



ARCHDIOCESE OF ST. LOUIS  
Office of Natural Family Planning

**Application for Adoption Grant Assistance**

**I. DOCUMENTS NEEDED:**

- Please submit your reason for request for funds (approx. 500 words). Please attach to application.
- Please provide an invoice or receipt of payment to the adoption agency.
- Please provide an attached copy of your anticipated or paid expenses, such as travel, citizenship fees, etc.
- Please provide documentation of the agency's charitable status as an organization described in Section 501(c)(3) of the Internal Revenue Code. Please attach this to the application.
- Please attach documentation of your home study.



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**II. DEMOGRAPHIC INFORMATION:**

**Wife's Name:** \_\_\_\_\_ **Occupation:** \_\_\_\_\_

**Husband's Name:** \_\_\_\_\_ **Occupation:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

Do you have any biological child(ren)? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what are their names and ages? \_\_\_\_\_

\_\_\_\_\_

Has your child(ren) been placed with you? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what are their names and ages? \_\_\_\_\_

\_\_\_\_\_

Are you a practicing Roman Catholic? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you a Christian active in your faith? Yes \_\_\_\_\_ No \_\_\_\_\_



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**III. AGENCY INFORMATION:**

**Agency Name:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

Is your agency 501(c)(3) approved?    Yes \_\_\_\_\_    No \_\_\_\_\_

Has your home study been completed?    Yes \_\_\_\_\_    No \_\_\_\_\_

Please provide documentation of agency's charitable status as an organization described in Section 501(c)(3) of the Internal Revenue Code. Please attach this to the application



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**IV. FINANCIAL INFORMATION:**

Do you anticipate applying for a tax credit? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you or do you anticipate receiving other financial assistance for adoption? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, who have you or do you anticipate receiving financial assistance? \_\_\_\_\_

\_\_\_\_\_

What is the anticipated or received amount of assistance? \_\_\_\_\_

\_\_\_\_\_

In the table below, please list the agency and anticipated vs. paid fees for the items below.

<b>Agency:</b>	<b>Anticipated</b>	<b>Paid</b>
Application Fee		
Home Study Fees		
Placement Fee		
Court Costs and Filing Fees (if applicable)		
Legal Fees		
Travel Expenses (if applicable)		
Birth Mother's Attorney and Medical Costs related to childbirth		

If other fees not listed above (anticipated and/or paid), please list below the fee and anticipated and/or paid amount.

\_\_\_\_\_

\_\_\_\_\_

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

Thank you for your application.





## ARCHDIOCESE OF ST. LOUIS Office of Natural Family Planning

### **St. Louis Archdiocesan Office of Natural Family Planning Policy and Process for Archbishop Robert J. Carlson Adoption Grant Awards**

#### **Policy**

- Eligible candidates include those who have adopted ideally within the past year of the application deadline and those pursuing adoption.
- Adoptions must be in process through a 501 (c)(3) agency licensed to place children with provision of a receipt and documentation of status of the agency. Assistance is not available for independent adoptions (this includes adoptions through lawyers, facilitators or humanitarian organizations not licensed to place children).
- An applicant may apply one time for each adopted child.
- The grants will only be awarded for bills incurred. However, anticipated expenses will be considered.
- The candidate must have a satisfactory home study with documentation provided.
- Grants for reimbursable expenses include but are not limited to home study, post placement visit, citizenship fees, application fees, etc.
- The actual grant will be awarded to the recipients in person at the Office of Natural Family Planning with discussion about available approaches for infertility and women's health care that are Church approved.
- The awards may be distributed among several applicants.
- The amount and number of grants awarded will be dependent on the number of requests and the amount of revenue in the fund.
- Preference may be given to couples who experience infertility.
- Preference will be given to Christians active in their own faith tradition, with a preference to practicing Catholics.
- Priority for funding will be given to applicants from within the Archdiocese of St. Louis. After funding commensurate with previous years' grants has been awarded, grants of lesser amounts to those applying from outside of the Archdiocese of St. Louis may be considered.
- If the funds in the account allow, the outbound grants will target an increase of 5% from the previous year. However, this is just a guideline, and may be adjusted up or down as determined by the board and as the available funds and the number of applicants fluctuates. Recipients from outside of the diocese may then be considered, with grant amounts determined by the amount of funds available and the need for reserves determined by the board.



## ARCHDIOCESE OF ST. LOUIS

### Office of Natural Family Planning

#### **Process**

- Applications are due by November 1<sup>st</sup> of each year and grants are awarded after the annual fundraising event(s), ideally with notification in late December or early January.
- Completed applications include:
  - Application form
  - Proof of home study
  - Proof of pursuit of adoption through 501(c)(3) agency
  - List of expenses paid and anticipated with any supporting receipts and information on other sources of funding.
  - Letter of request from family giving context to their adoption journey. (Please feel free to include any information which gives light to financial or personal complexity of the journey so the committee may best understand the family's needs).

#### **Questions and submission:**

Office of Natural Family Planning  
Archdiocese of St. Louis  
11700 Studt Ave., Ste C  
St. Louis, MO 63141  
314.997.7576 or [stlnfp@archstl.org](mailto:stlnfp@archstl.org)