

STRATEGIC
aleph

CDAP OVERVIEW

 CANADA DIGITAL ADOPTION PLAN



SITUATE
BUSINESS SOLUTIONS

in partnership with
SITUATE BUSINESS SOLUTIONS

About Us

Aleph Strategic Consulting is an organizational development firm partnered for CDAP with Situate Business Solutions, a leading IT company with decades of experience in multiple areas of digital technology and cybersecurity. Together, we specialize in helping businesses improve processes and reach specific goals by aligning them with enterprise-quality solutions.

Authorized by the Government of Canada as *digital advisors* within the Canada Digital Adoption Program (CDAP), we've worked with clients across the country to win the *Boost Your Technology* grant and help them gain access to important funding opportunities.

When you work with us, you're not only in the hands of a dynamic and trusted IT firm, but you're also gaining the expertise of an organizational development team to support your vision and CDAP journey.



About CDAP

The Canada Digital Adoption Program (CDAP) is offering \$4 billion in total funding to help small to medium-sized businesses embrace digital transformation. Through the *Boost Your Business Technology* grant, successful applicants can access up to \$15,000 to retain a Digital Advisor and offset the costs of planning their transformation journey. That's where we come in.

With **Situate Business Solutions**, we comprise exemplary digital advisory team focused on small and mid-sized businesses, and are the perfect partner to help you make the most of this opportunity.



Wherever your business lives, we can help.

We've supported all kinds of CDAP projects. From aviation companies to farmers, candy shops to construction firms, mortgage brokers to e-bikes, and everything between. We'll help you find the best digital solutions, and we'll make sure they're the right fit for you.



The Options

The CDAP program can support you at all levels of your organization. We offer a complete suite of business solutions to help you reach your goals.



Process and Operations

- Improved efficiencies, turnaround times, and ERP streamlining.
- Supply chain management.
- Inventory optimization and tracking systems.
- Paperless solutions.
- Workflow and communications automation.
- Real-time analytics.



Marketing and Engagement

- Enhanced customer engagement.
- Customer relationship management (CRM).
- Tailored marketing and promotional strategies.



Security

- Data security and storage.
- Sound IT infrastructures.
- Regulatory compliance.



E-Commerce and the Web

- Online sales and e-commerce systems.
- Competitive website design and SEO capacity.



Finance and Data

- Billing systems and invoicing.
- Platform integrations to limit data duplication.
- Improved data accessibility for reference and decision-making.



Human Resources

- Digitally supported recruitment, hiring, and policy processes.
- Time tracking and payroll solutions.
- Remote and field work management.



Tailored Solutions

Custom-built digital systems.
Industry-specific mechanisms.
Scalable and personalized.

The Process

The *Boost Your Business* Technology Grant gives you up to \$15,000 to work with a digital advisor on your digital plan. From there, you may qualify for up to \$100,000 in interest-free loans from the Business Development Bank of Canada (BDC) to implement those solutions, if you're interested in that path.

As your digital advisor, we'll help you develop a plan that's tailored to your business needs, and we'll provide you a roadmap for how to move forward in improving your business technologies. Once your plan has been developed, you'll submit it to the Canada Digital Adoption Program.



Check Your Eligibility

Visit the [CDAP website](#) to confirm eligibility, create your account, and complete the Digital Needs Assessment.

Get in touch with us.



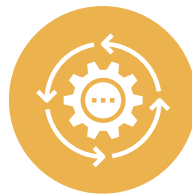
Choose *Situate* for CDAP

Choose ***Situate Business Solutions*** as your digital advisor and sign an agreement with our team. We'll collect a small deposit, and get things started.



Complete Your Workbook

We'll send you a workbook to complete. From the basics about your work to some of the deeper questions on operations, this tool helps us understand your needs.



Calibration Workshop

After we've received your workbook, we'll set up a 1-hour virtual call to review it together.

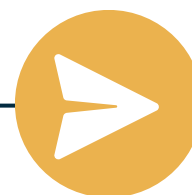
This important session focuses on the mechanics of your company, and it sets the stage for your us to write your Digital Adoption Plan.



We Write Your Analysis

Our team writes the comprehensive analysis and Plan for your business. We consider all areas we've identified together for digital improvement.

Each report is unique to the client, and provides the most tailored recommendations.



You Submit the Package

When your Plan is finished, we'll return it to you right away. The final step is for you to submit the PDF through the Government of Canada's program portal for CDAP.

Then, we wait with you to receive final approval for payment of report costs and further eligibilities.

CDAP FAQ



What's the different between Stream 1 and Stream 2?

Stream 1: Grow Your Business Online

Grow Your Business Online helps small, consumer-facing businesses with yearly revenues under \$500k to take advantage of e-commerce opportunities. It provides advisory services as well as micro-grants of up to \$2,400 to help with the costs related to adopting digital technologies.

Stream 2: Boost Your Business Technology *WE WORK HERE*

Boost Your Business Technology helps small and medium-sized businesses that require more advanced technology. These businesses will be able to access a grant from Innovation, Science and Economic Development Canada (ISED) to cover up to 90% of the cost of advisory services to develop a digital adoption plan, to a maximum grant value of \$15,000. The business will then have the opportunity to apply for a zero-interest loan of up to \$100,000 from BDC to implement the technology.



Can I apply for *Boost Your Business Technology* if I'm a start-up?

Companies that can demonstrate a minimum of \$500K in revenues either in 1 of the past 3 years are eligible for the *Boost Your Business Technology* stream. If they do not meet this criteria, they may apply to Stream 1.



Can I apply for multiple businesses?

Yes, you can submit applications to CDAP for multiple businesses. Each business will need to operate separately from the other(s) and have its own digital adoption plan.



How long does the process take?

The team at Situate opens a project as soon as you're ready. Depending on how quickly you can complete processes on your side, we'll keep step. We expect all plans to be fully developed within 2 to 4 weeks, from the time of your *calibration workshop* with us.



What's the cost to get started with Situate?

You'll pay a deposit of \$1,500.00 and sign your project agreement. We'll collect the remainder of the balance once your CDAP plan has been approved as payable by the Government of Canada. This happens after you submit it.



If I decide to apply for the BDC loan, what are the terms?

The BDC loan is a zero-interest loan of up to \$100,000 with a 5-year term, and 12 months' capital postponement (for a total of 6 years). CDAP is a three-year program, so you can apply until 2026.

The amount of the loan is determined by the size of your business. If your annual gross revenues are:

- between \$500,000 and below \$5M, you can request a loan of between \$25,000 and \$50,000.
- \$5M and more, you can request a loan between \$25,000 and \$100,000.

The loan must be used solely for the implementation of a digital adoption plan that is recognized by the CDAP *Boost Your Business Technology* stream. Please note that although the loan request is being made under CDAP, applicants must meet CDAP eligibility criteria and BDC credit worthiness requirements to receive a loan offer.



Can I choose to implement with Situate?

Yes. If you would like Situate to support the implementation of your digital plan, we can help with all solutions. You also have Aleph Strategic as an option for organizational development and marketing implementation.



LEARN MORE

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