



Certification and Accreditation 2023-24 Programming Guidelines

Program Objective

The [Atlantic Canada Aerospace & Defence Association](#) (ACADA), with the support of the Atlantic Canada Opportunities Agency (ACOA), is providing support to Small and Medium Enterprises (SMEs) in the Aerospace, Defence, and Security industries to achieve industry certifications and accreditations.

ACADA's Certification and Accreditation Program ("the Program") aims to assist SMEs in remaining competitive and maintaining market access with funding toward these projects.

Eligible Companies:

To be eligible for the Program, a company must be an active, paid ACADA member (i.e., in good standing with all membership and event fees paid in full). Eligibility is limited to Industry Membership, Category A only. The company must meet the definition of an SME, having fewer than 500 employees.

Program Criteria

The Program may only be used for certification preparation and does not apply to certification review. Applicants may select any service provider, as long as the service provider is arm's length from the applicant, and they have the required skills and experience for the project.

Only new certifications and accreditations will be considered. Those already achieved by the SME will not be eligible for the Program.

Projects Assisted

Projects that are eligible for consulting support for the Program will aim to support the SME with certification readiness projects and activities. Projects may include:

- Gap analysis
- Control implementation
- Scoping
- Skills development and training
- Consultation support
- Other project deliverables discussed with individual SME (to be approved by ACADA).

There are many certifications available and required for organizations in the industry. Some of the eligible certification programs include:

- ISO 9001, 14001, 27001
- AS9100
- CMMC / NIST 800-171
- Controlled Goods

Projects must be completed no later than March 31, 2024.

Application Process

Interested SMEs may submit an application to ACADA for consideration. The application will be reviewed through a competitive assessment process. Applicants must include an outline of the project to be undertaken and the intended benefit to their business with their application.

Approved applicants will be advised of their acceptance to the program and, once accepted, may commence the project with the service provider.

Application Intake

Applications will be accepted from September 7, 2023 until January 31, 2024, or until such time as the five (5) SMEs are chosen. Initial review and selection on September 25, 2023, so we encourage members to apply early to be considered. If funding remains available after this date, further applications will be accepted.

Terms of Incentive

Approved projects will be cost-shared between ACADA and the SME. The maximum project cost supported is \$30,000, of which the SME will pay 35% of the total cost to ACADA.

ACADA will pay the Project Service Provider for the eligible project outlined in the Program application upon project completion. ACADA will then invoice the participant for their portion (35%) of the cost. Invoices are due upon receipt.

If the project is not completed for any reason, the SME will be required to pay 50% of the total costs billed at the time of the project ceasing.

Only project costs outlined in the approved application will be considered eligible under funding for this program.

Other

Participants in the Program agree to complete ACADA's program survey upon completion of the Program.