

FY 2020 Juvenile Drug Treatment Court Program

Instructions for the Project Abstract

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 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.
- As a separate attachment, the program abstract will not count against the page limit for the program narrative.

Content Requirements:

For each project abstract:

- The abstract should briefly describe the project's purpose,
- The population to be served
- The activities that the applicant will implement to achieve the project's goals and objectives.
- The abstract should describe how the applicant will measure progress toward these goals.
- The abstract should indicate whether the applicant will use any portion of the project budget to conduct research, as described in Note on Project Evaluations on page 9.
- Brief description of the problem to be addressed and target area and population
- Project goals and objectives
- Brief statement of project strategy or overall program
- Description of any significant partnerships.
- Anticipated outcomes and major deliverables