

# CCAI Dominican Republic Adoption Fee Policy/Agreement

CCAI is a non-profit 501c (3) charitable organization. Our focus and our passion is on placing children in loving forever families. The purpose of this Fee Policy/Agreement is to outline all CCAI fees to adoptive families throughout the adoption process, our refund policies, and the consequences of non-payment. Your signature below signifies you understand and agree with these policies.

Please note that, in accordance with State and Federal law, as well as our own, strict ethical standards, CCAI does not accept any money or considerations to be received as payment for a child or inducement to release a child. Adoptive families are paying CCAI and other adoption service providers for services; families are not “paying for children.” Additionally, no part of CCAI program fees will be used to fund programs or services that do not pertain to your adoption.

## 1. CCAI Program Fees

Because families will receive CCAI services over a period of many months during the adoption process, CCAI divides its program fees into two payments - collecting fees only when the family is ready to receive services at each phase.

Payment	What Services the Fee Covers	Due
First Program Fee \$6,050	Adoption Orientation & Consultation, Home Study Agency Coordination & Supervision, Home Study Consultation & Review & Clinical Support, Dossier Assistance/Review, USCIS Filing, Domestic Communication, State- & Hague-Required Adoption and Parent Training, Child-Specific Training Consultation & Clinical Support, Accrediting Entity Monitoring & Oversight Coordination, Administration	After application approval
Second Program Fee \$6,210	Child Match Preparation & Coordination, Dominican Republic Adoption Travel Training, USCIS & Article 5 Hague Processing, International Communication, Post Adoption Report Submission, Post Adoption Support & Consultation, Accrediting Entity Monitoring & Oversight Coordination, Administration	At dossier submission to CCAI
Refundable Post Adoption Deposit of \$1,000	Refunded when all post adoption requirements are satisfactorily completed and CCAI receives all adoption finalization documentation, including a copy of child's Certificate of Citizenship	Prior to submission of the I-800 to USCIS

## 2. Payments, File Closure, Refunds, Reductions, or Changes

- A. All fees must be paid in full when they are due.
- B. Adoptive families are entitled to request for their adoption file to be closed at any time during the adoption process by submitting a written request, signed by both parents.
- C. Refund Policy and Schedule:  
 CCAI Program Fee: 50% refundable within 30 calendar days, 30% refundable within 60 calendar days, and 0% refundable after 60 calendar days of receipt of full payment.  
 \* You may request that all or part of your refund be donated to the Children's Charity Fund. A tax exempt letter will be provided.  
 \*\* 90 days following closure of your file, all unclaimed refunds will be transferred to the Children's Charity Fund and a tax exempt letter will be provided.
- D. The amount of your CCAI program fees will not change throughout your adoption. However, if during the adoption process you move to a different state or country, amended Fee and Service agreements may be required, possibly including additional service fees and/or deposits. Should additional adoptive, post placement, or post adoptive services be required, additional fees and or deposit may be required. CCAI is not responsible for other non-CCAI service-related adoption fees/costs that may change/fluctuate while the adoptive family is in process.
- E. CCAI is not responsible for adoption related fees and costs paid to other governmental and/or private agencies, such as IAAME, USCIS, Consejo Nacional para la Niñez y la Adolescencia (CONANI) or other Dominican authorities, Dominican orphanage, US Consulates, State Department, travel agencies, etc.

*Initials* \_\_\_\_\_

### 3. Consequences of Non-Payment

After notices at 30 and 60 days, if payment of the first fee is not received within 90 days of application approval, and no other written payment arrangements have been made; CCAI will close the adoptive family's file. Adoptive families should inform CCAI if they may not be able to make timely payments, as an alternative payment plan may be possible.

Initials \_\_\_\_\_

### 4. Expenses Necessary to Complete Your Adoption

Your initials below indicate that you have reviewed CCAI's estimated "Adoption Expense Chronology" (below) and are aware of the expenses necessary to complete your Dominican Republic adoption.

Key	Category	Expense	Amount	Pay to	Due
	B	<b>Application Fee</b>	<b>\$300 – Personal Check/ACH Withdrawal</b>	CCAI	App Submission
1	H	IAAME Monitoring & Oversight Fee*	\$850 per child – Check/ACH Withdrawal	CCAI (forwarded to IAAME)	After App Approval
	B	<b>1st Program Fee</b>	<b>\$6,050 – Check/ACH Withdrawal</b>	<b>CCAI</b>	<b>After App Approval</b>
2	A	Home Study Fee	As agreed with local home study agency; generally ranges from \$1,500 to \$3,000	Your home study agency	As agreed with your home study agency
3	H	USCIS Filing & Fingerprinting	\$775 plus \$85 per adult in the home – Check/Money Order	US Department of Homeland Security	When home study is completed
4	E	Dossier Preparation	Approx. \$500 – Check/Money Order	Secretary of State(s)	As preparing Dossier
5	E	Psychological Evaluation	Approx. \$250 - \$2,500 – Check/Credit Card	Licensed Psychologist/ Psychiatrist	As preparing Dossier
6	C	1 <sup>st</sup> In-Country Fee*	\$3,130 (wiring fee included) – Check/ACH Withdrawal	CCAI (wire to the DR)	Submission of Dossier to CCAI
	B	<b>2nd Program Fee*</b>	<b>\$6,210 – Check/ACH Withdrawal</b>	<b>CCAI</b>	<b>Submission of Dossier to CCAI</b>
	B	<b>Refundable Post Adoption Deposit</b>	<b>\$1,000 - Check/ACH Withdrawal</b>	<b>CCAI</b>	<b>Prior to filing I-800</b>
7	E	Child Referral Translation*	\$330 - \$530 (wiring fee included) – Check/ACH Withdrawal	CCAI (wire to the DR)	Receipt of Child Referral
8	I	US Domestic & International Airfare	\$700 - \$1,500 by coach per adult plus child's one way ticket – Credit Card	Airline or travel agency of your choice	Approximately 4 weeks prior to departure
9	C	2 <sup>nd</sup> In-Country Fee*	\$2,430 (wiring fee included) – Check/ ACH Withdrawal	CCAI (wire to the DR)	Prior to travel to the DR
10	C	3 <sup>rd</sup> In-Country Fee*	\$3,030 (wiring fee included) – Check/ ACH Withdrawal	CCAI (wire to the DR)	When child's passport is issued
11	C	U.S. Embassy Medical Exam*	\$300-700 – Cash, Credit Card	Clinic	In Santo Domingo, DR
12	C	Child U.S. Entry Visa*	\$325 – Cash, Credit Card	US Embassy	In Santo Domingo, DR
13	H	Court Finalization Fee*	Varies by state/county	Local County Court	After U.S. return
14	H	State Birth Certificate*	Varies by state	Your State	After U.S. return

15	G	Post Adoption Report Service*	As agreed with local home study agency; generally ranges from \$350-\$600 per report, or \$2,100-\$3,600 total	Your home study agency	As agreed with local home study agency
16	E	Post Adoption Report Translation*	\$230-\$330 (wiring fee included) per report (six reports total) – Check/ACH Withdrawal	CCAI (wire to the DR)	At each report's due date

**TOTAL ESTIMATE: \$31,730 - \$40,580 for a couple adopting one child**

(Not including refundable post adoption deposit)

**ADDITIONALLY:**

**Your family will reside in the Dominican Republic for a four- to six-month Cohabitation Period.** Costs will vary widely depending on your family's plans and preferences, but consider:

- Apartment or Airbnb - \$1,000 - \$3,000 per month
- Food - \$700 - \$1,500 per month per family
- Local transportation (Uber, taxi, or public transportation)
- Other costs such as cell phone service, entertainment, school expenses, etc.

<b>A.</b> Home study	\$1,500-\$3,000	<b>D.</b> Care of the child	\$0	<b>G.</b> Post-adoption reports	\$2,100-\$3,600
<b>B.</b> Adoption expenses in the United States	\$12,560	<b>E.</b> Translation and document expenses	\$2,460-\$5,510	<b>H.</b> Third party fees	\$1,795
<b>C.</b> Foreign country program expenses	\$9,215-\$9,615	<b>F.</b> Contributions	\$0	<b>I.</b> Travel and accommodation expenses	\$2,100-\$4,500+

\* Additional IAAME Monitoring & Oversight Fee, In-Country Fees, Translation Fees, CCAI Fees, child-specific in-country fees, and Post Adoption Fees will apply for multiple placements, plus additional travel costs.

Adoption timelines are variable. Due to unpredictable wait times, you may need to re-file your immigration application, which includes a new I-800A form or Supplement 3, re-fingerprinting, and a home study update, along with translation/processing service fees to submit to CONANI. The overall cost for each re-filing can be an additional \$800 - \$2,500.

Initials \_\_\_\_\_

**We have read the CCAI Fee Policy/Agreement carefully and understand that it is our responsibility to pay all fees on time in order to receive child placement services from CCAI. We understand that while CCAI's fees will NOT change throughout our adoption (unless additional adoptive, post placement, or post adoptive services are required by the Dominican Republic), non-CCAI fees/costs may change/fluctuate while we are in process. We further understand that non-CCAI fees/costs paid throughout this adoption are our responsibility and are not refundable through CCAI should we discontinue the adoption.**

**We understand that this Fee Policy/Agreement must be signed, notarized, and returned to CCAI along with the signed/notarized Service Agreement, 1st Program Fee and IAAME fee (payable via ACH bank transfer, check or money order, or wire transfer).**

**We understand that signing this agreement indicates that we acknowledge and agree to pay the fees and costs of our adoption through CCAI.**

\_\_\_\_\_  
Husband's Printed Name

\_\_\_\_\_  
Wife's Printed Name

\_\_\_\_\_  
Husband's Signature

\_\_\_\_\_  
Wife's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

This document has been subscribed and affirmed before me in the County of \_\_\_\_\_  
State of \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. My Commission Expires: \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_  
Notary's Signature

Note: This four-page document is not valid unless both pages are initialed/signed and returned to CCAI. Fee Policy/Agreement must be accompanied by the Service Agreement.

Rev. 1/2024 OS

SAMPLE