



PROCEDURE TO COMPLETE COST SHARE APPLICATION

Welcome to Courage Center's Cost Share application process. Courage Center offers a reduced cost or a waiver of fees to individuals or families who do not have insurance coverage or whose insurance does not cover the full payment of the services. We have outlined some steps to assist you in completing our process.

1. **To aid with timely processing, we ask that you answer all questions completely.** If a question does not apply, put NA in the blank space to indicate that item does not apply to you.
2. **Proof of Income is necessary** to complete the application process. Please be sure to send copies of proof of income/financial status in with your application. Needed are:
 - a) If applicable, the **most recent copy of federal income tax return.**
 - b) If applicable, a **copy of paycheck stubs for employed household members** or letters of salary from employers.
 - c) If applicable, a **current Medical Assistance card or a copy of the grant letter issued for social security, general assistance or other governmental grant programs.**
 - d) A **copy of the last bank statement** including investments, savings accounts, and value of stocks and bonds.
3. Please note that Courage Center can only help to meet the cost of services provided through Courage Center's programs.
4. We recommend that you do not submit originals of documents, since we keep these documents for our records.
5. If you have any questions about our process, do not hesitate to contact our Customer Service number at 763-520-0517.

Select the cost share application form for the program to which you wish to apply:

- Medical Therapy Services Cost Share Application
- Drivers Assessment and Training Cost Share Application