



APPENDIX A: ACCREDITATION COST

These fees are designed to provide a structured, supported, and credible path to achieving and maintaining accreditation, while reducing the administrative and financial burden on participating agencies.

Agencies are encouraged to budget for both initial and ongoing fees as part of their operational planning. Some agencies may be eligible for grants or reimbursement programs to offset accreditation costs—check with local/state funding sources.

Tier 1 and Tier 2 agencies are strongly encouraged to apply for available [CAPS Grants](#) to support participation in the program.

INITIAL ACCREDITATION FEE SCHEDULE

Tier	Authorized Full Time Personnel	Application Fee	Initial Accreditation Fees Year 1	Initial Accreditation Fees Year 2
1	1-15	\$500	\$5,000	\$5,000
2	16-40	\$500	\$7,000	\$7,000
3	41-100	\$500	\$9,000	\$9,000
4	101-250	\$500	\$11,000	\$11,000
5	251-750	\$500	\$13,000	\$13,000
6	751+	\$500	\$15,000	\$15,000

Pricing Tiers

“Authorized full-time personnel” refers to all full-time positions included in an agency’s approved staffing plan or budget. Pricing is based on this authorized full-time count.

Application Fee

If an accepted agency withdraws prior to the start of its enrollment cycle, the application fee remains due and non-refundable.

Initial Accreditation Fees

The Year 1 Initial Accreditation Fee must be paid in full prior to the start of the agency's enrollment cycle. Year 2 fees are due on the agency's enrollment anniversary date.

All fees are non-refundable, regardless of whether the agency completes the accreditation process.

The initial fees support a comprehensive, end-to-end accreditation experience, including:

A Fully Supported Assessment Experience

- CAPS manages and coordinates the most complex and resource-intensive parts of the accreditation process on your behalf.
- Coordination and oversight of the formal assessment and Commission review process
- Scheduling and assignment of qualified assessors for the formal assessment
- Access to a network of trained CAPS assessors to support mock assessment preparation and readiness
- Coverage of costs associated with one formal assessment, including assessor fees and travel
- Coverage of one virtual mock assessment, as outlined below

Guided Support from Start to Finish

Agencies receive consistent, hands-on support to navigate each phase of accreditation with clarity and confidence.

- Ongoing guidance from CAPS staff throughout the accreditation process
- Technical assistance and consultation during the self-assessment phase
- Accreditation Manager training to support effective program management and implementation
- Final processing and official issuance of accreditation status upon successful completion

Tools, Resources, and Infrastructure to Support Your Work

CAPS provides the systems, standards, and materials needed to streamline and sustain your accreditation efforts.

- Full access to CAPS standards and program resources

- Access to PowerAccred for streamlined program management

A Connected Network of Peers and Expertise

Participation in CAPS connects agencies to a broader community committed to shared learning and continuous improvement.

- Access to a unique peer-to-peer community for collaboration and support

The initial fee does not cover:

- Access to PowerStandards (see [additional costs](#))

CONTINUATION FEE SCHEDULE

Tier	Authorized Full Time Personnel	Continuation Fee
1	1-15	\$3,300.00
2	16-40	\$4,600.00
3	41-100	\$5,900.00
4	101-250	\$7,200.00
5	251-750	\$8,500.00
6	751+	\$9,900.00

Continuation Fees

Continuation fees are annual fees that apply once an agency has achieved initial accreditation and are required to maintain accredited status. These fees are due each year on the agency's enrollment anniversary date.

Continuation fees are non-refundable, regardless of whether the agency maintains or completes the reaccreditation process.

Continuation fees support the ongoing maintenance of accreditation, continuous program enhancements, and sustained access to CAPS resources and support, including:

A Continued Partnership in Accreditation

CAPS remains an active partner, providing continued guidance and support to help agencies maintain compliance and momentum.

- Ongoing guidance from CAPS staff throughout the accreditation process
- Technical assistance and consultation to support continued compliance and improvement
- Access to CAPS standards, program resources, and dedicated staff support
- Access to annual Accreditation Manager training to support new staff onboarding and continued development of existing personnel

Continuous Improvement and Evolving Resources

Agencies benefit from ongoing program enhancements, ensuring alignment with current best practices and expectations.

- Continuous access to newly developed resources and tools, reflecting evolving best practices
- Updates to standards, guidance materials, and program resources as they are developed
- A guided annual peer review process to ensure continuous progress and a smoother reaccreditation assessment

Sustained Access to Tools and Infrastructure

CAPS provides the systems and structure needed to efficiently manage accreditation over time.

- Access to PowerAccred for streamlined program management

A Fully Managed Assessment Cycle

CAPS continues to coordinate and support each assessment cycle, reducing the administrative burden on agencies.

- Coordination and oversight of the formal assessment and Commission review process
- Scheduling and assignment of qualified assessors for the formal assessment
- Access to a network of trained CAPS assessors to support mock assessment preparation and readiness
- Coverage of costs associated with one formal assessment, including assessor fees and travel
- Final processing and official issuance of accreditation status upon successful completion

The continuation fee does not cover:

- Access to PowerStandards (see [additional costs](#))

ASSESSMENT FEES

CAPS absorbs the primary costs associated with the assessment process to reduce the financial burden on participating agencies.

CAPS covers the costs associated with the required formal assessment (one assessment per agency per review cycle). This includes assessor compensation, per diem, and all travel-related expenses.

During the initial accreditation cycle, CAPS also provides one remote assessor to conduct a one-day mock assessment and/or file review, supporting agency preparation and positioning for a successful formal assessment.

ADDITIONAL COSTS

Agencies are required to purchase a PowerDMS license to access the PowerStandards system (\$600 annually). This cost is separate from CAPS program fees.