



MNsure Consumer Assistance Partner Application Instructions

1. Complete form – do not leave any areas blank. If a question does not apply to your organization, please indicate by entering N/A.
2. When indicating “Partnership Type”, you may apply to be part of the Navigator Program and the In-Person Assister Program or a Certified Application Counselor.
3. MNsure or DHS may reach out to the primary contact to clarify any information on this application form. In addition, the primary contact will assume all responsibility for ensuring the information on the application form is true and complete to the best of their knowledge.
4. Applications received after the deadline of 4:30 p.m. on July 19, 2013 may be considered for future contracts. We will provide further updates as available.
5. MNsure will notify all applicants upon receipt of applications. If you have not heard from MNsure within 5 business days, please contact us at navigators@state.mn.us.

Application Checklist:

- All sections have been completed and answered in a concise narrative
- Appendix A for multiple location is completed. Attach as many copies as necessary to document all locations.
- Electronic application has been completed and saved to your local drive or server for future reference.
- Application has been submitted via:
 - Electronically to navigators@state.mn.us. Subject line “Partner Application” OR
 - Print – submit completed application with relevant attachment(s) to:

MNsure
81 7th Street East, Suite 300
St. Paul, MN 55101-2211
Attn: David Van Sant

Questions or comments can be submitted to navigators@state.mn.us.