



Children with Special Needs Fund ...enhancing the lives of children with special needs in Michigan since 1944

## MEMORANDUM

**DATE:** January 23, 2020  
**TO:** Local Health Departments and Other Interested Parties  
**FROM:** Marcia Franks, CSN Fund Coordinator  
**SUBJECT:** Ceiling and Stair Lifts Project

The Children with Special Needs (CSN) Fund is pleased to announce special grant funding available to assist with ceiling and stair lifts for children and youth with special health needs thanks to a generous grant from the Rollin M. Gerstacker Foundation.

The CSN Fund Advisory Committee strives to make sure these funds support as many children with special needs as possible, especially those demonstrating the greatest need. Applications for ceiling and stair lifts received by **Saturday, February 29** will be reviewed in March, and applications received by **Monday, August 31** will be reviewed in September. Applicants must meet the following eligibility requirements in order to be considered:

1. Under 21 years of age
2. Enrolled or medically-eligible to enroll in Children's Special Health Care Services
3. Submit a completed application Form [DCH-1239](#) with required documentation:
  - a. Complete Financial Assessment Form DCH-1273 (if not enrolled in CSHCS)
  - b. A letter from parents explaining the need and reason for the request
  - c. A letter from the child's specialty physician explaining medical necessity for the equipment
  - d. Documentation of Assistance Form DCH-2423
  - e. Three (3) quotes with attached diagrams of the proposed ceiling/stair lift system
4. Ceiling and stair lifts will not be approved for rental units.

The Children with Special Needs Fund also assists with partial or full payment for items such as wheelchair ramps, vehicle accessibility devices, transit options, therapeutic tricycles, air conditioners for certain medical conditions, weighted blankets or vests, and adaptive recreational equipment. Applications for these items are reviewed year-round. To download an application, please visit [www.michigan.gov/csnfund](http://www.michigan.gov/csnfund) or call (517) 241-7420 to have one sent.

Please share this announcement with any individuals who may be interested in receiving assistance from the CSN Fund.

Marcia Franks, Department Specialist  
Children's Special Health Care Services (CSHCS) Division

Michigan Department of Health and Human Services  
Lewis Cass Building, 6<sup>th</sup> Floor  
320 S. Walnut Street  
Lansing, Michigan 48913  
Voice: 517-241-5071  
Fax: 517-335-8055