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We are happy to hear of your interest in KidsFirst International Adoption, Inc. (“KFIA”) and KidsFirst Adoption Services, LLC (“KFAS”). KFAS is a licensed, private adoption agency formed in 1998 which provides adoption services for the placement of children from the United States. KFIA is a licensed, non-profit adoption agency, formed in 2006, which provides adoption services for the placement of children from the countries of Bulgaria, Dominican Republic, Poland, and Ukraine.

Our families come to us for a variety of reasons. Some have been unable to have biological children, some wish to expand their families through adoption, and some wish to provide a loving home for a disadvantaged child. Whatever the reason, there are thousands of children in need of love, care, and permanence in their lives.

Both international and domestic adoptions are a monumental undertaking, one that requires a certain “leap of faith”. You do not want to leave the success of your adoption to chance. With international adoption, you will be dealing with two countries, two cultures, and vast differences. In domestic adoption, you will need to consider the needs of all three pieces of the adoption triad: the biological family, the child, and you, the adoptive family. In either path, you need to be able to place your faith and trust in an organization that will facilitate your adoption in an efficient, knowledgeable manner, with the best interest of all involved, ultimately ending in a successful outcome – your child!

We pride ourselves in our ability to provide personal attention to our families. With so many complexities in the adoption process, which may cause great anxiety for many prospective adoptive families, it is difficult to have unanswered questions or unresolved issues for even a short time. We are always accessible and will address your questions or concerns in a timely manner. We will be available to assist you from the start of the adoption process until the completion of your adoption, so you will never feel like you are on your own.

We appreciate this opportunity to introduce ourselves. We hope that after reading through the following pages, you will have a better sense of who we are, the features we consider unique to our program, and the processes of international and domestic adoption. We feel we have much to offer the prospective adoptive family and have the confidence in our ability to make the dream of adding to your family come true! Even as we strive to keep our information as current as possible, changes can occur very quickly with the adoption process. You are encouraged to call with any questions or to clarify any changes.

**\*Information and fees are subject to change at any time.**

## **THE AGENCY**

KFAS is a licensed, private adoption agency founded in 1998 by Inna Pecar, who immigrated to the United States from Ukraine in 1991, and her husband, Steven Pecar, an attorney. KFAS began operations in March of 1999. KFIA is accredited under the Hague Convention. This accreditation allows us to assist families who are hoping to adopt from a country that has also ratified the Hague Convention (“convention country”). KFAS and KFIA are licensed in the state of Indiana and this licensure allows us to work with families throughout the United States.

### ***Services Provided by KidsFirst***

1. Preparation of home studies required in either international or domestic adoption (for Indiana families only);
2. Available by phone after office hours for traveling families and urgent matters;
3. Orientation meetings for those desiring to find out more about adoption and the process involved;
4. Assistance with cultural acclimation of children, school placement, translation and language resources;
5. Assistance with post-adoption issues;
6. Assistance with preparation of the dossier documents required to seek a placement of a child, including notarization, certification, and apostilling of all documents;
7. Assistance with preparation of your family profile to present to birth parents for domestic adoption;
8. For international adoptions, we can provide referrals of doctors and other international consultants known for their expertise in evaluating children who have lived in institutional settings. For domestic adoptions, we can refer you to doctors to help evaluate the medical situation of the birth mother. These doctors are independent practitioners who are not connected with our agency and therefore are neutral parties to the decision-making process;
9. Preparation for conference calls with doctors and orphanages to review child referrals, including generating a list of questions necessary to make a decision;
10. Review of potential child referrals, including detailed social and medical history of the birth parents;
11. Preparation of post-placement and/or post-adoption reports required by the countries from which the child is adopted from, in accordance with the laws of said countries; and
12. Assistance with the legal process and with re-adoption in Indiana.

## WHY KIDSFIRST?

Although we are a small agency, we pride ourselves on our ability to be proactive in the services we provide to our families. Although adoption is unpredictable, a “leap of faith,” we believe that there is much we can do to eliminate many of the risks inherent in adoption and enhance the overall adoption experience of our families. Some of the things we do which set us apart from many other agencies are:

1. **Personalized Attention to Our Families:** We pride ourselves on our ability to provide personal attention to our families. With so many complexities in the adoption process which may cause great anxiety for many prospective adoptive families, it is difficult to have unanswered questions or unresolved issues for even a short time. We are always accessible and will address your questions or concerns on a timely basis so that you will not have to wait long to get an answer. We will be available to assist you from the start of the adoption process until the completion of your adoption, so you will never feel like you are on your own.
2. **Home Study Preparation (Indiana families only):** KidsFirst is licensed to prepare home studies for families living in Indiana. KFIA is a Hague accredited agency and can therefore complete home studies for international adoption. Our home study preparers are highly qualified and will guide you through the process.
3. **Dossier Preparation:** International and Domestic adoption requires a vast amount of paperwork with great attention to detail. At the time we deliver your dossier preparation package to you, we will go through the preparation of the documents and the formalities the documents must contain (notarizing, certifying, and apostilling). We will then be available at all times to answer your questions as you work through the documents. To save you time and expense, prior to your signing and having your documents notarized and apostilled, we will review them to make sure they have been completed correctly. The earlier you submit a completed dossier, the quicker you will receive a referral, so we work closely with you to assure that your documents are prepared accurately and completely. We are always available to help you when you have questions, so the preparation of the paperwork goes smoothly and accurately.
4. **Accessible, Caring Staff:** Since the commencement of our adoption programs in 1999, KidsFirst has offered its families the highest level of personal attention in all aspects of your adoption. All staff members, from our executive director, Inna Pecar, on down, are readily available to assist you in your adoption. Phone calls are returned on a timely basis and questions and concerns are addressed immediately. We feel fortunate to be in a position to help so many children and families, and we are committed to the success of your adoption. We will be available to guide you through the preparation and completion of your homestudy (if we are preparing it) and dossier, the review of your referrals, travel preparation, and any post-adoption questions or concerns you may have. We remain close to most of the families we have worked with and are proud of the fast-growing KidsFirst family!
5. **Problem Solving:** One of the best measures of an agency’s ability to represent you in your adoption is the way they deal with problems when they arise. If a problem occurs when you are overseas, you will know that we will be available for you 24 hours a day and your problems will be dealt with promptly and effectively. With KidsFirst, you will know that we will be working on a satisfactory resolution to ensure the success of your adoption.

## DOMESTIC ADOPTION INFORMATION

### WHO CAN ADOPT?

We place children with couples and single men or women. Any family who has met our agency requirements is welcome in our domestic program. In some cases the birth mother is highly involved in the child matching process. Generally, healthy parents between the ages of 25 and 40 have a shorter wait for newborn or infant babies than others, however this all depends on the preferences of the birth mother. We will be glad to discuss any unique family situation or concerns with you. We will be responsive to anyone desiring to be a parent who has the means to adequately support a child and can provide a safe, loving home.

### THE CHILDREN

The vast majority of children in our domestic program are newborns, but there are situations where older children have been placed for adoption through our program. We are unable to predict the age, sex, or race of children being placed in our domestic program.

### THE PROCESS/SERVICES PROVIDED FOR DOMESTIC ADOPTIONS

There are essentially five steps to completing a domestic adoption of a newborn or infant. They are as follows:

1. **Agency Consultation.** You will meet with our Agency director and staff to learn about our domestic program and determine if it is the best fit for your family. You will learn about how we work with birth parents, the steps involved in domestic adoption, and understanding your role in the adoption process.

2. **Home Study.** Your final agency approval is contingent upon the *recommendation for approval* by your home study agent. The home study must be completed in the state where you live by a licensed agency or social worker. You will be required to complete education regarding birth family issues, adoptee issues, and adoptive parenting.

3. **Completion of a Profile Book.** Once you have applied to our agency you will be instructed on how to complete a profile book. We will go over the preparation of your book in detail, and our staff is available to answer any questions you may have regarding your book. The time frame of completion of the book is up to you; however, your matching process cannot begin until it is completed and in our office. All profile books will be presented to birth mothers who fall within parameters you have given us with respect to age, gender, race and other background criteria.

4. **Matching.** Once your home study is approved and your profile book is complete, you are ready to be matched with a potential birth mother. The first step in the matching process is clarifying your child preference, which is usually done during the homestudy. It is important that you are honest with yourselves and your caseworker in identifying the child you would like to adopt. Although we try to reasonably honor your preferences, please be advised if your list of criteria is too long and restrictive, you may significantly narrow your options for referral. There needs to be a mutual level of comfort between the birth family and the adoptive family.

You should also clarify with your caseworker your preferences concerning open, semi-open, or confidential adoption. The families and the birth mothers have the freedom to determine the level of openness in the adoption, and you will only be matched with a birth mother whose preferences match your own. Please consider the well-being of all members of the adoption triad when making this plan. Whatever you choose, an honest and fair agreement made early in the relationship is the best choice for everyone.

Once you have clarified your child preference, the length of time until you are matched will vary from family to family. You may receive a match within as short a time as a few weeks however it may take up to 2 years or longer, depending on your preferences and the preferences of the birth mother. Your referral may come in the form of a medical abstract of the birth mother, prenatal information, a picture(s), and a meeting with the birth mother when appropriate. KidsFirst Adoption Services would like you to make the most informed decision possible in moving forward with a birth parent match. We encourage you to present the information you receive to an independent doctor to help you evaluate the referral.

5. **The Birth.** Once you have accepted a match, you will begin your relationship with the birth family. In some cases, financial support of the birth mother is necessary, and this will be determined on a case by case basis. Your wait will be based on the birth mother's due date. You may begin preparations to travel, based on her location. You may be invited to the hospital for the birth or you may be asked to refrain from visiting the hospital, depending on the birth mother's wishes. The birth mother is making a life-long decision and all parties involved must be supportive during this difficult time. KidsFirst will have staff available for both the adoptive parent and the birth mother at the time of birth.

You must remember that **no child belongs to you until the adoption is finalized in court.** This is very difficult to understand, as you will likely feel connected to the birth mother and of course to the child you perceive as yours throughout this process. The birth mother has a minimum of 24 hours after the birth before she makes her final decision, by signing a consent to the adoption. Once the decision is made, she has 30 days to revoke her consent. Although once she has signed, the courts can only allow her to have the child back if it determined that it is in the best interests of the child.

Once the birth mother signs the consent papers, you will complete your adoption petition to the court. After the finalization hearing, the child will be legally and officially yours forever. In Indiana, it takes approximately 60-90 days from the child's date of birth to finalize the adoption.

KidsFirst staff will work to guide you through the complexities surrounding the birth of the child. We will ensure your adoption is carried out in a safe, efficient, and sensitive manner. We are committed to working with our families until the adoption is complete, striving to minimize anxiety in the process.

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*The most difficult and important part of the adoption process is the review and acceptance of a birth parent match. There are great risks involved in adoption and it is imperative that they be minimized to the extent possible. There are various ways in which families are matched with birth mothers. A birth mother may want to be very involved in selecting an adoptive family, or she may want the agency to match her with a family. The level of openness between the birth and adoptive families is determined based on the preferences of the birth mother and of the adoptive family. When a potential match is made, families are encouraged to review the medical information they receive with a doctor who specializes in prenatal care (these are independent practitioners, not connected with our agency, and therefore neutral parties to the decision making process). If necessary, we will arrange a conference call between the doctor and the agency to address questions and concerns of the family and/or the doctor. We will inform the family of the potential risk concerning the birth mother changing her mind, based on the circumstances of each case. As a result of this intensive and complete review process, we have had great success with our placements. We do not want our families to feel like they have to go through the difficult process of reviewing referrals on their own.*

*Our job as your agency is to support you through difficult decisions and give you as much information for your family to make the best decision.*

## INTERNATIONAL ADOPTION INFORMATION

### **WHO CAN ADOPT?**

We work with couples and single women. Each country may have specific requirements and guidelines.

### **THE CHILDREN**

We place children from the ages of 6 months to 16 years. Although the most frequent request is for young children under 2 years of age, we are committed to finding loving, permanent homes for older and special needs children as well. Sibling groups are available. Some of our families may adopt two or more unrelated children and thus create their own “sibling group.”

Children are available for international adoption through four avenues. The first is voluntary relinquishment of parental rights. This usually occurs at birth, but can also occur later in the child’s life. The second is through termination of parental rights. This usually occurs when a child is considered to be living in an unsafe environment. The third is through abandonment. The term used is “foundling.” In these instances, very little is known about the child’s birth history and heritage. The fourth avenue would be if a child is orphaned, due to one or both parents being deceased, and has no relatives to care for him or her in the country.

In all of these countries, there is tremendous protection of the confidentiality of the birth parents so you can expect only limited information regarding your child’s birthparents and the circumstances of voluntary relinquishment or involuntary termination of parental rights.

### **EDUCATION**

Due to the requirements of The Hague Convention all prospective adoptive families must complete a minimum of 10 hours of adoption related education before their home study can be finalized. We have partnered with Adoption Learning Partners to offer this education. The courses are offered online so they can be completed at your convenience. The fees for the courses are set by Adoption Learning Partners and are subject to change at any time. For families using a home study preparer other than KFIA, we will discuss the educational requirements of your home study agency to determine if that education will be acceptable for our requirements. KFIA also maintains a lending library and Educational Resource Binder that is available to all families at any time.

### **THE PROCESS/SERVICES PROVIDED FOR INTERNATIONAL ADOPTIONS**

There are essentially five steps to completing an international adoption. They are as follows:

1. Completion of an **International Home Study** by KFIA or another licensed social worker and/or a licensed home study agency. Your home study should include multiple background checks, a home visit, financial information, and detailed background information regarding your family. During this process, you will determine the child characteristics you are comfortable in accepting (age, race, gender, medical needs). Your home study will approve you to adopt a child or children that should match with your hopes for adoption. Ultimately, United States Citizenship and Immigration Services (USCIS) will approve you for the same child(ren).
2. Applying for **Approval to Adopt a Foreign Orphan** from the United States Citizenship and Immigration Services (USCIS). You do this by submitting an I-600A form (for Non-Hague countries) or an I-800A form (for Hague Countries) to the USCIS. You may obtain these forms from us, through the USCIS form request line at 1-800-870-3676 or from the USCIS website. Both applications require the completion of a home study and the fingerprinting of all members of a household over 18 years of age. After your application is review, you will be scheduled for fingerprinting. Once processed, you will be issued your approval in the form of an I-

171H. There is usually a sixty to ninety day turnaround time for receiving your USCIS approval, during which you may proceed with the completion of the Dossier, as described in Paragraph 3 below. Once you have received approval, a cable is sent to the American Embassy in the country you have chosen for the adoption.

3. **Completion of a Dossier.** Once you have applied to our agency you will be given a Dossier packet. Your dossier consists of all documents necessary to process your adoption in the country of origin. We will go over the preparation of your Dossier in detail and we are available to answer any questions you may have. The time frame of completion of the dossier is up to you. However, you cannot receive a child referral until your dossier is completed and sent to the country of origin.

4. **Child Referral.** The most difficult and important part of the adoption process is the review and acceptance of a child referral. There are great risks involved in international adoption and it is imperative that they be minimized to the extent possible. Although we try to honor your child preferences, as much as is reasonable, please be advised that if your list of criteria is too long and restrictive, you may significantly narrow your options for referral.

Your referral typically comes in the form of a medical and psychological abstract, a picture or pictures, and a video when available. Medicals usually include birth information: weight, height, head and chest circumference, Apgar scores, information about the reason for availability, medical diagnosis and updated measurements. Generally information regarding birth parents is minimal, if available at all.

Every referral we receive is first reviewed by the director of the agency and will not be given to a family unless she is satisfied that the information is complete. We also recommend that our families then review their referrals with an international medical specialist known for their expertise in evaluating children who have lived in institutional settings (these are independent practitioners, not connected with our agency, and therefore neutral parties to the decision making process) and if necessary, we will arrange a conference call between the doctor and the orphanage to address questions and concerns of the family and/or the doctor. As a result of this intensive and complete review process, we have had great success with our placements and our families do not feel like they have to go through the difficult process of reviewing referrals on their own.

5. **Acceptance of Referral/Travel.** Once you have accepted a child, a court date and travel dates are scheduled for you. Our coordinators arrange for you to be met at the airport, arrange your in-country travel and accommodations, your translation, walk you through the legal and adoption process, troubleshoot, problem solve, manage your schedule and, in general, are there to ensure your adoption occurs in a safe, efficient, culturally sensitive manner.

The legal process for adopting internationally can be difficult and uncertain. Our partners and overseas coordinators are among the most efficient and most knowledgeable in the countries they work in.

### **USE OF PROGRAM FEES FROM INTERNATIONAL ADOPTIONS**

In the event KFIA uses any part of its fees to provide special services, such as cultural programs for adoptee(s), scholarships or other services, KFIA will provide to the prospective adoptive parent(s) in advance of providing any adoption services a general description of specific programs supported by such funds. In the event the Board of directors of KFIA determines that such programs no longer serve the intended purposes or fulfill the mission of KFIA, such fees shall be allocated to comparable programs approved by the board.

Currently, KFIA does not use any portion of its fees for such cultural programs for adoptee(s), scholarships or other services.

## HAGUE INFORMATION AND DISCLOSURES

**KFIA is required to provide certain information upon request to members of the general public and to those who make initial inquiries to us. This information includes the following:**

1. Its adoption service policies and practices, including general eligibility criteria and fees;
2. The supervised providers with whom the prospective client(s) can expect to work in the United States and in the child's country of origin and the usual costs associated with their services; and
3. A sample written adoption services contract substantially like the one that the prospective client(s) will be expected to sign should they proceed.

**This information is available by e-mail upon request or can be found at:**

<https://www.kidsfirstadoption.com/hague-disclosures>

Additionally, KFIA and KFAS keep a database of statistical information that covers certain other data required by Hague. The statistics we keep and which are also available at the above-link or upon request are:

1. The number of adoption placements per year for the prior three calendar years, and the number and percentage of those placements that remain intact, are disrupted, or have been dissolved as of the time this information is provided.
2. The number of parents who apply to adopt on a yearly basis, based on data for the prior three calendar years.
3. The number of children eligible for adoption and awaiting placement.



## **BULGARIA**

KFIA began working in Bulgaria in April 2013. Our country partners are Family National Association, National Association ISKRA, Association AMOR, and Chance for Every Child.

### **Who is Eligible to Adopt:**

- Couples and single women
- Prospective parents must be at least 25 years of age and no more than 50 years older than the child
- Special circumstances, such as legal or medical issues, multiple divorces, etc. can be discussed on a case by case basis
- At least one parent must be a US citizen. If one parent is not a US citizen, they must have a Green Card.

### **Children Available for Adoption:**

- Children who qualify for international adoption are on two separate waiting lists: 1. Healthy children and 2. Special Needs and older children
- Children range in age from 2 years to 15 years
- The main medical issues of children in Bulgaria are due to a lack of prenatal care by the birth mother.
- Some of the common special needs seen are: delays in psycho-motor development, developmental delays, hydrocephaly (sometimes with a shunt already administered), and cerebral palsy.
- Children are raised mostly in orphanages. However, there are some foster care homes.
- Bulgarian children who are up for adoption are generally of Roma or Turkish origins. There is also a large Slavic population in the country.
- The country provides very detailed medical information. Each child's referral comes with a picture, a detailed medical report, and a video. Additional information could be provided through the coordinators.

### **Requirements and Process:**

Prospective adoptive parents must have a Hague approved home study and dossier. KidsFirst will help you prepare these documents and walk you through every step. Once the home study and dossier are done, they are then submitted to the country.

### **Wait Times for Referrals:**

- For healthy children up to 3 years, the wait time for a referral is 4 years.
- For healthy children 4-7 years, the wait time for a referral is 3-4 years.
- For healthy children 7-9 years, the wait time for a referral is 2-3 years.
- Sibling groups are available and the wait time depends on the age of the children.
- For Special Needs children, there could be no wait time. In fact, once a child is selected by a family, the referral can be held for up to six months, while the family completes necessary paperwork. Call the office to find out a complete list of the current waiting children, and more information about them.
- The Ministry of Justice in Bulgaria matches children with families.
- KidsFirst will assist families in putting together a detailed list of medical conditions they are comfortable with, which could influence wait times.

### **Travel:**

The family will travel approximately 2-3 months after they accept the referral. The first trip is one week and both parents must travel. The second trip takes places 3-4 months after the first trip. The trip is one week and only 1 parent may travel if necessary. In Bulgaria, the court hearing takes place in the time between the two trips and is handled by our representatives in the country.

TRIP ONE: The family, once they arrive in Sofia, will travel with the coordinator to the region where the child's orphanage is located. After traveling and meeting the child and talking with the medical doctor in the orphanage, if the family is comfortable with the match, they then sign the referral acceptance forms, and continue their week with the child.

TRIP TWO: The coordinator will walk the family through all of the necessary stages for trip two. The family will pick up the child and the coordinator will assist you through the immigration and passport retrieval process, before returning back to the United States.

\*Please note that time frames could be shorter or longer because we are working with foreign countries. These are the average time frames we see in working with these countries.

## **POLAND**

KFIA began working in Poland in July 2015. Our partner in the country is Marta Kuczevska.

### **Who is Eligible to Adopt:**

- Couples and single women
- Prospective parents must be at least 25 years of age and no more than 40 years older than the child
- Couples must be married at least 3 years
- Special circumstances, such as legal or medical issues, multiple divorces, etc. can be discussed on a case by case basis
- At least one parent must be a US citizen. If one parent is not a US citizen, they must have a Green Card.

### **Children Available for Adoption:**

- Children in Poland are orphaned due to voluntary or involuntary termination of parental rights, death of a parent, or the inability of the parent to provide care because of multiple children or a child with special needs.
- There are many sibling groups and children with medical needs available for adoption.
- A child older than 13 must give their consent to adoption.
- Children are raised in orphanages or foster homes.

### **Requirements and Process:**

Prospective adoptive families must have a Hague approved home study and dossier. KidsFirst will help you prepare these documents and walk you through every step. A medical certificate and FBI clearance are required for the Poland dossier. Once the home study and dossier are done, they are then submitted to the country.

### **Wait Times for Referrals:**

The wait time to receive a child referral depends on the age and medical preferences (healthy vs minor, correctible conditions vs. more complicated medical issues) the family has identified.

- For a sibling group up to age 7, approximately 6 to 12 months to receive a referral
- For 1 child ages 3-7, approximately 24 months to receive a referral
- For a sibling group up to age 10, approximately 6 months to receive a referral
- For a child with special needs up to age 3, approximately 12 months to receive a referral
- For a child with special needs up to age 5, approximately 6 months to receive a referral

### **Travel:**

Prospective parents are required to travel for one longer trip (approximately 8 weeks) or 2 separate trips (approximately 3-4 days for Trip 1 and 5-6 weeks for Trip 2). Duration of the trips depends on the region where the child lives and the judge's decision. Poland requires a bonding period for the adoptive parents and child. This can be from 5 to 6 weeks. Both parents are required to be in the country during this time and children from the family are encouraged to attend as well. Families will stay in an apartment or at the monastery, depending on where the child lives.

\*Please note that time frames could be shorter or longer because we are working with foreign countries. These are the average time frames we see in working with these countries.

## **UKRAINE**

KFAS began working in Ukraine in July 2013. Our partner in the country is Lesya Garashchenko.

### **Who is Eligible to Adopt:**

- Couples
- Prospective parents must be at least 25 years of age and no more than 50 years older than the child
- Special circumstances, such as legal or medical issues, multiple divorces, etc. can be discussed on a case by case basis
- At least one parent must be a US citizen. If one parent is not a US citizen, they must have a Green Card.

### **Children Available for Adoption:**

- Children are 5 years and older
- Sibling groups may include a younger child
- Ukrainian children are generally Caucasian

### **Requirements and Process:**

Families must complete a home study and dossier. We walk our families through every step of the dossier process. It takes about a month and a half to translate and submit the dossier to the country after it is completed.

After the Ministry accepts the application, the family can begin to plan their travel.

### **Child Referrals:**

- In Ukraine, referrals are not presented to prospective adoptive parents ahead of time. The parents must travel to the country and during their trip, they will meet a child.
- No medical information is given prior to traveling to Ukraine but we check as much as possible, as does the coordinator, prior to the visit, to do everything we can to help ensure a successful match.
- If the family is interested in consulting with an international medical specialist in Ukraine, the agency can arrange that to be available prior to the trip.

### **Travel:**

1-3 months after dossier submittal, the family will travel for Trip 1. This trip is up to 1 month in length. Both parents must travel. 1-2 months later, the family will travel for Trip 2. This trip is 7-9 days. Only 1 parent may travel if necessary.

\*Please note that time frames could be shorter or longer because we are working with foreign countries. These are the average time frames we see in working with these countries.

## **DOMINICAN REPUBLIC**

KFIA began working in the Dominican in February 2016. Our partner in the country is Madelaine Diaz Jimenez.

### **Who is Eligible to Adopt:**

- Couples
- Prospective parents must be at least 30 years of age and no more than 50 years older than the child
- Couples must be married at least 5 years
- Special circumstances, such as legal or medical issues, multiple divorces, etc. can be discussed on a case by case basis
- At least one parent must be a US citizen. If one parent is not a US citizen, they must have a Green Card.

### **Children Available for Adoption:**

Children in the Dominican Republic are orphaned due to voluntary or involuntary termination of parental rights, death of a parent, or the inability of the parent to provide care because of multiple children or a child with special needs. Many children are abandoned after their birth, at the hospital.

### **Requirements and Process:**

Prospective adoptive families must have a Hague approved home study and dossier. KidsFirst will help you prepare these documents and walk you through every step. A medical certificate, psychological evaluation, and FBI clearance are required for the DR dossier. Once the home study and dossier are done, they are then submitted to the country for review by the adoption authorities at CONANI. Once the dossier is approved (approximately 1 month after submission), the family is placed on the waiting list for a referral.

### **Wait Times for Referrals:**

The wait time to receive a child referral depends on the age and medical preferences (healthy vs minor, correctable conditions vs. more complicated medical issues) the family has identified.

- For a child 8 months to 3 years, approximately 1.5 years to receive a referral
- For a child 3 to 5 years, approximately 1-1.5 years to receive a referral
- For a child 5 to 8 years, less than 1 year to receive a referral
- For a child older than 8 years, the family can be matched within a few months

### **Travel:**

Prospective parents are required to travel for one trip. Both parents must be in the country for approximately 5 weeks for a socialization period and a cohabitation period. After this time, one parent may return to the US, giving the other parent Power of Attorney to complete the legal process, which is an additional 2.5 to 3 months. Friends or family members may join the parent in the DR for the remainder of the trip.

Accommodations are prearranged for the family. Our DR coordinator will communicate with the prospective parents regularly while in the country to walk you through every step of the process.

\*Please note that time frames could be shorter or longer because we are working with foreign countries. These are the average time frames we see in working with these countries.

**Please read the following Policies with respect to fees carefully and ask us  
if you have any questions or if we may provide further clarification**

KFIA is NOT responsible for travel expenses or penalties due to plan schedule changes. KFIA is NOT responsible for any inconvenience/penalties caused to family members/friends traveling with the adoptive family. We understand that country and out-of-pocket costs may fluctuate without notice.

The Agency and Application fees may be transferable to another KFIA program in the event a suitable referral cannot be located in country or due to country specific problems including but not limited to such issues as program closings, war, adverse changes to their laws, etc.

KFIA's Home Study approval does not guarantee that the country will approve the home study or the family to adopt.

If the completed dossier is not received by KFIA within 6 months from the date of application, program fees stated are subject to change. The other adoption costs may fluctuate without notice.

If your agent in the country is not able to finish your adoption for whatever reason, a new agent may mean additional fees could be incurred. While we don't anticipate that happening and it is rare, we are obligated to advise you that it could happen. At that time you will have the option to continue under the new fees or change to another program.

This agency does not customarily charge additional fees and expenses beyond those disclosed in this contract and has a written policy to this effect. In the event that unforeseen additional fees and expenses are incurred in country, we will charge additional fees and expenses only under the following conditions:

1. We will disclose the fees and expenses in writing to the adoptive parent (s);
2. We will obtain specific consent of the adoptive parent (s) prior to expending any funds in excess of \$1000 for which this agency will hold the prospective adoptive parent (s) responsible or gives the prospective adoptive parent (s) the opportunity to waive the notice and consent requirement in advance, which is written into the policies and procedures of the agency.
3. We will provide written receipts to the prospective adoptive parent (s) for fees and expenses paid directly by the agency or person in the Convention country and retain copies of such receipts.

The agency will return any funds to which the prospective adoptive parent (s) may be entitled within sixty days of the completion of the delivery of services. These would be funds that were not used or specified to be used during the adoption process.

**KFIA REFUND POLICY (International Only):**

KFIA fees are not refundable. No refunds will be made due to governmental delays, policy changes or any other changed circumstances. However, if an event should occur that results in either significant delay (as in a moratorium) or a closing of that country to all adoptions, KFIA will work with the adoptive parent(s) to determine if another program could meet the needs of the adoptive parents. In the event that the adoption is not completed for any reason beyond the control of KFIA, the adoptive parents understand that the fees already paid to KFIA, the foreign referral source or coordinator (the "FSP") or other officials/ facilitators in the foreign country and the U.S. are not refundable or recoverable, unless expressly provided hereinafter. The agency may waive, reduce or refund fees in special circumstances such as, but not limited to: returning families, sibling adoptions, and children with special needs. These situations would be reviewed on a case-by-case basis and must be approved in advance by the Board of Directors of KFIA.

KFIA does NOT use any portion of fees paid to provide special services, such as cultural programs for adoptees, scholarships, or other services. In the event that this policy changes, a general description of the programs supported will be given to the prospective adoptive parents in advance of providing adoption services.

In order to minimize the direct cash transactions by the prospective adoptive parents in the Convention country, parents generally wire funds to KFIA at the time of and in the amounts indicated in the fee schedule, and KFIA transfers the funds to the FSP. KidsFirst shall obtain receipts for all transfers made to FSP's.

## **FEES**

The fees for each of our adoption programs, the fees of our foreign service partners, and other costs and expenses expected to be incurred during the adoption process for each program, are presented on the following pages. For each of our international programs, we have presented the fees and costs in two separate manners. The first set of Fee schedules presents the costs in the order in which they are paid or incurred and the second set of Fee schedules breaks the expenditures into the following categories:

Home Study (only applicable for Indiana families who complete home studies with KidsFirst); Adoption Expenses in the USA; Foreign Country Program Expenses; Care of the Child costs and expenses; Translation and Document Expenses; Contributions; Post-Placement and Post-Adoption Reports; Third Party Expenses; and Travel and Accommodation Expenses.

KFIA and its Coordinators will provide written, itemized receipts for all amounts paid by client families directly to KFIA or its Coordinators.

# Bulgaria Fee Schedule- Waiting Child

Agency/Purpose	When Fee is Due:
<b>KFIA</b>	<b>With Application</b>
Non-Refundable Application Fee	<b>\$1000</b>
<b>KFIA</b>	<b>At Time of Submission</b>
<b>(ALL NON-REFUNDABLE) (By check or wire transfer)</b>	<b>of Hold Documents</b>
Agency Fee (1 child)	<b>\$3,000</b>
(2 children)	<b>\$4,000</b>
<b>Bulgaria Coordinator (Paid by Client by Wire Transfer to KFIA)</b>	<b>At Time of Submission of Hold Documents</b>
Non-Refundable Facilitator Fee	<b>2,000€</b>
<b>Check to USCIS</b>	<b>With Application to USCIS</b>
(U.S. Citizenship and Immigration Services)	
I-800A Processing	<b>\$775</b>
Fingerprinting fee (\$85 per adult)	<b>\$170</b>
	<b>\$945</b>
<b>KFIA</b>	<b>At Dossier Submittal</b>
<b>(ALL NON-REFUNDABLE) (By check or wire transfer)</b>	
Agency Fee (1 child)	<b>\$3,000</b>
(2 children)	<b>\$5,000</b>
KidsFirst Document Processing Fee (Indiana families only)	<b>\$150</b>
Administrative Costs (Foreign processing, telephone, delivery charges, photocopy, etc)	<b>\$1,000</b>
<b>Bulgaria Coordinator***</b>	<b>At Dossier Submittal</b>
<b>(Paid by Client by Wire Transfer to KFIA)</b>	
Non-Refundable Facilitator Fee	<b>2,000€*</b>
<b>KFIA</b>	<b>Prior to First Trip</b>
<b>(By check or wire transfer)</b>	
Non-Refundable Development Fee	<b>\$2,000</b>
<b>Bulgaria Coordinator***</b>	<b>After trip 1 and acceptance of child</b>
<b>(Paid by Client by Wire Transfer to KFIA)</b>	
Non-Refundable Facilitator Fee	<b>4,000€*</b>
<b>Bulgaria Coordinator***</b>	<b>Trip 2</b>
<b>(Paid by Client by Wire Transfer to KFIA)</b>	
Non-Refundable Facilitator Fee	<b>2,000€*</b>
<b>Travel Expenses</b>	
2 Trips - Round Trip airfare for 2 adults (@ approx \$1000-\$1500 per person, per trip) estimate only	<b>\$4,000 +</b>
Child's one-way airfare (cost varies, estimate only)	<b>\$500 +</b>
<b>In-Country Expenses/Fees : Estimates may increase due to daily exchange rate for USD to EUR</b>	
Lodging and meals (2 people – 5-7 nights each trip) – estimate only \$100 - \$200/night	<b>\$1,000 **</b>
Medical for child's Visa – estimate only	<b>\$100</b>
Child's U.S. Visa	<b>\$230</b>

\* The fees of the Bulgaria Coordinator vary slightly depending on the particular Foundation we work with for the placement of a child. We will be happy to provide the fee schedules of all of our Coordinators upon request.

\*\* Transportation to Region and hotel in region - In some regions, families may have to pay for travel of the coordinator

\*\*\* The fees paid to the Bulgaria Coordinator are non-refundable as they are collected after the services have already been rendered.

**Plus: take an additional \$2,000 - \$3,000 for lunches, dinners, souvenirs\*: US Currency or Traveler's Checks**

- The fee for the home study is in addition to the above amounts, and varies from agency to agency. The KFIA fee for Indiana home studies is currently \$2,000 plus travel expenses (mileage at \$.50/mile).
- All fees listed are subject to change and may vary depending on the in-country Foundation you work with.
- You will encounter fees in order to obtain necessary dossier documents. These vary for each family depending on the state of residence. These can include, but are not limited to: police clearances, medical reports, birth/marriage certificates, and psych evals.
- All dossier documents are required to be notarized and apostilled. Some states require a County certification prior to apostilling. These fees vary between states and can range from \$5 to \$25 per document.
- The KFIA fee for post-adoption reports is \$300 for one report and \$400 for two concurrent reports, plus travel expenses (mileage at \$.50/mile).
- Adoptive Parents will be responsible for paying all wire transfer fees associated with wiring fees to overseas coordinators.
- The agency may waive, reduce or refund fees in special circumstances such as, but not limited to: returning families, sibling adoptions, and children with special needs. These situations would be reviewed on a case-by-case basis and must be approved in advance by the Board of Directors of KFIA.



# Bulgaria Fee Schedule- Regular Program

Agency/ Purpose	When Fee is Due:
<b>Check to KFIA</b>	<b>With Application</b>
Non-Refundable Application Fee	\$1,000
<b>Check to USCIS</b>	<b>With Application to USCIS</b>
(U.S. Citizenship and Immigration Services)	
I-800A Processing	\$775
Fingerprinting fee (\$85 per adult)	\$170
	\$945
<b>Adoption Learning Partners</b>	<b>Course Registration</b>
Adoption Education	\$150
<b>KFIA (By check or wire transfer)</b>	<b>At Application Approval</b>
Non-Refundable Agency Fee (1 child)	\$3,000
<b>KFIA (ALL NON-REFUNDABLE) (By check or wire transfer)</b>	<b>At Dossier Submittal</b>
Agency Fee (1 child)	\$3,000
(2 children)	\$5,000
KidsFirst Document Processing Fee (Indiana families only)	\$150
Administrative Costs (Foreign processing, telephone, delivery charges, photocopy, etc)	\$1,000
<b>Bulgaria Coordinator*** (Paid by Client by Wire Transfer to KFIA)</b>	<b>At Dossier Submittal</b>
Non-Refundable Facilitator Fee	\$2,696*
<b>KFIA (By check or wire transfer)</b>	<b>Prior to Trip 1</b>
Non-Refundable Development Fee	\$2,000
<b>Bulgaria Coordinator*** (Paid by Client by Wire Transfer to KFIA)</b>	<b>After Trip 1 and Acceptance of the Child</b>
Non-Refundable Facilitator Fee	\$4,494*
<b>Bulgaria Coordinator*** (Paid by Client by Wire Transfer to KFIA)</b>	<b>After Court Hearing, Prior to Trip 2</b>
Non-Refundable Facilitator Fee	\$1,797*
<b>Travel Expenses</b>	
2 Trips - Round Trip airfare for 2 adults (@ approx \$1000-\$1500 per person, per trip) estimate only	\$4,000 +
Child's one-way airfare (cost varies, estimate only)	\$500 +
<b>In-Country Expenses/Fees: Estimates will increase due to daily exchange rate for USD to EUR</b>	
Lodging and meals (2 people – 5-7 nights each trip) – estimate only	\$1,000 +**
Medical for child's Visa – estimate only	\$100
Child's U.S. Visa	\$230

\* The fees of the Bulgaria Coordinator vary slightly depending on the particular Foundation we work with for the placement of a child. We will be happy to provide the fee schedules of all of our Coordinators upon request.

\*\* Transportation to Region and hotel in region - In some regions, families may have to pay for travel of the coordinator

\*\*\* The fees paid to the Bulgaria Coordinator are non-refundable as they are collected after the services have already been rendered.

**Plus: take an additional \$2,000 - \$3,000 for lunches, dinners, souvenirs\*: US Currency or Traveler's Checks**

- **The fee for the home study is in addition to the above amounts, and varies from agency to agency. The KFIA fee for Indiana home studies is currently \$2,000 plus travel expenses (mileage at \$.50/mile).**
- **All fees listed are subject to change and may vary depending on the in-country Foundation you work with.**
- **You will encounter fees in order to obtain necessary dossier documents. These vary for each family depending on the state of residence. These can include, but are not limited to: police clearances, medical reports, birth/marriage certificates, and psych evals.**
- **All dossier documents are required to be notarized and apostilled. Some states require a County certification prior to apostilling. These fees vary between states and can range from \$5 to \$25 per document.**
- **The KFIA fee for post-adoption reports is \$300 for one report and \$400 for two concurrent reports, plus travel expenses (mileage at \$.50/mile).**
- **Adoptive Parents will be responsible for paying all wire transfer fees associated with wiring fees to overseas coordinators.**
- **The agency may waive, reduce or refund fees in special circumstances such as, but not limited to: returning families, sibling adoptions, and children with special needs. These situations would be reviewed on a case-by-case basis and must be approved in advance by the Board of Directors of KFIA.**

# Poland Fee Schedule

Agency /Purpose		When Fee is Due:
<b>Check to KFIA</b>		<b>With Application</b>
Non-Refundable Application Fee		<b>\$1000</b>
<b>USCIS</b>		<b>With Application to USCIS</b>
(U.S. Citizenship and Immigration Services)	I-800A Processing	<b>\$775</b>
	Fingerprinting fee (\$85 per adult)	<b>\$170</b>
		<b>\$945</b>
<b>Adoption Learning Partners</b>		<b>Course Registration</b>
Adoption Education		<b>\$150</b>
<b>KFIA (By check or wire transfer)</b>		<b>At Application Approval</b>
Non-Refundable Agency Fee		<b>\$3,000</b>
<b>KFIA (ALL ARE NON-REFUNDABLE - By check or wire transfer)</b>		<b>At Dossier Submittal</b>
Agency Fee (1 child)		<b>\$3,000</b>
(2 children)		<b>\$5,000</b>
KidsFirst Document Processing Fee (Indiana families only)		<b>\$150</b>
<b>Poland Coordinator (Paid by Client by Wire to KFIA)</b>		<b>At Dossier Submittal</b>
Non-Refundable Facilitator Fee		<b>\$500*</b>
Non-Refundable Translation Fee		<b>\$2,000*</b>
<b>KFIA (By check or wire transfer)</b>		<b>Prior to Trip 1</b>
Non-Refundable Agency Fee (1 child)		<b>\$5,000</b>
(2 children)		<b>\$7,000</b>
<b>Poland Coordinator (Paid by Client by Wire to KFIA) (Prior to Trip 1)</b>		<b>Acceptance of Child Referral</b>
Facilitator Fee		<b>\$2,500**</b>
<b>Poland Coordinator (Paid by Client by Wire to KFIA) (Prior to Trip 1)</b>		<b>After Court in Country re: Bonding Visitation</b>
Facilitator Fee (1 child)		<b>\$3,000***</b>
(2 children)		<b>\$5,000</b>
<b>In-Country Travel Expenses/Fees</b>		<b>Approximately \$10,000</b>
This includes a 6 weeks stay in the country, airfare for 2 adults and 1 child, lodging, meals, child's visa, and gifts for the orphanage and staff in the country. Lodging fees will vary depending on the location. Families will stay in an apartment (\$70-150 per day) or at the monastery.		
Orphanage Donation		<b>\$200-500</b>
Adoption Center Donation		<b>\$700</b>

\* The entire payment is non refundable. It covers translation fee and the work on the referral of the Poland Coordinator.

\*\* If the family travels and does not accept the referral, \$1,000 of this fee will be refunded to KidsFirst and KidsFirst will refund \$1,500 to the family. The remainder is retained by Poland Coordinator for her work to that point.

\*\*\* If the family terminated the bonding process without adopting, all or part of this payment will be refunded, minus any travel expenses of the Poland Coordinator and any legal fees and/or expenses incurred to that point in the process.

**We suggest taking an extra \$2,000 - \$3,000 for misc. expenses and souvenirs: US Currency or Traveler's Checks**

- **The fee for the home study is in addition to the above amounts, and varies from agency to agency. The KFIA fee for Indiana home studies is currently \$2,000 plus travel expenses (mileage at \$.50/mile).**
- **All fees listed are subject to change.**
- **You will encounter fees in order to obtain necessary dossier documents. These vary for each family depending on the state of residence. These can include, but are not limited to: police clearances, medical reports, birth/marriage certificates, and psych evals.**
- **All dossier documents are required to be notarized and apostilled. Some states require a County certification prior to apostilling. These fees vary between states and can range from \$5 to \$25 per document.**
- **The KFIA fee for post-adoption reports is \$300 for one report and \$400 for two concurrent reports, plus travel expenses (mileage at \$.50/mile).**
- **Adoptive Parents will be responsible for paying all wire transfer fees associated with wiring fees to overseas coordinators.**
- **The agency may waive, reduce or refund fees in special circumstances such as, but not limited to: returning families, sibling adoptions, and children with special needs. These situations would be reviewed on a case-by-case basis and must be approved in advance by the Board of Directors of KFIA.**

# Ukraine Fee Schedule

Agency	Purpose	Amount and When Fee is Due:
<b>Check to KFIA</b>		
		<b>With Application</b>
Non-Refundable Application Fee	(includes \$500 IAAME Fee)	<b>\$1,000</b>
<b>Check to USCIS</b>		
		<b>With Application to USCIS</b>
(U.S. Citizenship and Immigration Services)	I-800A Processing	<b>\$775</b>
	Fingerprinting fee (\$85 per adult)	<b>\$170</b>
		<b>\$945</b>
<b>Adoption Learning Partners</b>		
		<b>Course Registration</b>
Adoption Education		<b>\$150</b>
<b>KFIA (By check or wire transfer)</b>		
		<b>At Application Approval</b>
Non-Refundable Application Approval Fee	(1 child)	<b>\$3,000</b>
<b>KFIA (ALL NON-REFUNDABLE) (By check or wire transfer)</b>		
		<b>At Dossier Submittal</b>
Agency Fee	(1 child)	<b>\$6,500</b>
	(2 children)	<b>\$11,000</b>
KidsFirst Document Processing Fee (Indiana families only)		<b>\$300</b>
Criminal History Clearance (Indiana families only)		<b>\$50/each</b>
<b>Ukraine Coordinator (Paid by Client by Wire Transfer to KFIA)</b>		
		<b>At dossier submittal</b>
Non-Refundable Paperwork Filing, Dossier Translation and Legalization Fee		<b>\$1,000</b>
<b>KFIA and Ukraine Coordinator</b>		
		<b>Prior to Trip 1</b>
KFIA	Non-Refundable Development Fee (By check or wire transfer)	<b>\$3,000</b>
Ukraine Coordinator	Non-Refundable Facilitation Fees (Wire Transfer to KFIA)	<b>\$2,000</b>
<b>Ukraine Coordinator (Refundable as noted on the following page) Upon acceptance of Referral(s) in Region</b>		
Facilitation Fees (Pd to Agency by check or wire and transferred by Agency to Coordinator)		<b>\$3,000</b>
<b>OR</b>		
more than 1 child		<b>\$4,000</b>
<b>Ukraine Coordinator</b>		
		<b>Prior to Second Trip</b>
Non-Refundable Facilitation Fees (Wire Transfer to KFIA)		<b>\$2,000</b>
<b>Ukraine Coordinator (Refundable as noted on the following page) After Court Hearing (Second Trip)</b>		
Facilitation Fees (Pd to Agency by check or wire and transferred by Agency to Coordinator)		<b>\$3,000</b>
<b>OR</b>	1 sibling, same orphanage	<b>\$4,500</b>
<b>OR</b>	2 or more siblings, same orphanage	<b>\$5,000</b>
<b>OR</b>	2 or more children, different orphanages	<b>\$5,000</b>
<b>Other Expenses:</b>		
		<b>Before and During Travel</b>
Orphanage Donation	(depending on region)	Up to <b>\$1,000</b>
Gifts		approx. <b>\$200 - \$300</b>
<b>Travel Expenses</b>		
Round trip airfare for 2 adults (approx. \$1000-\$1500 per person) ESTIMATE ONLY		<b>\$3,000</b>
Child's one-way airfare- ESTIMATE ONLY		<b>\$800</b>
<b>Additional Monies to take to Ukraine</b>		
		<b>Paid While in Country</b>
		<b>US Currency</b>
❖ Trip to/from the airport in Kyiv (\$40 each way regardless if one or two people are transported).		
❖ Transportation in Ukraine (driving – 10\$ per hour or its equivalent in UAH)		
❖ Transportation of your regional representative/translator to/from region ~\$1/kilometer		

- ❖ Your lodging within Ukraine (Kyiv hotels are: ~\$120 - \$150 per night, regional apartments: ~\$50 per night)
- ❖ Your meals while in Ukraine
- ❖ Orphanage donation (up to \$1,000 depending on the region)
- ❖ Accommodation, transportation of the regional translator while in the region (when possible she/he will usually share your regional apartment for the days she/he is with you, as this is common practice in Ukraine)
- ❖ Adoptive child's passport - The passport for the child will be covered by me up to \$200. If the region from which you are adopting charges more for an expedited delivery of a passport, then you will be asked to pay the difference (i.e. If a region charges \$800 for a passport you would be responsible for the difference of \$600)
- ❖ Note – Your regional facilitator will usually cover his/her own meal expenses but when he/she is out with you it is very much appreciated to cover his/her portion of the meal.
- ❖ Medical Exam 215\$ per child
- ❖ US Immigrant visa cost
- ❖ Transportation of your regional representative/translator to/from region
- ❖ Possible miscellaneous fees
- ❖ Potential notary/legalization/expedite fees above customary (depends on region, number of children and many other reasons above and beyond our control)
- ❖ Potential notary/legalization/expedite fees above

**Plus: take an additional \$2,000 - \$3,000 for lunches, dinners, souvenirs\*: US Currency or Traveler's Checks**

- The fee for the home study is in addition to the above amounts, and varies from agency to agency. The KFIA fee for Indiana home studies is currently \$2,000 plus travel expenses (mileage at \$.50/mile).
- All fees listed are subject to change
- You will encounter fees in order to obtain necessary dossier documents. These vary for each family depending on the state of residence. These can include, but are not limited to: police clearances, medical reports, birth/marriage certificates, and psych evaluations.
- All dossier documents are required to be notarized and apostilled. Some states require a County certification prior to apostilling. These fees vary between states and can range from \$5 to \$25 per document.
- The KFIA fee for post-adoption reports is \$300 for one report and \$400 for two concurrent reports, plus travel expenses (mileage at \$.50/mile).
- Upon the Client Family traveling to Ukraine and receiving referrals, if the Client Family elects not to travel to the region to see the child(ren) and to return home to the United States, KidsFirst will pay the Coordinator \$300 in US currency and will return the balance of the "Upon acceptance of Referral(s) in Region" amount to Client Family.
- If the Client Family, after receiving a referral, travels to the region and the family is uncomfortable with the child(ren) or the child(ren) do not want to be adopted, KidsFirst will pay the Coordinator \$1,500 (or \$2,000 for 2 children) in US currency and will return the balance of the "Upon acceptance of Referral(s) in Region" amount to Client Family.
- If the Client Family and the child(ren) all consent to the adoption and the family is unable to adopt the child(ren) because the court denies the adoption, KidsFirst shall refund to the Client Family \$3,000 for 1 child, or \$5,000 for 2 or more children, or \$6,000 for a sibling group of 3 or more children.
- Adoptive Parents will be responsible for paying all wire transfer fees associated with wiring fees to overseas coordinators.
- The agency may waive, reduce or refund fees in special circumstances such as, but not limited to: returning families, sibling adoptions, and children with special needs. These situations would be reviewed on a case-by-case basis and must be approved in advance by the Board of Directors of KFIA.

# Dominican Republic Fee Schedule

Agency /Purpose	When Fee is Due:
<b>KFIA</b>	<b>With Application</b>
Non-Refundable Application Fee	<b>\$1,000</b>
<b>USCIS</b>	<b>With Application to USCIS</b>
(U.S. Citizenship and Immigration Services)	
I-800A Processing	<b>\$775</b>
Fingerprinting fee (\$85 per adult)	<b>\$170</b>
	<b>\$945</b>
<b>Adoption Learning Partners</b>	<b>Course Registration</b>
Adoption Education	<b>\$150</b>
<b>KFIA (By check or wire transfer)</b>	<b>At Application Approval</b>
Non-Refundable Agency Fee	<b>\$3,000</b>
<b>KFIA (ALL NON-REFUNDABLE) (By check or wire transfer)</b>	<b>At Dossier Submittal</b>
Agency Fee (1 child)	<b>\$6,500</b>
(2 children)	<b>\$9,000</b>
KidsFirst Document Processing Fee (Indiana families only)	<b>\$150</b>
Administrative Costs (Foreign processing, telephone, delivery charges, photocopy, etc)	<b>\$1,000</b>
<b>DR Coordinator (Paid by Client by Wire Transfer to KFIA)</b>	<b>At Dossier Submittal</b>
Non-Refundable Facilitator Fee	<b>\$2,000</b>
Non-Refundable Translation Fee	<b>\$1,000</b>
<b>KFIA (By check or wire transfer)</b>	<b>Prior to First Trip</b>
Non-Refundable Development Fee	<b>\$3,000</b>
<b>DR Coordinator (Paid by Client by Wire Transfer to KFIA)</b>	<b>Prior to First Trip</b>
Non-Refundable Facilitator Fee	<b>\$3,000</b>
Cohabitation Request Reduction (required ONLY if making this request)	<b>\$1,000*</b>
<b>Travel Expenses</b>	
Round Trip airfare for 2 adults (@ approx \$1000-\$1500 per person, per trip) estimate only	<b>\$3,000 +</b>
Child's one-way airfare (cost varies, estimate only)	<b>\$500 +</b>
<b>In-Country Expenses/Fees</b>	
Lodging- (fee is per month)	<b>\$800+ Food</b>
Medical for child's Visa – estimate only	<b>\$100</b>
Child's U.S. Visa	<b>\$375</b>
Facilitator Fee	<b>\$2,000</b>
Post Adoption Report Translation	<b>\$500</b>

\* If a family makes this payment to request time reduction and thereafter decides not to move forward with that request, if DR Coordinator has not yet made the request to the Court, this payment will be refunded

## Plus: take an additional \$2,000 - \$3,000 for lunches, dinners, souvenirs\*: US Currency or Traveler's Checks

- The fee for the home study is in addition to the above amounts, and varies from agency to agency. The KFIA fee for Indiana home studies is currently \$2,000 plus travel expenses (mileage at \$.50/mile).
- All fees listed are subject to change.
- You will encounter fees in order to obtain necessary dossier documents. These vary for each family depending on the state of residence. These can include, but are not limited to: police clearances, medical reports, birth/marriage certificates, and psych evals.
- All dossier documents are required to be notarized and apostilled. Some states require a County certification prior to apostilling. These fees vary between states and can range from \$5 to \$25 per document.
- The KFIA fee for post-adoption reports is \$300 for one report and \$400 for two concurrent reports, plus travel expenses (mileage at \$.50/mile).
- Adoptive Parents will be responsible for paying all wire transfer fees associated with wiring fees to overseas coordinators.

- **The agency may waive, reduce or refund fees in special circumstances such as, but not limited to: returning families, sibling adoptions, and children with special needs. These situations would be reviewed on a case-by-case basis and must be approved in advance by the Board of Directors of KFIA.**



# Domestic Adoption Fee Schedule

<u>Payment Due</u>	<u>When Fee is Due</u>	<u>Amount</u>
<b>Non – Refundable Application Fee</b>	<b>With Application</b>	<b>\$500</b>
<b>Home Study</b>		<b>\$1,800</b>
First Half of Home Study	First Home Study Meeting	\$900
Second Half of Home Study	Last Home Study Meeting	\$900
Travel Fee	Varies if Applicable	\$50-100
Mileage	Round Trip Mileage to your Home	\$.50 per mile
Home Study Update		\$350
Home Study Addendum		\$150
<b>Activation Fee</b>	<b>Upon Acceptance by Agency</b>	<b>\$3,000</b>
<b>Adoption Learning Partners</b> (Adoption Education)	<b>Course Registration</b>	<b>\$130</b>
<b>Placement Fee</b>		<b>\$24,000</b>
Matching Fee (Non-Refundable)	Upon Matching and Submission of Contract	\$4,000
Balance of Placement Fee	6 Weeks Before Estimated Due Date (Held until consent of birth mother)	\$20,000
Sibling Group/Twins		\$2,000
Each Subsequent Match (Non-Refundable)		\$2,000
<b>Legal Fee</b>	<b>Four weeks prior to Finalization</b>	<b>\$2,000</b>
<b>Court Costs</b>	<b>Prior to Filing Adoption Petition</b>	<b>\$232</b>
<b>ICPC Fees (Non-Indiana Families)</b>	<b>Upon Receipt of Birthmother's Consent</b>	<b>\$3,000</b>
<b>Estimated Medical Expenses</b>		<b>Unknown</b>
<b>Birthmother Living Expenses</b>		<b>\$4,000</b>
	Upon Matching and Submission of Contract	\$1,000
	6 Weeks Before Estimated Due Date	\$3,000
<b>Post-Placements (Indiana only)</b>	<b>\$300 per report/at meeting with SW</b>	<b>\$600</b>
<b>Miscellaneous Expenses</b>	<b>(Birthmother Meetings, Mileage, etc.)</b>	<b>Approx. \$100 - \$300</b>

### Bulgaria Fee Schedule 06/23/21

<b>Item Paid</b>	<b>Amount</b>	<b>How Paid</b>	<b>Purpose and When Paid</b>
<b>Home Study: Non-Refundable when paid</b>			
Home Study Fee	\$2,000	Check or Wire	Home Study report fees may vary from state to state. This is an estimated fee paid to the home study agency.
<b>Adoption Expenses in the USA (All are non-refundable when paid):</b>			
Application Fee	\$1,000 (\$500 for IAAME Fee)	Check or Wire to KFIA	Fee due with agency application.
Agency Fee	\$3,000	Check or Wire to KFIA	Operating expenses. Paid per contract to agency upon application approval
Agency Fee	\$3,000 - \$5,000	Check or Wire to KFIA	Operating expenses. Paid per contract to agency upon dossier submittal.
Administrative Costs	\$1,000	Check or Wire to KFIA	Foreign processing, telephone, delivery charges, photocopies, etc. Paid per contract to agency upon dossier submittal.
Processing Fee	\$150	Check or Wire to KFIA	For Indiana families only. Expense for state authentication of documents.
Development Fee	\$2,000	Check or Wire to KFIA	Development and maintenance of new and existing programs. Paid to agency prior to trip 1.
<b>Foreign Country Program Expenses: (All are non-refundable when paid unless stated otherwise)</b>			
<b>These fees vary slightly for each of the Foundations we work with but are all approximately the same. They are regulated by the Bulgarian Ministry.</b>			
Coordinator Fees	\$2,696	Wire Transfer to KFIA	Paid to Coordinator upon dossier submittal.
Coordinator Fees	\$4,494	Wire Transfer to KFIA	Paid to Coordinator after trip 1 and acceptance of the child referral.
Coordinator Fees	\$1,797	Wire Transfer to KFIA	Paid to Coordinator after court hearing in country and prior to trip 2.
<b>Care of the Child:</b>			
N/A			Adoptive Parents do not pay any fees or costs of caring for the child prior to adoption

<b>Translation and Document Expenses:</b>			
N/A			Included in Services under Coordinator Fees
<b>Contributions:</b>			
N/A			
<b>Post-Placement and Post-Adoption Reports:</b>			
Post-Adoption Report Fee	\$1,200		Fees for 4 post adoption reports may vary from state to state. This is an estimated fee paid to the home study agency over a 3 year period following the adoption.
<b>Third Party Expenses:</b>			
USCIS	\$775 + \$85 per adult for fingerprinting		I800A processing and fingerprint fees. Paid to USCIS with application.
Adoption Learning Partners	\$150		Adoption education expense. Paid to ALP with course registration.
Embassy Visa	\$230		Visa for the child. Paid to US Embassy.
Medical Clinic in country	\$100		Approximate expense for child's medical exam. Paid to medical clinic in country.
<b>Travel &amp; Accommodations Expenses:</b>			
Airfare	\$4,000		Approximate cost for 2 adults for 2 trips
Airfare	\$500		Approximate costs for 1 child
Accommodations in country	\$1,000 - \$2,000		Lodging and meals for 2 adults for 2 trips

**Approximate Total Costs (Range) \$29,300 - \$32,300**

**Dominican Republic Fee Schedule 06/23/21**

<b>Item Paid</b>	<b>Amount</b>	<b>How Paid</b>	<b>Purpose and When Paid</b>
<b>Home Study: Non-Refundable when paid</b>			
Home Study Fee	\$2,000		Home Study report fees may vary from state to state. This is an estimated fee paid to the home study agency.
<b>Adoption Expenses in the USA (All are non-refundable when paid):</b>			
Application Fee	\$1,000 (\$500 for IAAME Fee)	Check or Wire to KFIA	Nonrefundable fee due with agency application.
Agency Fee	\$3,000	Check or Wire to KFIA	Operating expenses. Paid per contract to agency upon application approval
Agency Fee	\$6,500 - \$9,000	Check or Wire to KFIA	Operating expenses. Paid per contract to agency upon dossier submittal.
Administrative Costs	\$1,000	Check or Wire to KFIA	Foreign processing, telephone, delivery charges, photocopies, etc. Paid per contract to agency upon dossier submittal.
Processing Fee	\$150	Check or Wire to KFIA	For Indiana families only. Expense for state authentication of documents.
Development Fee	\$3,000	Check or Wire to KFIA	Development and maintenance of new and existing programs. Paid to agency prior to trip 1.
<b>Foreign Country Program Expenses: (All are non-refundable when paid unless stated otherwise)</b>			
Coordinator Fees	\$2,000	Wire Transfer to KFIA and transferred by KFIA to FSP	Paid to Coordinator upon dossier submittal for administration and coordination of services.
Coordinator Fees	\$3,000	Wire Transfer to KFIA and transferred by KFIA to FSP	Paid to Coordinator prior to trip 1 for administration and coordination of services.
Coordinator Fees	\$2,000	Wire Transfer to KFIA and transferred by KFIA to FSP	Paid to Coordinator after embassy appointment for administration and coordination of services.
CONANI	\$1,000	Wire Transfer to KFIA and	Fee for cohabitation reduction request. Required only if family

		transferred by KFIA to FSP	makes this request to CONANI.
<b>Care of the Child:</b>			
N/A			Adoptive Parents do not pay any fees or costs of caring for the child prior to adoption
<b>Translation and Document Expenses:</b>			
Translation Fees	\$1,000	Wire Transfer to KFIA and transferred by KFIA to FSP	Paid to Coordinator upon dossier submittal for translation of documents.
Translation Fees	\$500	Wire Transfer to KFIA and transferred by KFIA to FSP	Paid to Coordinator after embassy appointment for translation of PAR.
<b>Contributions:</b>			
N/A			
<b>Post-Placement and Post-Adoption Reports:</b>			
Post Adoption Reports	\$1,800		Fees for 6 post adoption reports, may vary from state to state. This is an estimated fee paid to the home study agency over a 5 year period following the adoption.
<b>Third Party Expenses:</b>			
USCIS	\$775 + \$85 per adult for fingerprinting		I800A processing and fingerprint fees. Paid to USCIS with application.
Adoption Learning Partners	\$150		Adoption education expense. Paid to ALP with course registration.
Embassy Visa	\$375		Visa for the child. Paid to US Embassy.
Medical Clinic in country	\$100		Approximate expense for child's medical exam. Paid to medical clinic in country.
<b>Travel &amp; Accommodations Expenses:</b>			
Airfare	\$3,000		Approximate cost for 2 adults
Airfare	\$500		Approximate costs for 1 child
Accommodations in country	\$800-1,000		Lodging and meals per month in country. Fee is approximate.

**Approximate Total Costs (Range) \$33,820 - \$36,520**

**Poland Fee Schedule 06/23/21**

<b>Item Paid</b>	<b>Amount</b>	<b>How Paid</b>	<b>Purpose and When Paid</b>
<b>Home Study: Non-Refundable when paid</b>			
Home Study Fee	\$2,000	Check or wire	Home Study report fees may vary from state to state. This is an estimated fee paid to the home study agency.
<b>Adoption Expenses in the USA (All are non-refundable when paid):</b>			
Application Fee	\$1,000 (\$500 for IAAME Fee)	Check or wire to KFIA	Nonrefundable fee due with agency application.
Agency Fee	\$3,000	Check or wire to KFIA	Operating expenses. Paid per contract to agency upon application approval
Agency Fee	\$3,000 - \$5,000	Check or wire to KFIA	Operating expenses. Paid per contract to agency upon dossier submittal.
Agency Fee	\$5,000 - \$7,000	Check or wire to KFIA	Operating expenses. Paid per contract to agency prior to trip 1.
Administrative Costs	\$1,000	Check or wire to KFIA	Foreign processing, telephone, delivery charges, photocopies, etc. Paid per contract to agency upon dossier submittal.
Processing Fee	\$150	Check or wire to KFIA	For Indiana families only. Expense for state authentication of documents.
<b>Foreign Country Program Expenses (All are non-refundable when paid unless stated otherwise):</b>			
Coordinator Fees	\$500	Wire Transfer to KFIA and transferred by KFIA to FSP	Paid to Coordinator upon dossier submittal for administration and coordination of services.
Coordinator Fees	\$2,000	Wire Transfer to KFIA and transferred by KFIA to FSP	Paid to Coordinator after acceptance of the child referral (prior to trip 1).
Coordinator Fees	\$3,000 - \$5,000	Wire Transfer to KFIA and transferred by KFIA to FSP	Paid to Coordinator after court hearing in country.
<b>Care of the Child:</b>			
N/A			Adoptive Parents do not pay any fees or costs of

			caring for the child prior to adoption
<b>Translation and Document Expenses:</b>			
Translation Fees	\$2,000	Wire Transfer to KFIA and transferred by KFIA to FSP	Paid to Coordinator upon dossier submittal for facilitation and translation.
<b>Contributions:</b>			
Orphanage Donation	\$200 - \$500	Cash – receipt given	Donation for the orphanage for the maintenance and care of the facility.
Adoption Center Donation	\$700	Cash – receipt given	Donation for the adoption center for the care and medical treatment of children.
<b>Post-Placement and Post-Adoption Reports:</b>			
Post Adoption Reports	\$1,200		Fees for 4 post adoption reports, may vary from state to state. This is an estimated fee paid to the home study agency over a 2 year period following the adoption.
<b>Third Party Expenses:</b>			
USCIS	\$775 + \$85 per adult for fingerprinting		I800A processing and fingerprint fees. Paid to USCIS with application.
Adoption Learning Partners	\$150		Adoption education expense. Paid to ALP with course registration.
Embassy Visa	\$375		Visa for the child. Paid to US Embassy.
Medical Clinic in country	\$100		Approximate expense for child’s medical exam. Paid to medical clinic in country.
<b>Travel &amp; Accommodations Expenses:</b>			
Airfare and accommodations in country	\$10,000		Approximate cost for 2 adults for 6 week stay in country.

**Approximate Total Costs (Range) \$36,320 - \$42,620**



**Ukraine Fee Schedule 06/23/21**

<b>Item Paid</b>	<b>Amount</b>	<b>How Paid</b>	<b>Purpose and When Paid</b>
<b>Home Study: Non-Refundable when paid</b>			
Home Study Fee	\$2,000	Cash or wire	Home Study report fees may vary from state to state. This is an estimated fee paid to the home study agency.
<b>Adoption Expenses in the USA (All are non-refundable when paid):</b>			
Application Fee	\$1,000 (\$500 for IAAME Fee)	Cash or wire to KFIA	Nonrefundable fee due with agency application.
Agency Fee	\$3,000	Cash or wire to KFIA	Operating expenses. Paid per contract to agency upon application approval
Agency Fee	\$6,500 - \$11,000	Cash or wire to KFIA	Operating expenses. Paid per contract to agency upon dossier submittal.
Development Fee	\$3,000	Cash or wire to KFIA	Development and maintenance of new and existing programs. Paid to agency prior to trip 1.
Administrative Costs	\$1,000	Cash or wire to KFIA	Foreign processing, telephone, delivery charges, photocopies, etc. Paid per contract to agency upon dossier submittal.
Processing Fee	\$150	Cash or wire to KFIA	For Indiana families only. Expense for state authentication of documents.
<b>Foreign Country Program Expenses (Some fees are refundable as noted at end of chart – see *):</b>			
Coordinator Fees	\$2,000 – Non-Refundable	Wire Transfer to KFIA and transferred by KFIA to FSP	Paid to Coordinator prior to trip 1 for administration and coordination of services.
Coordinator Fees	\$3,000 - \$4,000	Pd to KFIA by check or wire transfer and transferred by KFIA to Coordinator when earned*	Paid to Coordinator “upon acceptance of referral(s) in region” for administration and coordination of services.
Coordinator Fees	\$2,000 – Non-Refundable	Wire Transfer to KFIA and transferred by KFIA to FSP	Paid to Coordinator prior to trip 2 for administration and coordination of services.
Coordinator Fees	\$3,000 - \$5,000	Pd to KFIA by check or wire transfer and transferred by KFIA to Coordinator when earned*	Paid to Coordinator after Court hearing for administration and coordination of services.
<b>Care of the Child:</b>			
N/A			Adoptive Parents do not pay any fees or costs of caring for the child prior to adoption
<b>Translation and Document Expenses:</b>			

Translation Fees	\$1,000	Wire Transfer to KFIA and transferred by KFIA to FSP	Paid to Coordinator upon dossier submittal for translation of documents.
<b>Contributions:</b>			
Orphanage Donation	Up to \$1,000	Cash	Donation for the orphanage for the maintenance and care of the facility.
<b>Post-Placement and Post-Adoption Reports:</b>			
Post Adoption Reports	\$0 - \$1,800		Fees for post adoption reports until child is 18, may vary from state to state. Some reports may be prepared by parents.
<b>Third Party Expenses:</b>			
USCIS	\$775 + \$85 per adult for fingerprinting		I800A processing and fingerprint fees. Paid to USCIS with application.
Adoption Learning Partners	\$150		Adoption education expense. Paid to ALP with course registration.
Embassy Visa	\$375		Visa for the child. Paid to US Embassy.
Medical Clinic in country	\$100		Approximate expense for child's medical exam. Paid to medical clinic in country.
<b>Travel &amp; Accommodations Expenses:</b>			
Airfare	\$3,000 – 5,000		Approximate cost for 2 adults
Airfare	\$500		Approximate costs for 1 child
Accommodations in country	\$3,000 - \$5,000		Lodging and meals for month in country. Costs are approximate.

**Approximate Total Costs (Range)      \$37,720 - \$50,220**

\* **Upon the Client Family traveling to Ukraine and receiving referrals, if the Client Family elects not to travel to the region to see the child(ren) and to return home to the United States, KFIA will pay the Coordinator \$300 in US currency and will return the balance of the “upon acceptance of referral(s) in region” amount to Client Family.**

**If the Client Family, after receiving a referral, travels to the region and the family is uncomfortable with the child(ren) or the child(ren) do not want to be adopted, KidsFirst will pay the Coordinator \$1,500 (or \$2,000 for 2 children) in US currency and will return the balance of the “upon acceptance of referral(s) in region” amount to Client Family.**

**If the Client Family and the child(ren) all consent to the adoption and the family is unable to adopt the child(ren) because the court denies the adoption, KidsFirst shall refund to the Client Family \$3,000 for 1 child, or \$5,000 for 2 or more children, or \$6,000 for a sibling group of 3 or more children.**