



Celebrating 25 Years!

Consultant Advisory Services

GROW YOUR BUSINESS!

DESCRIPTION

Consulting Advisory Services (CAS) can provide Small and Medium Enterprises (SMEs) and Nonprofits (NPOs) with financial assistance to engage professional consultants. It enables Metro Business Opportunities to assist new and existing clients with emerging challenges and growth opportunities.

ASSISTANCE

- Up to 75% of professional fees and costs, to a Maximum Reimbursement of \$5,000.
- The Consultant collects the client’s balance of project costs.

ELIGIBILITY CRITERIA

- Eligible Applicants: Small and Medium Enterprises (SMEs) and Nonprofits (NPOs).

Eligible Activities:

Cat.	Services	Scope	Criterion	Recommendations
A)	Diagnostic Assessment	- Specific Areas	- Current Performance	Measures to Stimulate Growth
		- All Areas	- Key Issues	
			- Future Prospects	
B)	Business Management Skills Development	- Management Practices	- Opportunities to Enhance Performance	Skills Development to Stimulate Growth
		- Skills	- Key Areas of Business	
C)	Trade Assessment	- Exporting	- Readiness/Areas requiring enhancement	Measures to Facilitate Export Potential /Implementation
		- New/Expanded Markets	- Requirements	
		- Marketing Strategy	- Develop/Implement	
		- Distribution Strategy	- Develop/Implement	
		- New Product	- Develop/Modify	
D)	Competitiveness Assessment	- All Capabilities	- Skills Needed	Measures to Stimulate Optimum Competitiveness
			- Productivity Improvements	
			- New Product Development	
			- Operational Efficiency	
			- Innovation	
			- Technology Acquisition	
E)	Access to Capital	- Market Investment Options	- Business Plan Development	Appropriate Application for Financing
			- Capital Criteria Adherence	

ELIGIBILITY CRITERIA CONTINUED

- Ineligible Applicants/Activities: i) Real Estate Industry;
ii) Retail/Wholesale;
iii) Services of a Personal or Social Nature;
iv) Government Services; Government Departments & Agencies;
v) Consultants seeking assessment of own services;
vi) Those with mandates deemed not suitable for government funding;

HIGHLIGHTS

- Accessible:** CAS provides easy access to Consultant support, on a self-identification basis, for the purpose of addressing opportunities, issues, and/or problems.
- Flexible:** CAS can be used in a variety of situations and can be adapted to a variety of client needs.
- Timeliness:** CAS application decisions can be turned around very quickly, providing timely access to Consultant support.

CAS PROCESS


- Client meets a Metro Business Opportunities Development Officer and receives a CAS Application Form.
- Client identifies/works with a Consultant and receives a Consultant Proposal.
- Client submits the CAS Application Form and Consultant Proposal to a Development Officer.
- Consultant is approved and a Contract is issued (to be signed/returned within 10 business days).
- Client submits copies of Consultant Final Report, Invoice and Client Evaluation Form.
- Development Officer forwards 75% payment (to a maximum of \$5,000) to the Consultant.


CAS SUPPORT

This program is financially sponsored by ACOA, via the Newfoundland and Labrador Association of CBDC's. All funding decisions are made locally.

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