



CJIS Information Letter

July 29, 2013

Notification of Interim Fee Schedule for the Federal Bureau of Investigation, Criminal Justice Information Services (CJIS) Division, Next Generation Identification (NGI) Rap Back Program

The purpose of this letter is to provide the details of the interim fee schedule for the NGI Rap Back Program. Because the Rap Back Program is a new service, the FBI CJIS Division does not yet have sufficient data to establish a fee schedule based on actual historical costs. Accordingly, the FBI CJIS Division has devised a schedule based on the closest existing fee class that will serve as an interim fee schedule until such time that a fee schedule, based upon actual cost data, can be developed. This approach is consistent with the process outlined in Section IV of the *Federal Register Notice; Final Rule for Criminal Justice Information Services User Fees* dated April 13, 2010. The CJIS Division anticipates that a fee based on actual cost data will be published no later than 2016.

The NGI Rap Back Program is a new service scheduled to deploy during the summer of 2014. Rap Back will provide authorized users with the capability to enroll an individual in the program in order to receive notification of any subsequent criminal and/or disposition information involving that individual during the term of enrollment. The FBI CJIS Division offers three rates that reflect the enrollment expiration date(s).

The current fee schedule for fingerprint-based and name-based Criminal History Record Information checks from the FBI CJIS Division remains unchanged from the March 19, 2012, schedule. The Rap Back Interim fees set forth in this letter will be charged in addition to the fees set forth in the March 19, 2012, schedule. When the option to participate in Rap Back is requested, the fees are as follows:

INTERIM FEE SCHEDULE for FBI NGI RAP BACK PROGRAM Table 1.0

	Enrollment Options		
	TIER I	TIER II	TIER III
	Short-Term	Mid-Term	Full-Term
Rap Back Enrollment with Fingerprint Submission			
<i>Enrollment with Electronic Fingerprint Submission</i>	\$18.75	\$22.50	\$29.50
<i>Amount to be remitted by CBSP*</i>	\$16.75	\$20.50	\$27.50
<i>Enrollment with Manual Fingerprint Submission</i>	\$29.75	\$33.50	\$40.50
<i>Amount to be remitted by CBSP*</i>	\$27.75	\$31.50	\$38.50
<i>Enrollment with Electronic In / Manual Out Fingerprint Submission</i>	\$25.50	\$29.25	\$36.25
<i>Amount to be remitted by CBSP*</i>	\$23.50	\$27.25	\$34.25
<i>Enrollment with a Volunteer Fingerprint Submission</i>	\$17.25	\$21.00	\$28.00
<i>Amount to be remitted by CBSP*</i>	\$15.25	\$19.00	\$26.00
Rap Back Enrollment Subsequent to Fingerprint Submission	\$2.25	\$6.00	\$13.00

* CBSP (Central Billing Service Provider) fee reflects the amount the CBSPs are authorized to retain for performing centralized billing services.

The different tiers in Table 1.0 refer to the options available for Rap Back service assuming there is no lapse in enrollment. An enrollment may lapse when a customer fails to comply with a required periodic validation process. Failure to validate will result in the assessment of a new fee to re-enroll a subject in Rap Back, regardless of the term originally selected. Additional details regarding the Rap Back enrollment tiers and terms are as follows:

Tier I (Short-Term) - requires “renewal” of Rap Back enrollment and payment of a new fee no later than two years from the original enrollment date;

Tier II (Mid-Term) - requires “renewal” of Rap Back enrollment and payment of a new fee no later than five years from the original enrollment date;

Tier III (Full-Term) - requires neither “renewal” of Rap Back enrollment nor payment of a new fee to receive Rap Back service continuously in accordance with established subscription management policies. Full-Term refers to the period during which the individual holds the position of trust giving rise to his or her enrollment, not the lifespan of the individual.**

**All tiers, regardless of term, require periodic validation that the subject of enrollment still maintains a position of trust. Failure to validate will result in the termination of the subject’s enrollment.

CONTACT INFORMATION

For general questions or comments regarding this *CJIS Information Letter*, please contact the Fee Programs Unit electronically at <Fee_Programs_Unit@ic.fbi.gov> or by telephone at (304) 625-2360.

For general questions or comments regarding the NGI Rap Back Program, please contact the NGI Program Office electronically at <FBINGI@leo.gov> or by telephone at (304) 625-3437.

Fingerprint contributors with specific questions regarding their fees should contact the State Identification Bureau (SIB) point of contact to which they submit fingerprints. A contact list follows:

SIB CONTACTS

Criminal Records and Identification
Bureau
Department of Public Safety
5700 East Tudor Road
Anchorage, AK 99507-1225
(907) 269-5581

Alabama Department of Public Safety
Identification Unit Commander
301 South Ripley Street
Montgomery, AL 36104
(334) 353-9868

State Identification Bureau
Arkansas State Police
One State Police Plaza Drive
Little Rock, AR 72209
(501) 618-8516

Arizona Department of Public Safety
Mail Drop 1170
Post Office Box 6638
Phoenix, AZ 85005-6638
(602) 223-2783

Bureau of Criminal Information
and Analysis
California Department of Justice
Room G-118
4949 Broadway
Sacramento, CA 95820-1528
(916) 227-3854

Colorado Bureau of Investigation
Suite 3000
690 Kipling Street
Denver, CO 80215-5825
(303) 239-4221

Criminal Justice Information Systems
Department of Emergency Services
and Public Protection
Connecticut State Police
1111 Country Club Road
Middletown, CT 06457-9294
(860) 685-8113

Fingerprint Analysis Branch
Metropolitan Police Department
Room 4056
300 Indiana Avenue, NW
Washington, DC 20001
(202) 715-7753

Delaware State Bureau of Identification
Post Office Box 430
Dover, DE 19903-0430
(302) 672-5300

Criminal Justice Information Services
Florida Department of Law Enforcement
Post Office Box 1489
Tallahassee, FL 32302-1489
(850) 410-7100

Georgia Crime Information Center
Georgia Bureau of Investigation
3121 Panthersville Road
Decatur, GA 30037-0808
(404) 270-8403

Marshal Division
Guam Judicial Center
120 West O'Brien Drive
Hagatna, GU 96910
(671) 475-3315

Hawaii Criminal Justice Data Center
Department of the Attorney General
Room 102
Kekuanao'a Building
465 South King Street
Honolulu, HI 96813-2911
(808) 587-3110

Support Operations
Division of Criminal Investigation
Iowa Department of Public Safety
215 East Seventh Street
Des Moines, IA 50319-0045
(515) 725-6014

Bureau of Criminal Identification
Idaho State Police
Suite 120
700 South Stratford Drive
Meridian, ID 83642-6251
(208) 884-7136

Bureau of Identification
Illinois State Police
260 North Chicago Street
Joliet, IL 60432-4075
(815) 740-5178

Record Section
Indiana State Police
Indiana Government Center North
100 North Senate Avenue
Indianapolis, IN 46204-2259
(317) 233-3107

Information Services Division
Kansas Bureau of Investigation
1620 Southwest Tyler
Topeka, KS 66612
(785) 296-8265

Criminal Identification and Records
Branch
Kentucky State Police
1250 Louisville Road
Frankfort, KY 40601-1907
(502) 227-8700

Bureau of Criminal Identification
and Information
Office of State Police
Louisiana Department of Public
Safety and Corrections
Post Office Box 66614, Mail Slip A-6
Baton Rouge, LA 70896-6614
(225) 925-6094

Crime Lab
Massachusetts State Police
59 Horse Pond Road
Sudbury, MA 01776
(508) 358-3212

Central Repository
Criminal Justice Information Systems
Maryland Department of Public Safety
and Correctional Services
Suite 209
6776 Reisterstown Road
Baltimore, MD 21215
(410) 585-3633

Maine State Bureau of Identification
SHA 42
45 Commerce Drive
Augusta, ME 04333-0042
(207) 624-7241

Criminal Justice Information Center
Michigan State Police
Post Office Box 30634
Lansing, MI 48909
(517) 241-0421

Minnesota Justice Information
Services (MNJIS)
Minnesota Department of Public
Safety — BCA
1430 Maryland Avenue E
St. Paul, MN 55106
(651) 793-1012

Missouri State Highway Patrol
Post Office Box 568
Jefferson City, MO 65102-0568
(573) 526-6160

Office of Administrative Operations
Mississippi Criminal Information Center
Mississippi Department of Public Safety
Post Office Box 958
Jackson, MS 39205-0958
(601) 933-2600

Investigative Support Bureau
Division of Criminal Investigation
Montana Department of Justice
Post Office Box 201417
Helena, MT 59620-1417
(406) 444-9759

North Carolina State Bureau
of Investigation
Post Office Box 29500
Raleigh, NC 27626-0500
(919) 662-4509 x630

Bureau of Criminal Investigation
North Dakota Office of the Attorney
General
Post Office Box 1054
Bismarck, ND 58502-1054
(701) 328-5500

Criminal Identification Division
Nebraska State Patrol
Post Office Box 94907
State House Station
Lincoln, NE 68509-4907
(402) 479-4930

Criminal Records Unit
Division of State Police
New Hampshire Department of Safety
33 Hazen Drive
Concord, NH 03305
(603) 223-8402

State Bureau of Identification
New Jersey State Police
Post Office Box 7068
West Trenton, NJ 08628-0068
(609) 882-2000 x231

Law Enforcement Records Bureau
New Mexico Department of Public Safety
Post Office Box 1628
Santa Fe, NM 87504-1628
(505) 827-9297

Records and Technology Division
Nevada Department of Public Safety
Suite 100
333 West Nye Lane
Carson City, NV 89706
(775) 684-6222

Office of Criminal Justice Operations
New York State Division of Criminal
Justice Services
Sixth Floor
Alfred E. Smith Office Building
80 South Swan Street
Albany, NY 12210
(518) 485-2995

Deputy Superintendent of Identification
Ohio Bureau of Criminal
Identification and Investigation
Post Office Box 365
London, OH 43140-0365
(740) 845-2105

Administrative Programs Officer
Criminal Identification Section
Oklahoma State Bureau of Investigation
6600 North Harvey
Oklahoma City, OK 73116
(405) 879-2504

Identification Services Section
Oregon State Police
Building C
3772 Portland Road, NE
Salem, OR 97301
(503) 934-2305

Bureau of Records & Identification
Pennsylvania State Police
Second Floor, Department Headquarters
1800 Elmerton Avenue
Harrisburg, PA 17110
(717) 772-2602

Technical Service Bureau
Police of Puerto Rico
GPO Box 70166
San Juan, PR 00936
(787) 793-1234 x312

Bureau of Criminal Identification
Department of Attorney General
150 South Main Street
Providence, RI 02903
(401) 274-4400 x210

Criminal Justice Records Section
South Carolina Law Enforcement
Division
Post Office Box 21398
Columbia, SC 29221-4012
(803) 896-7125

South Dakota Division of Criminal
Investigation
Suite 5
Mickelson Criminal Justice Center
1302 East Highway 14
Pierre, SD 57501-5070
(605) 773-4624

Records and Identification Section
Tennessee Bureau of Investigation
901 RS Gass Boulevard
Nashville, TN 37216-2639
(615) 744-4084

Crime Records Service
Texas Department of Public Safety
Post Office Box 4143
Austin, TX 78765-4143
(512) 424-2524

Bureau of Criminal Identification
Utah Department of Public Safety
Post Office Box 148280
Salt Lake City, UT 84114-8280
(801) 965-4939

Criminal Justice Information
Services
Virginia State Police
Post Office Box 27472
Richmond, VA 23261-7472
(804) 674-4605

National Criminal History Improvement
Program
Law Enforcement Planning Commission
Suite Three
8172 Subbase
Saint Thomas, VI 00802-5803
(340) 774-6400 x214

AFIS/Livescan Coordinator
Vermont Crime Information Center
Vermont Department of Public Safety
103 South Main Street
Waterbury, VT 05671-2101
(802) 241-5261

Criminal Records Division
Washington State Patrol
Post Office Box 42619
Olympia, WA 98504-2619
(360) 534-2101

Crime Information Bureau
Wisconsin Department of Justice
Post Office Box 2718
Madison, WI 53701-2718
(608) 264-6207

West Virginia State Police
725 Jefferson Road
South Charleston, WV 25309-1698
(304) 746-2103

Criminal Justice Information Section
Wyoming Division of Criminal
Investigation
Combined Laboratory Facility
208 South College Drive
Cheyenne, WY 82002
(307) 777-7181

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