

# Adoption Assistance Ministry Application Checklist



## APPLICATION CHECKLIST

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Attach the items below to this checklist and send all documents to:

Bellevue Foundation  
Attn: Adoption Assistance Ministry Committee  
PO Box 1210  
Cordova, TN 38088-1210

- ☐ Adoption Application
  
- ☐ Agency Authorization and Release
  
- ☐ Husband's Salvation Testimony
  
- ☐ Wife's Salvation Testimony
  
- ☐ Family Adoption Testimony (Tell us why you are pursuing adoption.)
  
- ☐ A Reference Letter from your Life Group Teacher or other Bellevue Leadership
  
- ☐ Picture of your family and adoptive child if available
  
- ☐ Copy of your completed Home Study
  
- ☐ Copy of last year's Tax Return  
(1040 Form first 2 pages only)

# Adoption Assistance Ministry Application



## Personal Information

Husband's Full Name \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_  
Wife's Full Name \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Home Phone Number \_\_\_\_\_ Cell/work phone \_\_\_\_\_  
Email Address \_\_\_\_\_ Alt. email \_\_\_\_\_  
Date of Marriage \_\_\_\_/\_\_\_\_/\_\_\_\_ Any prior divorce? ☐ Yes ☐ No Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## Employer Information

Husband's Employer \_\_\_\_\_ Length of employment \_\_\_\_\_  
Wife's Employer \_\_\_\_\_ Length of employment \_\_\_\_\_

## Family Information

Names and ages of biological children in family \_\_\_\_\_  
\_\_\_\_\_  
Have you adopted previously? ☐ Yes ☐ No If yes, names \_\_\_\_\_  
Have you completed your dossier? (if international) ☐ Yes ☐ No  
Do you have a specific child identified already for this adoption? ☐ Yes ☐ No  
Do you plan on adopting an older/special needs child? \_\_\_\_\_  
Family social media outlets used for adoption updates (blog, Facebook etc.) \_\_\_\_\_  
\_\_\_\_\_  
Church Involvement \_\_\_\_\_  
Any additional information the Committee should consider: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# ADOPTION COSTS WORKSHEET

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## Applicable Expenses

Agency/Application Fees	\$ _____
Home Study	\$ _____
Child's Medical Exam	\$ _____
International Adoption Expenses	\$ _____
Domestic Adoption Expenses	\$ _____
In-Country Fees	\$ _____
Notarization/Authentication	\$ _____
Travel Costs	\$ _____
Other _____	\$ _____
Other _____	\$ _____
Other _____	\$ _____
Other _____	\$ _____
Other _____	\$ _____
Other _____	\$ _____

**Total Adoption Expenses** \$ \_\_\_\_\_

## Resources

Personal Funds (savings, etc.)	\$ _____
Employer Benefit (if available)	\$ _____
Other Grants/Loans Applied For:	
Source _____	\$ _____
Source _____	\$ _____
Source _____	\$ _____
Other source of funds (please specify)	
Other _____	\$ _____
Other _____	\$ _____
Other _____	\$ _____

**Total Estimated Resources** \$ \_\_\_\_\_

**Uncovered Expenses** \$ \_\_\_\_\_

*(Total Resources - Total Expenses = Uncovered Expenses)*

# STATEMENT OF NET WORTH WORKSHEET

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## Assets

Cash/Checking/Savings \$ \_\_\_\_\_

Investment Accounts (other than retirement) \$ \_\_\_\_\_

Life Insurance Cash Surrender Value (not death benefit) \$ \_\_\_\_\_

Retirement Accounts \$ \_\_\_\_\_

Value of Autos \$ \_\_\_\_\_

Value of Home (if owned) \$ \_\_\_\_\_

List and briefly describe any additional assets over \$5,000

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

## Total Assets

\$ \_\_\_\_\_

## Liabilities

Home Mortgage Balance \$ \_\_\_\_\_

Auto Loan Balances \$ \_\_\_\_\_

Outstanding Credit Card Balances \$ \_\_\_\_\_

Balances of Past Due Bills (excluding credit cards) \$ \_\_\_\_\_

List and briefly describe any additional liabilities over \$5,000

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

## Total Liabilities

\$ \_\_\_\_\_

## Net Worth

\$ \_\_\_\_\_

*(Total Assets – Total Liabilities=Net Worth)*

Are you currently in good financial standing with your creditors?

☐ Yes

☐ No

## CASH FLOW WORKSHEET (Both sides of cash flow must be completed.)

### Income

	Monthly	Annual
Gross Salary/Wage	\$ _____	\$ _____
Investment Income	\$ _____	\$ _____
Other Income (write description)		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
<b>Total Income</b>	<b>\$ _____</b>	<b>\$ _____</b>

### Expenses/Payments

Taxes and other deductions from paychecks	\$ _____	\$ _____
Housing Costs:		
Include Mortgage/Rent/Utilities etc.	\$ _____	\$ _____
Other expenses not included above	\$ _____	\$ _____
Telephone (include cell phones)	\$ _____	\$ _____
Food	\$ _____	\$ _____
Clothing	\$ _____	\$ _____
Transportation Cost:		
Include Car Payment/Insurance	\$ _____	\$ _____
Other expensed not included above	\$ _____	\$ _____
Entertainment/Recreation	\$ _____	\$ _____
Medical Expenses	\$ _____	\$ _____
(Include health insurance if paid by you)		
Church Giving/Other Charitable Giving	\$ _____	\$ _____
Other monthly expenses (write description)		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
<b>Total Expenses/Payments</b>	<b>\$ _____</b>	<b>\$ _____</b>
<b>Cash Flow</b>	<b>\$ _____</b>	<b>\$ _____</b>

*(Total Income - Total Expenses/Payments=Net Cash Flow)*

# BELLEVUE BAPTIST CHURCH STATEMENT OF FAITH

Please sign the statement below if you completely agree.

Bellevue Baptist Church is a family of believers who holds dear the following beliefs:

God	We believe that there is one God who exists in three persons: the Father, the Son, and the Holy Spirit.
Jesus	We believe that Jesus is the Son of God, was born a virgin, was wholly God and wholly man, lived a sinless life, died in our place as a sacrifice for the sins of mankind, was buried, arose bodily from the grave, and ascended into Heaven.
Christ's Return	We believe that Jesus Christ will literally return to earth.
Holy Spirit	We believe that God the Holy Spirit is active in convincing unbelievers of their need for salvation, and is the Comforter and Guide Who lives in every believer.
Bible	We believe that the Bible is the Word of God without any error, the sole authority for life and faith.
Man	We believe that man is a special creation of God, made in His image, but that through the sin of the first man, Adam, mankind fell so that all men are sinners and need salvation.
Salvation	We believe that is a gift received through repentance toward God and faith in the Lord Jesus Christ.
Assurance	We believe that every person who is truly saved is eternally secure in the Lord Jesus Christ.
Eternity	We believe that those persons who die in their sins without Christ spend eternity in Hell and those persons who die with their sins forgiven through Christ spend eternity in Heaven.
Baptism	We believe that water baptism is an act of obedience to the command of Christ and is by immersion after salvation.
Church	We believe that the church is a local body of baptized believers with the Lord Jesus Christ as the Head.
Prayer	We Believe that each person has direct access to God through the Lord Jesus Christ.
Government	We believe in the separation of church and state, but not in separation of God and government. Christians are salt and light in society.

Without mental reservation, I hereby subscribe to the above statements.

_____	____/____/____
Husband's Signature	Date
_____	____/____/____
Wife's Signature	Date

MUST BE SIGNED BY BOTH APPLICANTS

# CONSENT FORM

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## Purpose

The undersigned agrees that this application is being made for the purpose of requesting financial assistance with international or domestic adoptions.

## Support Raising Agreement

The undersigned parties acknowledge that they are freely agreeing to the following terms and conditions as a requirement to request assistance from the Adoption Assistance Ministry of the Bellevue Baptist Church Foundation (BF):

1. We understand and accept that all funds and/or donations received by BF are under the ultimate control of the BF Board of Directors that make all final decisions regarding the distribution of funds.
2. We understand, accept and agree to use any and all funds received by BF exclusively for legitimate adoption expenses and provide verification of adoption related expenses to BF upon request.
3. We understand that any funds raised (including matching grant amount, if applicable) beyond our personal adoption costs will be used to further the ministry of BF by assisting other families with their cost of adoption.
4. We understand that we may not contribute funds to BF towards our own adoption expenses.
5. We understand that if our adoption is disrupted for any reason we will contact BF immediately. Funds designated to our adoption cannot be returned to donors. Instead, these funds will be used to assist other families with the cost of adoption.

## Permission

The undersigned gives the Bellevue Foundation/Bellevue Baptist Church permission to use their story and/or photographs on Bellevue's website, and/or printed material, for the purpose of encouraging other families considering adoption. (Your answer does not have an effect on financial assistance.) ☐ Yes ☐ No

## Limit of Liability

The undersigned acknowledges that The Bellevue Baptist Church Foundation Adoption Assistance Ministry has made no representation or warranty that financial aid or assistance will be furnished to the undersigned; and further acknowledges that The Bellevue Baptist Church Foundation Adoption Assistance Ministry Committee shall have the sole discretion to accept or deny this application with or without cause. The undersigned further releases and holds The Bellevue Foundation harmless from any liability of any type or nature as a result of allowing the undersigned to submit this application.

## Signatures

We are providing this information to *The Bellevue Baptist Church Foundation Adoption Assistance Ministry* for their internal and confidential use.

All information contained in this application is accurate to the best of our knowledge.

Husband's Signature \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Wife's Signature \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**MUST BE SIGNED BY BOTH APPLICANTS.** Please allow 4-6 weeks for processing.

# Adoption Assistance Ministry Authorization and Release



## AGENCY AUTHORIZATION AND RELEASE

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I \_\_\_\_\_ and \_\_\_\_\_ hereby authorize  
(Husband) (Wife)

any officer, employee, agent, representative or staff member of The Bellevue Baptist Church Foundation Adoption Assistance Ministry to obtain financial and personal information from any institution or individuals including, but not limited to, those individuals and institutions listed as references and made a part of this application. We further consent to the release of any information to any authorized Bellevue Baptist Church Foundation Adoption Assistance Ministry employee or agent from any individual or financial institution listed on the attached list of references. We further authorize any pastor, minister or counselor included in the list of references to release to The Bellevue Baptist Church Foundation Adoption Assistance Ministry or its representatives personal information and opinions regarding the applicant's general moral and biblical character.

Adoption Agency: \_\_\_\_\_

Case Worker: \_\_\_\_\_

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

Email: \_\_\_\_\_

Adoptive Father: \_\_\_\_\_

Date: \_\_\_\_\_

Adoptive Mother: \_\_\_\_\_

Date: \_\_\_\_\_

**MUST BE SIGNED BY BOTH APPLICANTS**