

Explanation of Fees

The following is a compilation of the fees charged by Catholic Charities for various programs.

NEWBORN INFANT ADOPTION PROGRAM ADOPTION FEE POLICY (all-inclusive fee)

Service	Fee	Terms
Application Fee	\$500	Paid upon submission of application
Home Study Fee	\$2000	Paid at the first interview (then subtracted from 1 st Pool Payment)
Virginia Central Registry Unit Background Checks	\$10	\$10 per household member over the age of 14. Paid to Virginia Department of Social Services.
Criminal Background Check (Fingerprinting)	\$50	\$50 per household member over the age of 18. Paid to Fieldprint ®
Home Study Update	\$200	If a family moves or a significant change occurs in the family requiring a home visit and addendum; if no home visit is required the family will be billed at the administrative rate of \$95/hour for the writing of report.
Home Study Re-Evaluation (every 3 years)	\$700	Paid at the time of the re-evaluation
2 nd Home Study Fee (when CCDA completed the 1 st HS)	\$1500	Paid at the first interview; Reduced rate due to abbreviated 2 nd HS process
Additional Administrative Services	\$15/25 mins	If additional and more intensive administrative services are required the family will be billed at this rate. This could involve consultations with worker to process placements or matches, addendums required of the home study, etc.
Rush Fee***	\$500	For a HS to be completed within 6-8 weeks or less; Paid in addition to HS fee at the first interview

The Pregnancy and Adoption Support of Catholic Charities of the Diocese of Arlington, Inc. has four adoption programs: interstate, private (or parental placement), international and the newborn infant adoption program. This sliding fee scale is only for the newborn infant adoption program where the child is entrusted to CCDA.

It is expected that adoptive parents will pay the costs associated with this service, scaled to their income. The adoption fee includes home study services, adoptive parent pre-adoptive counseling, preparation, and education/training; services and counseling for birthparents; locating birthfathers

and obtaining necessary consents; legal expenses associated with termination of parental rights; interim foster care services; and post placement services. Not included in the fee are a \$500 non-refundable application fee, any additional updates/addendums or re-evaluation reports, and attorney fees associated with finalization of the adoption. A portion of each family's adoption fee is placed in a general medical fund for birthmother medical expenses. Catholic Charities *does not* pass through any birthparent medical or living expenses to the adoptive family. The fee assessed through the sliding scale is the full fee paid for services. When a family enters CCDA's pool after they have completed a home study through CCDA, the fee paid for 'home study only' services will be credited to the first third of the adoption fee assessed from the sliding scale below.

The fee is determined by salaries of both husband and wife, as well as other sources of income, i.e. interest, bonus, etc. For most families, it is determined by the gross annual income figure on your most current federal tax return, line 22. For military families and others with significant income that is not taxed, we will also need to have a copy of your most recent pay statement to determine the additional income from allowances. Fees can be adjusted for placement of special needs children but will not be adjusted for increases or decreases in income during the adoption process.

Annual Income	Total Fee
\$40,000-\$59,000	\$15,000
\$60,000-\$79,999	\$18,000
\$80,000-\$99,999	\$20,000
\$100,000-\$119,999	\$22,000
\$120,000 and Over	\$24,000

For convenience of adoptive parents, the fee is paid in three installments:

- 1) At the time the family enters the pool
- 2) At the time a child is placed in the home
- 3) At the conclusion of the supervisory period

The fee is payable as follows (all fees are non-refundable):

- 1) \$500.00 application fee, paid when application is submitted.
- 2) One third of total fee paid at the time the family enters the pool minus what they paid towards their home study.
- 3) The second third of total fee paid at the time a child is placed in the home.
- 4) The final third of total fee is paid before the agency issues its consent to the court to finalize the adoption; typically paid at 6 months after a child is placed in the home or at your final supervision visit.

Agency services covered in the total adoption fee include: birthparent marketing and outreach, pregnancy support, home study services, adoptive parent pre-adoptive counseling, preparation, and education/training; services and counseling for birthparents; locating birthfathers and obtaining necessary consents; legal expenses associated with termination of parental rights (not contested); interim foster care services; and post placement services. A family may decide to pay

additional legal fees in a situation that a birth father has contested the adoption, this decision and financial considerations would be agreed upon by the agency and family on a case by case basis.

A family may remain in our waiting pool while investigating other possible domestic sources for placement of a child. They may use their current home study to pursue interstate adoption but will be responsible for fees associated with interstate adoption such as administrative monitoring and oversight fees required updates to home study or clearances specific to the state they are working with. If placed through an interstate agency, they will be responsible for any required post placement supervision and court reports specific to the state they are working with. Please see Fee Schedule for Interstate Adoptions for more information.

CCDA pool families will be responsible for paying costs associated with maintaining home study approval (Virginia re-evaluation every 3 years, background screenings, etc.)

FEE SCHEDULE FOR INTERSTATE ADOPTION

In order to help children from other states be adopted in Virginia, Catholic Charities of the Diocese of Arlington, Inc. must ask adoptive parents to pay fees related to interstate adoption. These fees, listed below, are determined by the amount of time needed to process client information (e.g., home study application), conduct interviews, gather pertinent information and provide training/education (e.g. home study process), provide consultation and supervision after placement (e.g. post placement supervision requirements), and assist with finalization (e.g. court reports).

Service	Fee	Terms
Application Fee	\$500	Paid upon submission of application
Home Study Fee	\$2000	Paid at the first interview
Home Study Update	\$200	If a family moves or a significant change occurs in the family requiring a home visit and addendum; if no home visit is required the family will be billed at the administrative rate of \$95/hour for the writing of report
Virginia Central Registry Unit Background Checks	\$10	\$10 per household member over the age of 14. Paid to Virginia Department of Social Services.
Criminal Background Check (Fingerprinting)	\$50	\$50 per household member over the age of 18. Paid to Fieldprint®
2 nd Home Study Fee (when CCDA completed the 1 st HS)	\$1500	Paid at the first interview; Reduced rate due to abbreviated 2 nd HS process
Administration fee	\$300	Fee covers agency coordination services, e.g. Interstate Compact, documentation requested by the placing agency, support provided to family; oversight and monitoring of interstate home study requirements. Covers 3 years of home study approval.

Additional Administrative Services	\$15/25 mins	If additional and more intensive administrative services are required the family will be billed at this rate. This could involve consultations with worker to process placements or matches, addendums required of the home study, etc.
Post Placement Visit Fee**	\$350 each	Includes travel, home visit, and report; Paid at the time of the visit; \$150 for each additional child requiring supervision in the home
Court Report Fee	\$375 each	For court reports and accompanying documents for finalization; \$150 for each additional child requiring a court report; Paid prior to submission of report to court
Rush Fee***	\$500	For a HS to be completed within 6-8 weeks or less; Paid in addition to HS fee at the first interview
Travel Fee	\$40/hour	Applicable for locations outside the diocese

FEE SCHEDULE FOR PARENTAL PLACEMENT

In order to meet agency costs associated with parental placement adoptions in compliance with Virginia Code, Catholic Charities of the Diocese of Arlington, Inc. must ask prospective adoptive parents to pay fees covering adoption services and services provided to birthparents. These fees, listed below, are determined by the amount of time needed to process client information (e.g., home study application), conduct interviews, provide counseling services, gather pertinent information and provide training/education (e.g. home study process), provide consultation and supervision after placement (e.g. post placement supervision requirements), and assist with finalization or re-finalization (e.g. court reports).

Services provided to Adoptive Parents:

- ✓ Interstate Compact Report, communication/correspondence
- ✓ Counseling regarding parental rights, termination of rights, alternatives, informed and uncoerced decision making process
- ✓ Preparation of documents for the exchange of identifying information, medical and social information
- ✓ Simultaneous Interview with birth parents and adoptive parents
- ✓ Statement regarding expenses paid for court
- ✓ Home Study Court Report to Juvenile Court and accompanying documents
- ✓ Post Placement Supervisory Visits
- ✓ Report of Visitation to Court within 15 days of last supervisory visit

Services provided to Birth Parents:

- ✓ Counseling regarding parental rights, termination of rights, alternatives, informed and uncoerced decision making process
- ✓ Additional counseling, if requested
- ✓ Exchange of identifying information, medical and social information
- ✓ Statement regarding expenses paid

- ✓ Simultaneous Interview with birth parents and adoptive parents

Simultaneous Interview Policy

Catholic Charities does not feel that waiving the simultaneous interview is in the best interests of all parties and will not participate in the finalization of an adoption where this interview has been waived. An exception to this policy is in close family adoptions.

I/We understand that the Virginia code mandates that birth parents be counseled about their options and may choose not to relinquish the baby for adoption or may choose another prospective family. In such cases, Catholic Charities cannot guarantee the reimbursement of fees and expenses already paid. I/We also understand that the birth parents may request that other allowable expenses be paid that are associated with the pregnancy and the adoption, such as medical costs and legal fees. Payment arrangements for such expenses may be handled directly between birth parents and adoptive parents but these payments must be disclosed to the Court. Temporary foster care is not normally provided but may be requested on a case-by-case basis, and will be charged to the adoptive family at the prevailing daily rate.

Service	Fee	Terms
Application Fee	\$500	Paid upon submission of application
Home Study Fee	\$1800	Paid at the first interview
Rush fee	\$500	For a HS to be completed within 4 weeks or less; Paid in addition to the HS fee at the first interview
Virginia Central Registry Unit Background Checks	\$10	\$10 per household member over the age of 14. Paid to Virginia Department of Social Services.
Criminal Background Check (Fingerprinting)	\$50	\$50 per household member over the age of 18. Paid to Fieldprint ®
Home Study Update	\$200	If a family moves or a significant change occurs in the family requiring a home visit and addendum; if no home visit is required the family will be billed at the administrative rate of \$95/hour for the writing of report
Re-Eval Fee	\$700	Paid at the start of the Reevaluation Process
2nd Home Study Fee (when CCDA completed the 1st HS)	\$1000	Paid at the first interview; Reduced rate due to abbreviated 2 nd HS process
Retainer for Birthparents Services	\$700; \$100/h r for additio	<u>Services included in the Birthparent Retainer:</u> Counseling sessions regarding parental rights, termination of parental rights, alternatives, informed and uncoerced decision making; Simultaneous Interview; Exchange of Identifying Information;

	nal service s	Statement of Expenses Paid. Retainer is to be paid prior to the first meeting with the birthparents. The additional retainer fee for supplemental Birthparent Services will be computed at the rate of \$100 per hour. Should there be a balance in your retainer account once all services have been provided, this amount will be refunded to you.
Post Placement Visit Fee**	\$350 each	Paid at the time of the visit; \$150 for each additional child requiring supervision in the home
Court Report Fee	\$375 each	For court report and accompanying documents for finalization; \$150 for each additional child requiring a court report; Paid prior to submission of report to court
Travel Fee	\$40/ho ur	Applicable for locations outside the diocese

FEE SCHEDULE FOR INTERNATIONAL ADOPTION

In order to help children from foreign countries be adopted in the United States, Catholic Charities of the Diocese of Arlington, Inc. must ask adoptive parents to pay fees related to international adoption. These fees, listed below, are determined by the amount of time needed to process client information (e.g., home study application), conduct interviews, gather pertinent information and provide training/education (e.g. home study process), provide consultation and supervision after placement (e.g. post placement supervision requirements), and assist with finalization or re-finalization (e.g. court reports).

In addition to the services provided by Catholic Charities of the Diocese of Arlington, Inc., you will be required to complete a 10-12 hour online course that meets Hague Convention education requirements focusing on the special issues of international adoption. The cost is \$200, paid directly to the online training program. CCDA recommends the International Course provided by heart of the matter adoption training.

Service	Fee	Terms
Application Fee	\$500	Paid upon submission of application
Home Study Fee	\$2500	Paid at the first interview
Home Study Update	\$250	If a family moves or a significant change occurs in the family requiring a home visit and addendum; if no home visit is required the family will be billed at the administrative rate of \$95/hour for the writing of report
Virginia Central Registry Unit Background Checks	\$10	\$10 per household member over the age of 14. Paid to Virginia Department of Social Services.
Criminal Background Check (Fingerprinting)	\$50	\$50 per household member over the age of 18. Paid to Fieldprint ®

Administration fee	\$300	Fee covers agency coordination services, e.g. documentation requested by the placing agency or country. Paid upon home study approval; covers 3 years of VA license
Additional Administrative Services	\$15/25 mins	If additional and more intensive administrative services are required the family will be billed at this rate. This could involve consultations with worker to process placements or matches, addendums required of the home study, etc.
Post Placement Visit Fee**	\$375 each	Includes travel, home visit, and report; Paid at the time of the visit; \$150 for each additional child requiring supervision in the home
Travel Fee	\$40/hour	Applicable for locations outside the Diocese

FEE SCHEDULE FOR WAITING CHILD PROGRAM

In order to help children from be adopted in Virginia, Catholic Charities of the Diocese of Arlington, Inc. must ask adoptive parents or placing agencies to pay fees related to foster care adoption.

The home study fee is based on amount of time needed to process client information (e.g., home study application), conduct interviews, provide home study training during the process, and complete a home inspection visit. This fee also includes necessary addendums to the home study, ongoing supervision and monitoring after the family is licensed until certification expires.

The placement fee is based on the gathering of pertinent information in the matching process, case consultation and home study releases (no limit), continuing contact with localities to present available families, pre-placement coordination and case management, and ongoing training and support.

There may some funding available from the placing locality to assist in payment of these fees however; any remaining balance ultimately remains the responsibility of the adoptive family.

I (We) agree to meet the adoption fee(s) and make payments as follows:

Service	Fee	Terms
Application Fee	\$500	Paid upon submission of application
Home Study Fee	\$2000	Paid at the first interview
Virginia Central Registry Unit Background Checks	\$10	\$10 per household member over the age of 14. Paid to Virginia Department of Social Services.
Criminal Background Check (Fingerprinting)	\$50	\$50 per household member over the age of 18. Paid to Fieldprint ®
Placement Fee (paid at time of placement)	See Sliding Scale	Matching process and case consultations, collateral contacts, case management, ongoing training and support
Pre-Placement Case Management	\$150/mo	Transition planning, pre placement visits, service coordination, as needed (paid by placing agency/county)
Post Placement Visit and Supervision Report	\$350 each	Includes travel, home visit, and report; Paid at the time of the visit; \$150 for each additional child requiring supervision in the home
Post-Placement Case Management	\$150 per month	Minimum of 6 months; ongoing coordination of services and support to family; 24/7 on-call crisis management and support (paid by placing agency/county)
Additional Post Placement Visits (no court report)	\$100	Includes travel, home visit, and consultation. No fees for additional children. Information will be included in court reports covering that time frame.
Court Report Fee	\$375 each	For court reports and accompanying documents for finalization; \$150 for each additional child requiring a court report; Paid prior to submission of report to court
Re-Eval Fee	\$700	Paid at the start of the Reevaluation process
2nd Home Study Fee (when CCDA completed the 1st HS)	\$1000	Paid at the first interview; Reduced rate due to abbreviated 2nd HS process

Sliding Scale for Waiting Child Placement Fee (due at time of placement):

YEARLY INCOME	FEE
\$40,000 - \$59,000	\$2,000 + \$300 per additional sibling(s)
\$60,000 - \$79,000	\$2,500 + \$300 per additional sibling(s)
\$80,000 - \$99,000	\$3,000 + \$350 per additional sibling(s)
\$100,000 - \$119,000	\$3,500 + \$400 per additional sibling(s)
\$120,000 and above	\$4,000 + \$500 per additional sibling(s)

All fees, with the exception of any unused retainer funds, are non-refundable.

**Payment for post-placement services will be collected from the family at the time of the visit. If, however, Catholic Charities is asked to sign a statement of commitment for post-placement services for another agency, payment for the agreed upon services will be due at the time the commitment statement is signed.

*If placing agency will be covering the cost of some or all placement costs, the family will be responsible for payment at the time of service and reimbursed once the payment has been received and processed by the placing agency

All fees, with the exception of any unused retainer funds, are non-refundable.

*All expedited mailing will be billed separately.

**Payment for post-placement services will be collected from the family at the time of the visit. If, however, Catholic Charities is asked to sign a statement of commitment for post-placement services for another agency, payment for the agreed upon services will be due at the time the commitment statement is signed.

***Completion of a rushed home study is contingent upon the adoptive family providing necessary documentation and other requirements within the expedited timeline in addition to the receipt of all background checks being processed prior to the approval of the home study.

Consultations

Consultations with your worker involve meeting in person with your worker to discuss a specific issue, training, update, or assessment may be necessary or required. Consultations are \$50 per meeting, for all adoptive programs.

Your signature indicates that you understand these are the fees for the various programs and you will only be charged the fees for the program you enter.

Adoptive Parent

Date

Adoptive Parent

Date