

# FY 2020 Juvenile Justice and Mental Health Collaboration Program

## *Instructions for the Project Abstract*

The following provides guidance on how to complete the Project Abstract for the above referenced solicitation.

You may use the [form](#) supplied by the funder to complete the Project Abstract or you can write your own in a Microsoft Word document. Your abstract should be saved with “Project Abstract” as part of its file name.

### **Formatting Requirements:**

The abstract should be 400 words or fewer. Project abstracts should be:

- Written for a general public audience.
- Submitted as a separate attachment with “Project Abstract” as part of its file name.
- Single-spaced, using a standard 12-point Times New Roman font with 1-inch margins.

### **Content Requirements:**

- Identify if a priority consideration will be addressed in the application (priority considerations are addressed on page 7).
- Identify the names of the lead applicant and the partner applicant (justice and mental health agencies).
- If applicable, state the target population and the proposed number of youth the applicant plans to serve.
- State the jurisdiction’s population and demographic characteristics.
- Provide a brief description of how the applicant plans to address the problem; and the amount of federal funding requested.
- Include a list of proposed subcontractors, if applicable.