

Fundraising/Grant Agreement

This is an agreement between Kingdom Kids Adoption Ministries (KKAM) and _____, dated _____

1. Fill out and submit the online application. KKAM will notify you by email of your acceptance. Please allow 7 – 10 days for this process.
2. When accepted, read over this agreement form, sign, date, and return to KKAM.
3. Develop a list of potential donors.
4. Provide the support letter to KKAM for review and editing. Mail your approved letter and brochure to each person on your list.
5. In order to receive a tax deduction, donors must make their checks out to Kingdom Kids Adoption Ministries and mail them to us. **DONORS MUST NOT WRITE YOUR FAMILY'S NAME ON THEIR CHECK.** Donors may also contribute using a Visa or MasterCard online or by calling the office.
6. Donors will receive a tax-deductible receipt. Any request by the donor to benefit a particular adoption is merely a wish or desire, and is not a mandatory condition or restriction of the gift. The donor must fully understand that the ultimate disposition of the donated funds is at the sole discretion of KKAM. Kingdom Kids will make every reasonable effort to dispose of the donated funds with the desire or wish of the donor in mind.
7. Applicants may not donate money towards their own adoption expenses.
8. KKAM incurs administrative costs in running this grant program, and a portion (10%) of all donations is used to help offset these costs.
9. KKAM will notify you via email after the fundraising date to inform you of the total awarded granted funds. A copy of your approved and completed homestudy must be on file before funds can be dispersed. (Upon individual requests, we can email names, not dollar amounts, of donors for thank you notes.)
10. KKAM desires to comply fully with all IRS regulations. As with all 501(C)3 non-profit organizations, Kingdom Kids retains complete discretion and control over the use of all donations. Although this may cause some concern for families and donors, it is our intention to honor the wishes of donors as much as possible.
11. As you receive qualifying bills from your adoption agency, homestudy, or travel agency, etc., you forward them to KKAM. After verifying the expense, we will issue a check made out to the agency and send it directly to them. KKAM will not pay for bills that do not meet our qualifications as necessary expenses for your adoption or for amounts

greater than the grant that you have been awarded.

12. In cases of reimbursement, you must use our reimbursement form, which can be downloaded from our website. On it you will find some of the qualifying expenses that KKAM will cover. Submit receipts along with the proof of payment. (i.e. canceled check or copy of the credit card statement) Please allow 7 to 10 days for this process.
13. Should a family decide not to follow through with their plans to adopt or become disqualified from adopting at any point prior to adoption finalization, any funds that would have been granted to them will be given as grants to other families working with Kingdom Kids Adoption Ministries.
14. Please plan accordingly for your adoption finances, as KKAM will not send out cashier's checks, wire transfers, or mail overnight funds in order to meet last minute deadlines. Allow 7 – 10 days for KKAM to process and distribute awarded grants.
15. Contact KKAM if awarded grants become inactive for six months and let us know the status of your adoption process.
16. KKAM's involvement in our adoption is solely informational and financial, and is in no way intended to be interpreted as professional or financial counsel. We agree not to hold Kingdom Kids Adoption Ministries responsible or liable in any way for problems that may arise in completing our adoption or raising our child.
17. These regulations have been formulated in the best interest of all concerned. All matters and questions not covered by this agreement are subject to the decisions of the KKAM representative. This agreement shall be governed by the laws of the State of Washington. Venue on any dispute arising out of this agreement shall be at Spokane County, Washington and shall be handled by means of binding arbitration.
18. This instrument contains the entire agreement between the parties hereto. Any oral representations or modifications concerning this instrument shall be of no force and effect excepting a subsequent modification in writing, signed by the party to be affected.
19. Should any portion of this agreement prove to be unenforceable such determination shall not affect the remaining items in this agreement.

Signed _____ dated _____

Signed _____ dated _____

Return this signed form to:
Kingdom Kids Adoption Ministries ~ 1417 N. Lincoln Street ~ Spokane, WA 99201
Phone: (509) 465-3520 Fax: (509) 465-5527