

The Children with Special Needs (CSN) Fund would like to extend an opportunity to local health departments to serve on its Advisory Committee. The committee meets 3-4 times per year and members are appointed to serve three year terms. Please see below for more information regarding the committee functions. Interested candidates are encouraged to contact Nanya Chiejine at [chiejinen@michigan.gov](mailto:chiejinen@michigan.gov) or (517)-335-9408 for further information.

### **Purpose of the CSN Fund Advisory Committee**

The purpose of the committee is to provide support in meeting the mission of the CSN Fund to: gather information, identify needs and provide recommendations for improving its ability to serve the needs of children with special health care needs. The Fund convenes individuals who can represent parents of children with special health care needs, community-based agencies, and professionals from various fields and community members, etc. who volunteer their time to give thoughtful input and guidance into the policies and grant-making of the Fund. These individuals are familiar with the needs of families of children with special health care needs, and can offer a variety of views and expertise as it relates to providing support for families of children with special health care needs.

### **Roles and Responsibilities of the CSN Fund Advisory Committee may include but is not limited to:**

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1. Serve in an advisory capacity to the Children with Special Needs (CSN) Fund to gather information, identify needs and provide recommendations on issues related to the Fund
2. Generate discussion of strategies to support communities and organizations that assist the families served by CSHCS.
3. Make recommendations to the CSHCS and CSN Fund staff regarding outstanding requests or precedence-setting requests beyond the scope of the CSN Fund coverage.
4. Make recommendations to CSHCS and CSN Fund Staff regarding current CSN Fund policies and guidelines for decision-making. The committee may draw on subject matter expertise to assist in planning and decision-making.
5. Provide information to guide the generation and implementation of marketing strategies and public awareness activities to promote the Fund.
6. Review the Fund's budget report to ensure financial sustainability.
7. Provide recommendations to develop budget allocation per annually generated income. The Department of Treasury makes the investment strategy decisions and provides updates to the committee regularly
8. Provide recommendations to establish priorities for spending and to review and recommend changes.