

The CDAP journey

Leveraging the funding available through the Canada Digital Adoption Program (CDAP) to your organization's benefit is a journey. From your first conversation about program to the execution of your digital transformation plans, MNP Digital will be your guide.



Step two: Receive government approval and sign MNP's Engagement Letter

- Government approval should arrive within 20 days
- Sign your engagement letter with MNP Digital
- You have nine months to develop your Digital Adoption Plan after getting approval

Step four: Apply and receive the grant

- Upload the Adoption Plan and Invoices to the Website
- Receive the grant within a maximum of 30 days
- Gather additional information via interviews, questionnaires, or surveys

Step six: Execution

- Your partnership with MNP Digital doesn't need to end when you receive your Digital Strategy and Implementation Roadmap. Our skilled advisors can support and advise you at all stages as you execute your transformation plan and progress towards your objectives.

Step one: Assess your eligibility and apply

Ensure your organization meets the eligibility criteria

- Be incorporated federally or provincially or be a Canadian resident sole proprietor
- Be a for-profit, privately owned business
- Between one and 499 employees
- Between \$500,000 and \$100 million in annual revenue in any of the last three years

Apply online through the CDAP website

- Only the owner or director of your organization can apply
- The process will require a questionnaire and verifying your identity
- It should take 20-25 minutes

Step three: Developing your Digital Adoption Plan

Phase one: Discovery

The MNP Digital team will:

- Review the Digital Needs Assessment report
- Assess the current state of your digital tools and platforms
- Gather additional information via interviews, questionnaires, or surveys

Phase two: Envision

The MNP Digital team will:

- Identify solutions that will enable you to reach your target future state
- Prioritize top three solutions and identify the requirements to implement them
- Estimate the costs of implementing the top three solutions, and the entire strategy

Phase three: Strategy

The MNP Digital team will:

- Provide a clear, detailed Digital Strategy that outlines where you stand and what your future state looks like
- Provide an Implementation Roadmap that lays out in detail how to reach your desired future state
- Present findings and recommendations, as well as answer questions, in a succinct presentation to your organizational leaders

Step five: Loan application

- Organizations who use CDAP are eligible for between \$25,000 – \$100,000 in interest-free loans to implement their Digital Strategy
- If your revenue is under \$5 million, you are eligible for a loan of \$25,000 - \$50,000. If greater than \$5 million, the loan range is \$25,000 - \$100,000.
- The loans are available through BDC — five years interest free and one year for implementation (total of six years)

CDAP presents a unique opportunity to build your organization's digital infrastructure and improve processes, at almost no cost. Start your journey today.

To learn more, contact CDAPsupport@mnp.ca

Wherever business takes you

[MNPdigital.ca](https://mnpdigital.ca)