Trades Assessment (CITA) actions to balance capability and affordability**
- **CSDR data provided irrefutable evidence from three different vendors to Requirements IPT of actual prototype costs linked to requirements.**
- Common WBS reporting elements and standardized CCDR structures facilitated development of homogeneous datasets useful for cost estimating
- Understanding of CSDR varied across industry, but the competitive environment prompted Industry to meet government needs

Overview of CSDR



CSDR Requirements and Deliverables

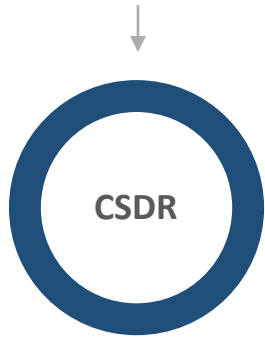


Objective | *Understand the CSDR deliverables and when they are required*

CSDR Overview | What is CSDR?

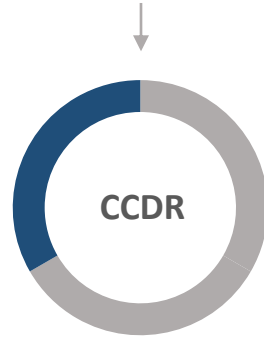


Cost and Software Data Reporting



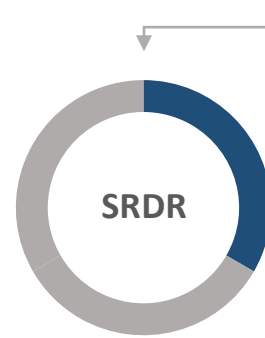
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Cost

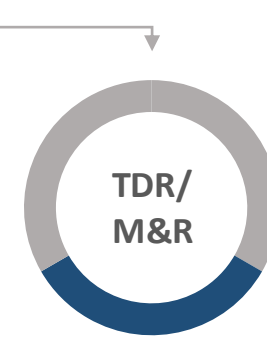


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Technical



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Cost and Software Data Reporting (CSDR) is an umbrella term for a series of deliverables (CDRLs) that collect cost, hour, quantity, and technical data for a contract.

Contractor Cost Data Reporting records the actual costs and hours incurred by prime and subcontractors, broken out by WBS Element, To Date and At Completion, Recurring and Non-Recurring, and Standard Functional Categories for legacy formats. Additional breakouts exist in the FlexFile and Quantity Data Report (QDR).

Software Resources Data Reporting captures the activities executed in the development of software based on the developer's unique software processes. It provides SLOC and, if applicable, Agile Measures, Function Points, and/or RICE-FW counts by WBS Element, specifically for Software Release(s) and CSCI(s)

Technical Data Reports capture technical specifications of a system by WBS Element and/or End Item and Lot.

Maintenance and Repair Parts Data Reports capture the number and type of maintenance and repair actions conducted on a sustainment effort by WBS Element.

CCDRs contain

- › Dollars
- › Hours
- › Quantity
- › Price and Fee

SRDRs contain

- › SLOC
- › Requirements
- › Hours & Activities
- › Additional Sizing Metrics

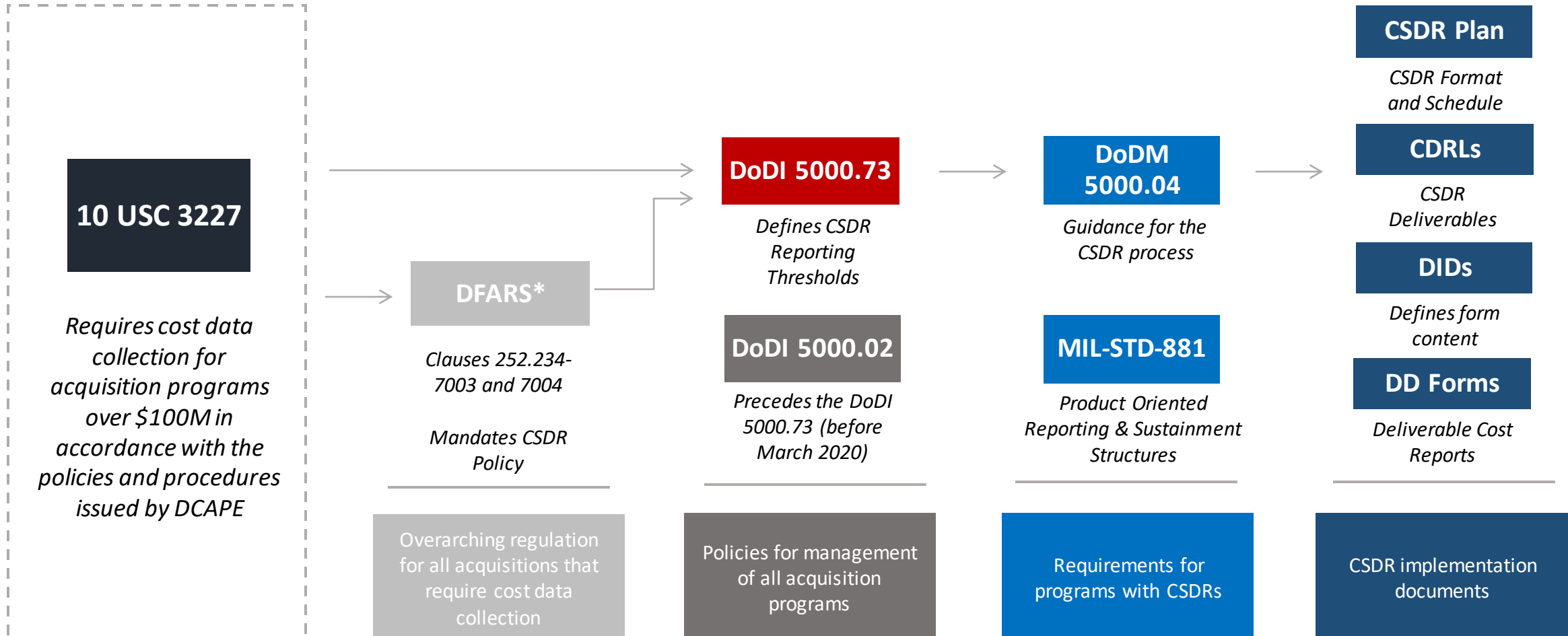
TDRs contain

- › Technical Specifications
- › Key SE/PM Parameters

M&Rs contain

- › Maintenance Event Details
- › Repair Parts Details

CSDR Requirements | Policy



* CSDR applies to non-FAR agreements per the DoDI 5000.73

CSDRs are required because systematic cost data collection is necessary to inform a variety of cost-related leadership decisions



Table 1 of the DoDI 5000.73 outlines CSDR requirements for each CDRL below

Regardless of acquisition pathway, if an acquisition program is over \$100M, then the following requirements are assessed for each contract and subcontract awarded for the program*

Software Resources Data Reporting (SRDR)

Requirements vary depending on the format. The SRDR Development and ERP is required for software development efforts > \$20M. The SRDR Maintenance is required for software maintenance efforts > \$20M or when a previous contract required an SRDR Development or ERP. Requirements apply to prime and subcontracts.

Technical Data Report (TDR)

Required for contracts > \$50M. Required for ACAT I and ACAT II-equivalent programs. May be required for subcontracts at the CWIPT's discretion based on scope of work.

Quantity Data Report (QDR)

The QDR is submitted alongside the FlexFile and has the same requirements. It may be excluded at CWIPT discretion for software-intensive efforts, integration efforts, or other efforts without meaningful quantities.

Maintenance & Repair Parts Data Report (M&R)

Required for contracts with sustainment efforts > \$50M. Required for ACAT I and ACAT II-equivalent programs. May be excluded at CWIPT discretion if the scope of work does not contain significant maintenance event effort or repair part procurement.

Cost and Hour Report (FlexFile)

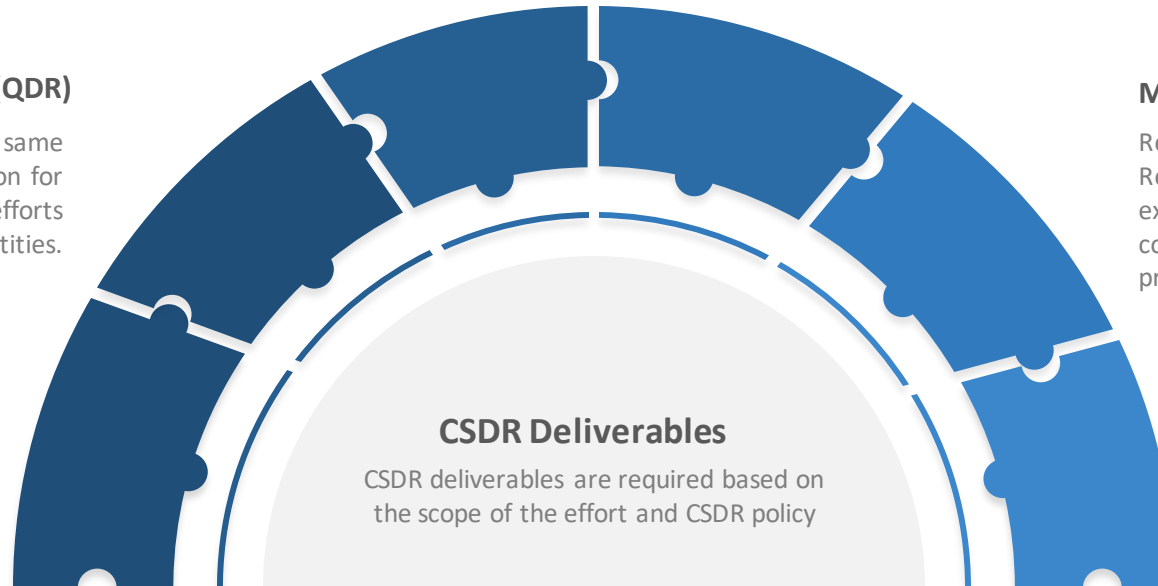
Required for contracts and subcontracts > \$50M or required for contracts > \$20M for MTA programs or high risk/high-technical interest efforts.

CSDR Deliverables

CSDR deliverables are required based on the scope of the effort and CSDR policy

Contractor Business Data Report (1921-3)

Requirements are placed on all contracts and subcontracts requiring CSDR over \$250M. One CBDR submission from a business unit satisfies the CBDR requirement for *all* contracts for that business unit.



* Requirements for ACAT III-equivalent programs are at the discretion of the plan approval authority

CSDR Requirements | CSDR vs. EVM



If a contract requires EVM, why does it also require CSDR?

BLUF: CSDR is a different requirement, used for a different purpose, and is not a significant burden if tailored appropriately.

Attributes	CSDR	EVM (IPMDAR)
Primary Applicability/Purpose	Analysis and estimating of future efforts (same program or other programs)	Analysis and management of current contract
Data Attributes	Actual Cost focused, EAC/FACs provided. Recurring and nonrecurring cost by WBS and by function. Includes complementary data (Software Resource, M&R, and Technical) and WBS dictionary.	Actual & planned cost by WBS by month with cumulative and estimates at complete (EACs); staffing forecasts, explanation of variance, & schedule
Contract Type	All contract types	All but Firm Fixed Price* *FFP efforts with significant development \$ require reporting
Reporting Frequency	Initial (~90 days post contract award), Interim (annually or specified events), and Final contract (95% complete)	Monthly
Approving Organization	OSD CAPE (delegated to Service Cost Agencies for non-ACAT I's)	Program Office (PO)
Data Validation	Contractor, CAPE, SCAs, POs No EVMS audit requirement	DCMA validates system, Individual Program Offices check data

CSDR Processes, Procedures, and Roles



Process Overview



Objective | *Understand the role the Program and Contracting Offices play in CSDR*



Overview | Acquisition Community Roles and Responsibilities

CWIPT Member	Key Points of Contact	Primary Areas of Responsibility
<p>Acquisition Community</p>	<p>Contracting Office, Program Management team, Financial Management team, Cost team, technical/engineering SMEs</p>	<ul style="list-style-type: none"> ○ Notify other CWIPT members of upcoming and changing requirements ○ Provide SME knowledge of scope and program details to the planning process ○ Track CSDR requirements within CADE and collaborate with DCARC to resolve issues ○ Ensure proper CSDR plan, CDRLs, and SOW language are placed on contract and included in solicitations ○ Review CSDR submissions and provide feedback to the DCARC (who will incorporate it into Validation Error Reports)
<p>OSD CAPE</p>	<p>CAPE Analyst, CDSG Director, Deputy Director for Cost Assessment</p>	<ul style="list-style-type: none"> ○ Provide SME knowledge as an end user of CSDR data to ensure that requirements on contract meet the needs of the DoD Cost Community ○ Assist in resolving issues related to non-compliance with CSDR requirements ○ Approve all CSDR plans for ACAT I equivalent programs ○ Adjudicate waiver requests for all programs with CSDR requirements, regardless of ACAT equivalence
<p>Defense Cost and Resource Center (part of OSD CAPE)</p>	<p>DCARC Analyst</p>	<ul style="list-style-type: none"> ○ Provide SME knowledge of CSDR policies and processes to ensure that the correct requirements are captured for each contract ○ Provide SME knowledge of CADE to help CWIPT members and industry submitters navigate the system and complete required actions ○ Track compliance within CADE and notify Acquisition Community of issues ○ Manage all processes related to CSDR planning and validation ○ Accept or reject all submissions within CADE
<p>Service Cost Center</p>	<p>Service Cost Center Analyst(s) from AFCAA, NCA, ODASA-CE</p>	<ul style="list-style-type: none"> ○ Provide SME knowledge as an end user of CSDR data to ensure that requirements placed on contract meet the needs of the DoD Cost Community ○ Review CSDR submissions and provide feedback to the DCARC (who will incorporate it into Validation Error Reports) ○ Assist the Acquisition Community in notifying the DCARC of program or contract changes ○ Approve CSDR plans for programs below the ACAT I threshold
<p>Industry</p>	<p>Contracts team, Program Management team, Financial Management team, technical/engineering SMEs</p>	<ul style="list-style-type: none"> ○ Provide SME knowledge of accounting system capabilities, technical processes, and proposed solution to ensure that the CSDR plan aligns well with the final scope of work ○ Submit CSDR data to CADE IAW the approved CSDR plan ○ Properly flow down CSDR requirements to subcontractors when applicable ○ Alert the Program Office of anything requiring a plan change (i.e., scope change, software process change, milestone date change).

CSDR Implementation



Objective | *Understand how to implement CSDR requirements*



CSDR Implementation | CDRLs and DIDs

Each CSDR deliverable requires own CDRL and cites its own DID.
 The CSDR deliverables must be delivered to the CADE system, reviewed by the CWIPT, and accepted. Each CSDR deliverable has a required format specified by the DID.

- Cost and Hour Report (FlexFile)* → **JSON or Three-Part Excel Template**
- Quantity Data Report* → **JSON or Excel Template**
- Software Resources Data Report (SRDR) → **XML**
- Maintenance and Repair Parts Report → **Excel**
- Technical Data Report → **Excel**

CSDR CDRLs include specialized language to ensure that CSDR requirements are properly communicated to reporting entities. This specialized language includes:

- Requirement to submit into CADE
- Requirement for subcontractor flow-down IAW DoDI 5000.73
- Requirement for reporting entities to have a CAC or ECA certificate
- No deadline for government feedback

Not another CDRL management system or directly to the Program Office

i.e., No language stating that the government shall provide feedback within 30 days, as CSDR requirements are annual and the CWIPT review process takes more than 30 days by design

The screenshot shows a detailed Data Item Description (DID) for a 'Technical Data Report'. It includes fields for Number (DI-MGMT-82165), Approval Date (20171116), AMSC Number (9871), Limitation, DTIC Applicability (No), GIDEP Applicability (No), Preparing Activity (CAPE), and Project Number (MGMT-2017-032). The document also contains a 'USE/RELATIONSHIP' section explaining the report's purpose in the DoD system for collecting technical parameter data. A table lists four data groups: Report Metadata (A), DD FORM 2794 Data Elements (B), Technical Data Parameters (C), and Technical Data WBS Mapping ID (D). A note explains that Data Group A provides metadata for the submitted data.

Technical Data Group Name	Data Group
Report Metadata	A
DD FORM 2794 Data Elements	B
Technical Data Parameters	C
Technical Data WBS Mapping ID	D

A. Data Group A - Report Metadata: Provides metadata on the contract that allows the submitted data to be associated with other Data Groups and program data.

* The FlexFile and Quantity Data Report are replaced by 1921-series reports under legacy reporting



The **Cost Working-Group Integrated Product Team (CWIPT)** is the team responsible for planning for CSDR data collection and correctly implementing CSDR requirements. It comprises subject matter experts and end users of the CSDR data.



OSD CAPE | DCARC

The Defense Cost and Resource Center (DCARC) are CSDR policy SMEs, facilitate all CSDR processes, and handle most of the work in the CADE system.



Program Office

The Program Office (including cost, technical, and contracting POCs) use their program expertise to tailor CSDR requirements, validate submissions, and keep requirements up to date.



Service Cost Center

The Service Cost Center is an end user of the CSDR data and ensures that CSDR requirements result in data that is useful for the cost community.

Plan approval authority for programs blow the ACAT I threshold



OSD CAPE*

Like service cost centers, OSD CAPE is an end user of the data who ensures CSDR data is useful to the cost community.

Plan approval authority for ACAT I equivalent programs and all waivers



Reporting Entity

The reporting entity ensures that CSDR requirements align with their internal processes, accounting systems, and proposed solution.

* OSD CAPE is not a member of the CWIPT for programs below the ACAT I dollar value threshold



Implementation Considerations

- › Implementing CSDR requires **non-recurring effort** by Business/Financial Management (BFM) staff to collaborate with other Program Office SMEs and the CWIPT to develop a CSDR plan
- › Failure to implement CSDR may result in **delays in milestone approval** due to a lack of available data to inform an independent cost estimate
- › Program/Contracting Office staff should anticipate the need to **manage vendor/contractor expectations** to ensure alignment with CSDR requirement
- › Program/Contracting Office staff should anticipate that the vendor will want to negotiate additional cost **additional cost for CSDR data** during contract award if proper requirements are not included in the solicitation materials



Mitigating Factors

- › **BFM staff are familiar** with CSDR cost reporting requirements
- › **Training** is provided through DAU with accelerated/tailored training available from DCARC
- › **The DCARC is available as a resource** to assist in developing CSDR plans and putting the right requirements on contract
- › The DCARC also recommends:
 - **Incorporate staffing of CSDR Plans** into “normal” milestone and contract staffing activities
 - **Engage** CO, DCMA, DCARC, others during Industry Days to manage vendor expectations
 - **Link CSDR** to other program status reporting (e.g., EVM) to minimize cost impact



Benefit to Acquisition Programs

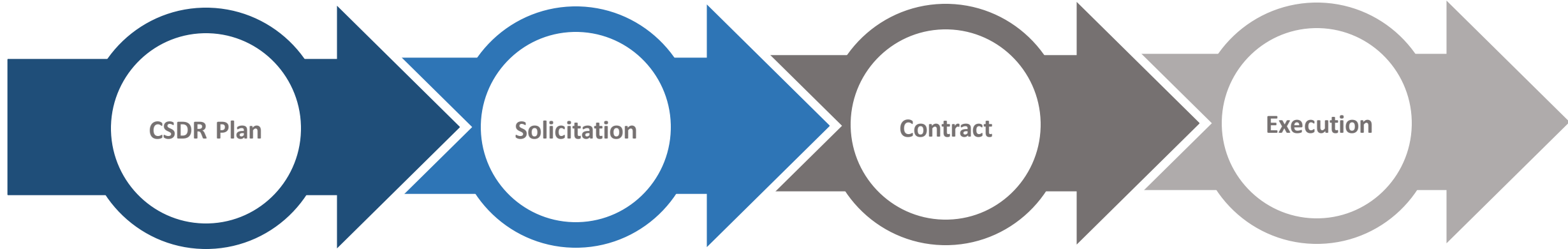
- Ready access to empirical data from past contracts enables development of more accurate, consistent, defensible, and timely cost estimates for current and future programs.**
- CSDR data can be used to:**
- › Inform the budget process and help secure sufficient program funding
 - › Assist Contract Officers in negotiating fair contract prices and accelerating final award

Roles and Responsibilities



Objective | *Understand the specific Roles & Responsibilities of the Acquisition Community throughout contract execution*

Roles and Responsibilities | Process Overview



The Cost Working-Group Integrated Product Team (CWIPT) creates a CSDR Plan Package

- A plan package includes:
- CSDR plan (DD Form 2794)
 - CSDR CDRLs
 - CSDR-specific SOW language

The CSDR plan approval authority (OSD CAPE for ACAT I equivalent programs or delegated authority for non-ACAT I equivalent programs) approves all CSDR plan packages.

The Contracting Office puts approved CSDR plan and CSDR CDRLs in the solicitation

The approved documents in the CSDR plan package go out with the draft and final solicitation.

If the right requirements are not included in the RFP, offerors cannot bid appropriately. This has cost and quality implications for the contract.

The Contracting Office puts approved CSDR plan and CSDR CDRLs on the contract

The approved documents in the CSDR plan package are included in the awarded contract.

If the right requirements are not included on the contract, a cost modification will be necessary to ensure statutory CSDR requirements are met.

The Program Office/Contracting Office cannot alter CSDR requirements without CSDR plan approval authority.

The CWIPT ensures the reporting entity submits to CADE IAW the CSDR Plan

The Program and Contracting Offices are responsible for setting up the CSDR Readiness Review before or shortly after contract award.

Throughout contract execution, the CWIPT members, including the Contracting Office, work together to monitor the status of submissions into CADE and work with the reporting entity to resolve delinquencies.



Roles and Responsibilities | Before Contract Award

NOTIFY DCARC OF REQUIREMENT

- Notify the DCARC of any efforts expected to exceed CSDR threshold as soon as possible, but **NLT 90 days before draft RFP release.**

DEVELOP CDRLs AND SOW LANGUAGE

- Create draft CDRLs and SOW language that contain the specialized language required for CSDR.
- The DCARC has draft SOW language, and the CADE Public Website has draft CDRLs.
- **Deliver drafts to the DCARC.**

PREPARE SOLICITATION

- Ensure that the CSDR plan, CSDR CDRLs, and CSDR SOW language are included in the solicitation.
- **Placing the right requirements in the solicitation allows the offeror(s) to bid appropriately.**

COLLABORATE

- Collaborate with the CWIPT to develop a CSDR plan that aligns with the planned scope.
- **Engage with technical and software SMEs at the Program Office, especially if TDR, SRDR, and/or M&R are required.**

VOTE

- Once the CWIPT has achieved consensus on a CSDR plan, the DCARC will put it into vote in CADE.
- **Log into CADE and vote to approve as a Program Office Analyst.**
- The plan package is approved when it has been signed by the plan approval authority.*

* The approval authority for ACAT I-equivalent programs is the Deputy Director for Cost Assessment. Authority is delegated to the services for programs below the ACAT I threshold.

Roles and Responsibilities | Immediately Before and After Contract Award



INCLUDE REQUIREMENTS

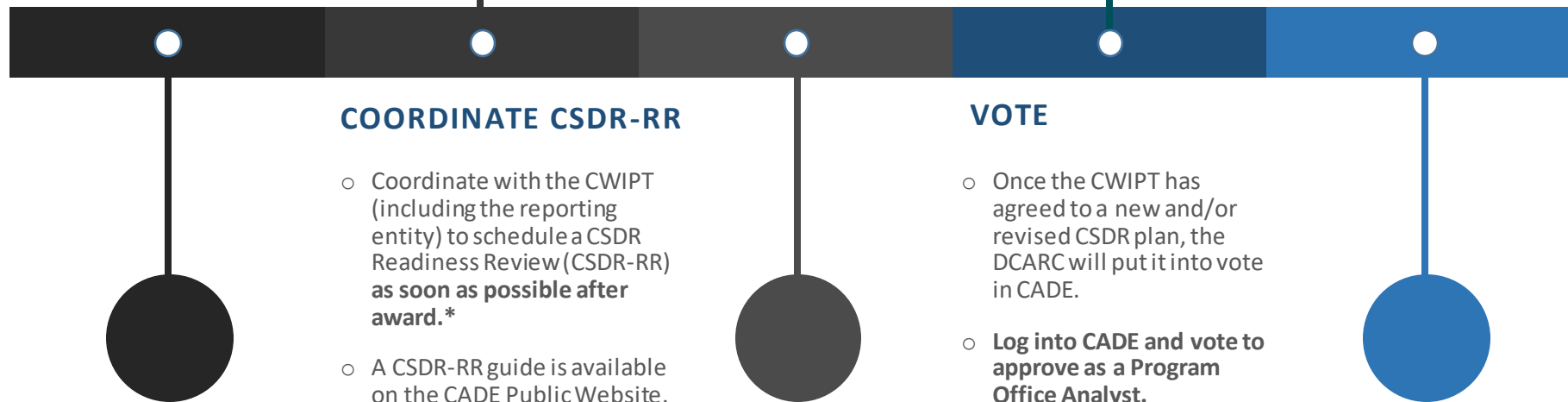
- Place the approved CSDR plan, CSDR CDRLs, and CSDR SOW language on contract. **Provide the signed CDRLs to the DCARC.**
- **Changes to these approved documents require full CWIPT approval. Unilaterally changing CSDR requirements will result in program non-compliance and will likely have cost impacts.**

COLLABORATE

- In the likely event that the CSDR-RR reveals the need for CSDR plan changes or new subcontractor plans, **coordinate with the reporting entities and CWIPT to update or create CSDR plans.**

MODIFY

- If the CSDR plan or CDRLs have changed and been approved by the CWIPT and plan approval authority, **ensure the updated requirements are included appropriately on contract.**



COORDINATE CSDR-RR

- Coordinate with the CWIPT (including the reporting entity) to schedule a CSDR Readiness Review (CSDR-RR) **as soon as possible after award.***
- A CSDR-RR guide is available on the CADE Public Website.

VOTE

- Once the CWIPT has agreed to a new and/or revised CSDR plan, the DCARC will put it into vote in CADE.
- **Log into CADE and vote to approve as a Program Office Analyst.**

* In a sole-source environment, CSDR conversations and/or a formal CSDR-RR may be held before contract award at the discretion of the Contracting Office

Roles and Responsibilities | Throughout Contract Execution



TRACK PROGRESS

- The DCARC will send quarterly CSDR compliance assessments for each program. Additionally, real-time compliance tracking can be done in CADE.
- **Collaborate with the DCARC to resolve delinquencies identified in compliance assessments.**

NOTIFY DCARC OF CHANGES

- Notify the DCARC of any contract, program, milestone date, or personnel changes.
- **When turnover occurs, work with incoming analysts to transfer knowledge of CSDR and CADE, and ensure new analysts have CADE accounts with the proper program and contract assignments.**

REVIEW SUBMISSIONS

- CADE will send an email to all analysts assigned to a contract when reporting entities submit into CADE and when the status changes.
- After the DCARC performs its review, they will change the status to *CWIPT Review* or *In Process: CWIPT*.
- **Review submissions in these statuses for your assigned contracts within 28 days and upload feedback as a *Reviewer File*.**

REQUEST DATE CHANGES

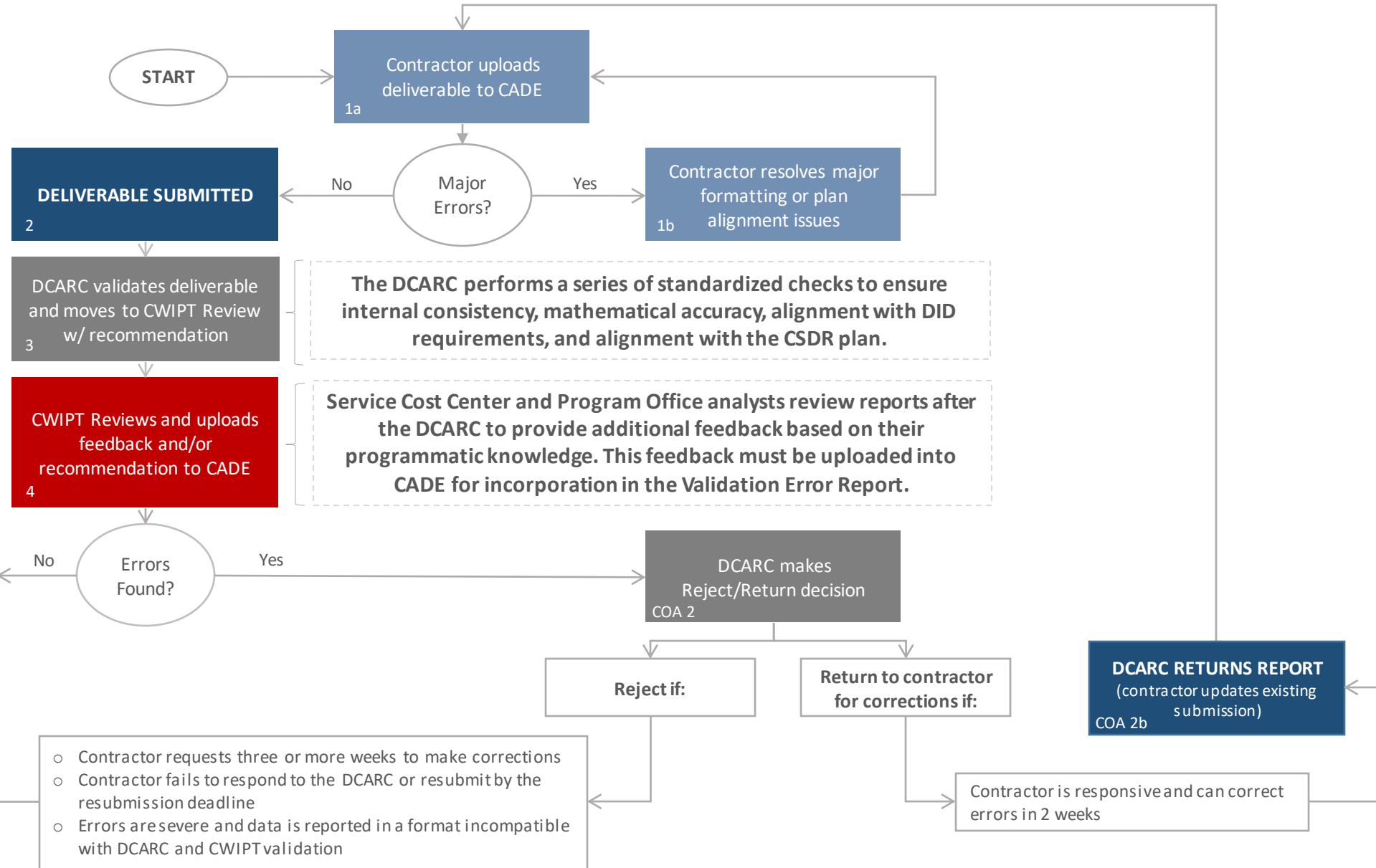
- When Contract Award, Period of Performance End, or key dates for milestone-driven reporting events change, **log into CADE and submit a date change request so that the report is not inadvertently counted as non-compliant.**

Roles and Responsibilities | CSDR Submission Validation Process



In all cases, the DCARC will compile feedback from all reviewers and return it to the contractor via CADE.

CAPE is the final approval authority for determining the acceptability of CSDR deliverables.



Roles and Responsibilities | Key Takeaways



DO

- Notify the DCARC as soon as possible of upcoming contracts and subcontracts that may require CSDR
- Request date changes in CADE if key contract dates slip and impact the CSDR plan submission event dates
- Ensure that the right CSDR plan, CDRLs, and SOW language are included in solicitations and on contract
- Review submissions within 28 days of the DCARC moving them to *CWIPT Review* or *In Process: CWIPT* status
- Work with the DCARC to monitor and resolve compliance issues
- Notify the DCARC of POC changes and ensure that several Program Office Analysts are always assigned to your contract and program in CADE
- Get a CADE account

DON'T

- Modify CSDR requirements (i.e., WBS, required deliverables, submission schedule, etc.) without full CWIPT approval and a formal plan revision
- Include language requiring a short, specific review timeline for CSDR deliverables (i.e., 30 days)
- Unilaterally waive requirements for subcontractor flow-down
- Assume that CSDR is waived for FMS contracts, contracts with commercial items, and FFP CLINs
- Confuse CSDR with EVM

The Cost Assessment Data Enterprise (CADE) System



CADE Overview



Objective | *Understand what the CADE System is and how to request access*



The CADE goal is to increase analyst productivity and effectiveness by collecting, organizing, and displaying data in an integrated single web-based application, improving data quality, reporting compliance, and source data transparency. CADE aims to provide the government analyst with a single, authoritative website utilizing data visualization methods to house source data which are easily searchable and retrievable. CADE offers the analyst a reduction in the time spent on ad-hoc data collection and validation, allowing more time for in-depth, meaningful analysis in support of DoD's mission.

Data & Analytics | DTM Hub

Repository for all Endorsed Datasets, Tools, and Models (DTM) relating to cost and acquisition data.

SAR Database

Repository of SAR submissions from DAMIR (1997-2021) as well as current SAR submissions, updated monthly.

Data & Analytics | Additional Data & Libraries

Repositories of additional cost and acquisition-related documents to support cost estimates and links to repositories for other organizations.

Data & Analytics | CSDR Data

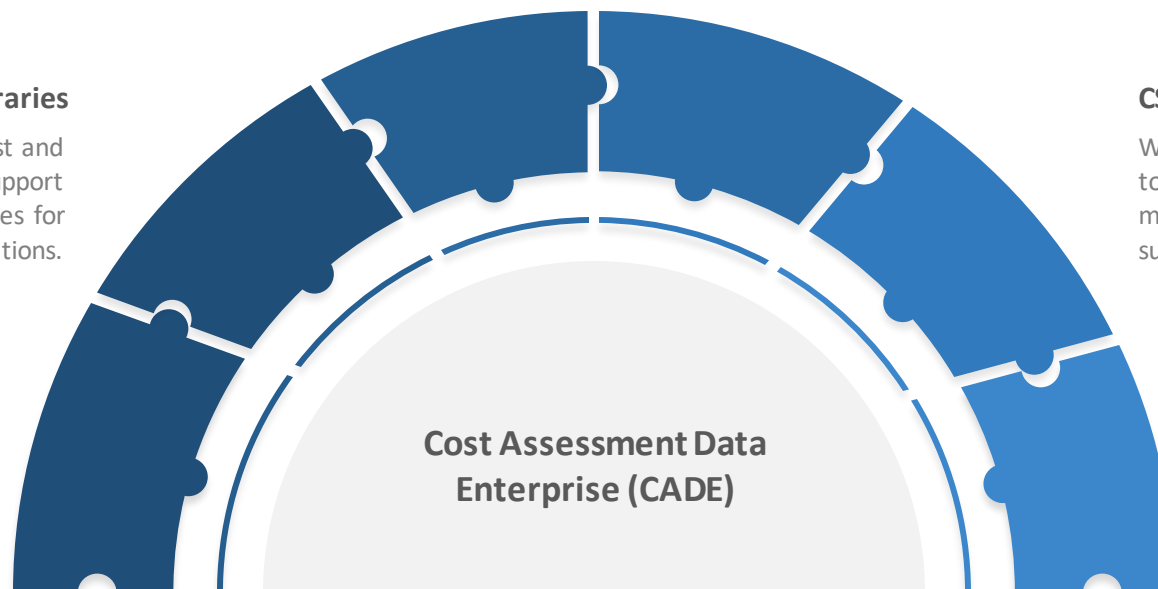
Repository of all CSDR data submitted and accepted for all programs with CSDR requirements. Consists of CSDR Browse, Bulk Exports, and Quick Downloads.

CSDR Submit-Review

Workflow-driven module allowing analysts to monitor plan and submission statuses, manage CSDR requirements, and review submissions.

1921-3 & FPR

Workflow-driven module allowing analysts to review Contractor Business Data Report (CBDR) submissions.





Who

- › The DCARC recommends that Acquisition Community Analysts who want to **review CSDR submissions** and/or **manage CSDR requirements/compliance** obtain a CADE account
- › This is generally someone from the **cost team, program management team, or contracting office**

What

- › Acquisition Community analysts receive **Program Office Analyst** accounts within CADE. They should request the following CADE roles based on their desired functional roles in the system:
 - **CADE Analyst (govt)** or **CADE Limited Analyst (ktr)** to access approved cost data in the repository
 - **CSDR-SR Reviewer** to provide feedback on submissions, access CSDR plans, and track compliance

How

- › With your CAC inserted, navigate to **cade.osd.mil** and click **Request CADE Account**
- › *Note: Support contractors can get access to CADE as CADE Limited Analysts and CSDR-SR Reviewers, but they cannot access any data until they provide the CADE Help Desk with their signed company-to-company NDA.*



cade.osd.mil

CADE Resources and Workflows



Objective | *Understand how CADE enables analysts to access cost data and manage CSDR requirements*



The screenshot shows a navigation menu with the following items: About CADE, CSDR Reporting Guidance (highlighted), Cost Estimating Guidance, Tools & Training, News, and Calendar. Below the menu are four main content areas: Reports, CSDR Planning, CSDR Policy, and CSDR Reporting.

Reports	CSDR Planning	CSDR Policy	CSDR Reporting
<ul style="list-style-type: none">> DIDs and Forms> FlexFile and Quantity> Sustainment Data (1921-5)> Contractor Business Data (1921-3)> Software Data> Technical Data> Maintenance & Repair Data	<ul style="list-style-type: none">> CDRLs> DD2794 CSDR Plan> CSDR Standard Plans> Resource Distribution Table> Government FAQs	<ul style="list-style-type: none">> CSDR Reporting Policies> CSDR Reporting Thresholds> CSDR Compliance Rating	<ul style="list-style-type: none">> CSDR Validation> Contractor FAQs

- Access additional implementation guidance and resources for all CSDR deliverables and CSDR policy
- Review FAQs for government analysts using and implementing CSDR
- Provide your industry POCs with resources and FAQs to assist them with understanding CSDR requirements on contract

The screenshot shows a navigation menu with the following items: About CADE, CSDR Reporting Guidance, Cost Estimating Guidance, Tools & Training (highlighted), News, and Calendar. Below the menu are three main content areas: Explore Tools, Explore Training, and FACADE.

Explore Tools	Explore Training	FACADE
<ul style="list-style-type: none">> CSDR Tools (including cPet)> Unified Code Counter - Government (UCC-G)> Other Cost Tools	<ul style="list-style-type: none">> Webinars> Training Events	<ul style="list-style-type: none">> Online Training> User Guides/Videos

- Access (and point your industry POCs to) CSDR-related tools, such as cPet for converting to JSON and XML and the UCC-G for counting SLOCIAW the SRDR DID
- Sign up for additional live and asynchronous CSDR-related webinars and training
- Recommend training to your colleagues and industry POCs



is the authoritative source
for **defense contractor cost data**



Welcome to CADE: Data and Analytics

The Authoritative Source for Defense Cost Data

Search for CSDR Data

CSDR Browse

Browse CSDR submissions (1921s, SRDRs, FlexFiles) with enhanced searching

Bulk Exports
SAR, SRDR & FlexFiles

Export all SAR and SRDR data and flattened, pivot-friendly FlexFile data

Quick Downloads

Bulk download CSDR submission files for a given Service or Commodity

Data by Program

View all available data for a given program, including SAR data, CARDS, associated documents, and planned and scheduled CSDR submissions by contract.

GO

[Advanced Program Search](#)
[★ My Favorite Programs](#)

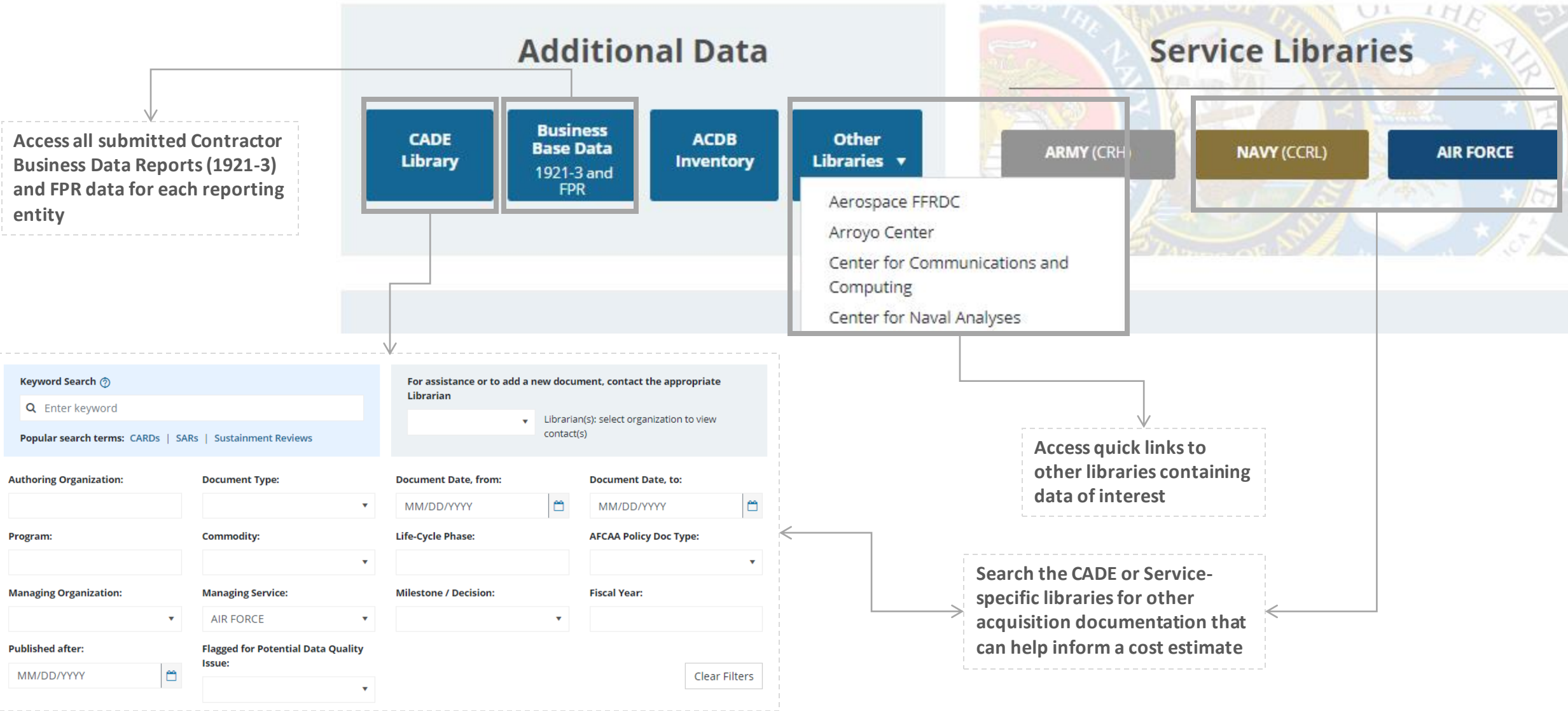
- Create custom queries by keyword, program, service, phase, commodity, weapon system type, contractor type, reporting contractor, report type, report cycle, date, contract details, and more!
- Download analysis-ready flat files for CSDR and SRDR submissions
- Download individual submissions for further analysis

- Download exports of all SAR, FlexFile, and SRDR submissions in CADE in a flat file format conducive for analysis

- Download all submission files for a Service or Commodity by As Of Date

- View and download all data associated with a selected program, including CSDR, CARDS, Library documents, and SARs
- Easily see which CSDR report types have been submitted for each contract
- Save *Favorite Programs* for streamlined access
- Access data visualizations based on SAR data and download event and chart data as a flat file



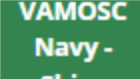



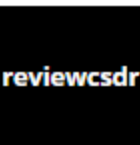

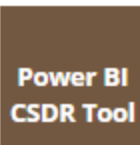
Accessing Cost Data | Additional Data and Libraries





Endorsed Datasets, Tools and Models Hub

Endorsing Organization ▾ Q Keyword search Service ▾ Commodity ▾

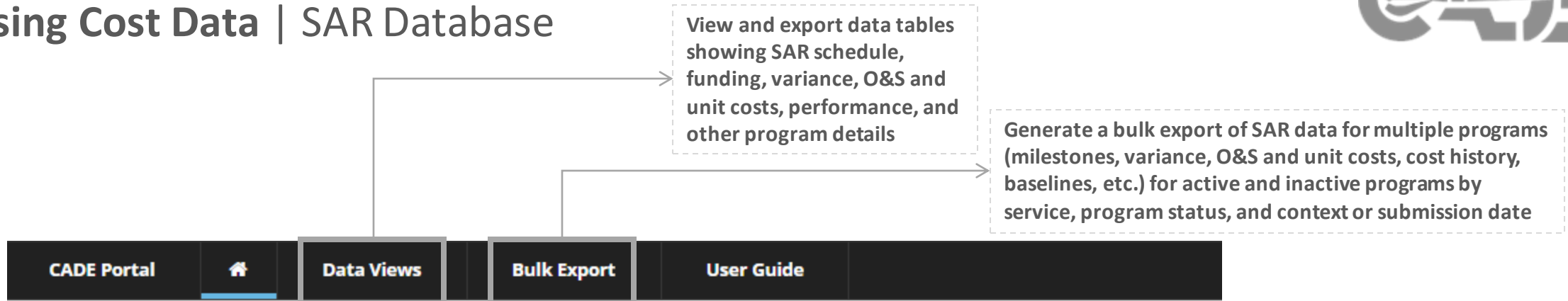
 <p>The CVT allows each Service's VAMOSOC data to be retrieved and analyzed in a common framework</p>	 <p>The CVT allows each Service's VAMOSOC data to be retrieved and analyzed in a common framework</p>	 <p>The CVT allows each Service's VAMOSOC data to be retrieved and analyzed in a common framework</p>
 <p>VAMOSOC ARMY- Systems: Consolidated VAMOSOC Tool The CVT allows each Service's VAMOSOC data to be retrieved and analyzed in a common framework</p>	 <p>Naval VAMOSOC: Navy Visibility and Management The Navy VAMOSOC management information system collects and reports US Navy and Marine historical</p>	 <p>AFInflation2023: AF Inflation 2023 Indices Air Force personnel may gain direct to the latest AF/SF inflation indices by using this SharePoint site for</p>
 <p>reviewcsdr: {reviewcsdr} R Package Advanced Validations 2.0 R Package, installs, and example review inputs from Cerberus</p>	 <p>ACEIT Inflation Tables: 2023 ACEIT Inflation Tables The 20 April 2023 ACEIT Inflation Table contains updates for Army, Navy, USMC, AF, SF, NASA, NRO, and the</p>	 <p>Power BI CSDR Tool: AFCAA CSDR FlexFile & TDR Review Power BI data visualization tool to enhance the review of CSDR FlexFiles and TDR submissions.</p>

36 results found

Download datasets, tools, and models created and uploaded by various organizations to assist with cost estimates and reviewing/validating CSDR data



Accessing Cost Data | SAR Database



View SAR Data

This database contains legacy acquisition data as well as current SAR submissions, updated monthly from DAMIR (latest: 9/25/21). To view SAR data, select a program from the list.

Search program name

- Group by Commodity
- Group by Service
- Show All

- ▶ AIRCRAFT (99)
- ▶ ELECTRONIC/AUTOMATED SOFTWARE (77)
- ▶ MISSILES (99)
- ▶ OTHER (11)
- ▶ SHIP (42)
- ▶ SPACE (8)
- ▶ SPACE, MISSILES, MUNITIONS (16)
- ▶ SURFACE VEHICLE (22)
- ▶ SYSTEM OF SYSTEMS (2)
- ▶ UAV (2)
- ▶ NO COMMODITY (31)

Navigate to *Data Views* for a specific program



Program Planning Module

[Back](#)

Cerberus Autonomous Vehicle Program

[Request Edit](#)

Program Info

Program Name: Cerberus Autonomous Vehicle Program
ACAT Category: IC
DAES Group: NA (not rated)
Action Required: No
Earliest Target Date: N/A
Lead Service: DOD
Joint Program: No
Managed By: DCARC
804 Program: No

Collaborators [Edit](#)

Collaborator	Role
CAPE Analyst, Test	PO Analyst

Plan Packages:

[Add New Package](#) Search: Status: (All) Phase: (All)

Action Required

Any Yes No

Plan Package	Identifying Task	Action Required	Reporting Entity	Contract Number	Phase	804	Approved Plan Memo Date	
Cerberus Producti...	Step 5 Of 8	DCARC Director Re <input type="button" value="v"/>			DEV	No		<input type="button" value="+"/>
Z-23-A-C1	Cerberus Lots 1-3	No	Con-Tractor	TBD - [Z-23-A-C1]				

Annotations:

- View and download all approved CSDR plan packages for a program (points to Archived Working Files)
- View analysts assigned to a program from each component of the CWIPT (points to Collaborators)
- View all CSDR plans that the CWIPT is working to approve (points to Plan Packages table)

Managing CSDR | Program Planning Module



Vote to approve or reject a plan package

Task Info Edit

Plan Number:	D-23-A-C1	Reporting Entity Name:	Example
Identifying Task:	Cerberus Demo	WBS System Type:	SURFACE VEHICLE
Plan Type:	Prime	Units:	(none entered)
Reporting Entity Type:	Industry	Plan Version:	New
Contract Type:	CPFF/FFP	MIL-STD Version:	881E
Contract Number:	CC1234-23-C-0001	Foreign Military Sales:	No FMS Effort

Will the CSDR Plan require...
 FlexFiles: Yes No
 SRDR Data: Yes No
 M&R Data: Yes No
 Technical Data: Yes No

CA Deputy Director Vote Required: No Yes

Estimated Total Contract/Subcontract Value: (none entered)

Type: DEV

What does the CSDR Plan cover?
Cerberus Demo

Additional Information (If Applicable)
N/A

Vote

Your vote is required. Please submit a vote and provide a description if necessary.

Add Comment

Vote to Approve Vote to Reject

Vote History

Reset Votes

Name	Role	Vote Date	Vote	Comment	
CAPE Analyst, Test					
DCARC Analyst, Test					Reset Vote

Documents

Add Doc Type

Action Required

Any Yes No

Required	File	Upload Date	Accepted Date	User	Action Required	
2019 CSDR Plan		3/19/2023 8:23:41 PM	3/19/2023 8:23:41 PM	Test DCARC Analyst	No	Request Update

View and upload documents (like SOWs and CDRLs) to the plan package



Submission Detail

[← Back](#)
[← Previous](#)
[Next →](#)

Program:	Cerberus Autonomous Vehicle Program	Submission ID:	53665
Ctr#:	CC1234-23-C-0001	Status:	IN QUEUE
Reporting Ctr:	Example	Plan:	D-23-A-C1
Prime/Sub:	Prime	Event:	Annual Submission 2018
As Of Date:	7/19/2023	Event #:	10
First Submitted On:	8/28/2023	Resubmit #:	n/a
Last Submitted On:	8/28/2023	Submitted By:	Test Submitter

[View All Metadata](#)

Administrator Actions

Current Status: **In Queue**

Change Status:

DCARC Review

[Change](#)

[Status Changes](#)

[Edit Details](#)

[Files](#)
[Validation](#)
[Reviewers](#)
[Admin Actions](#)

Submission Files

File Name	File Type	File Comment	Created Date		Replacement File	Replacement Comment	
Contract Award_quantity.zip	Quantity Data Report		7/25/2023 1:00:19 PM				
Contract Award_flexfile.zip	FlexFile		7/25/2023 1:00:04 PM				

Download the raw files submitted by the reporting entity

Managing CSDR | Reviewing Submissions



Export details to Excel for the errors identified by cPet to determine which further actions are required by the reporting entity

Validate: Review Results

[Download All Error Reports](#)

Flex File	FF Excel Template	FF Pivot Data	Quantity Data Report	Q Excel Template	Validation Errors	File(s) Current	Date Generated
Contract Award_flexfile.zip	Download	Download	Contract Award_quantity.zip	Download	2/0	<input checked="" type="checkbox"/>	7/25/2023 1:12:44 PM

CCDR Report Name	Major Error Count	Minor Error Count
Delivery Order 1 - EMD Phase	19	34
Delivery Order 2 - LRIP 1	18	36
Delivery Order 2 - LRIP 2	16	39

[Export CCDR Report Data](#)

Download formatted file exports of the raw files submitted by the contractor

View details within the CADE UI for the errors identified by cPet to determine which further actions are required by the reporting entity

Export reported cost data as an analysis-ready flat file to better validate the data reported

Managing CSDR | Reviewing Submissions



Program:	Cerberus Autonomous Vehicle Program	Submission ID:	53665
Ctr#:	CC1234-23-C-0001	Status:	IN QUEUE
Reporting Ctr:	Example	Plan:	D-23-A-C1
Prime/Sub:	Prime	Event:	Annual Submission 2018
As Of Date:	7/19/2023	Event #:	10
First Submitted On:	8/28/2023	Resubmit #:	n/a
Last Submitted On:	8/28/2023	Submitted By:	Test Submitter

[View All Metadata](#)

Administrator Actions

Current Status: **In Queue**

Change Status:

DCARC Review

[Change](#)

[Status Changes](#)

[Edit Details](#)

Files | Validation | **Reviewers** | Admin Actions

PO Analysts

There are no reviewers assigned to the contract for this submission.

Reviewer Files

	File Name	File Comment	Created Date	Contributor	Actions
	Validation Results.xlsx	DCARC Feedback	3/18/2024 1:20:03 PM	Test DCARC Analyst	

[+](#)

- View feedback submitted by other CWIPT stakeholders
- Upload your own feedback for DCARC to include in a Validation Error Report

Managing CSDR | Tracking Progress



Contract Detail

Prog:	Cerberus Autonomous Vehicle Program	Ctr#:	CC1234-23-C-0001
Ctr:	Example	Sub:	

Use the *Contract Details* page to view the status of all submissions for a selected contract or CSDR plan

- Contract Summary
- Reviewers & Submitters
- Contract Tasks/Plans
- Submission Events**
- Received Submissions

Submission Events

Plan Number	Expected Files	Latest Submission Status
(All) ▼	(All) ▼	(All) ▼

- 1
- 2
- 3
- 4
- 5

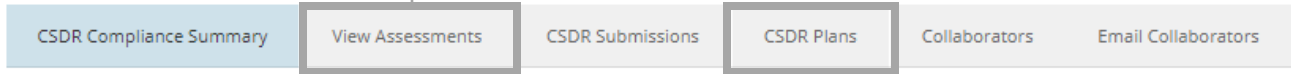
Plan Number	Plan Task Name	Submission Number	Resubmit Number	Event Name	Required File Names	Expected As Of Date	Expected Submission Date	Actual As Of Date	Actual Submission Date	Expected Report Cycle	Report Cycle	Latest Submission Status	Latest Submission Stage	Latest Submission ID	Comment	Memo Date
D-23-A-C1	Cerberus Demo	1		Contract Award	FlexFile, Quantity Data Report	4/1/2015	7/1/2015	3/27/2015		Initial	Final	Late Submit	Submitting	53640		
D-23-A-C1	Cerberus Demo	1		Contract Award	FlexFile, Quantity Data Report	4/1/2015	7/1/2015			Initial						
D-23-A-C1	Cerberus Demo	2		Contract Award	Technical Data	4/1/2015	7/1/2015			Initial						

Managing CSDR | Tracking Compliance



View historical compliance assessments from the DCARC

- View and export a list of CSDR plans for a program
- Easily track which CSDR plans have signed CDRLs



Export CSDR Summary To Excel

Missing Prime Contractor Submissions 40

Export to Excel

1 2 3 4

Action Required	Contract Number	Contract Task Name	Contractor Name	Contractor Division	Contractor Location	CSDR Plan Number	Submission Event Name	Expected As Of Date	Expected Due Date	Expected Reports	Number Of Days Overdue	Full Comment	User	Comment Date	Date Change Request
	CC1234-23-C-0001		Example	Defense		D-23-A-C1	Contract Award	4/1/2015	7/1/2015	FlexFile, Quantity Data Report	3182	Full Comment			Make Date Change Request
	CC1234-23-C-0001		Example	Defense		D-23-A-C1	Contract Award	4/1/2015	7/1/2015	Technical Data	3182	Full Comment			Make Date Change Request
	CC1234-23-C-0001		Example	Defense		D-23-A-C1	Contract Award	4/1/2015	7/1/2015	SRDR Dev	3182	Full Comment			Make Date Change Request
	CC1234-23-C-0001		Example	Defense		D-23-A-C1	Annual Submission 2016	4/30/2016	6/30/2016	1921	2817	Full Comment			Make Date Change Request

- Use the *Compliance Dashboard* to see all delinquent submissions in one place
- Export all delinquencies to Excel for analysis or dissemination to other stakeholders
- Make a Date Change Request if delinquency is due to a contract milestone change

Managing CSDR | Requesting Date Changes



Contract Summary | **Submission Event Details** | Submissions | Legacy Submission History

Contract Plan Linker: TS-20-T-C6

Expected As Of Date *: 12/31/2013

Expected Submission Date *: 3/2/2014

Submission Event Name *: Annual Report #2

Report Cycle:

Expected File Types:
 1921 1921-1 1921-2 1921-4 (Obsolete) 1921-5 FlexFile Quantity Data Report CWBS Mapping CWBS Diction
SRDR 2004: 2630-1 SRDR 2004: 2630-2 SRDR 2004: 2630-3 SRDR 2007: Initial Report SRDR 2007: Final Report
SRDR 2018: Software Development Report (3026-1) SRDR 2018: Software Maintenance Report (3026-2) SRDR 2018: Software ERP Report (3026-3) SRDR Dictionary
Maintenance and Repair Parts Report Other

Comment:

Make Date Change Request

Show Date Change Requests

Contract Summary | **Submission Event Details** | Submissions | Legacy Submission History

Reason

Current As Of Date: 12/31/2013

Requested As Of Date *:

Current Expected Date: 3/2/2014

Requested Expected Date *:

Upload supporting document

(no files selected)

Upload Supporting Document

Description *:

Use the *Contract Details* page to make date change requests if contract milestone dates change

Note: Date changes can also be made in the *Compliance Dashboard* as shown on the previous slide

Key Takeaways for the Acquisition Community



CSDR for the Acquisition Community | Key Takeaways



CSDR | WHY

- CSDR is required by statute and DoD policy because it is critical for the DoD Cost Community's ability to answer a variety of important leadership questions.

REVISIONS

- The Acquisition Community may not unilaterally change CSDR requirements without concurrence from the CSDR plan approval authority.
- The Acquisition Community must notify the CWIPT of any contractual change that might necessitate a plan change.

CADE

- A CADE account allows the Acquisition Community to easily access all the cost data within CADE *and* execute CSDR-related responsibilities throughout a contract's execution.



CSDR | WHAT

- CSDR is an umbrella term for a series of cost and technical deliverables, each with its own CDRL and DID.
- The DoDI 5000.73 outlines requirements for each deliverable within the CSDR family.

REQUIREMENTS

- When CSDR is required on an upcoming effort, the Acquisition Community must notify the DCARC as soon as possible to begin the planning process.
- Failure to put approved CSDR CDRLs and plans out with a solicitation prevents offerors from bidding correctly and can have cost impacts.
- Failure to include CSDR on a contract makes a program non-compliant with DoD policy and requires a cost modification to add requirements to align with policy.

ENGAGEMENT

- Throughout the contract lifecycle, the Acquisition Community must remain engaged with the DCARC to ensure that reports are submitted correctly, on time, and in accordance with the approved CSDR plan.

Additional Resources



Key Resources and Points of Contact



All documents can be found at <https://cade.osd.mil/>

- Report DIDs (FlexFile, Quantity Data Report, SRDR, Tech Data Report, and M&R Report)
- Report Implementation Guides
- Instructions for completing a CSDR Plan
- CSDR Plan Format and Commodity-specific standard plans
- Draft CDRL Language

See <https://cade.osd.mil/support> for training material and information on upcoming training events

Points of Contact

CDSG Director

Dave Lyons

David.W.Lyons16.CIV@mail.mil

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DCARC and Training Lead

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CADE Training SME

Peter Braxton

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(571) 366-1431

Backup



Common Terminology and Acronyms



CSDR Term or Acronym	Definition
CADE	The Cost Assessment Data Enterprise (CADE) is a web-based system that serves as both a repository for CSDR and other cost data <i>and</i> a collaborative environment for submitting, reviewing, and providing feedback on CSDR plans and submissions.
CDSG	The Cost Data Support Group (CDSG) is the division of OSD CAPE responsible for facilitating the development of CSDR plans and collecting, organizing, tracking, validating, and displaying data in an integrated web-based application known as the Cost Assessment Data Enterprise (CADE).
Contract/ Subcontract	For CSDR reporting purposes, the term “contract” (or “subcontract”) may refer to an entire standalone contract, to a specific task or delivery order, to a series of tasks or delivery orders, to a contract line item number, or to a series of line item numbers within a contract, and includes Federal Acquisition Regulation (FAR), non-FAR agreements (e.g., other transaction authority), and agreements for government-performed efforts.
Cost	The expense incurred for creating a product or service being sold by a company. The amount it takes the contractor to produce the item in terms of labor, material, overhead, etc.
CSDR	Cost and Software Data Reporting (CSDR) is an umbrella term for term for a series of deliverables (CDRLs) that collect cost, hour, quantity, and technical data for a contract
CWIPT	The Cost Working-Group Integrated Product Team (CWIPT) is the cross-functional team responsible for planning for CSDR data collection and correctly implementing CSDR requirements. It comprises subject matter experts and end users of the CSDR data.
DCARC	The Defense Cost and Resource Center (DCARC) is a division of the OSD CAPE Cost Data Support Group (CDSG) that manages CSDR data planning, collection, organization, compliance, and validation.
DDCA	The Deputy Director of Cost Assessment (DDCA) establishes CSDR policies, procedures, and processing requirements, is the CSDR plan approval authority for all programs that exceed the acquisition category (ACAT) I dollar threshold, and adjudicates requests for data collection waivers from the DoD Components.
Functional Category	The reporting entity’s internal skills, functional departments, or rate categories that may serve as a basis for mapping to the Standard Functional Categories. If the reporting entity is subject to the Cost Accounting Standards (CAS), then entries into this Functional Category field must be consistent with the CAS disclosure statement and the categories negotiated in the Forward Pricing Rate (FPR) process.
Nonrecurring	Non-repetitive elements of development, investment or sustainment costs that generally do not vary with the quantity being produced or maintained, irrespective of system life cycle phase and the appropriation.
Price	The amount a customer is willing to pay for a product or service. The difference between the price paid and the costs incurred is the profit/fee.
Recurring	Repetitive elements of development, investment or sustainment costs that may vary with the quantity being produced or maintained, irrespective of system life cycle phase and appropriation.
SCA	A Service Cost Agency (SCA) is a service-specific agency responsible for developing DoD Component Cost Estimates and independent cost estimates. The primary SCAs involved in the CSDR process are AFCAA (Air Force), NCA (Navy), and ODASA-CE (Army).
WBS	The Work Breakdown Structure (WBS) used for CSDR is based on the MIL-STD-881 and standard plan for the commodity associated with the contract.



Contractors shall be required to submit the < CSDR DELIVERABLE NAME > at frequencies specified in the **CAPE-approved CSDR plan**. The contract CSDR plan uses the event field as the driver for the submission of the reports, not the "as of date." If the event slips, the contractor must notify the Government Program Office that a date change is needed. **It is the responsibility of the Government Program Office to submit a request for change in the event-driven date for reporting through the CADE website for CAPE approval before relief is given for the date reflected in the CAPE-approved CSDR Plan.**

< DESCRIPTION OF ACCEPTABLE FORMATS FOR THE CSDR DELIVERABLE >

All files shall be submitted electronically using the CADE website. Data submitters must register through the CADE website and possess a **DoD-approved ECA digital certificate or DoD-issued CAC** to obtain a CADE Portal account and be authorized to upload CSDR content. Users can obtain access by submitting user information about themselves and their organizations to the CADE Portal and requesting a CSDR submitter user role. After the registration information has been verified, CAPE shall authorize the user account and requested roles. All CADE Portal accounts need to be renewed at least annually.

Subcontractor Reporting: **Prime contractors shall ensure CSDR requirements contained in their prime contracts are flowed down to all subcontractors who meet the reporting thresholds specified in the DoDI 5000.73, or as required by the cost working integrated product team (CWIPT).** This includes requiring subcontractors to electronically report directly to CAPE using the CSDR Submit-Review System. The prime contractor shall be required to work with the CWIPT and all appropriate subcontractors to **prepare separate subcontract CSDR plans for submission to the CAPE for DDCA approval.**

The Office of the Secretary of Defense (OSD) utilizes support contractors to review the data submitted under this CDRL to ensure contractual requirements are met and to facilitate distribution of the data to authorized Government users. Prior to data submission against this CDRL, contractors will be requested to provide the Government permission to share this CDRL with their support contractors for the limited purpose of managing the CSDR system. **Submitting contractors have the option of reviewing the Non-Disclosure Agreements these support contractors have with the Government and requesting additional Non-Disclosure Agreements with these support contractors.**

All CSDR CDRLs should contain this standardized language to ensure that contractors are aware of their responsibilities.

Language tailored to each deliverable is available at <https://cade.osd.mil/policy/cdrl>



The contractor shall systematically collect and report to Cost Assessment Data Enterprise (CADE) and the United States Government (USG) the actual contract costs and technical information based on the Office of the Secretary of Defense (OSD) Deputy Director Cost Analysis (DDCA)-approved CSDR plan (Attachment XXXX) in accordance with (IAW) the CSDR Manual, DoDM 5000.04. CSDRs shall be prepared in accordance with the instructions contained in the most recently approved versions of the Data Item Descriptions (DIDs), **SELECT APPLICABLE DIDS HERE** – **Contractor Business Data Report DI-FNCL-81765B, Software Resources Data Reporting DI-MGMT-82035A, Technical Data Report DI-MGMT-82165, Cost and Hour Report (FlexFile) DI-FNCL-82162, Quantity Data Report DI-MGMT-82164, Maintenance and Repair Parts Data Report DI-MGMT-82163.**

The Contractor shall submit electronically the **SELECT APPLICABLE REPORTS HERE** **Contractor Business Data Report (DD Form 1921-3) (CDRL AXXX), Software Resources Data Report DD Form 3026-1-2-3** **SELECT -1 IF DEV, -2 IF MX, -3 IF ERP (CDRL AXXX), Technical Data Report (CDRL AXXX), Cost and Hour Report (FlexFile) Format IAW File Format Specification (FFS) and Data Exchange Item (DEI) (CDRL AXXX), Quantity Data Report Format IAW FFS and DEI (CDRL AXXX), Maintenance and Repair Parts Data Report (CDRL AXXX),** using the CADE CSDR Submit-Review System. The required form and file type for each CSDR is specified in its Data Item Description (DID).

Data submitters must register through the CADE website (<http://cade.osd.mil>) and possess a DoD-approved External Certification Authorities (ECA) digital certificate or DoD-issued Common Access Card (CAC) to obtain a CADE Portal account and be authorized to upload CSDR content. Users can obtain access by submitting user information about themselves and their organizations to the CADE Portal and requesting a CSDR submitter user role.

Prime contractors are responsible for flowing down CSDR requirements contained in their prime contracts to all subcontractors who meet the reporting thresholds specified in DoDI 5000.73, or as required by the Cost Working Integrated Product Team (CWIPT). This includes subcontractors to electronically report directly to the CADE Portal using the CSDR Submit-Review System.

In accordance with Statute 10 USC 3227, DoDI 5000.73, and DoDM 5000.04:

1. This solicitation includes:

- a) The approved CSDR Plan for the contract, DD Form 2794; and
- b) The related Resource Distribution Table (RDT). If a RDT is not complete, the contractor must prepare a RDT using the work breakdown structure on the approved CSDR plan

2. In the performance of this contract, the Contractor shall use:

- a) A documented standard CSDR process that satisfies the guidelines contained in the DoDM 5000.04;
- b) Management procedures that provide for generation of timely and reliable information for the CSDR data items of this contract;
- c) The approved CSDR Plan for this contract, DD Form 2794, and the related Resource Distribution Table as the basis for reporting according to the required CSDR DIDs;
- d) The Contractor shall require and flow down the requirement for CSDR reporting to subcontractors regardless of tier with a sub contract that exceeds **KEEP GREY IF MTA, BLUE IF NOT \$50 million \$20 million** or subcontracts valued between \$20 million and \$49 million that are designated by the Government as being high risk, high value, or high technical interest. If, for subcontracts that exceed **KEEP GREY IF MTA, BLUE IF NOT \$50 million \$20 million**, the Contractor changes subcontractors or executes new subcontract awards, the Contractor shall notify the Government.

3. CSDR Readiness Review:

- a) A CSDR Readiness Review Meeting will be held 60 days after contract award to include a discussion of the CSDR process that satisfies the guidelines contained in the DoDM 5000.04 and the requirements in the approved CSDR Plan and related Resource Distribution Table.

4. The applicable required reports will be in the form of CDRLs listed below:

SELECT APPLICABLE FORMS

- **CDRL AXXX FlexFile Format outlined in File Format Specification (FFS)**
- **CDRL AXXX Quantity Data Report Format outlined in File Format Specification (FFS)**
- **CDRL AXXX SRDR Software Development Report (DD Form 3026-1)**
- **CDRL AXXX SRDR Software Maintenance Report (DD Form 3026-2)**
- **CDRL AXXX SRDR ERP Software Development Report (DD Form 3026-3)**
- **CDRL AXXX Maintenance and Repair Parts Data Report Excel Submission Format**
- **CDRL AXXX Tech Data Report Excel Submission Format**

5. The CSDR requirements are outlined per **Attachment XX**, CSDR Plan (DD Form 2794). Inclusive in the plan is the information required by CWIPT for the respective Subcontractor and Prime Contractor, schedule for report submission, and specific information as to format, address to send the information, and other pertinent facts.



<p>Contractor Cost Data Report</p>	<p>ACAT I-II Programs</p> <ul style="list-style-type: none"> • All contracts, subcontracts, government-performed efforts, and major components (e.g., government furnished equipment), including FMS and programs in sustainment, regardless of acquisition phase and contract type, including non-FAR agreements, valued at more than \$50 million, then-year dollars, for current and former ACAT I – II programs. • High-risk or high-technical-interest, as determined by the CSDR plan approval authority, or software contracts priced between \$20 million and \$50 million, then-year dollars. <p>Information System (IS) Programs</p> <ul style="list-style-type: none"> • All contracts, subcontracts, government-performed efforts, and major components (e.g., government furnished equipment), regardless of acquisition phase and contract type, including non-FAR agreements, valued at more than \$50 million, then-year dollars, for IS programs anticipated to exceed \$100 million, then-year dollars, in acquisition expenditures. • High-risk or high-technical-interest, as determined by the CSDR plan approval authority, or software contracts priced between \$20 million and \$50 million, then-year dollars. 	<p>Contractor Cost Data Report, Continued</p>	<p>Middle Tier Acquisition Programs</p> <ul style="list-style-type: none"> • All contracts, subcontracts, government-performed efforts, and major components (e.g., government furnished equipment), regardless of acquisition phase and contract type, including non-FAR agreements, valued at more than \$20 million, then-year dollars, for Middle Tier Acquisition Programs anticipated to exceed \$100 million, then-year dollars, in acquisition expenditures. <p>Other Programs in an amount greater than \$100 million:</p> <ul style="list-style-type: none"> • May be required at the discretion of the CSDR approval authority for all high interest or high risk contracts, subcontracts, or government-performed efforts. <p>Not required under the following conditions:</p> <ul style="list-style-type: none"> • Contracts on programs with anticipated acquisition expenditures less than \$100 million, then-year dollars. • Contracts priced below \$20 million, then-year dollars. • PM requests and obtains approval from the DDCA for a reporting waiver (e.g., procurement of commercial systems).
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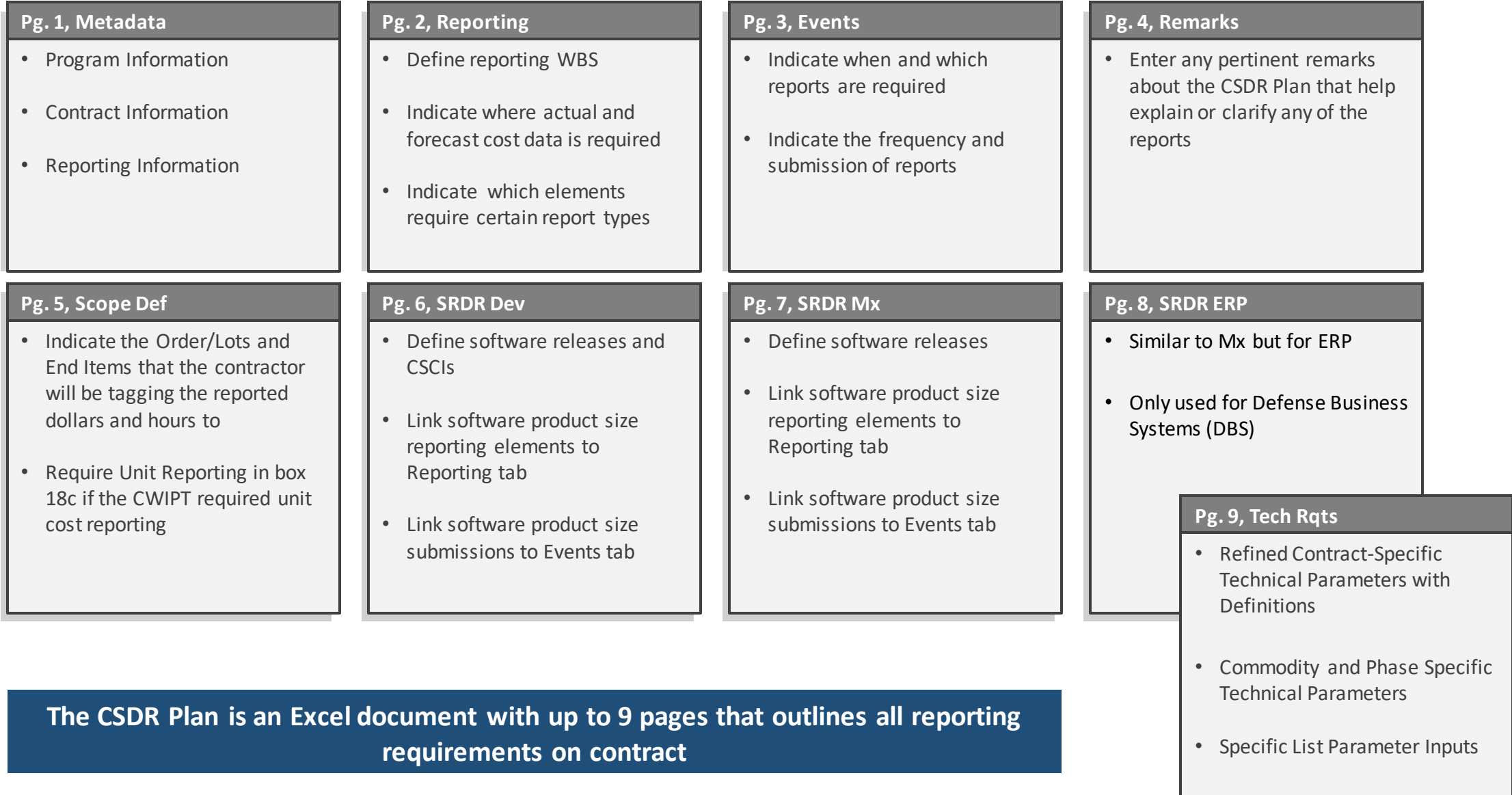
<p>Software Resources Data Report</p>	<p>Development and Enterprise Resource Planning Efforts</p> <ul style="list-style-type: none"> • All contracts, subcontracts, and government-performed efforts, regardless of acquisition phase and contract type, including non-FAR agreements, for developing and/or producing software valued at more than \$20 million, then-year dollars, for: <ul style="list-style-type: none"> • Programs that exceed the ACAT I-II level thresholds. • IS programs anticipated to exceed \$100 million, then-year dollars, in acquisition expenditures. • Middle Tier Acquisition Programs anticipated to exceed \$100 million, then-year dollars, in acquisition expenditures. • High-risk or high-technical-interest software efforts estimated below \$20 million, then-year dollars, as determined by the CSDR plan approval authority, if the overall effort inclusive of non-software efforts exceeds \$20 million, then-year dollars.
<p>Software Resources Data Report, Continued</p>	<p>Maintenance Efforts</p> <ul style="list-style-type: none"> • For all contracts, subcontracts, and government-performed efforts, regardless of acquisition phase and contract type, including non-FAR agreements, for: <ul style="list-style-type: none"> • Programs with previous SRDR development or enterprise resource planning requirements or software maintenance efforts of more than \$20 million, then-year dollars. • Programs that exceed the ACAT I-II level thresholds. • IS programs anticipated to exceed \$100 million, then-year dollars, in acquisition expenditures.

DoDI 5000.73, Table 1 | Other CSDR Deliverables & Notes



<p>Contractor Business Data Report</p>	<ul style="list-style-type: none"> • Required for contractor business entities (e.g., plant, site, or business unit) responsible for contracts or subcontracts with CSDR requirements that are expected to exceed \$250 million, then-year dollars. • Not required for business units based solely on CSDR requirement Middle Tier Acquisition Program contracts. 	<p>Program Resource Distribution Table</p>	<p>ACAT I-II Level Programs</p> <ul style="list-style-type: none"> • All contracts, subcontracts, government-performed efforts, and major components (e.g., government furnished equipment), including foreign military sales (FMS) and programs in sustainment, regardless of acquisition phase and contract type, including non-Federal Acquisition Regulation (FAR) agreements, valued at more than \$50 million, then-year dollars, for ACAT I-II level programs. • High-risk or high-technical-interest, as determined by the CSDR plan approval authority, or software contracts priced between \$20 million and \$50 million, then-year dollars.
<p>Maintenance and Repair Parts Data Report</p>	<p>All sustainment contracts, government-performed efforts, and major components (e.g., government furnished equipment), regardless of contract type, including non-FAR agreements, valued at more than \$50 million, then-year dollars, for programs that exceed ACAT I-II level thresholds and IS programs that are anticipated to exceed \$100 million, then-year dollars, when equivalent information cannot be provided by the program manager, at the discretion of the CSDR plan approval authority.</p>		
<p>Technical Data Report</p>	<p>All contracts, government-performed efforts, and major components (e.g., government furnished equipment), regardless of acquisition phase and contract type, including non-FAR agreements, valued at more than \$50 million, then-year dollars, for programs that exceed the ACAT I and II level threshold and IS programs anticipated to exceed \$100 million, then-year dollars, in acquisition expenditures when equivalent information cannot be provided by the program manager, at the discretion of the CSDR plan approval authority.</p>		
<p>The following notes apply to all reports in this table:</p> <ol style="list-style-type: none"> 1. For CSDR purposes, contract value represents the estimated cost at contract completion (i.e., initial contract award plus all expected authorized contract changes) and is based on the assumption that all contract options will be exercised. If an indefinite delivery, indefinite quantity contract; a basic ordering agreement; a blanket purchase agreement; or a similar type of contract is estimated to exceed the designated threshold in total, the cost working group integrated product team, whose membership is defined in DoD 5000.04-M-1, will determine which individual task or delivery orders require CSDRs and if CSDRs are required at the total contract level. 2. If FMS requirements are a portion of a contract that surpasses the reporting thresholds for CSDRs, the FMS content will be reported in addition to the DoD content. If a contract contains only FMS requirements and surpasses the reporting thresholds for CSDRs, the program manager will contact CAPE to determine if CSDRs should be placed on FMS contracts with no DoD content. 3. Contractor Cost Data Reports consist of either the Cost and Hour Report (FlexFile) and the Quantity Data Report or the DD Form 1921 series of forms and contract work breakdown structure dictionary, subject to the requirements in the approved CSDR plan. 4. An IS is a system of computer hardware, computer software, data, or telecommunications that performs functions such as collecting, processing, storing, transmitting, and displaying information. Computer resources, both hardware and software, that are an integral part of a weapon or weapon system are excluded. For the purpose of cost reporting, DBS and software acquisition programs are included in the IS definition. 5. Acquisition expenditures are the estimated total cost for development, procurement, acquisition operations and maintenance, and system-specific military construction. 			

CSDR Plan (DD 2794)





Request CADE Account
How to Register

CADE Portal

FACADE

About CADE

CSDR Reporting Guidance

Cost Estimating Guidance

Tools & Training

News

Calendar

1. Navigate to **cade.osd.mil**
2. Ensure your CAC or ECA certificate is inserted
3. Click “Request CADE Account”
4. Enter the required information on the “Register for Access” page
5. Select the roles that you will need and fill out all remaining required fields
 - a) To submit data (industry only) → **CSDR-SR Submitter**
 - b) To review data (government only) → **CSDR-SR Reviewer**
 - c) To download data from Data & Analytics/SAR DB → **CADE Analyst** (government) or **Limited Analyst** (support contractor)
6. Submit your request

If you do not yet have a CAC or ECA certificate, click on “How to Register” for instructions to obtain the required certificates

After your account is provisioned, you will need to request access to specific programs and contracts.

Government Analysts and Support Contractors

1. Navigate to **CSDR-SR → My CSDR → Program Planning** to request access to programs for CSDR planning purposes
2. Contact the DCARC to be added to contracts where you will be reviewing CSDR submissions

Industry Submitters

1. Navigate to **Upload Home → Contract Request**
2. Enter the contract number (at a minimum) and submit your request. The DCARC recommends also entering the plan number, as the plan number will be unique to your effort.



How To | Request a Date Change

Via the Contract Details page

Best for updating submissions on an individual contract or “on time” submissions

1. Navigate to **CSDR-SR → Search → Search Contracts**
2. Enter search criteria to find the desired contract (e.g., contact number, program name, contractor, etc.)
3. Click the **Prime Contract Number** hyperlink
4. Click **Submission Events**
5. Click the **Event Name** hyperlink
6. Click **Submission Event Details**
7. Click **Make Date Change Request**
8. Enter a **Requested As Of Date** and **Requested Expected Date**
 - a) These dates should be different
 - b) With limited exceptions, the Expected Date (or Due Date) should be 60 days after the As Of Date
9. Click **OK**

The DCARC will only accept date change requests for valid, contract-driven reasons. An extension for “more time to prepare the report” will not be accepted without significant extenuating circumstances.

CSDR DIDs clarify that the As Of Date for submitted reports should be the reporting entity’s accounting month-end closest to the date in the CSDR plan and CADE. There is no need to shift the As Of Dates to align with the reporting entity’s month-end.

The screenshot displays the CADE interface for a date change request. The background shows the 'Submission Event Details' page for contract N-13-C-C1, submission number 2, with an expected date of 10/13/2015. The dialog box prompts for a 'Reason', 'Requested As Of Date' (10/13/2025), and 'Requested Expected Date' (12/13/2025). It also includes an 'Upload supporting document' section with a file browser and a description field containing the text 'Contract PoP was extended.'



How To | Request a Date Change

Via the Compliance Dashboard

Best for updating multiple delinquent submissions or reports on multiple contracts

1. Navigate to **CSDR-SR → CSDR Compliance → Compliance Dashboard**
2. Enter the program name in the **Program** field and click **Filter**
3. Click the **Program Name** hyperlink
4. Scroll down to the **CSDR Compliance Summary** (note that prime and subcontractor delinquencies are listed separately)
5. Click **Make Date Change Request**
6. Enter a **Requested As Of Date** and **Requested Expected Date**
 - a) These dates should be different
 - b) With limited exceptions, the Expected Date (or Due Date) should be 60 days after the As Of Date
7. Click **OK**

You need access to both the Program and Contract associated with the delinquency to make a date change request. Reach out to the DCARC or CADE Help Desk if you see a message stating that permissions are unavailable.

The DCARC will only accept date change requests for valid, contract-driven reasons. An extension for “more time to prepare the report” will not be accepted without significant extenuating circumstances.

CSDR DIDs clarify that the As Of Date for submitted reports should be the reporting entity’s accounting month-end closest to the date in the CSDR plan and CADE. There is no need to shift the As Of Dates to align with the reporting entity’s month-end.

Missing Prime Contractor Submissions 10

Export to Excel

Action Required	Contract Number	Contract Task Name	Contractor Name	Contractor Division	Contractor Location	CSDR Plan Number	Submission Event Name	Expected As Of Date	Expected Due Date	Expected Reports	Number Of Days Overdue	Full Comment	User	Comment Date	Date Change Request
	TEST CONTRACT	Example Program LRIP 7 Lot 1-5	TBD	N/A		TBD	2019 Annual Report	2/28/2020	4/23/2020	1921, 1921-1	1440	Full Comment			Make Date Change Request



How To | Access a CSDR Plan in the PPM

1. Navigate to **CSDR-SR → My CSDR → Program Planning**
2. Either search for your program using the search criteria, or select it directly from the table below (if your program is not listed, click the **Request** button and reach out to the DCARC to approve the request)
3. Click on the hyperlink for a plan of interest (see below for location depending on plan status), or click the **Download** icon to directly download a plan
4. If you've clicked on the hyperlink, you can scroll down the page to view vote statuses, plan package and task details, memos, comments, CSDR-RR details, and all documents associated with the plan (e.g., CSDR plan, CDRLs, RFP, etc.). **You can also upload documents in this section.**

- CWIPT members are listed in the **Collaborators** box
- Plans being developed are displayed on the **In Process** tab along with their status
- Approved plans are listed in both the **Approved Documentation** and **Archived Working Files** tabs
- You can search for plans by plan number, keyword, status, or phase on any tab

← Back
Request Edit

Program Info

Program Name: Cerberus Autonomous Vehicle Program

ACAT Category: IC

DAES Group: NA (not rated)

Action Required: No

Earliest Target Date: N/A

Lead Service: DOD

Joint Program: No

Managed By: DCARC

804 Program: No

Collaborators

Collaborator	Role
DCARC Analyst, Test	PO Analyst
Gorham, Brianna	Collaborator
PO Reviewer, Test	PO Analyst
ServiceCostAnalyst, Test	Service Cost Center Analyst

Cerberus Autonomous Vehicle Program 📄

In Process
In Finalization
Approved Documentation
Archived Working Files

Plan Packages:

Request a new Plan Package

Search:

Status: (All) ▼

Phase: (All) ▼

Filter List

Reset Filter

Action Required

Any Yes No

Plan Package	Identifying Task	Action Required	Reporting Entity	Contract Number	Phase	804	Approved Plan Memo Date	
Cerberus Production...	Step 5 Of 8	DCARC Director Review ▼			DEV	No		+
Z-23-A-C1	Cerberus Lots 1-3	No	Con-Tractor	TBD - [Z-23-A-C1]				↓
Cerberus Demo #1	Step 3 Of 6	In Vote (Analyst Review) ▼			DEV	No		+
D-23-A-C1	Cerberus Demo	No	Example	CC1234-23-C-0001			3/19/2023	↓



How To | Access and Upload Feedback for a CSDR Submission

1. Navigate to **CSDR-SR → My CSDR → Review Submissions**
2. Click on the hyperlink in the **SR ID #** column to navigate directly to the submission
3. Review the files contained in the **Files** tab and/or the **Validation** tab
 - a) For FlexFiles, viewing the Excel FlexFile and QDR Exports on the **Validation** tab may be preferred to the JSON files uploaded by the contractor
 - b) SRDRs for contracts awarded before May 2023 may report in Excel or XML, but newer SRDRs must report in XML. If no XML is available on the **Validation** tab or data appears to be missing, review the Excel files in the **Files** tab.
 - c) For Legacy Reports, FlexFiles, and newer SRDRs, the **Validation** tab will contain a list of errors captured by cPet that can be exported to Excel

Program:	Example	Submission ID:	14392	Feedback Due Date 11/17/2023
Ctr#:	N0000-00-N-0000	Status:	CWIPT REVIEW	
Reporting Ctr:	TBD	Plan:	Test	
Prime/Sub:	Prime	Event:	EMD CWBS Dictionary	
As Of Date:	4/24/2015	Event #:	1	
First Submitted On:	3/30/2016	Resubmit #:	n/a	
Last Submitted On:	8/17/2020	Submitted By:	Jenighi Powell	

[View All Metadata](#)

Files Validation **Reviewers**

PO Analysts

Reviewer	Organization	Role	Status	Status Date	Comment	
Test PO Reviewer	Example	PO Analyst	Pending <input type="text" value="v"/>		<input type="text"/>	<input type="button" value="Save"/>

Reviewer Files

There are no reviewer files uploaded for this submission.

4. After review, click the **Reviewers** tab
5. Upload any feedback in an Excel or Word document to **Reviewer Files**
6. Update your recommended status to **Accepted** (if no errors) or **Rejected** (if errors) and click **Save**. You may also provide comments.



How To | Use the Compliance Dashboard

1. Navigate to **CSDR-SR** → **CSDR Compliance** → **Compliance Dashboard**
2. Enter the program name in the **Program** field and click **Filter**
3. Click the **Program Name** hyperlink

Program: Cerberus Autonomous Vehicle Program
DAES Group: B

CSDR Rating: GREEN
As of: April 03, 2024

CSDR Compliance Status

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PO Analyst POC

Name: No designated PO Analyst POC for this program
Phone:
Email:

DCARC Analyst POC

Name: No designated DCARC Analyst POC for this program
Phone:
Email:

CSDR Ratings Over Time

Program Overview

Missing Prime Contractor Submissions: 40
Latest Overdue Report: 11/30/2019

Missing Subcontractor Submissions: 0
Latest Overdue Report:

Contracts Awarded without Approved CSDR Plans: 0
RFPs Released without Approved CSDR Plans: 0
Draft RFPs Released without Approved CSDR Plans: 0
CSDR Plan Tasks without Signed CDRLs: 1
Other Program Office Issues: 0

View highlights of the most recent compliance assessment

For programs that have had at least one compliance assessment, view a chart of CSDR ratings over time

View a snapshot of missing reports by prime and subcontractor

Click on a header to view a table of missing submissions, or click to export to Excel

View all previous compliance assessments for a program

CSDR Compliance Summary
View Assessments
CSDR Submissions
CSDR Plans
Email Collaborators

Export CSDR Summary To Excel

↗ Missing Prime Contractor Submissions 40
↗ Missing Subcontractor Submissions 0

How To | Access Data & Analytics

1. From the CADE Portal, click **Data & Analytics**
2. Re-enter your credentials

Search for a catalog of CSDR, other cost data, and details for a specific program

Download pre-selected bulk exports and quick downloads by commodity, service, or report type

Access CSDR Browse to create a custom query and bulk export the results

Access libraries and 1921-3 data

Access cost tools and datasets from the DTM Hub

Welcome to CADE: Data and Analytics

The Authoritative Source for Defense Cost Data

Search for CSDR Data

CSDR Browse
Browse CSDR submissions (1921s, SRDRs, FlexFiles) with enhanced searching

Bulk Exports
SAR, SRDR & FlexFiles
Export all SAR and SRDR data and flattened, pivot-friendly FlexFile data

Quick Downloads
Bulk download CSDR submission files for a given Service or Commodity

Data by Program

View all available data for a given program, including SAR data, CARDS, associated documents, and planned and scheduled CSDR submissions by contract.

Search Programs [Advanced Program Search](#)
[★ My Favorite Programs](#)

Additional Data

CADE Library

Business Base Data
1921-3 and FPR

ACDB Inventory

Other Libraries ▾

Service Libraries

ARMY (CRH)

NAVY (CCRL)

AIR FORCE

Endorsed Datasets, Tools and Models Hub

Endorsing Organization Keyword search Service Commodity

FCoM: Full Cost of Manpower (FCoM) Tool
The Full Cost of Manpower tool is designed to generate cost estimates associated with Department of Defense (DoD) manpower.

NAVAIR Software DB: NAVAIR Software Data Compilation
Joint agency SRDR database compiled by NAVAIR as of July 2020.

NAVAIR Software DB: NAVAIR Software Data Compilation
test