

Family Choices, NFPC
Fiscal Payment Policy

The Family Choices, NFPC Board of Directors, at their April 14, 2008 meeting, decided to implement the fiscal policy stated below. This policy is to provide adoptive families with formal, written information on when payments are due and payable to the Agency. This policy will help families to honor their financial obligations promptly. This is also intended to alleviate the need for repeat billing, collection phone calls, and possible referral to a collection agency. In the event that a family overpays Family Choices, refunds will be made promptly once the adoption is finalized.

1. The application fee (non refundable) is due when you turn in your application packet even though you still have pages that will need to be completed.
2. The home study fee is due one week prior to your scheduled home visit as are the post placement visit fees. In the event of an Interstate or International placement, post-placement fees are due prior to the home study being forwarded to any agency or organization for review or placement purposes.
3. Before an Agency worker meets with a birth parent on behalf of a client(s), the client(s) must sign a Birth Parent Services Agreement and submit the \$1,500.00 non-refundable retainer. Birth parent living expenses are estimated based upon information gathered when the "Needs Assessment" is completed. Once those fees are discussed and agreed upon, the estimated amount is due within five days. NO BILLS WILL BE PAID ON BEHALF OF A BIRTH PARENT UNTIL THE EXPENSE MONEY IS RECEIVED. Expense money may be paid by check; however, the funds will be held for 14 days to ensure that the check clears the bank. To allow for rapid payment of expenses, monies should be provided in the form of a money order, cashier's check, certified check, or an attorney's trust account check (accepted from attorneys with whom we have a working relationship). All expense money is placed in an escrow account and will be reconciled after adoption is finalized. Any money not spent will be refunded to the client. Please remember that expenses are an estimate. It is possible that, due to circumstances, expenses could be slightly higher than the estimate, and any remaining balance due and owing following the final reconciliation will be payable immediately upon billing.
4. One half of the estimated Agency fee must be paid at the time of placement. In the event this is not possible, the child will be placed in foster care at a rate of \$50.00 per day, which will also need to be paid at time of placement.
5. Any interstate adoption fees must be paid prior to Family Choices submitting your ICPC packet to the State of Illinois.
6. Adoption fees will be billed regularly and will reflect not only what is owed but also what has been paid. Please be advised that the signed fee agreement is a contractual agreement to pay.
7. No adoptions will be finalized until all adoption costs are paid. All remaining costs must be paid to Family Choices thirty days prior to your anticipated finalization date. No paperwork will be provided for finalization until all fees have been received.

Applicant A

Applicant B

Date

March 7, 2008