



*Thank you for letting us be a part of your adoption journey!*

Hey there! Congratulations on your decision to adopt. Whether you realize it or not, you've just begun an exciting journey. Your journey may seem long and you might even experience a few twists and turns along the way, but this is one story you'll never forget.

Our role in your journey is to help you fund your adoption and keep you organized. Our tools are created to empower you and give you confidence. The Adoption Funding Kit was developed to provide you with a step-by-step checklist and essential forms to help you set a funding goal, create a plan, apply for grants, track expenses, measure success and keep you organized as you go. It includes:

- 📎 **Adoption Budget & Expense Worksheet** – Allows you to plan for all your adoption costs, manage payment deadlines, and keep track of your actual expenses versus your budget.
- 📎 **Net Worth Worksheet** – Helps you organize all of your financial assets and liabilities making it easy to complete all your grant applications and home study.
- 📎 **Cash Flow Worksheet** – Compares your income to expenses. It also shows an itemized breakdown of each expense by category so you can evaluate how you currently spend and your remaining cash flow each month.
- 📎 **Funding Tracker Worksheet** – Lets you track the status of your fundraising activities, amount funded, location of funds and date received.
- 📎 **Grant Tracker Worksheet** – Organize and manage all of your applications, deadlines, and grants awarded.
- 📎 **The Grant Matrix** – Comprehensive list of more than 80 active organizations providing grants to adoptive families. Makes it easy to find which grants are right for you.

In the email we just sent you, go ahead and click the link to watch the video that will show you how to use each form and why they are important throughout your adoption. If there is anything that we can do to help you out, don't hesitate to contact us. We wish you and your family great success in your adoption journey!

Many Blessings,

*Jeremy and Lori Resmer*

P.S. If the Adoption Funding Kit helps with your adoption, please share it with other families and adoption agencies. We are on a mission to help as many families as possible fund their adoptions debt-free!

# The Adoption Funding Checklist

How you use this checklist will depend on where you are in your adoption process. If you're just beginning the process, start from Step #1 and continue down the list. If you've already completed some of these steps, check them off the list and move on.

## Step 1: Financial Documents

Gather the following documents for you and your spouse, if married. The home study and most grants will require these financial documents....there's no way of getting around this. Have electronic AND hard copies of these documents.

- o **Federal Tax Returns** (only pg. 1 and 2) for the last 2 years
- o **W-2 Forms** for the last 2 years
- o **1099 Misc.** for the last 2 years
- o **Bank Statements** that include Checking, Savings, Money Market, Certificate of Deposit (CDs), Savings Bonds and other liquid assets
- o **Investment Statements** that include Stocks, Bonds, Mutual Funds, Annuities, Pension Plans, IRAs, 401(k), 403(b), 457 Plans and other investments



## Step 2: Get Organized

If there's one thing you can control during the adoption process, it's being organized and having your documents in order and easily accessible. Your agency should provide you with a checklist for the adoption process and documentation needed. Our goal is to make sure you have all of your financial documents, expenses, and receipts organized to enable you to quickly complete the financial portion of your home study, apply for grants, manage fundraising activities, and successfully file for the Federal Adoption Tax Credit once your adoption is finalized.

## Step 3: Net Worth & Cash Flow Worksheets

Complete these forms as quickly and accurately as possible to assist with the financial part of your home study and grant applications.

## Step 4: Home Study

An approved home study is required to move forward with your adoption and to qualify for most grants. Don't apply for grants until your home study is approved.

### *Step 5: Review Adoption Expenses*

Review all the known expenses with your adoption agency. Be sure to ask them about other unexpected expenses that could come up along the way.

### *Step 6: Estimated & Actual Expenses Worksheet*

Plug-in all of your estimated adoption expenses into this worksheet and keep them updated, especially as circumstances change or new expenses arise. You will use this form to compare your estimated expenses versus what you actually spend during the course of your adoption. **Be sure to take pictures or scan every payment and related documentation prior to mailing. Use this worksheet to ensure you have stored all of your receipts.**

### *Step 7: Set Funding Goal*

After reviewing expenses, it's time to set your funding goal. You might assume that your goal will match your adoption expense budget. However, your budget is simply a plan that takes into account the known expenses by your agency. Since each situation is different, we recommend setting your funding goal at 10% higher to account for any unknown expenses or changes to the plan (which ALWAYS occur). A few unexpected expenses could include travel, medical fees, temporary foster care, and acute specialized care to name a few. Be prepared in advance.

### *Step 8: Funding Tracker Worksheet*

Keep track of all the funds raised and applied to your adoption.

### *Step 9: Grant Applications*

Review the Grant Matrix. Once you've identified which grants are right for you, go to the organization's website, review the eligibility and requirements, and download the application. If you learn about a grant not listed on our matrix, let us know so we can include it and let other families know about it in the future.

### *Step 10: Grant Tracker Worksheet*

Effectively manage the application process and stay ahead of key requirements and submission dates for each grant.

If you have any questions, please be sure to refer to the [Adoption Funding Kit Training Video](#) or email us directly at [info@fundyouradoption.tv](mailto:info@fundyouradoption.tv) and we'll get back to you within 24 hours.

#### **IMPORTANT!**

Stay up-to-date and keep track of ALL your financial activities throughout your adoption. This will save you time and minimize stress later on when you apply for your Adoption Tax Credit, submit receipts for grant reimbursements and have to account for all your expenses.