



# ADOPTION FROM THE HEART

A Program of Catholic Social Services  
of Southern Illinois



Building Families Through Adoption  
For Over 60 Years



# Catholic Social Services Of Southern Illinois

*Building Families Through Adoption For Over 60 Years.*

## *Welcome to the exciting world of adoption!*

We know that at this point you probably have many questions. Our agency offers a variety of adoption services and it is our hope that this booklet will answer many of your questions. After reviewing this booklet, it will be up to you to contact an Adoption Specialist to schedule an appointment.

Please visit our website to view additional information about the Agency and Adoption Program. Adoption Client Rights and Responsibilities, Program Financial Information, and Adoption Statistics are available for you to review.

[www.cssil.org](http://www.cssil.org)

We Serve all 28 Southern Illinois Counties  
Office locations: Belleville, Carbondale, Mt. Vernon, and Mt. Carmel.  
Denise Brown, Director of Adoption and Licensing Programs  
1 (800) 997-9702, ext. 230

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## **Mission Statement**

*Catholic Social Service, an agency of the Diocese of Belleville in Illinois, seeks to be a visible expression of God's love by responding to the human needs of the people of Southern Illinois and by promoting a just and caring community for men, women, and children from all backgrounds. As a program of Catholic Social Service, the Adoption Program continues the mission of Catholic Social Service and commits itself to: Provide a permanent and emotionally, spiritually and economically healthy home for children. Strive for excellence in the selection of staff and volunteers and encourage community support without sacrificing the needs of the children.*

## **Overview of Services**

### **Domestic Adoption:**

Catholic Social Services of Southern Illinois promotes open adoption and works to match waiting families with birthparents who choose to make an adoption plan for their child. It is a requirement of families to provide the Agency with regular updates regarding the child.

The Agency may also provide services to client(s) who already have a prospective match or may have already received a placement of a child on their own.

If client(s) choose, the Agency may assist them in *Networking* or they may *Independently* search on their own to locate a prospective match.

### **International Adoption:**

Catholic Social Service of Southern Illinois is *Hague Accredited* to provide home study and post-placement/adoptive services to families interested in pursuing an International Adoption. Because we are not an International placing agency, you will need to choose a placing agency that specializes in your country of interest. The Agency has collaborative/linkage agreements with licensed or certified International Placing Adoption Agencies.

### **Foster to Adopt / Conversion / Special Needs:**

These options are available to those who are willing to consider adoption of older children, emotionally or physically challenged children or sibling groups. They require your family to be licensed foster parents and have experience with fostering children. It may require you to do searching on your own to locate a possible match. There is no charge to become a foster parent or to adopt a foster child. You may even receive a monthly stipend to care for the child until he or she reaches 18 to 21 years of age.

# CAN I BE AN ADOPTIVE PARENT?

## **To be considered for the CSS Adoption Program applicants are required to:**

1. Be either a single person or a man and a woman who has been married for at least one year and who are experiencing infertility.  
*It should be noted that in our experience there is a strong preference for birthparents to place with married couples. Single individuals, couples with more than one child or who are gender specific wishing to adopt through our Domestic Adoption Program usually experience a lengthy wait.*
2. Be (a) stable, law abiding, responsible, mature individual(s) at least 21 years of age and capable of passing a child abuse/neglect and criminal background check.
3. Provide the names of family and unrelated individuals to attest to the applicant's character. This may also include a priest, minister or other religious leader.
4. Be in good physical health and agree to have this verified by a physical examination as part of the home study process.
5. Be grounded in faith and demonstrate a commitment to the mission and core values of CSS.
6. Be committed to a pro-life philosophy.
7. Provide sufficient resources to provide basic necessities for themselves and the children to be adopted. It is strongly recommended that the applicant (s) have some form of health and life insurance.
8. Be committed to and capable of serving as a link between their child and their child's birth family regardless of differences.
9. Possess adequate support from family, friends and the community regarding their decision to adopt.
10. Have an understanding of their own sense of personal history and how that helped form their values and attributes about racial, cultural and religious similarities and differences.
11. Have the capacity and commitment to provide the child with racial and cultural experiences, as well as information and knowledge about their ethnicity.
12. Acknowledge and prepare to deal positively and effectively with the fact that, as a multi-cultural family, they could experience negative stereotypes.
13. Applicants for International Adoption must also meet the requirements of the International Placing Agency and Foreign Government.
14. Applicants for *Foster To Adopt, Conversion, and/or Special Needs Adoption* must complete the DCFS Pride Training and meet state licensing requirements for Illinois. Fostering experience is necessary in order to meet the needs of the child/children.

# **THE DOMESTIC ADOPTION PROCESS**

This is a brief summary only and may not include all of the steps for your adoption.

1. All adoptions require a family to participate in the home study assessment process, licensure process, and meet training requirements set forth by the state of Illinois.
2. Applicants must initially and continually pass clearances for the FBI, criminal activity (LEADS), and child abuse/neglect (CANTS).
3. The home study is an assessment process legally required for all non-related adoptions. It will:
  - A. Examine the appropriateness of the home and family for adoption
  - B. Examine individual and family values, expectations, parenting talents and skills necessary for adoption
  - C. Assess whether or not adoption is appropriate for the client(s)
  - D. Assess individual maturity and the stability of marriage
  - E. Identify areas of strength and weakness in order to prepare for adoption challenge
4. The home study process involves the completion of self-study documents, individual/couple interviews, and the administering of an ENRICH (marital assessment) and/or MMPI (personality inventory) involving a feedback session with a licensed counselor.
5. You will be asked to write a one page “Dear Birthparent” letter about your family and provide an Agency approved family picture. Several copies of these may be required and you may be asked to update them on a regular basis. Your letter and family picture along with others are compiled into a binder and presented to birthparents who are considering a plan of adoption for their child.
6. An adoption attorney will be needed for the adoption process. The cost is not included in your Agency adoption fees. The Agency can provide you with a list of state approved attorneys with adoption experience. We strongly encourage you to choose an experienced adoption attorney as not doing so can significantly delay your adoption process and put your adoption at legal risk. Don’t forget to give your attorney’s contact information to your Adoption Specialist.
7. Because the Birthparent(s) view and select the family they feel is the best match for them, your wait time cannot be predicted. Some families will meet several Birthparents before they receive a placement and this can be very discouraging. It is very important to understand and accept that when a child is meant to be yours, it will happen.
8. Once selected by the Birthparent(s) as a potential match, you may participate in an initial match meeting and ongoing meetings to determine compatibility. The Agency will assist you in developing an agreement about the type of ongoing communication and level of openness that you both expect from your growing relationship.
9. If the Agency works with birthparents who decide they do not want the option of selecting the Adoptive Family, the agency makes every effort to match a child according to the expressed wishes

of the birth parents, and the best interest of the child. This may include taking into account such things as religion, culture, race, linguistics or ethnic identity issues. If birthparents decide that they have no preference involving placement, the agency will contact the adoptive family that has been waiting the longest period of time. If a match cannot be easily made within the Diocese of Belleville, the child will be referred to another licensed or certified agency in order to avoid a delay in placement. This is completed within the parameters of Illinois law.

10. Seventy-two hours after delivery, the birthparents may sign their irrevocable and voluntary surrenders depending on their individual situation. Until these papers are signed, the Birthparent(s) can change their mind. The child may be placed with you anytime after leaving the hospital depending on the agreement and understanding of the legal issues involved. Your Adoption Specialist will explain in detail the many possibilities of placement. Your Specialist will also help you decide which is best for you.
11. After placement you will contact your attorney as soon as possible to have her or him file a Petition to Adopt. You will also contact your pediatrician for the initial visit with the child.
12. After placement, your Adoption Specialist will be visiting with you and your child within the first two weeks of placement and every 30 days after for a minimum of six months. These post-placement visits are your time to express any ongoing or new concerns you have about parenting, adoption, or birthparent issues.
13. Pending *Consent to Adoption* by our Agency, seven to nine months after placement, your attorney will set a court date at which the final legal process will occur.

### ***WHAT IS AN OPEN ADOPTION?***

The concept of adoption has changed greatly over the years. Although our agency will arrange a confidential adoption at the birthparents' request, we believe in "*open adoption*". Open adoption is an attitude, involving a cooperative plan between the biological and adoptive parents for the child in which both parties have a vital interest. Adoptive families are encouraged to be as open as possible without compromising their level of comfort. Birthparents may desire various levels of openness with an adoptive family. This may range from pictures and letters once a year to phone calls and visits.

The adoption process is a lifelong commitment as is your relationship with the birthparents.

### ***WHY IS OPEN ADOPTION IMPORTANT?***

1. The early involvement between biological and adoptive parents provides a greater opportunity for preparation and planning which leads to early life stability for a child
2. Having an open adoption allows the ongoing exchange of medical information and family history
3. Open Adoption creates a positive atmosphere for the child allowing the child to grow up with knowledge of his/her birthparents and the circumstances surrounding the adoption
4. Open Adoption provides ongoing reassurance and acceptance to all members of the triad and diffuses the loyalty dilemma that adoptive children sometimes experience
5. Open Adoption provides birthparents with the opportunity to express continuing love and concern for their child

## **DOMESTIC ADOPTION** **FEE DESCRIPTIONS AND DUE DATES**

1. Domestic Adoption fees are determined by a sliding fee scale based upon family income.
2. Not all fees may apply to your adoption situation.
3. Fees are charged after a service has been completed.
4. Fees must be paid according to the payment schedule.
5. Delays in payment may result in delays in service.

### **Attorney Fees:**

Attorney fees are an extra expense for adoptive families. All families will need to locate an Attorney who specializes in Adoption Law. Upon request, the Agency may provide the family with a list of Adoption Attorneys.

### **Application fee (Non-Refundable):**

An Application must be completed by all clients receiving services from the Adoption Program.

- ♥ This fee is due upon receipt of the application.

### **Home study fee:**

The completion of a home study may take approximately three to six months and is a legal requirement for all non-related adoptions. The process includes a series of interviews, home visits, home licensing according to the state of Illinois, training hours, and ENRICH marital assessment or MMPI, and CANTS/LEADS background checks.

- ♥ Half of the home study cost is due at the time of the ENRICH.
- ♥ The second half of this fee is due at the completion of the home study.

### **Home study fee for additional adoptions AND agency transfers/updates:**

This fee covers the cost of reviewing and updating home study reports for families that are adopting additional children from Catholic Social Service or coming from another agency. Additional adoptions will be allowed one year after each adoption placement.

- ♥ Half of the home study cost is due at the time of the ENRICH.
- ♥ The second half of this fee is due at the completion of the home study review/update.

### **Adoption Service Fee:**

This fee includes but is not limited to adoption support services, facilitation and mediation between birth families and collateral agencies, in-person and phone contacts, travel expenses, updates to CANTS/LEADS and FBI fingerprinting, addendums to the home study, home study updates, and extraordinary costs, etc.

- ♥ Half of this fee is billed when your background clearances are received by your Adoption Specialist and is due before Networking or entering the Profile Book.
- ♥ The second half of this fee billed to families once they enter the Profile Book and MUST be paid in FULL before Adoption Finalization.

**Birth Parent Service Fee:**

This fee includes counseling and support services for birthparents before, during, and after placement of the child for adoption. It pays for the cost of opening and maintaining a birth parent file, phone and in-person contacts, legal paperwork, registry searches, and any extraordinary costs associated with the facilitation of an adoption plan.

- ♥ This fee will be billed once an adoption placement has been made into your home and **MUST** be paid in **FULL** before the Agency will consent to Adoption Finalization.
- ♥ In the event that a family anticipates the placement of twins, the Agency will charge an additional fee. The charge will be half the cost of the original **Birthparent Fee**.

**Interstate Compact Fee:**

This fee covers the cost when facilitating a placement into or out of the state of Illinois.

- ♥ This fee is due at the time of the placement.

**Post Placement Fee:**

Post placement visits/reports are done within the first 2 weeks of placement and every 30 days after for a minimum of 6 months. Reports from these visits serve as documentation for the court during adoption finalization.

- ♥ This fee is billed at the time of the first visit with the family and child. Post Placement Fees **MUST** be paid in **FULL** before Adoption Finalization.

**Temporary Baby Care Fee:**

This is a \$25 fee per day for temporary baby care services should the baby need to stay in a home other than yours until legal risk issues are resolved.

**Medical Expenses:**

Occasionally, a situation will arise when a birth parent does not have medical coverage. If attempts are not successful or if the birthparent is denied Medicaid coverage, the adoptive family may choose to assist with paying the medical bills for the birth mother and/or the baby.

**Reasonable Living Expenses:**

Adoptive families may pay all “reasonable living expenses” for the birth mother no more than 120 days prior to the expected date of delivery and for no more than 60 days after the birth of the child. Reasonable living expenses means those expenses related to activities of daily living and meeting basic needs which may include but are not limited to lodging, food, and maternity clothes. Lost wages, gifts, educational expenses, or those similar are not allowed. Payments for all expenses are made through the agency and not directly to involved parties.

**Birthfather Expenses:**

Extraordinary costs incurred as the result of locating an uncooperative or unknown birth father.

# INTERNATIONAL ADOPTION

Catholic Social Services of Southern Illinois is Hague Accredited to provide home study and post placement/adoptive services for International adoption. You will still have to select a placing agency that specializes in your country of interest.

In addition to a non-refundable application fee, Catholic Social Services of Southern Illinois charges a flat fee for International Adoption Services. It covers the cost of your home study and a minimum of 3 post placement/adoptive visits. You will be charged \$500 for each additional visit your placing agency requires. Please refer to the *Fee Scale* for details. There is a discounted rate for additional International adoptions. The placing agency you choose will have separate fees.

The following is an overview and not inclusive of everything you will need to know.

The International Adoption Cost is billed in three installments.

1. The first payment is **due** at the time of the ENRICH.
2. The second is **due** at the time of the home walk through by your Adoption Specialist.
3. The third installment will be **billed** to you at the completion of your home study and **MUST** be paid in **FULL** by the first post placement visit.

## THE INTERNATIONAL ADOPTION PROCESS

1. Review the list of potential placing agencies that is enclosed or choose from other resources.
2. Ask about fees, time frames, age of child, health issues, birth family services, travel expectations and other points of concern as each country is different.
3. Decide which placing agency best suits your needs as an adoptive family and request an application packet. **COMPLETE PACKET AS REQUIRED.**
4. Once the placing agency has received your packet and accepted you as a client they will begin the adoption process in the foreign country. Generally, it is up to you to remain in contact with the placing agency during the process of identifying your child. Please notify your Catholic Social Service Adoption Specialist immediately regarding the name of your placing agency worker.
5. Occasionally, a placing agency will request that the remainder of contact will occur between them and your Catholic Social Service Adoption Specialist. However, if this is not the case we encourage you to have regular contact with your placing agency worker.

### ***HOME STUDY AND POST-PLACEMENT REPORTS***

6. A home study completed by a licensed child placing agency in your state, is required for adoptions in all countries. This is a written report based on interviews and home visits. It is merely a way of assuring all concerned that the adoptive family is able to provide all the necessary means to give the child a good home. Post-adoption reports are completed by the social worker after the adoption takes place.

### ***PLACING AGENCY FEES***

7. Placing agencies may charge you a flat fee or per adoption service provided to you. The cost of a placing agency may range from \$9,000.00 to \$30,000.00 depending upon the country you choose to adopt from. The average placing agency cost seems to be around \$15,000.00.
8. The costs listed in Placing Agency Fee schedules include Placing Agency fees in the U.S. and your adoptive country, international program fees, humanitarian aid, translations, and legal expenses with a separate listing of travel and hotel expenses. In short, all known costs excluding the cost of the home study, post-adoption visits/reports, CIS fees, and documentation fees for your dossier.

### ***APPLLICATION TO CIS***

9. It is necessary to apply to the U.S. Citizenship and Immigration Service to bring an adopted child to the U.S. They are still citizens of their country until their arrival in the U.S. The fee for the CIS application (I-600A Application for Advance Processing of Orphan Petition) is \$545 plus \$70 per person over the age of 18 living in the home for fingerprinting.

### ***DOCUMENTATION FEES FOR DOSSIER (PAPERWORK)***

10. Each document required for your dossier must be notarized, certified or apostil led, and often authenticated by that country's embassy or consulate in order to be a legally recognized document. This will cost approximately \$300 - \$1,000 for documenting all the required papers.

### ***GETTING A REFERRAL***

11. When a child has been identified for you, the placing agency will send a "referral packet." The referral packet could contain pictures, medical information and birthparent history.
12. Do not hesitate to call the placing agency for additional information or clarification.
13. We strongly recommend for you to take the medical information to your pediatrician for consultation.
14. If this child does not feel right for you, NOW is the time to turn down the referral NOT later. This generally never affects the agency's decision to offer the next appropriate child to you.
15. If you accept the referral, follow the instructions quickly and carefully. Make contact with the placing agency regarding expectations for travel. Contact your Catholic Social Service Adoption Specialist and share the referral information.
16. If you do not accept this referral, notify the placing agency and your Catholic Social Service Adoption Specialist immediately. Return the referral packet to the placing agency. Your Adoption Specialist from Catholic Social Service will be in contact with the placing agency worker to support and explain your decision.

## ***TRAVEL***

17. When your placing agency worker has arranged travel time notify your Catholic Social Service Adoption Specialist.
18. If your child is arriving in the states, make preparations for traveling to the arrival state. Be prepared with an age appropriate bag for your child including diapers, extra outfits, blankets, toys, books, snacks, and a car seat.
19. If you are traveling to the foreign country be sure to consult with your placing agency worker about the extras to bring along. Do not forget your car seat when you arrive back in the states and are ready to drive home.
20. Notify your Adoption Specialist from Catholic Social Service immediately upon your return home.

## ***PLACEMENT***

21. Your Catholic Social Service Adoption Specialist will set up an appointment within the week to visit and find out how you are doing and to answer any questions you have at this time.
22. He or she will also schedule your first official post-placement visit and discuss the requirements of the placing agency for additional post-placement visits.
23. Soon after your return home, contact an attorney.
24. If your adoption was legally finalized in the country of origin, then you may want to “re-finalize” for the sake of obtaining an American Birth Certificate. It is advisable to obtain an attorney who is familiar with this process.
25. If your adoption was not finalized in your chosen country, your attorney will provide two copies of the “Judgment for Adoption” to your Catholic Social Service Adoption Specialist. Your Adoption Specialist will send one to the placing agency and will retain one for our files.

# **INTERNATIONAL PLACING AGENCY LIST**

## **A HELPING HAND ADOPTION AGENCY**

1510 NEWTON PIKE, SUITE 146  
LEXINGTON, KY 40511  
1 (800) 525-0871

Specializing in: Guatemala and China

## **ADOPTION ADVOCATES INTERNATIONAL**

401 EAST FRONT STREET  
PORT ANGELES, WA 98362  
(360) 452-4777

Specializing in: China, Thailand, Ethiopia, and Haiti

## **AMERICAN WORLD ADOPTIONS**

6723 WHITTAKER AVENUE, SUITE 406  
MCLEAN, VA 22101  
1 (800) 429-3369

Specializing in: China, El Salvador, Kazakhstan,  
Ethiopia, Russia, and Ukraine

## **CASI FOUNDATION FOR CHILDREN**

2308 N. COLE ROAD, SUITE E  
BOISE, ID 83704  
1 (800) 376-0558

Specializing in: China, Haiti, and Ukraine

## **CHILDREN'S HOME SOCIETY OF MINNESOTA**

2230 COMO AVENUE  
ST. PAUL, MN 55108  
(651) 646-6393

Specializing in: India, China, Russia,  
Peru, Guatemala, Ethiopia, Bulgaria,  
Kazakhstan, Ecuador, Columbia,  
Latin America, Honduras, and Korea (Special Needs)

## **CHRISTIAN ADOPTION SERVICES**

9274 MATTHEWS – MINT HILL ROAD, SUITE 134  
MATTHEWS, NC 28105-1775  
(904) 874-6038

Specializing in: China, Korea, Philippines,  
Poland, and Russia

# **INTERNATIONAL AGENCIES CONTINUED:**

## **EUROPEAN ADOPTION CONSULTANTS**

9800 BOSTON ROAD  
NORTH ROYALTON, OH 44133  
1 (800) 533-0098

Specializes in: Guatemala, China, Russia, Ukraine,  
Kazakhstan, and Vietnam

## **GREAT WALL OF CHINA**

248 ADDIE ROY ROAD, A102  
AUSTIN, TX 78746  
(512) 323-9595

Specializing in: China

## **HOLT INTERNATIONAL CHILDRENS SERVICE**

1195 CITY VIEW  
EUGENE, OR 97402  
(541) 687-2203

Specializing in: China, India, Thailand, Russia,  
Philippines, Bulgaria, Korea,  
Ecuador, Guatemala, and Mongolia

## **SPECIAL DELIVERY INTERNATIONAL ADOPTION SERVICES**

310 WEST CENTRAL, SUITE 211  
WICHITA, KS 67202  
(316) 267-3460

Specializing in: Guatemala

## **WACAP (WORLD ASSOC. FOR CHILDREN AND PARENTS)**

P.O. BOX 88948  
SEATTLE, WA 98138  
(206) 575-4550

Specializing in: India, China, Russia, Korea, and Thailand

# **Ways to Finance an Adoption**

## **Some of the costs of an adoption may be returned to you through federal tax credits.**

Yes it is true. A tax credit, per child, may be received for adoption expenses. Please refer to Tax Benefits for Adoption, which may be downloaded online at [www.irs.ustreas.gov](http://www.irs.ustreas.gov).

## **Many states offer extensive tax credits – up to \$10,000.**

To find out about your state tax credits, contact your state's Division of Family Services and tax office or try the Web at [www.state."yourstateabbreviation".us](http://www.state.); if you live in Missouri, the Web address will be [www.state.mo.us](http://www.state.mo.us). Be sure to ask about your state specific tax credits for adoption and if you qualify for any special subsidy programs.

## **Corporate Matching Gift**

There are many corporations that have adoption assistance programs (AAPs). Please check with your employer's human resource department to see if they have an AAP or other adoption assistance benefits. On the Web, check out <http://adopting.org/employer.html> for very important details.

## **Military, Nonrecurring Program**

There is a one-time subsidy program available for full-time military personnel. Currently adoption couples or singles can receive up to \$2,000 per child or \$5,000 maximum for siblings. Many military personnel do not know this is available to them. Visit [www.militaryadoption.com](http://www.militaryadoption.com) for more info.

## **Loans and Second Mortgages**

Many banks will readily give you a second mortgage on the equity you have in your house, which you may use for adoption. Rates are usually low and interest may be tax deductible. If you borrow money to help pay for the adoption, the interest expense will qualify for the adoption tax credit, consult your advisor.

## **Low Interest Credit Cards**

The Dave Thomas Foundation partners with CHASE offering a low interest credit card for families to use for adoption expenses. Other credit cards may have low interest introductory rates.

## **Family and Church Friends**

Often family and church friends offer enthusiastic assistance when they know about adoption plans.

## **Adoption Travel**

Many airlines offer special adoption fares. When booking flights, make sure and ask about discount rates for adoptive parents or the adopted child. Visit [www.affordingadoption.com/travel.php](http://www.affordingadoption.com/travel.php) for more information.

## **Grants**

Research the internet for adoption grants. There are many websites and *TOO* many grant opportunities to list.

## **CATHOLIC SOCIAL SERVICE ADOPTION SERVICE FEE AGREEMENT**

This Adoption Service Fee Agreement (the “Agreement”) is made and entered into between Catholic Social Service (“C.S.S.”) and \_\_\_\_\_ (the “client”) this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ in order that C.S.S. may provide adoption services to said client.

The client acknowledges that:

- A C.S.S. caseworker has satisfactorily explained the various adoption services available from C.S.S. and the associated ordinary costs of those services.
- The client has received, read and had the opportunity to ask questions about the C.S.S. pamphlet entitled, “C.S.S. Client Rights and Responsibilities” and the “Adoption Program Service and Fee Guide.”
- The client understands that there may be extraordinary costs associated with any adoption. They include, but are not limited to, fees for temporary baby care, attorneys’ fees, court costs, transportation and birth mother expenses, such as food, rent, utilities and maternity clothes.
- The client is responsible for any medical costs incurred by the birth mother and the child not paid by Medicaid or any other medical provider or resource.
- Payment is due to C.S.S. once services have been provided regardless of the ultimate outcome in the adoption process and even if C.S.S. ultimately withholds its consent to the adoption. Fees for services are nonrefundable except as otherwise noted.
- All C.S.S. fees and medical costs described above must be paid in full prior to the adoption finalization.
- The client is responsible for arranging any necessary financing. C.S.S. does not act as a finance agency.

C.S.S. has a sliding scale fee for adoption services. The client agrees to pay a fee for the services provided under this Agreement at the rate and according to the due dates set forth in the Adoption Fee Schedule attached to this Agreement. C.S.S. will facilitate all adoptions equally regardless of the amount charged to a client. The services highlighted by a checkmark on the attached Adoption Fee Schedule are those services that are anticipated to be provided based on the client’s needs as of the date of this Agreement. If there is a need to change program services to facilitate the adoption process, C.S.S. and the client will execute an updated Adoption Fee Schedule. Further, should services be provided by C.S.S. that are not currently anticipated, the client will be responsible for any additional fees associated with the additional services, as long as the client has been appropriately apprised of the additional services and costs prior to the services being performed.

C.S.S. will bill the client for services provided, and the client is responsible for paying those services within thirty (30) days of the date of the billing statement. C.S.S. may discontinue services until payment has been received for the services billed. **The client shall be liable for any collection and attorneys' fees C.S.S. is forced to incur to collect overdue balances, whether or not litigation is commenced.**

The client also agrees and consents to providing financial information to C.S.S. as required to complete a home study and to calculate a fee. This information may include, but is not limited to, copies of tax returns, financial statements and/or credit reports. The client further agrees and consents to executing the necessary documents in order to obtain the financial information.

This Agreement does not obligate C.S.S. to provide adoption services if, in its judgment, it is no longer in the child's best interests to do so. C.S.S. may also withhold its consent at any time during the adoption process, if C.S.S. believes, in its judgment, it is no longer in the child's best interests for C.S.S. to consent to the adoption. This Agreement also does not obligate the client to proceed with the adoption process, if the client decides not to do so.

The parties agree that the meaning and interpretation of all the provisions of this Agreement shall be controlled exclusively by Illinois law. Any dispute arising out of or any way related to this Agreement shall be controlled exclusively by Illinois law and the St. Clair County Circuit Court for the State of Illinois shall have jurisdiction to enforce the terms of this Agreement.

This Agreement, together with the attached Adoption Fee Schedule, the Client Rights & Responsibilities brochure and the Adoption Program Service and Fee Guide contain a full, complete and integrated statement of each and every term and provision agreed to by and among the parties and supersedes any prior writings or agreements between or among the parties.

**IN WITNESS WHEREOF**, the parties have signed this Agreement on the day and year first above written.

\_\_\_\_\_  
Client A

CATHOLIC SOCIAL SERVICE

\_\_\_\_\_  
Client B

By: \_\_\_\_\_

\_\_\_\_\_

**Catholic Social Services of Southern Illinois  
Adoption Fee Schedule**

**\*Fees will be reviewed at Orientation - Not all fees will apply**

Household Income	\$0 - \$30K	\$30.001 - \$40K	\$40.001 - \$50K	\$50.001 - \$65K	\$65.001 - \$80k	\$80.001 - \$100k	>\$100k
Services:							
Application Fee	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
Home Study	\$ 1,036	\$ 1,090	\$ 1,221	\$ 1,411	\$ 1,682	\$ 2,010	\$ 2,207
2nd Homestudy	\$ 519	\$ 545	\$ 611	\$ 706	\$ 840	\$ 1,006	\$ 1,104
Homestudy Transfers	\$ 519	\$ 546	\$ 612	\$ 716	\$ 853	\$ 1,020	\$ 1,120
AFH Service Fee	\$ 3,158	\$ 3,323	\$ 3,722	\$ 4,296	\$ 5,117	\$ 6,119	\$ 6,718
Birth Parent Service Fee	\$ 2,468	\$ 2,596	\$ 2,909	\$ 3,358	\$ 4,002	\$ 4,784	\$ 5,252
Interstate Compact Fee	\$ 247	\$ 260	\$ 291	\$ 336	\$ 400	\$ 478	\$ 525
Post Placement Visits (6)	\$ 740	\$ 779	\$ 872	\$ 1,006	\$ 1,199	\$ 1,433	\$ 1,574

**No Sliding Scale Fee for International Adoption Services- Application Fee Applies**

Application Fee	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
International Adoption Fee	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Fee for Additional International Adoptions	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100

**Note: Adoption personnel must circle the above fees that apply to the client.  
This document must be signed and dated.  
One copy is to be given to the client and one copy should remain in the client file.**

Adoption Specialist: \_\_\_\_\_

Date: \_\_\_\_\_

Client Signature: \_\_\_\_\_

Client Signature: \_\_\_\_\_

Date: \_\_\_\_\_