



## **ADOPTION ASSISTANCE PROGRAM POLICIES AND PROCEDURES**

Right to Life of Southwest Indiana (RTLWIN) is a (501)c3 Non-profit Religious/Political organization

### **Adoption Policies**

It is policy that anyone participating in the Adoption Assistance Program must agree/complete the following steps:

- Agree with the Mission and Vision of RTLWIN
- Agree with RTLWIN Statement of Faith
- Agree with RTLWIN Statement of Sanctity of Human Life
- Agree with RTLWIN Statement on Marriage, Gender and Sexuality
- Agree with RTLWIN Statement of Biblical Authority
- Agree with the Qualifications of Adoption
- Meet Indiana State Adoption Requirements
- Complete a Home Study
- Select an Adoption Agency
- Meet Selected Adoption Agency Requirements
- Receive a recommendation for grant from the Adoption Agency selected

### **Adoption Procedures**

Right to Life of Southwest Indiana requires completion of the following:

#### **Agreement of RTLWIN Statements as Follows:**

**Mission Statement:** The mission of RTLWIN is to protect life.

#### **Statement of Faith**

Christianity is central to the purpose and mission of RTLWIN. We believe that in order to preserve the function and integrity of the purposes and mission of our organization, and to provide a biblical role model to the clients we serve and members of the community, it is imperative that all persons working at the organization in any capacity, or who serve as volunteers, or persons given any scholarship/assistance/aide are to be in agreement with the provisions set forth here and the mission statement and objectives of RTLWIN. Consequently, all in affiliation with RTLWIN are to agree with the Statement of Faith, both in terms of doctrinal belief and practical application.

1. Statement of Faith. I believe in one God, the Father almighty, maker of heaven and earth, of all things visible and invisible. I believe in one Lord Jesus Christ, the Only begotten Son of God, born of the Father before all ages. God from God, Light from Light, true God from true God, begotten, not made, consubstantial with the Father; through him all things were made. For us men and for our salvation He came down from heaven, and by the Holy Spirit was incarnate of the Virgin Mary, and became man. For our sake He was crucified under Pontius Pilate, He suffered death and was buried, and rose again on the third day in accordance with the Scriptures. He ascended into heaven and is seated at the right hand of the Father. He will come again in glory to judge the living and the dead and his kingdom will have no end. I believe in the Holy Spirit, the Lord, the giver of life, who proceeds from the Father and the Son, who with the Father and the Son is adored and glorified, who has spoken through the prophets. I believe in one, holy, catholic and apostolic Church. I confess one Baptism for the forgiveness of sins and I look forward to the resurrection of the dead and the life of the world to come. Amen.
  
2. Statement of Sanctity of Human Life. We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including all pre-born babies, the aged, the physically or mentally challenged and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life. *Psalm 119:73, 139:13, Isaiah 44:2 & 24.*
  
3. Statement on Marriage, Gender and Sexuality. We believe God’s plan for human sexuality is to be expressed only within the context of monogamous marriage between a biological male and a biological female as the foundation of the family and the basic structure of human society. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. We believe that God wonderfully and immutably creates each person as male or female and these two distinct, complementary genders together reflect the image and nature of God. *Genesis 1:26-27 and 2:24; Matthew 19:5-6; Mark 10:6-9; Romans 1:26-27; 1 Corinthians 6:9.*
  
4. Statement of Biblical Authority. The statement of faith does not exhaust the extent of our faith. We believe the Bible to be inspired, infallible, and authoritative Word of God revealing the love of God to the World as interpreted and applied by our governing board. For purposes of the organization’s religious foundations, our board of directors in consultation with a Pastoral Advisory Committee is the final interpretive authority on the Bible’s meaning and application.

### Statement of Faith Signature Form

I agree to uphold the values and beliefs expressed in this Statement of Faith and promise to strive to live a biblical lifestyle.

Agreed: (applicant)			
	Print	Signature	Date
(spouse)			
	Print	Signature	Date

## Qualifications of Adoption

**Candidate families for adoption must meet certain criteria, the basic guidelines are listed below:**

(Interested families should contact our office by email or by phone at 812-474-3195 for additional information)

**A. Parenting Ability:** The applicants must give evidence of a mutual desire and love for children. They must be able to provide for the physical, emotional, intellectual, and spiritual needs of the child being adopted.

**B. Religion:** The applicants must give evidence of a Christian commitment. This means that the applicants must each give evidence of having made a personal decision to accept Jesus Christ as his/her personal Savior and to accept Jesus Christ as the Lord of his/her life. The applicants must have a firm commitment to live these beliefs and to teach them to their child. Both husband and wife must belong to the same church. Applicants should be pro-life. (i.e. letter from pastor)

**C. Health:** Applicants must be in good physical and mental health as determined by a doctor's examination. They must be able to physically and emotionally undertake the responsibility of parenthood.

**D. Financial Stability:** The applicants must have sufficient income to meet the expenses incurred by adding another family member. They must also be able to make reasonable provision for future financial stability. Medical insurance coverage is required.

**E. Housing:** The applicants' home must provide adequate space and living conditions necessary to promote the health and well-being of the family members and meet state standards, when applicable. Home Ownership is not required.

**F. Working Parents:** If both parents work outside the home, one of the parents should be able to remain at home with the child for a reasonable amount of time following the placement. (The exact length of time can be discussed with a social worker at the time of the home study. We suggest that one parent take six to eight weeks which is usually the allotted amount of maternity leave provided by most companies. FMLA standards require adoptive parents the same amount of leave.) This is to provide for the nurturing and security of the child, while he/she assimilates into the home. When the parent returns to work, there must be a plan for responsible child care so that the security of the child can be sustained.

**G. Prior History of Criminal History:** Criminal background checks will be required for each adult member of the family. Any criminal history in your past, including expungement either criminal or civil should be disclosed and addressed with an agency representative before completing an application.

**H. Marriage:** A husband and wife should be married at least one year prior to filing an application.

**Qualifications of Adoption Signature**

I agree to uphold the values and beliefs expressed in this Qualifications of Adoption and promise to strive to live a lifestyle that meets the specific requirements of the Qualifications of Adoption.

Agreed: (applicant)	_____	_____	_____
	Print	Signature	Date
(spouse)	_____	_____	_____
	Print	Signature	Date

**Indiana State Adoption Requirements**

The applicants must agree and follow the Indiana State Adoption requirements. To view and observe the Indiana State Adoption Requirements, see the following resources below:

<https://www.in.gov/dcs/adoption/the-legal-process/>

**Step One: Before You Apply**

- Your home study or home study update must be completed in order to apply.
- You must be in the process of adoption using an agency that is a 501(c)(3) nonprofit organization licensed to place children for adoption. ***Please note: Your placement agency may differ from your home study provider.***
- If you are working through an adoption consultant, you cannot apply for a grant until you have finalized your placement agency. In addition, consulting fees will not be considered as part of the total adoption costs.

- Before beginning the application process, please review the RTLWIN Policies, Mission & Vision Statements and Qualifications of Adoption.
  
- Applications **cannot** be submitted for:
  - Independent adoptions through lawyers, facilitators, or humanitarian organizations licensed to place children
  - Embryo adoptions
  - Adoptions through for-profit adoption agencies
  - Adoptions for which placement has occurred
  - Adoptions for which an application has already been submitted
  
- **Right to Life of Southwest Indiana will collect the following pieces of information (please black out all social security numbers on forms):**
  - Church address, phone number, pastor's email address, and website
  - Address, phone, name, and email of your adoption agency and caseworker
  - Your home study
  - Family or referral photos (optional)

## **Step Two: The Application Process**

- The complete application process is online. You will be required to complete all the tabs that are on the application.
- Once you have submitted your application, RTLWIN will need references from your pastor and your adoption agency. Therefore, we recommend notifying your pastor and adoption agency prior to submitting an application. It will be your responsibility to ensure the references are completed.
- After the application is submitted and references are received, an initial review will be conducted to ensure the application is complete. If additional information is required, you will be notified by email. You will receive an email with further details and dates when your application is accepted.
- Once your application is accepted, you will receive email notifications informing you about setting up a time to meet further to discuss your application. If you are awarded the adoption assistance, you and your agency will receive a copy of your award letter and instructions for disbursement of funds. All funds must be disbursed directly to the agency.

- For intercountry adoptions, the agency may request disbursement of funds when travel to complete the adoption is booked. For domestic adoptions, funds may be requested at the time of placement. Funds are mailed approximately 20 business days from receipt of the disbursement request.

### **More Information:**

**Please note:** Due to limited funding, **only four (4) Adoption Assistance grants are awarded each calendar year.** All applications must meet specific eligibility requirements and are reviewed on a case-by-case basis.

We invite you to further explore and learn more about RTLWIN. To provide you with a better understanding of RTLWIN and its services, the following information is also available on our website:

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