

ELIGIBILITY FOR ADOPTION ASSISTANCE **Form 6115 Instructions**

Section A: Establish Eligibility for Adoption Assistance (*Reference PPM Section 6210*)

This section determines whether the client is eligible for adoption assistance. If client is not eligible, there is no need to continue to Section B.

- A.1. Custody of DCF or private licensed child placing agency and legally free for adoption –** Maintain documentation in file to support answer.
- A.2. Documentation showing child cannot or should not return home –** Maintain documentation in file to support answer.
- A.3. Special factors or conditions –** Following are the FACTS Disability Codes that correspond to the factors/conditions listed on the 6115, Section A.3. (Refer to PPM Appendix 1J for a complete listing.)
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| A.3.a. Physical Disability | PD (Physically Disabled)
SI (Sight Impaired)
HE (Hearing Impaired) |
| A.3.b. Development Disability | MR (Mental Retardation)
LD (Learning Disability) |
| A.3.c. Behavior/Emotional Disability | ED (Emotionally Disturbed) |
| A.3.d. Age of child | AGE (Age) |
| A.3.e. & f. Sibling Group | MSG (Membership in sibling group) |
| A.3.g. Guarded prognosis | GRD (Guarded Prognosis) |
| A.3.h. Other medical condition | OD (Other Diagnosed Condition)
SP (Speech Impaired) |
- A.4. Efforts to place without adoption assistance –** Maintain documentation in file to support answer.

A “Yes” answer to all four parts of Section A must be obtained to demonstrate the child is eligible for adoption assistance. If all four parts are “Yes”, continue to Section B.

Section B: Determine Funding (*Reference PPM Section 6220*)

This section determines whether the eligible client’s adoption assistance is federally or state funded. KEES holds Administrative and Maintenance IV-E eligibility.

B.1. Administrative Eligibility

- a. IV-E Eligible in FC (FDFD) -** At the initial removal from the home, was the child Title IV-E basic eligible for the current foster care episode?
(In FACTS, look for the CC plan for the child; go to the RESP screen, look for a SvcAct=AF01N or AG01N where the RespStart = the initial removal date from the home.)
If yes, Aid Code=FDFD, ASPD=FD; proceed to B.2 to confirm maintenance eligibility.
If no, proceed to section B.1.b.
- b. Voluntary Relinquishment (FDFD) –** Was the child voluntarily relinquished to DCF or voluntarily relinquished to a licensed child placing agency and did the child have IV-E eligibility established as a result of this foster care episode? (The voluntary relinquishment

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- may be considered a judicial removal if t petition to remove the child from his/her home is filed within six months of the date the child lived with the specified relative and there is a subsequent judicial determination that to remain in the home would be contrary to the child's welfare.) See B.1.a for where to look in FACTS for IV-E eligibility.
If yes, Aid Code=FDFD; proceed to Section B.2 to confirm maintenance eligibility.
If no, proceed to Section B.1.c.
- c. SSI Eligible (FCFC)** – Was the child eligible for Supplemental Security Income (SSI) prior to the finalization of the adoption? (The child's eligibility for SSI benefits must be established prior to finalization of the adoption. The notice of eligibility must be received by the agency prior to finalization. The application date for SSI may not be used as the eligibility date.)
If yes, Aid Code=FDFD; proceed to B.2.-to confirm maintenance eligibility.
If no, proceed to section B1.d.
- d. Child's Parent is a Minor (FDFD)** – Is the child's parent a minor who is IV-E maintenance eligible and does the minor parent's IV-E maintenance payment covers the child's cost of care?
(See B.2 for where to look in FACTS for IV-E eligibility.)
If yes, Aid Code=FDFD; proceed to B.2.-to confirm maintenance eligibility.
If no, proceed to section B.1.e.
- e. Prior Adoption was IV-E (FDFD)** – Was the child eligible for IV-E adoption assistance prior to becoming available for adoption again because of the dissolution of a prior adoption or the death of their adoptive parents? (See PPM 6230 Subsequent Adoption Assistance Agreements.)
If yes, Aid Code=FDFD; proceed to B.2 to confirm maintenance eligibility.
If no, proceed to section B.1.f.
- f. Applicable Child Eligibility (ACE), aka Fostering Connections (FDFD)**
1. Citizenship – Does the child meet one of the following?
 - i. Child is a United States citizen by birth or naturalization; or
 - ii. Child is legally admitted for permanent residence in the United States and the initial court order includes a statement that continuation in the home would be contrary to the welfare of the child or words to that effect (per 45 CFR 1356.21).
If yes, proceed to Contrary to the Welfare (section B1.f.2).
If no, child is State funded. Aid Code=STST
 2. Contrary to the Welfare – When in foster care, did the child's initial court order of removal contain 'contrary to the welfare' language?
(In FACTS, look for the CC plan for the child; go to the RESP screen, look for SvcAct=GA01N and SvcSrc=CTW.)
If yes, proceed to section B.1.f.3.
If no, child is State funded.
 3. Age Criteria – Has the child met one of the following?
 - i. Age - Child has attained age 2 by the end of the fiscal year in which their adoption assistance agreement started:
 - ii. If yes, proceed to Section B.2 to confirm maintenance eligibility.

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- iii. If no, is a sibling of a child placed at the same time in the same adoptive placement who meets the age requirement?

If yes, Aid Code=FCFD; proceed to B.2 to confirm maintenance eligibility.

If no, child is State funded. Aid Code=STST.

B.2. Maintenance Eligibility

a. Felony Convictions (AWST) – Did the adoptive parents agree to being fingerprinted for which the KBI found none of the following?

- i.-convicted for child abuse or neglect; spousal abuse, crimes against children, including child pornography; or crimes involving violence, including rape, sexual assault or homicide; and,
- ii. in past five years, has been convicted for physical assault, battery, or a drug related offense.

If yes, proceed to section B.2.b.

iv. If no, child is state funded. Aid Code=STST

b. School attendance (STST) –

- i. Is child of the minimum age for compulsory school under state law and enrolled, and attending, school per law?

If yes or not applicable because child is under age 7, proceed to section B.2.c.

If no, child is State funded. Aid Code=STST.

