



ADOPTION GRANT POLICIES

Overview:

The FBC Forever Family Adoption Ministry's grant has been established to help alleviate the financial burden of families who choose to legally adopt children either domestically (within the United States) or internationally. Grants of varying amounts but of no more than \$2000 (based on available funds and other factors) will be issued to approved families and do not need to be repaid. FBC Livingston is a non-profit organization and all donations to the FBC Livingston Forever Family Adoption Ministry's grant are tax-deductible.

(I) Requirements:

1. Must be in the process of adopting either domestically or internationally with a completed home study
2. Must be adopting through a non-profit agency. We will not fund private, independent, relative, or attorney adoptions
3. Must be followers of Christ and members of a like-minded church

(II) Priority given to but grants not limited to:

1. Couples with the greatest financial need
2. Domestic adoptions
3. International adoptions of children with special needs

(III) Applicants must show:

1. Name, age and contact information
2. Name, relationship and contact information for three people to act as character references, no more than one should be a family member no more than one should be a member of FBC Livingston.
3. A copy of their completed and approved home study.
4. A photograph and information for an accepted referred child (if adopting internationally).
5. The projected total cost of their adoption expenses.
6. How they have covered to date costs, total expenses paid.
7. How they plan to cover future costs, total future expenses.
8. Employer and current position.
9. Copy of most recent tax return, form 1040.
10. Copy of one month's worth of paystubs for all income earners.
11. A cover letter including the following: what has led them to adopt, evidence of their faith in Christ, how a grant from the FBC Livingston Adoption Fund will help them, any other information they would like the grant committee to take into consideration.
12. Family make-up: how many children they have, how many adopted and how many biological; names and ages.
13. Estimated travel/placement date, if known
14. If child being adopted is considered to have special needs, if so, what.
15. Adoption agency name and contact information

(IV) Grant details:

1. Grant applications must be submitted for the upcoming application period no later than the following dates:
May 31 and October 31.
2. Grants will be issued two times a year, provided that FBC Livingston has sufficient funding.
3. Grants between \$1000 and \$2000 will be given in various amounts based on fund availability, financial need and other considerations as decided upon by the grant committee.
4. All grant funds will be given directly to the adoption agency. No funds will ever be given directly to the family under any circumstances.
5. Grant applications will be reviewed by a team of 3 people. We will have one member from the church staff and one member who is not a member of FBC Livingston.
6. Applicants that are not approved in the period for which they initially applied may be resubmitted by the grant committee during the following period, if it is felt that they are good candidates.
7. All funds that are given to the FBC adoption fund are given to the fund and never to an individual family. Any money given to the fund will be given directly to an agency on behalf of an adoptive family, and no money will be returned to a donor if a specific family does not complete the process. No funds will be given after finalization of adoption.
8. Prospective families will be asked to consent before approval to sending a family picture after adoption and to possibly being contacted about a potential video interview that will be shared with the FBC family.

(V) Grant selection committee:

1. The grant selection committee will be a sub-committee of the adoption ministry team.
2. The staff member on the committee will be responsible for the following: Accepting and organizing applications, corresponding with applicants when necessary, acting as the liaison between the grant selection committee and the staff of FBC Livingston, organizing and scheduling meetings of the committee to process grant applications.
3. Committee will be responsible for reading through all received applications and weeding out those that don't meet initial criteria (per section I), prioritizing those that do meet criteria (per section II), determining final selection and grant values based on prayer, the funds available during the grant period, contacting at least two references for those making final selection, presenting final selection to the staff of FBC Livingston for final approval.

(VI) FBC Forever Family Adoption Ministry committee members may not apply for FBC Forever Family Adoption Ministry's grants.