Letter of Intent Example

*Name*

*Address*

*United States of America*

*email*

*RE: Letter of Intent*

*Date*

*Dear Adoption Committee,*

*We (Names), enthusiastically and with great joy submit a letter of intent to adopt (Child/Children’s names) born on (Date of Birth). We have received his/her/their information, including the integral report and photos from All God’s Children International.*

**GENERAL DATA OF THE INTERESTED PARTIES:**

Introduce your **family**, list each parent (full name, age, DOB). If married, state how long you have been married.

Include information on your **home.** Please describe your home including one story or two story, number of bedrooms, square footage, and indicate your state of residence. Please describe your community and resources within the community.

**INFORMATION ABOUT THE CHILD OR ADOLESCENT:**

Outline the child(ren)’s full name(s), DOB, and region where they live. Please find the region where the child(ren) currently lives on the child’s referral information.

Share your feelings about reading the information about the child.

Describe your **understanding of the child** you hope to adopt, their background, their medical diagnoses, their behaviors, and/or any special needs, and specific reasons why your family is best equipped to meet their needs. Please review to ensure you have included each special need or diagnosis listed in the child’s referral information. Please also indicate your understanding of the child’s behavior.

**SOCIAL-FAMILY CONTEXT:**

Describe your **family**. Please include health status and mental health history. Include information about your education and employment status. Provide a brief summary of your financial situation (including annual income and net worth) as well as resources to meet the needs of the child(ren). Please note any criminal history or state no criminal history.

Please describe your **marriage**, including length of marriage, and any history of prior marriage(s)

Describe each **child** in the home (gender, age, DOB, hobbies, personalities, grade level etc.),

Please be specific for each child and include: What is your child/ren’s level of understanding of adoption, How do your children feel about the adoption? How have you/will you prepare your children for adoption?

Provide examples of **family activities/interests**. What are your family strengths? Describe parenting experiences.

**ADOPTIVE PROJECT:**

Describe your **motivation** **and reason** to adopt. This should be heartfelt and describe your journey to adoption. Why this child? Why Colombia?

Please list all of the **resources** available in your area – therapies, counseling, hospitals, doctors, school services, and language/communication needs, etc., that you will utilize to meet each need. Please be as specific as possible as to how each resource you list will meet the child’s needs.

Describe your plans on **providing for the child** when home. How will you meet their day to day needs? What is your plan for time off from work

Please identify your **education plan** for the child/ren placed with you through adoption? How do you feel prepared to educate a child/adolescent from a different culture?

Describe your **extended family**: Does your extended family know about your decision to adopt?

If aware of your plans, does your extended family support your decision? How will they be involved in your adopted child (ren)’s life?

**Adoption Preparation,** What education have you completed to prepare you for the adoption?

* *Preparing for the Journey of Adoption*
* *Introduction to Trust Based Relational Intervention ™ (TBRI)*
* *Children’s Needs and Intercountry Adoption*
* *Understanding Children’s Development*
* *Common Medical Conditions*
* *Understanding Attachment*
* *Developing Attachment*
* *Transracial Adoption: Building Cultural Awareness*
* *Additional Training*

Thus far we have completed # hours of training. We have compiled a comprehensive plan of how we plan to care for child’s name in the attached transition plan.  Prior to travel, we will have completed, a total of 38 hours of personalized and interactive Trust Based Relational Intervention (TBRI) based training through Families Are Forever.

If you have children, please indicate their thoughts on the adoption and how you have prepared your children (including adult children) for the adoption of another child.

Mention you have studied the **Country Guidelines** for adoption and that you have been informed about the process in their country. Make a statement about your willingness to complete post adoption reports at 3, 6, 12, 18, 24, 30, and 36 months and additional if requested.

**Summarize** why your family is best suited for the child. List reasons to help the Committee understand why you should be approved to parent the child.

*We understand that in the best interest of the \_\_\_\_\_\_\_\_\_ (child name), we need to complete the adoption process with urgency. We are committed to completing our home study, dossier and immigration approval as quickly as possible. We will provide updates to AGCI on our progress.*

*We acknowledge that this letter of intent does not guarantee \_\_\_\_\_\_\_\_\_ (child name) will be placed with us. We recognize that The Country wants to place \_\_\_\_\_\_\_\_\_\_\_ (child name) with the best possible family. Therefore, we are aware and understand that in the best interest of \_\_\_\_\_\_\_\_ (child name), The Central Authority may re-assess our timing and could consider and move forward with a family whose is suitable and paperwork-ready.*

*Thank you so much for considering our family for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.*

*Most sincerely,*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Adoptive Parent Name Adoptive Parent Name

Email Email