COST ASSESSMENT DATA ENTERPRISE

DATA & ANALYTICS USER GUIDE

Table of Contents

VERSION HISTORY

The following Table identifies the CADE Data & Analytics Guide development and maintenance.

Version	Author	Revision Date	Submittal Date	Reason
August 2023	Mina Park	8/1/2023		Switching screenshots to FACADE, added FlexFile bulk export content, and removed content from DTM Hub and EVM
January 2024	Chris Miller	1/24/24		Removed references to CRH

Introduction to CADE

What is CADE?

The Cost Assessment Data Enterprise (CADE) within the Office of the Secretary of Defense Cost Assessment and Program Evaluation (OSD CAPE) increases analyst productivity and effectiveness by collecting, organizing and displaying cost and related data in an integrated web-based application. CAPE

- Provides policies and procedures for the conduct of cost estimation and cost analyses in DoD (Department of Defense.
- Reviews cost estimates and cost analyses conducted in connection with defense programs.
- Conducts cost analyses of defense acquisition programs to be carried out using multiyear contract authority.
- Prescribes policies and procedures for the reporting and collection of actual cost data and other information for DoD programs.
- Issues guidance relating to the full consideration of life- cycle management and sustainability costs CADE provides analysts with authoritative source data for cost analysis, which are easily searchable and retrievable via the CADE website at https://cade.osd.mil/.

About this Document

The purpose of this manual is to provide all CADE users and students with a detailed description of each of the main functional and sub areas of the site, as well as serve as a step-by-step guide on how to fully utilize the technical functionalities and interpret related content. This document provides instructions for using the Data and Analytics application of CADE, which provides analysts the capability to query, download, and export Cost and Software Data Reports (CSDRs) and Selected Acquisition Report (SAR) data. Additionally, it explains various "search" and "save" tools like the Favorite Function and CADE Library to better navigate the database and find the most relevant cost and program data for cost analysis. Various views can also be employed to review the data from different perspectives.

Registration and Eligibility

Registering for CADE is a simple step-by-step process; new users should read the "CADE Registration Instructions" and then "Request a CADE Account" in the top right corner of the CADE Public website https://cade.osd.mil. Eligibility for CADE access is dependent upon the level of access requested, as well as the affiliation (Govt/Non-Govt, Industry Data Submitter/Support Contractor, US Citizenship) of the user requesting access. Eligibility requirements for Data & Analytics access by User Type is listed below.

User Type	Eligibility Requirements
Govt: DoD Employees	All DoD Govt users are eligible for CADE Data & Analytics access User will be assigned to specific programs upon account approval.
Govt: Non-DoD Employees	Non-DoD Gov't users are generally not eligible for CADE Data & Analytics access. Non-DoD Gov't users may be granted CADE Data Requirements Planner Access on a case-by-case basis, dependent upon an assessment of individual needs and approval by the CDSG Director. For more information please contact the CADE Help Desk at CADESupport@tecolote.com or call (253) 564-1979
Non Govt: DoD Support Contractors	Support Contractors assisting Program Offices eligible for access to a subset of the CADE Data & Analytics application if they meet the following criteria: 1. Program Office Permission based on "need-to-know" 2. US Citizenship 3. Submission of valid Company-to-Company Non-disclosure Agreement (NDA (If the contractor will review any Proprietary Data) 4. Permission from CSDG Leadership

Data and Analytics

From the CADE Portal Home Page, access the "Data &Analytics" application by clicking on the named link located under the "Applications-Analyst" menu on the left-hand side of the screen as shown in Figure 1.
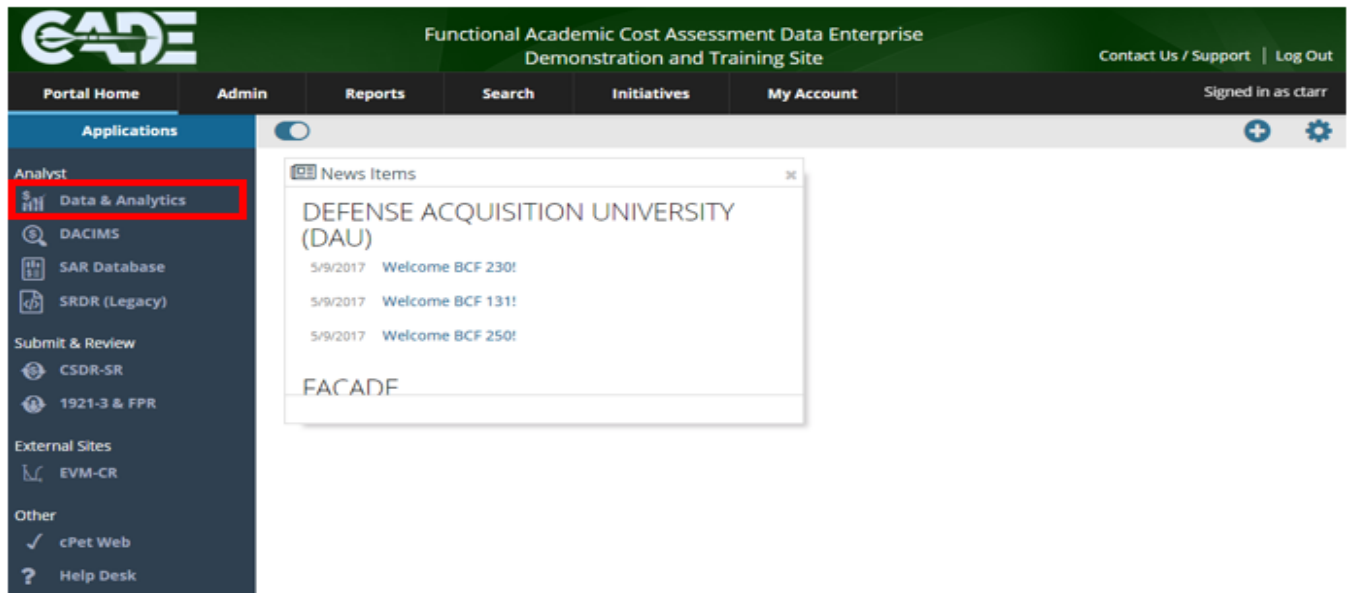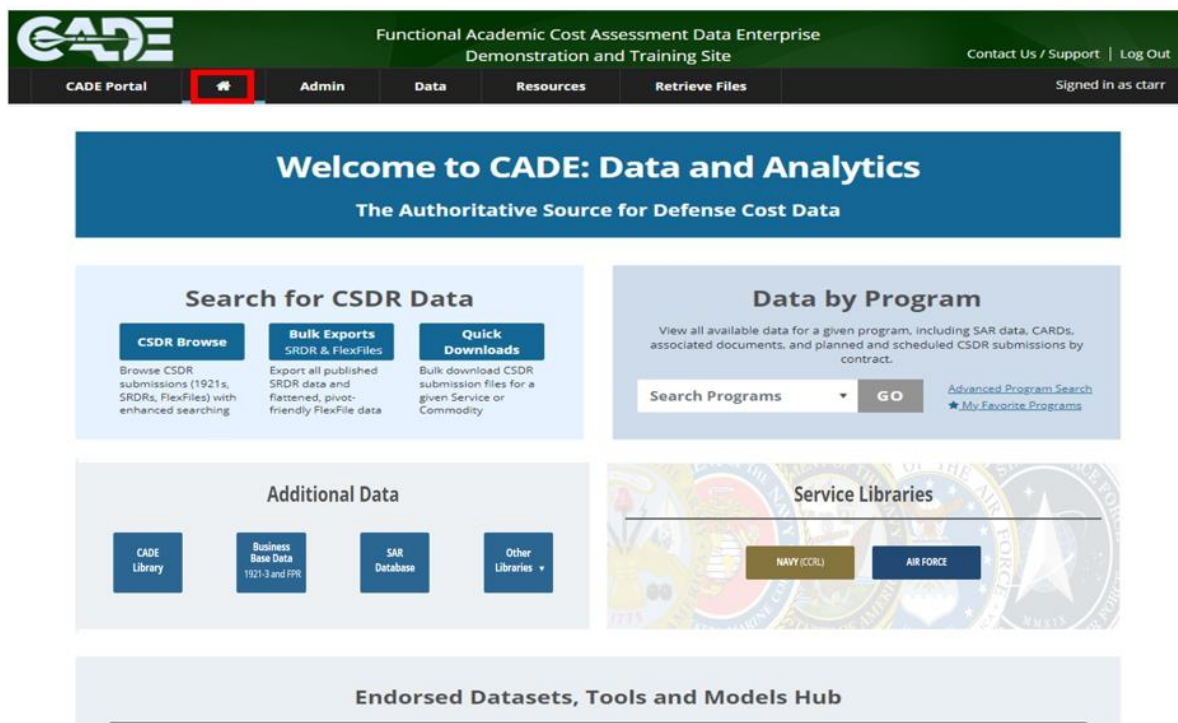

Figure 1: CADE Portal Home Page

D&A Home The D&A "homepage" provides the analyst with easy access to the various data repositories held within Data & Analytics. The various applications are described below.

Analysts can search data by program or browse data across programs in "Data & Analytics." Figure 3, shows the **Data by Program** search using the Program dropdown menu.
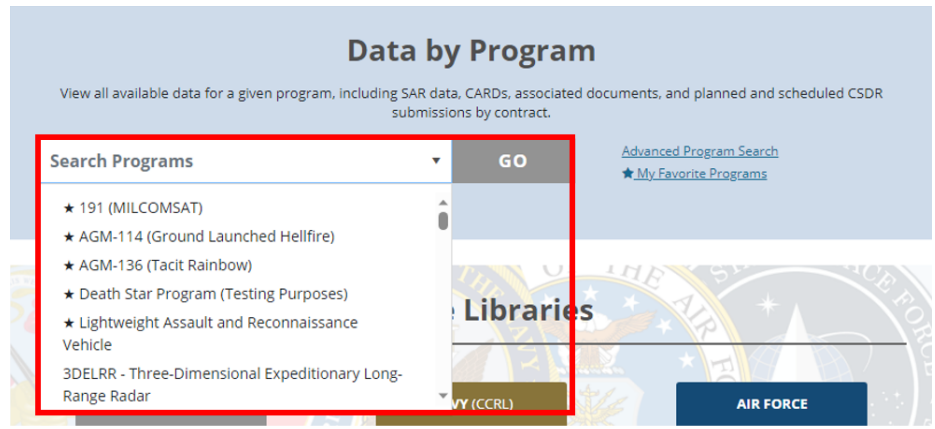

Figure 3: Data & Analytics Program Search Dropdown Menu

The "Advanced Program Search" option, which is located next to the "Program Search" dropdown menu, seen in Figure 4, allows an analyst to define search preferences. From there, analysts are directed to the "Advanced Program Search" page (Figure 4a), which provides the ability to browse and find programs meeting defined criteria. On this page, analysts have the ability to select their favorite programs by selecting the star next to the program of choice.

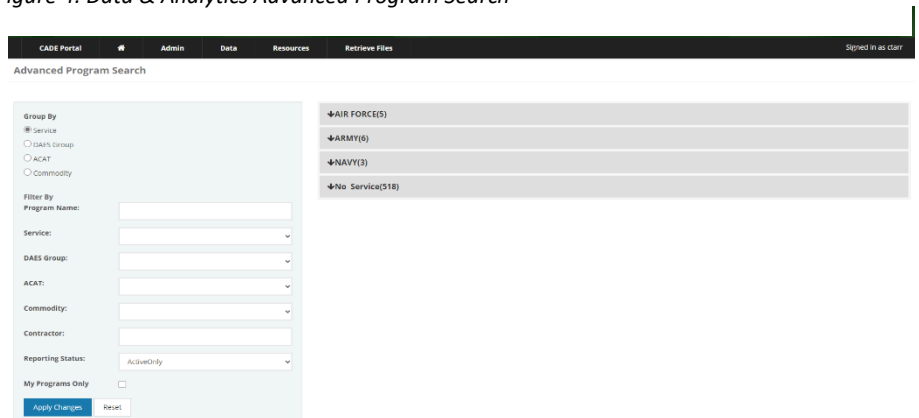Figure 4: Data & Analytics Advanced Program Search

Figure 4a: Advanced Program Search Page

Analysts can Select "My Favorite Programs" (Figure 5) to see a list of their favorite programs.

Figure 5: Data & Analytics My Favorite Program

Select Favorite Programs:

A favorite program is one that has been marked by the user for easy access. To add or remove a program as a favorite, click on the outlined or filled blue star to the left of the program bar; the star will become a solid star when added as a favorite or change back to an outlined star if removed as a favorite (as seen in Figures 6a and 6b).
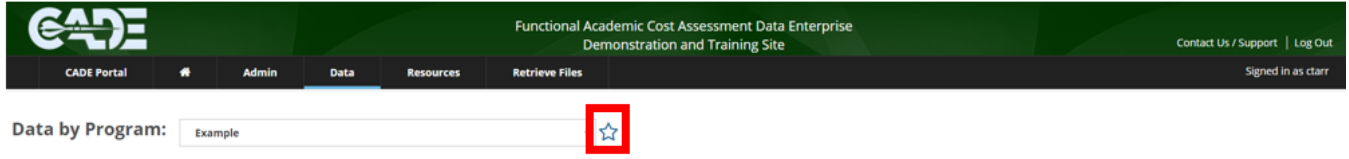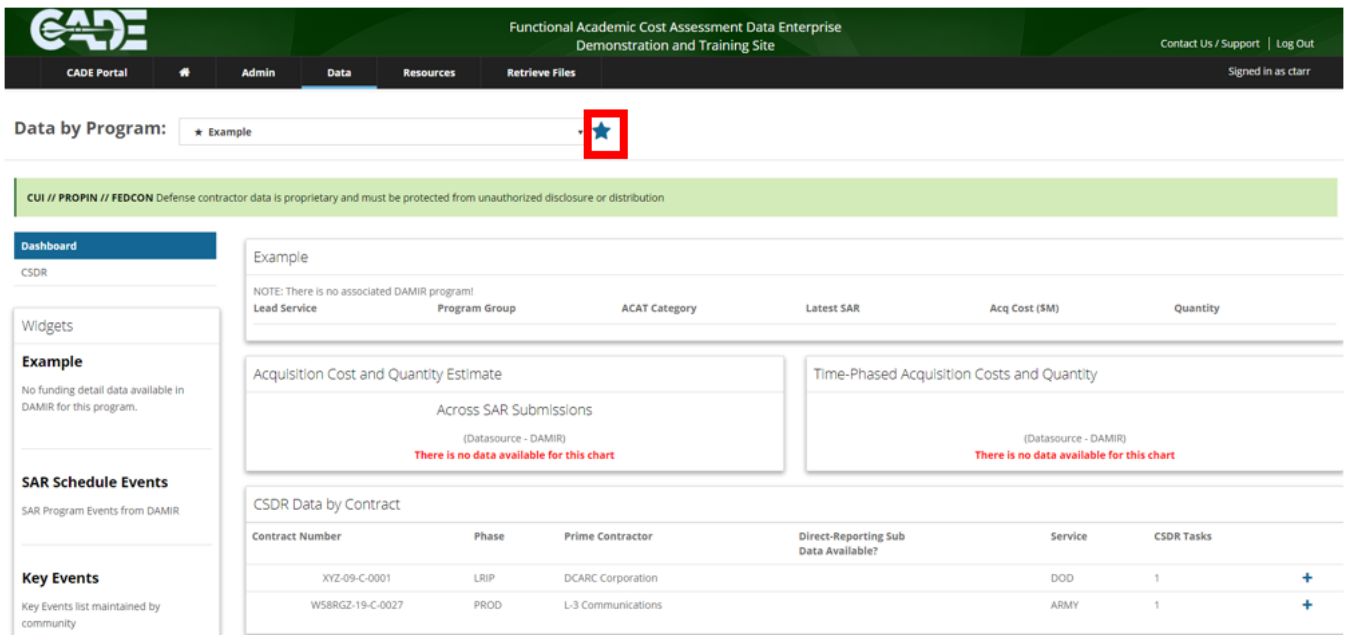

Figure 6a: Save Favorite Programs

Figure 6b: Save Favorite Programs (Dashboard View)

From the Homepage analysts will have access to the following data and resources (Figure 7):

CSDR Data

- **Browse CSDR Submissions:** Browse Contractor Cost Data Reports (CCDR), Contract Work Breakdown Structure (CWBS), Software Resources Data Reports (SRDR), Transportation Discrepancy Reports (TDR), and M/R submissions by type of service, commodity, etc.
- **Bulk Exports:** Published SRDR, CCDR, and FlexFile data
- **Business Base Data: Department of Defense Form (DD) 1921-3, Contractor Business Data Report: includes c**ontractor overhead rates, reported annually via DD1921-3s, FPRs)

Cost Libraries

- **CADE Library:** Access to CADE's extensive library of program documents. (See page 26 for more information on using the CADE library)
- **Air Force Library:** Set up similarly to CADE's library, the Air Force library provides analysts with access to Air Force specific library documents (Consult page 30 for information on navigating the AF library)
- **CCRL (Navy):** Redirects to the Naval Center for Cost Analysis Library.

Other Libraries: The other libraries section contains a selection of government and institutional research, including:

- **Aerospace FFRDC (The Aerospace Corporation)**
- **Arroyo Center (RAND Corporation)**
- **Center for Communications and Computing (Institute for Defense Analyses)**
- **Center for Naval Analyses (The CNA Corporation)**
- **DTIC (Defense Technical Information Center)**
- **Lincoln Laboratory (Massachusetts Institute of Technology)**
- **National Defense Research Institute (RAND Corporation)**
- **National Security Engineering Center (MITRE)**
- **Pentagon Digital Library**
- **Software Engineering Institute (Carnegie Mellon University)**
- **Systems and Analyses Center (Institute for Defense Analyses)**

Data & Analytics User Guide: This step-by-step guide to using Data and Analytics to browse, search and download cost data.

Data,

Figure 7: Various types of data and resources

Tools, and Models Hub (DTM Hub)

DTM Hub Applications:

Analysts will also have access to the Endorsed Datasets, Tools and Models (DTM) Hub. (Figure 8) The DTM Hub allows authorized endorsing organizations to share datasets, tools and models with the larger DoD Cost Community. DTM Hub endorsers are Service Cost Chiefs or Directors who hold the rank of GS-14/15 or SES or equivalent. They support the DoD cost community by managing items uploaded into the DTM Hub. Organizations interested in becoming endorsing organizations should contact the CADE Helpdesk at (253) 564-1979 Ext.2 or via email at CADESupport@Tecolote.com.

Analysts can search the Endorsed DTMHub by using the Endorsed Organization, Service and/or Commodity drop down filters or by entering in a keyword. Selecting a specific DTM Hub item will take users to a detailed page with a description of the DTMHub item, access to the dataset, tool or model and any associated user guides.

Figure 8: DTM Hub Navigation Pane

Navigation

The Data & Analytics navigation bar has been organized into three major sections (Data, Tools, and Retrieve Files). To navigate between the sections and functionalities, utilize the black navigation bar, which will always appear across the top of the screen. To view a particular section or functionality, click on the title or hover your cursor over the title to view a dropdown list of selected subsections under each title. An example of the dropdown list is shown in Figure 9.
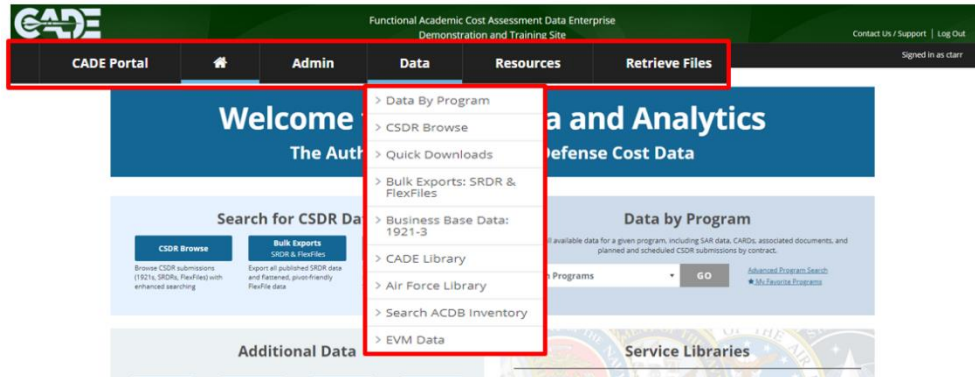

Figure 8: Data & Analytics Navigation Bar

Data by Program Advanced Program Search

Selecting the "Advanced Program Search" option (shown below in figures 10) will direct users to the "Advanced Program Search" page, where they can search the database by the following fields:

Figure 9a: Advanced Program Search

Figure 10b: Advanced Program Search

Selecting Favorite Programs Function

The "Select Favorite Programs" function allows analysts to query, filter, favorite, and select programs based upon certain criteria. It contains a combination of dropdown and text fields.

Advanced Program Search Filters:

Group By: In this section, the user can arrange the outputs by Service, Defense Acquisition Executive Summary (DAES) Group, Acquisition Category (ACAT), or Commodity Group. As shown in the example in Figure 11, the results will be grouped by Service.

Filter By: This optional filter function allows analysts to query the list of programs available to a subset of programs based on the input entered.

Program Name: Enter the program name to narrow your search.

Services: Select from a list of military branches and agencies.

Latest Earned Value Management Central Repository (EVM-CR) DAES Assessment Rating: Filter search results by latest DAES assessment rating.

ACAT: If known, select the appropriate Acquisition Category.

Commodity Group: A group of weapon systems belonging to the same military standard category.
Contractor: Enter the name of the prime or sub-contractor.

Reporting Statuses:
- Select "Active Only" if you are searching for an acquisition program that is actively providing reports (i.e. is responsible for future submissions).
- Select "All" if you want to search across defense programs, including legacy programs that are no longer active in reporting.

Figure 11: Using Advanced Program Search

Browse CSDR Submissions

Browse CSDR Submissions is the feature of CADE Data & Analytics where analysts have the ability to browse and export Finalized and Accepted submission events by filtering on specific criteria (Figure 12).

1. **Keywords**
2. **Commodity**
3. **Reporting Contractor**
4. **Service**
5. **Program**
6. **Prime/Sub**

7. **Report Type**
8. **Phase**
9. **Contract Type**
10. **Published Dates**
11. **As of Dates**
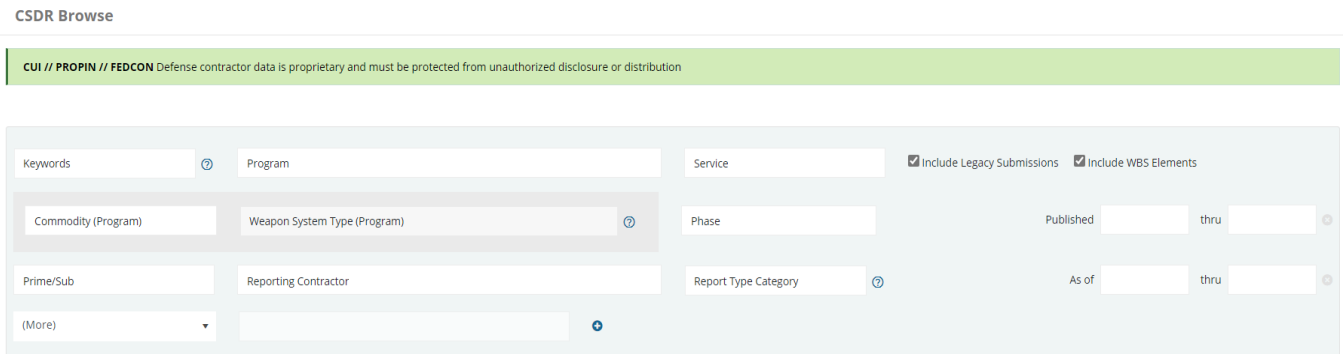
Figure 12: CSDR Browse

The "Keywords" field provides a free-form text option for analysts to browse data by entering key words (i.e., "radar"). Users are also able to include or exclude WBS element names & legacy submissions (migrated from Defense Automated Cost Information System (DACIMS) legacy library) in the search criteria. The free-form text can use "AND" when searching on multiple criteria such as "fuselage" and "radar." This will return results with both "fuselage" and "radar." identified in the submission event metadata and WBS. The free-form text fields also allow the ability to use "OR," which will search for submissions with "fuselage" OR "radar." (Figure 13).

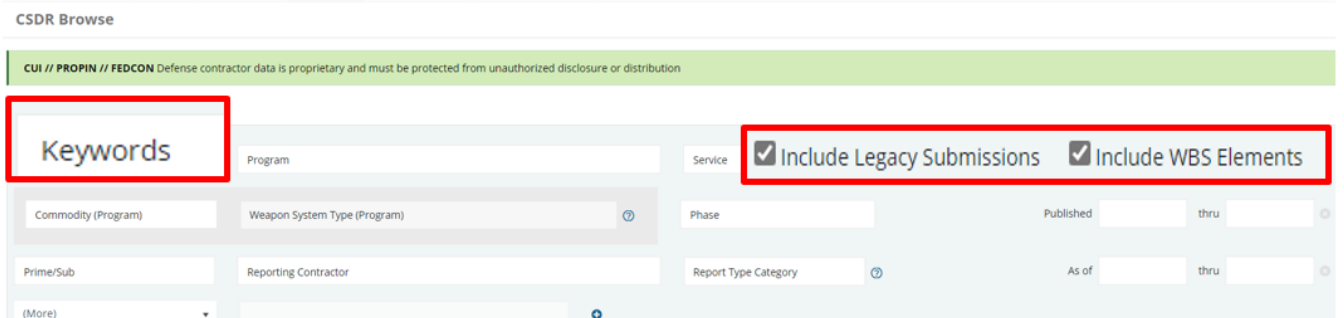*Figure 13: CSDR Browse Free Form Text Search*

Once the results are returned, the user can either
   a. select the submission event of interest;
   b. select the "CCDR Reports" tab, which will direct them to a list of CCDR Reports that are associated with their search;
   c. export the metadata and native files from the corresponding submission events (up to 500 Submissions Events); or
   d. export the metadata and bulk export the CCDR Reports in a flat file**.**

"Submission Events View" shows submissions and allows analyst to download submitted files and metadata based on search criteria selected in Figure 14.

Figure 14: CSDR Browse Submission Bulk Download

When users select an individual submission event, they will be directed to the "Submission Details" page. The results will include metadata, the files the contractor submitted, and administrative files. If the submission event includes CCDRs, then the Submission Details page will also include parsed files. The Submission Details page has multiple download and view options depending on the file. Hovering over the icon will provide context of the download (i.e., formatted file export, flat file etc.). FlexFile submissions contain a pivot export and template exports (see Figure 14a example below) that are not available with the DD 1921 series data. The pivot export contains a pivot table template with pre-formatted pivot tables to help analysts review and analyze FlexFile data. Instructions on the pivot table template can be found in the export.

Figure 14a: CSDR Submission Detail Page

CCDR Reports Tab

When the user selects "CCDR Reports," they will see the associated reports based on the search criteria and be able to bulk download the reports and metadata. There are four Bulk Data options:

(1) Export CCDR Data,

(2) Download Source Files,

(3) Export Metadata,

(4) Bulk Data Export (Legacy).

Figure 15: CCDR Reports

The user will have the option to select which reports they desire to export using the checkboxes on the left-hand side of the grid next to the Report Name column (Figure 15).

When the user selects an individual report in the CCDR browse results table; the Report Data page (Figure 15a) will display. This page will provide the user with a view of the formatted DD 1921 series data and provide them with the ability to export formatted and/or flat files.

Report Data

Report Name: Final Contract Submital

Formatted File Export   Export to Excel

Header Data | **1921 Cost Data** | **1921-1 Cost Data**

WBS ELEMENT CODE	WBS REPORTING ELEMENTS	NUMBER OF UNITS TO DATE	COSTS INCURRED TO DATE (thousands of U.S. Dollars)			NUMBER OF UNITS AT COMPLETION	COSTS INCURRED AT COMPLETION (thousands of U.S. Dollars)		
			NONRECURRING	RECURRING	TOTAL		NONRECURRING	RECURRING	TOTAL
1.0	Surveillance Satellite Ground Control System (SSGC	0	$105,395.3	$0.0	$105,395.3	0	$105,891.4	$0.0	$105,891.4
1.1	Systems Engineering/Program Management	0	$62,419.8	$0.0	$62,419.8	0	$61,314.2	$0.0	$61,314.2
1.1.1	Sytems Engineering	0	$19,175.1	$0.0	$19,175.1	0	$21,040.6	$0.0	$21,040.6
1.1.2	Program Management	0	$42,470.6	$0.0	$42,470.6	0	$39,370.6	$0.0	$39,370.6
1.1.3	Integrated Logistics Support (ILS)	0	$774.1	$0.0	$774.1	0	$902.9	$0.0	$902.9

Figure 15a: CCDR Report Data Page

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Bulk Exports

CCDR Data Export

The "CCDR Data Export" function allows a user to select up to 500 separate DD 1921 series reports, including FlexFile/Quantity Data, into one normalized export to be used for analysis across a program's life span, or multiple programs. This data is accurate, consistent, and transparent, with greatly improved performance over the prior CCDR FlatFile Export.

When the user selects "CCDR Data Export" from within the CCDR Reports tab, a pop-up window (Figure 16) will display letting the user know the export has been queued for download and can be downloaded from the "Retrieve Files" tab of the Data & Analysis (D&A) interface, or from the hyperlink within the pop-up screen once processed.
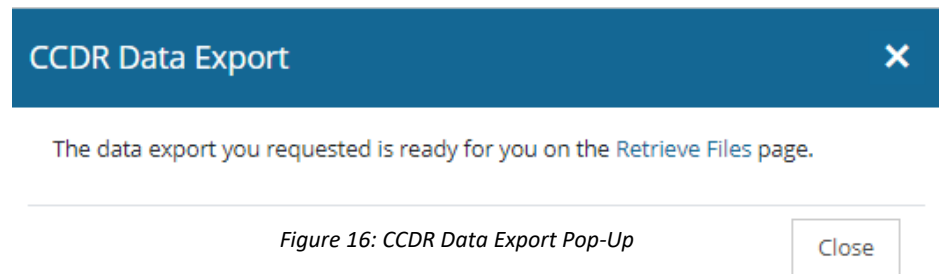

Figure 16: CCDR Data Export Pop-Up

CCDR Bulk Export Tabs

- **Metadata:** This tab lists the reports included in the export.

- **Cost Data Summary:** This tab represents DD 1921 data. For FlexFiles, values are rolled up from lower-level cost reporting.

- **Functional Cost-Hour:** This tab represents DD 1921-1 and DD 1921-5 data. For FlexFiles, values are rolled up from lower-level cost reporting.

- **FCH 2003 Detail:** This tab represents DD 1921-1 data from only the 2003 version of the 1921-1 reports. The 2003 version of the report contains data stratified by Reporting Contractor, Subcontractor, and Total.

- **Unit Cost:** This tab represents DD 1921-2 data. For FlexFiles, values are rolled up from lower-level cost reporting and only include touch labor.

SRDR Bulk Exports

Selecting the "SRDR Data" tab will direct the user to a number of bulk exports of SRDR data (Figure 17). XML & Excel Machine-Readable SRDR DEV, MAIN, and Enterprise Resource Planning (ERP) forms allow bulk exports via the Data & Analytics application.

- **Export SRDR DEV Data:** This SRDR (DD 3026-1) export is broken down by report metadata, release level and release-Computer Software Configuration Item (CSCI)-level data, effort, activity definitions, outsourced dev orgs, and software reuse.
- **Export SRDR Maint Data:** This SRDR (DD 3026-2) export is broken down by maintenance report metadata, top-level and release-level data, effort, outsourced maintenance organizations, software licensing, Source Lines of Code (SLOC)detail, agile release data, function point detail, Reports, Interfaces, Conversions, Enhancements, Forms, and Workflows (RICE-FW) detail, other measures, and software changes.
- **Export SRDR ERP Data:** This SRDR (DD 3026-3) export is broken down by report metadata, release-level data, effort, object-sizing detail, SLOC detail, agile detail, function-point detail, other measures, commercial-off-the-shelf (COTS) procurement.
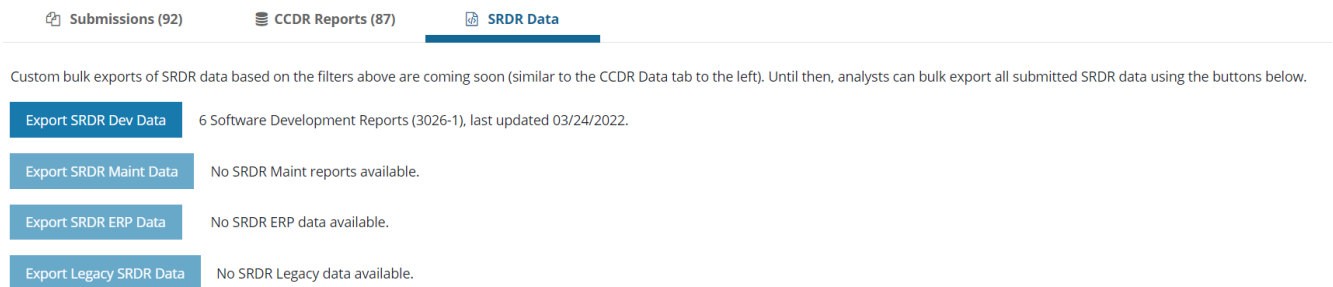- **Export Legacy SRDR Data:** A flat bulk export of all legacy SRDR data (DD 2630 series)

Figure 17: SRDR Data Tab

FlexFile Bulk Export

This export provides the time-phased actual-to-date data for all FlexFiles in a flattened, pivot-friendly format. The data for each FlexFile is provided as a comma-separated value (CSV) file which is then packaged into a collection of CSVs within a single ZIP file, identified by the CADE submission ID. This export option is located in the "Bulk Export" tab, and can be downloaded directly to the analyst's computer.

Legacy Bulk Exports
When the user selects "Bulk Data Export (Legacy)" a pop-up dialog box will appear and ask the analyst to name the report and select the level of detailed data they wish to export. Additionally, the analyst can specify the file format of the report.

Similar to CCDR Data Exports, a pop-up will notify the analyst the file can be downloaded from the "Retrieve Files" page.

By default, the top selection on the page will be the most recently downloaded report/file. Clicking the "download" icon allows download of the file/report directly to the analyst's computer (assuming the file has been processed already and shows a status of "Finished").

Metadata Export

When the user selects "Export Metadata" from within the "CCDR Reports" tab, an Excel file will automatically begin downloading to the user's computer. The user will then be able to open the Excel file and view all raw metadata once the download is completed.

Download Source Files

When the user selects "Download Source Files" at the bottom of the "CCDR Reports" tab, a pop-up window (Figure 18) will display letting the user know the export has been queued for download and can be downloaded from the "Retrieve Files" tab of the D&A interface, or from the hyperlink within the pop-up screen once processed.
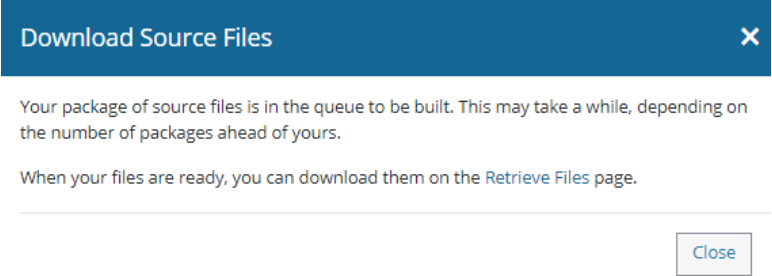

Figure 18: Download Source Files Pop-up

CCDR Bulk Data Export (Legacy) Files

- **Quick File**: Flat File export of all user selected CCDR reports. This CCDR export includes the following fields: Metadata, Functional Cost & Hours, Progress Curve, Remarks, Definitions, and Summary Elements.

- **Detailed File**: Detailed Flat File export of DD 1921-1, DD 1921-5 and/or DD 1921-2 data when available. This CCDR export is includes the following fields: Functional Cost and Hours, Progress Curve, WBS Remarks, and Definitions.

When the user selects "Native Files Export" from within the "CCDR Reports" tab, the pop-up will inform the analyst that the export can be downloaded from the "Retrieve Files" page.

Once the export is downloaded, the user will be presented with a ZIP file containing folders for the selected CCDR reports. Each individual report folder will have the original submission files uploaded by the contractor.

Quick Downloads

Figure 19: D&A Quick Downloads

When users select the "Quick Downloads" button, they will be able to bulk download all CSDR submission files for a given military service or Commodity/MIL-STD with "as-of" dates for a particular time period (Figures 19 and 19a).
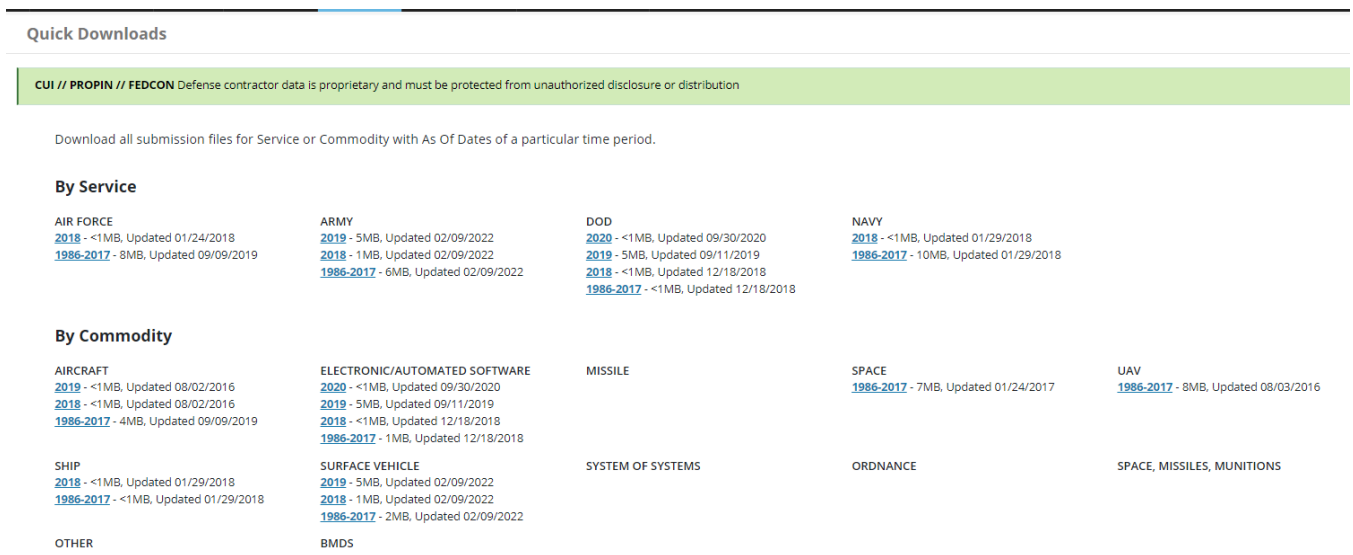

Figure 19a: Quick Downloads Page

Program Dashboard

Program-specific information can be accessed at any point from the "Data by Program" dropdown menu on the Data & Analytics homepage (seen in Figure 20) or from the "Data by Program" dropdown menu when on a program-specific page. From this point, users have easy access to specific program contract and data availability information, as well as, related acquisition, cost, and technical data, if applicable. Only one program may be viewed at a time.
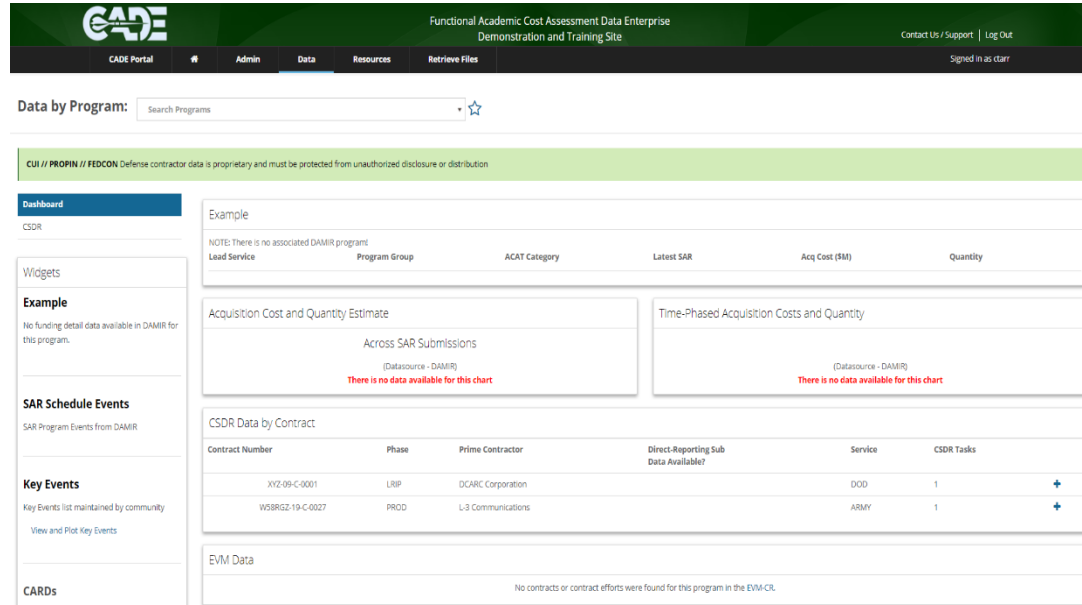

Figure 20: Program Dashboard View

Widgets

The Widgets can be viewed on the left-hand side of the selected program's Dashboard (Figure 21). They provide easy access additional data and key events for the selected program.

Program-Specific Summary Information: Provides a quick summary of the program funding detail from the Defense Acquisition Management Information Retrieval (Repository) (DAMIR) for the program being displayed in the Dashboard.
- The "View Funding Detail" link has been provided so the user can quickly navigate to view funding details.

SAR Schedule Events: Provides a quick summary of SAR program events from DAMIR for the program being displayed in the Dashboard.
- The "View and Plot Events" link is provided so the user can quickly navigate to view and plot events.

Key Events: Provides a summary of key events in the program's history, maintained by the CADE user community.
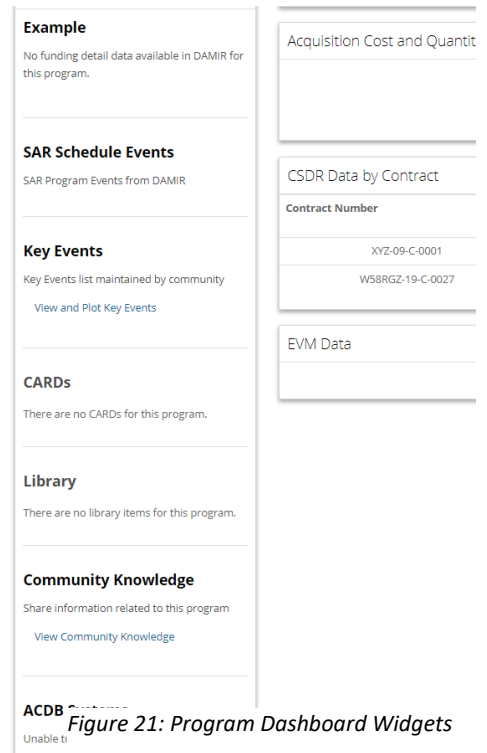- Select "View and Plot Key Events" to select and add key events or select, "Create New Key Events."

Figure 21: Program Dashboard Widgets

CARDs (Cost Analysis Requirements Description): The user can submit, browse, and search for CARDs, which can be used for preparing an independent cost estimate (ICE), program office estimate (POE), Component cost estimate (CCE), Component cost position (CCP), or other DoD cost estimate.

Library: Provides a summary of recent activity in the CADE Library. The latest files that have been uploaded are highlighted in the widget. The user can also select the "View Library" link to navigate to the library.

Community Knowledge: All users can select the link to share and view information related to a specific program.

Side Bar Navigation

Side bar navigation tools are available on the left side of the page, above the Widgets. These tools allow the analyst to view specific program-related acquisition, cost, and technical data, as shown in Figure 22.
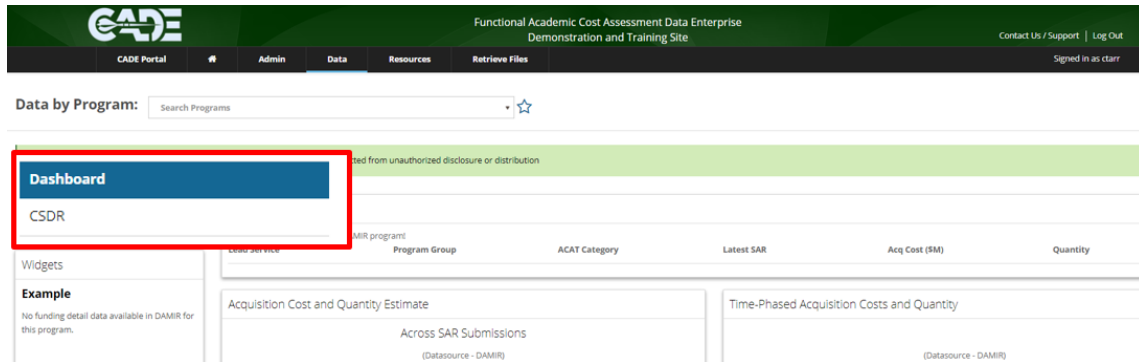
Program Search and My Favorite Programs Functions

The Data by Program dropdown menu to the left of the screen will display the name of the Program that is currently being viewed. This search function will also allow the user to search for a different program by typing in a program name in the white "search" bar and selecting "enter." The displayed program can be added to or removed from the "My Favorite Programs" list by selecting or deselecting the blue star to the right of the program name.

Users can click on "My Favorite Programs" on the Data & Analytics homepage link to access a complete list of favorite programs as shown in Figure 5.

Program Summary Table and Graphs

The first table displays high-level. program-specific information in a summary format, including the Program Name, and the associated Program Number (PNO) as it is listed in CADE and DAMIR databases. The table also provides the lead service, DoD Program Group, ACAT, date of the latest SAR, the Acquisition Cost, and the Quantity. The two graphs displayed in the middle of the dashboard view provide a high-level look at acquisition cost and quantity data using SAR data.

Program Contracts and Data Availability Table

This dashboard function lists the CSDR data that is available by contract for the program. Click the blue

Figure 23: Expanded View of the Program CSDR Data by Contract and EVM migration

Acquisition

In the Acquisition section of the blue program menu, you will find data and information from DAMIR. You can navigate to the pages with acquisition data by selecting "Acquisition" on the left side of the program-specific dashboard using the tabs as shown below in Figure 24.
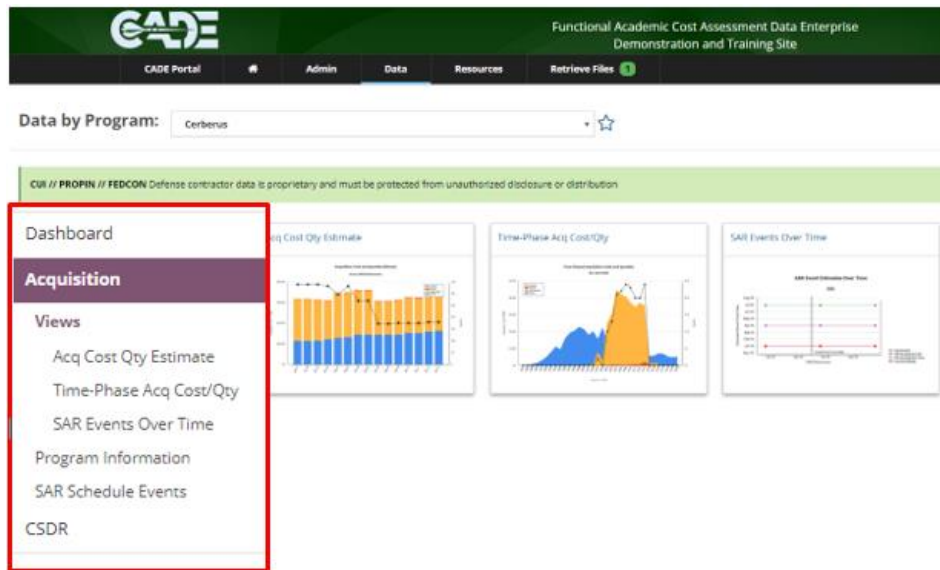
Views

Figure 25: Availability for Acquisition Data
Figure 24: Availability for Acquisition Data

There are four distinct Acquisition views available to the user as seen in Figure 25. Each provides access to various budget, quantity, and schedule data over periods of time. Analysts can select the icon for each graphic to access the data, view and/or edit the chart, and download the data.
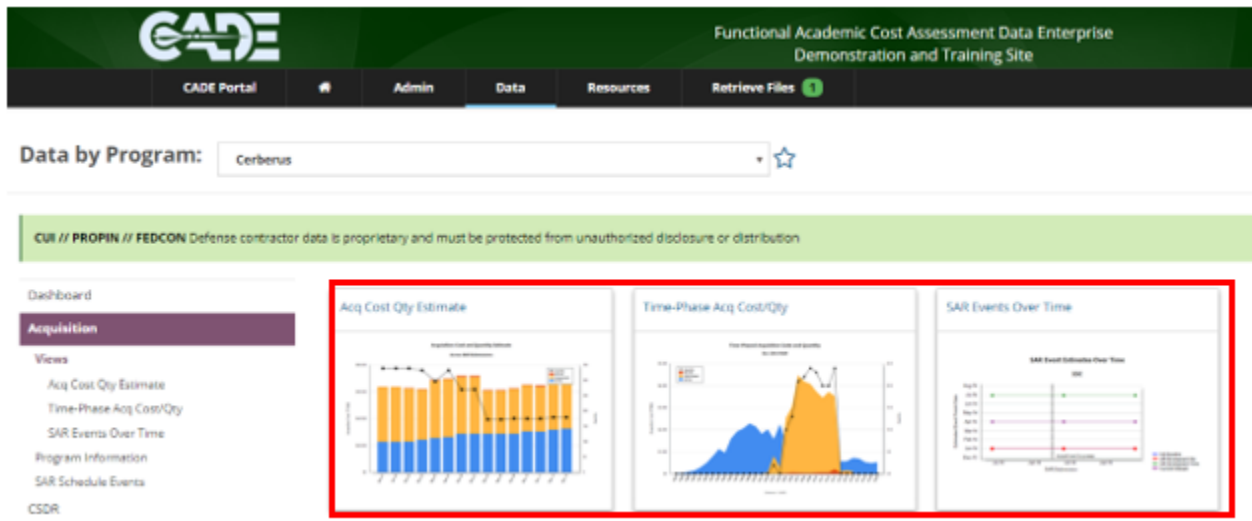

Figure 25: Acquisition Views

Acquisition Cost and Quantity Estimate across SAR Submissions –

This graph, which can be seen in the Dashboard (Figure 22), displays the total cost and quantity estimates for each annual SAR submission.

This view also shows the total program funding for acquisition appropriations over time. Each bar along the left axis, represents the total acquisition cost in then-year dollars for a particular SAR submission. The graph is broken out by Research, Development, Test and Evaluation (RDT&E), Procurement, Military Construction (MILCON), and Operations and Maintenance (O&M) appropriations.

The line along the right axis shows the total procurement quantity. In Figure 26, a sample graph shows the total acquisition cost and quantity has remained consistent at ~$2.5B and 65 units in the Dec 2015 to the Dec 2019 submission.

Analysts can select input values to display on the graph. The "Export Data to Excel" function is available above the Maximum and Minimum Options fields, and can be used to further edit the graph display. A "Zoom In" function, to the left of the graph input controls, can be used to enlarge the visual data.
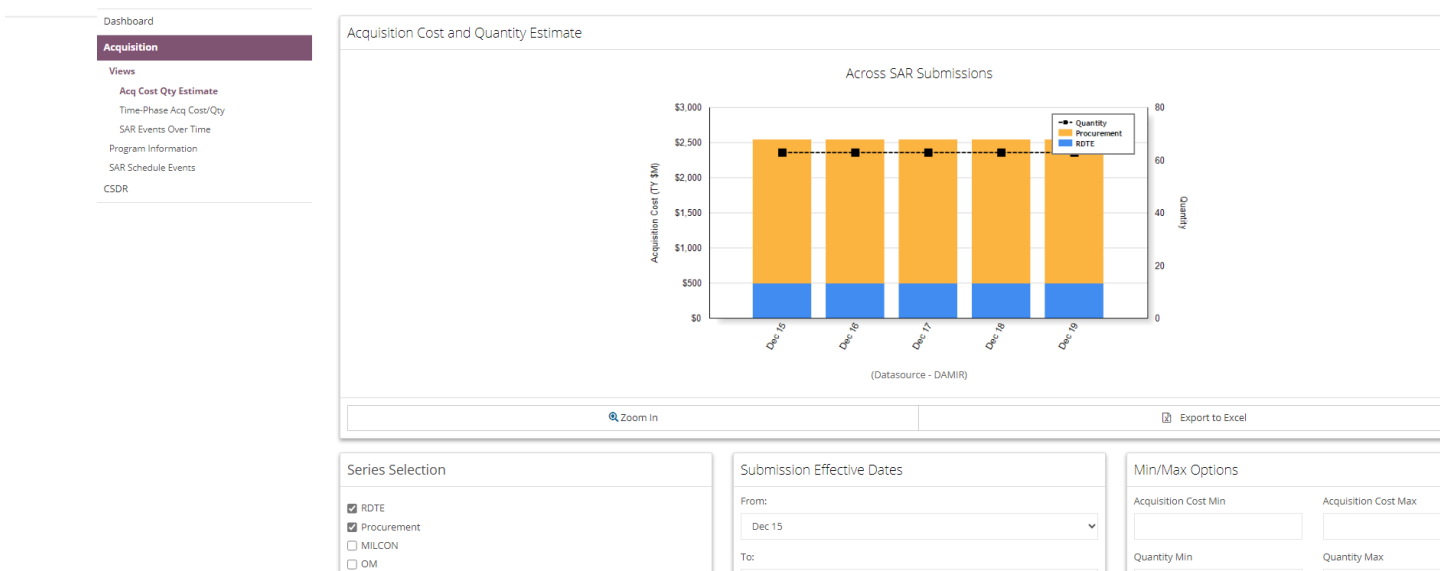

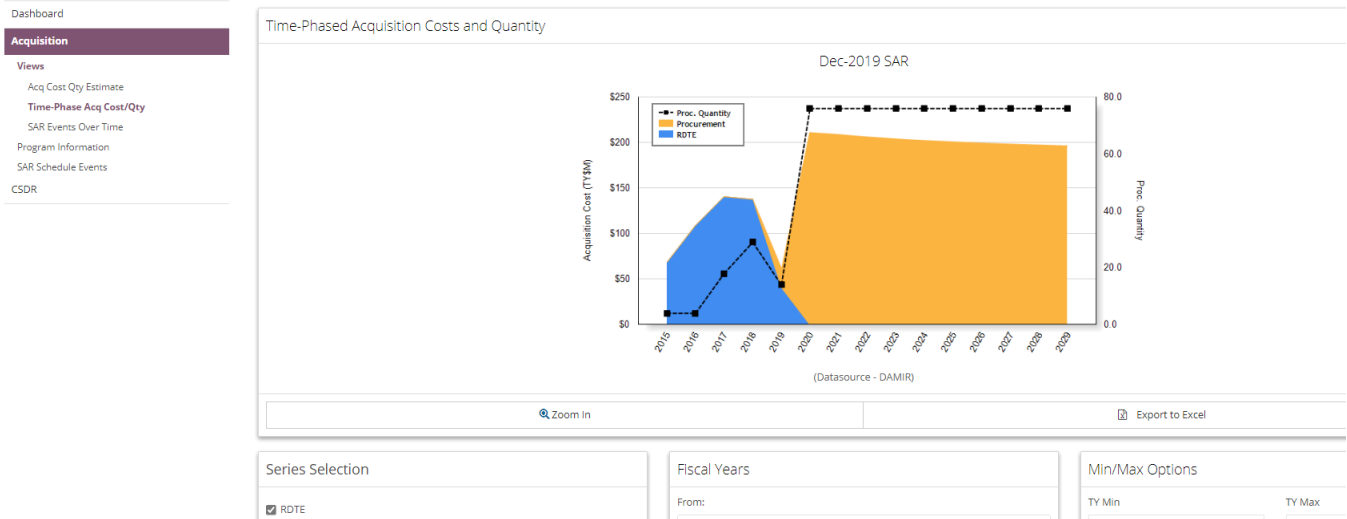*Figure 26: Acquisition Cost and Quantity Estimate*

Time-Phased Acquisitions Costs and Quantity

This view displays the time phasing of cost by appropriation and procurement quantities from the most recent SAR submission; this graph can also be viewed on the Dashboard (seen in Figure 22).

For the most recent SAR submission, this view displays the time phasing of the acquisition budget authorized by Congress. On the left axis, the annual program funding in then-year dollars is broken out by RDT&E, Procurement, MILCON, and O&M appropriations. The dotted line on the right axis shows the annual procurement quantity ordered, or in the case of a future period, the forecasted order.

Figure 27 shows a program for which funding began in fiscal year 2015 and procurement is expected to end in fiscal year 2029.

Similar to the graphs described in the "Acquisition Cost and Quantity Estimate across SAR Submissions" section, changes may be applied or reset by users to display in the graph. Users can set filters by clicking the required fields under the "View Controls" section on the left-hand side of the screen. To the right of the controls is a "Zoom In" function that can be used to enlarge the visual data; the legend will appear on the graph. The "Export Data to Excel" function is available below

the Maximum and Minimum Options fields to further customize the graphs or work with the source data.

Figure 27: Time-Phased Acquisition Cost and Quantity

Average Procurement Unit Cost (APUC)

This view displays the APUC across various SAR submissions in a single view, as shown in Figure 28. Though the APUC reported in the SAR is in constant base-year dollars, this chart only provides a then-year dollar seen with the bars on the left-axis.

Constant-dollar data for the APUC are available by utilizing the export option. Note that the base year of the APUC may change over time according to baseline updates. For a consistent constant-dollar view, Analysts can normalize the then-year costs available in the export using an inflation index, properly weighted by the budget appropriation.

The dotted line along the right axis represents the total estimated procurement quantity.

Figure 28: Average Procurement Unit Cost

SAR Events Over Time/ Schedule Events

The SAR Schedule Events provides a graph and chart of the Current Estimate, Acquisition Program Baseline Objective, Acquisition Program Baseline (APB) threshold, and SAR baseline of various SAR events (which include milestone decisions, design reviews, etc.) for each SAR submission. This view allows users to observe chronological changes in the schedule of a selected program (Figure 29).

Analysts have the ability to export event flat files and chart data by clicking the respective links in the top left corner of the page; users will be prompted to open or save the generated document. Submission Effective Dates may also be chosen for display in the graph. The vertical axis displays the SAR completion date and the horizontal axis displays SAR submissions dates; schedule slips to program events are displayed by a line.

A table of all program events for the selected SAR submission is situated below the chart and "program events" selection field. Select the SAR submission tabs to view program events for a different estimate. Changing the table does not affect the view above.
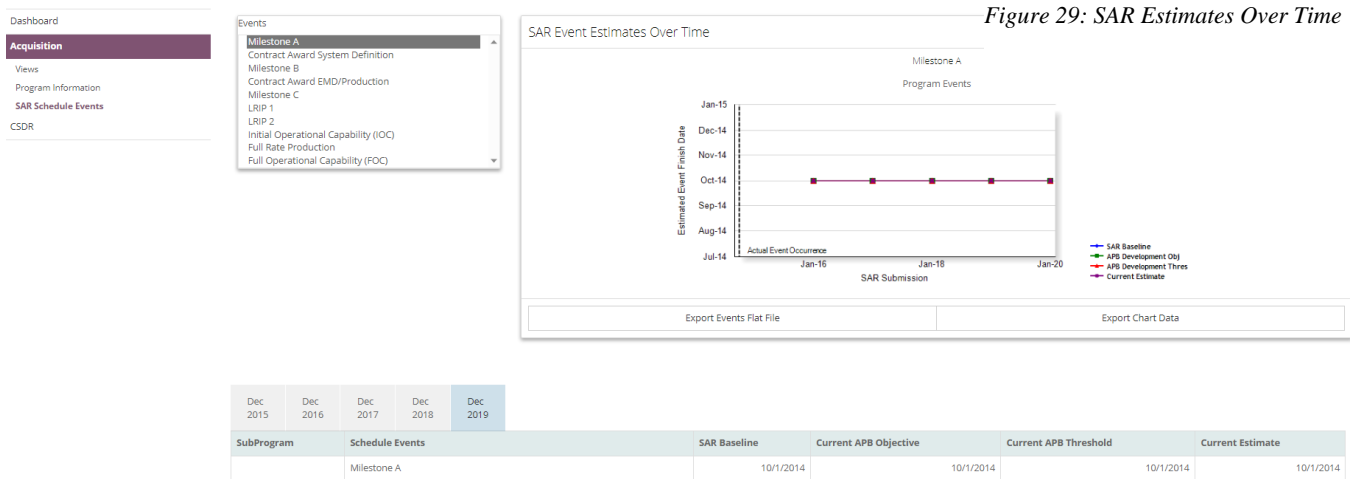

Figure 29: SAR Estimates Over Time

SubProgram	Schedule Events	SAR Baseline	Current APB Objective	Current APB Threshold	Current Estimate
	Milestone A	10/1/2014	10/1/2014	10/1/2014	10/1/2014

Program Information: Provides review of key program information, a list of sub programs, and the Mission and Executive Summary from the Selected Acquisition Reports (SARs).

- **SAR Annual Funding**: Provides summary budget figures in tabular format. Key information listed includes then-year costs, base year costs, and procurement quantities by fiscal year and budget appropriation. Export options include the "Single SAR Export" which provides all cost and quantity data for a selected SAR submission, and the "SAR Flat File Export," which provides one export including the cost and quantity data from all SAR submissions for that program. The files may be opened or saved.
- **MAR Annual Funding**: This section is the same as the SAR Annual Funding, but pertains to Major Automated Information Systems (MAIS) instead of Major Defense Acquisition Programs (MDAP). The data fields for this section of the MAR are the same as the SAR. The MAR export does not yet include a "MAR Flat File Export," though it does provide a flat file for a single MAR submission in the "Single MAR Export."
- **Contract Budgets**: Provides information on major contracts as reported in the DAES, grouped by budget appropriation. These data further break out into completed contracts, large active contracts, small active contracts, future contracts, and non-contract (program office) costs.
- **SAR Schedule Events**: Provides information on Program SAR event scheduling data by annual submission. Annual reports are broken down by subprogram, schedule events, current APB objective, current APB threshold, and current estimates.

CADE Library

The CADE library is a document repository primarily used to store files that are searchable by document title, as-of date, container type, commodity type, organization name, life-cycle phase and program name. It does not currently search the CSDR or EEVM data stored in DACIMS, the EVM-CR, or CADE.

The CADE library has two main functions, the "Search" function and the "Manage Library" function. The default view for the CADE library is the "Search" (Figure 30).

Upload New

 "Upload New" allows designated librarians or CADE Administrators to create a new entity within the CADE library called a "container." A container is a group of closely related, easily accessible files with a common set of metadata. While containers correspond to a single program, they can be tagged with up to seven programs.

    A. Required Data:
        a. Container Title: This should include the program name and a brief description of the container.
        b. As-Of Date: Use the calendar icon to select the appropriate date. This date reflects the as-of date of the data and not the upload date.
        c. Container Type: Select the appropriate type from the drop-down. If your document does not fit into one of the pre-existing containers, contact the CADE Help Desk. Additionally, if the needed "Container Type" is not listed, Analysts can select "Other" and request a new container type from the CADE Help Desk.
        d. Organization: Select the organization that created the file(s) from the drop-down list.
        e. Container Files: Upload relevant files and references

    B. Optional Data:
        a. Point of Contact: Enter the point of contact for the container. In some cases, this is the analyst that uploaded the data. This could also be the author of the file(s).
        b. Commodity: If known, select the commodity associated with the file(s).
        c. Publish Date: This is the date that the data can be published into CADE. This is used by the CADE librarian when access to data or information is restricted by date.
        d. Life Cycle Phase: If known, select the "Life Cycle Phase" that corresponds to the associated file(s).
        e. Program Description: Enter an appropriate program description. If available, provide references to Congressional language or commonly used descriptions in authoritative documents and databases.

C. Add File: Upload one or more related files. Examples of relevant files include:
  a. A CARD
  b. Memo with attachments
  c. Briefings from a site visit

All distinct items such as a CARD and ICE should be uploaded to separate document containers. For example, if uploading a Program CARD and Program ICE to the CADE Library, the CARD and ICE files should be uploaded as two distinct containers.

Competition sensitive data or MS Excel files or models should never be uploaded

D. Add Reference(s)

Select the "Add a Reference" link to associate files in a container with other containers in the CADE library. For example, if uploading both an ICE and CARD associated with a Program's Milestone B, then the two documents can be linked using the references section. Selecting a reference within a document container will navigate the user to the document container of the linked document.

Figure 30: Upload New Screen

Library Search:

To narrow search results, use the metadata filter options and/or keyword search. Select one or more of the metadata fields to filter data by the program life cycle phase, organization, commodity group, or file type. To start a new search, click "Clear Filters" and enter new search criteria, then click "Apply" (on the bottom left-hand side of the screen). Open the container, view metadata, or download associated files. Sort results by clicking column headings.,.

Keyword Search and Filters:

Enter a title, keyword, organization, performer, or document type in the search bar and click "Apply" to search across all metadata categories rather than a specific one. (Figure 31). In the resulting table, use the "Word Search" function to filter results and click column headings to change the sort order. Results will appear in alphabetical order**.**

Figure 31: Library Search Option

CADE Library Search Results:

All library documents matching the search criteria will display in the table at the bottom of the page, returning information regarding the "Flag," "Title," **"**As-Of Date," "Container Title," "Commodity Group," and "Program."

Figure 32 shows an example of CADE Library Search results. Selecting a result title will bring up the submission detail page. Select "Export Results" for a bulk download of all library documents meeting any entered search parameters. Selecting a title of any of the results will bring up the "Document Detail" page, which displays a selection of relevant metadata, as well as a link to the document in PDF file format (Figure 33).

Figure 32: CADE Library Search Results

Figure 33: CADE Library Document Detail

Air Force Library

The Air Force Library is a specialized version of the CADE library that is specific to Air Force programs. Similar to the CADE library, the Air Force Library is a document repository primarily used to store hanging files that are searchable by document title, as-of date, container type, commodity type, organization name, life-cycle phase and program name and does not currently search the CSDR or EVM data stored in DACIMS, the EVM-CR, or CADE.

Navigation of the Air Force Library is identical to the CADE Library (Figure 34). For more information on adding documents to, searching by, and viewing documents in the Air Force library, consult the previous section on the CADE library (page 26).

Figure 34: Air Force Library

Glossary of Terms and Acronyms

ACAT - Acquisition Category

ACWP - Actual Cost of Work Performed

AFCAA - Air Force Cost Analysis Agency

AFTOC - Air Force Total Ownership Cost

APUC - Average Procurement Unit Cost

BAC - Budget at Completion

BCWP - Budgeted Cost of Work Performed

BMDS - Ballistic Missile Defense

CADE - Cost Assessment Data Enterprise

CAPE - Cost Assessment and Program Evaluation

CARD - Cost Analysis Requirements Description

CCDR - Contractor Cost Data Reporting

CER - Cost Estimating Relationship

CFSR - Contract Funds Status Report

CPR - Cost Performance Report

CSDR - Cost and Software Data Reports

DAMIR/DAVE- Defense Acquisition Management Information Retrieval (Repository) DAMIR is the authoritative source
for acquisition data, including the SAR. In 2021 DAMIR was sunset in replace of the Defense Acquisition Visibility
Environment (DAVE.) [Click Here](#) to access DAVE (requires CAC).

DAES - Defense Acquisition Executive Summary

DCARC - Defense Cost and Resource Center

DoD - Department of Defense

EAC - Estimate at Completion

EVM - Earned Value Management

EVM-CR – Earned Value Management Central Repository

FACADE - Functional Academic Cost Assessment Data Enterprise Demonstration and Training Site

FCoM - Full Cost of Manpower

ICE - Independent Cost Estimate

MAIS - Major Automated Information System

MAR – MAIS Annual Report

MILCON - Military Construction

OBS - Organizational Breakdown Structure

O&M - Operations and Maintenance

O&S - Operation and Sustainment

OSMIS - Army's Operation and Support Management Information System

RDTE - Research, Development, Test and Evaluation

SARs - Selected Acquisition Reports

SCP - Service Cost Position

SRDR - Software Resources Data Reports

SSGCS - Surveillance Satellite Ground Control System

TCPI - To Complete Performance Index

TDR - Technical Data Report

VAMOSC - The Navy Visibility and Management of Operating and Support Costs

VATs - Visual Analysis Tools

WBS - Work Breakdown Structure

XML - Extensible Markup Language

References

Websites

CADE

The Military Standard 881F

The Military Factory Dictionary

CSDR Policy & Guidance

Data Item Descriptions and Forms

If you have any questions pertaining to the guide, please reach out to the CADE Help Desk:

CADE Help Desk:

(253) 564-1979 x2

CADESupport@Tecolote.com