

Improving Reentry for Adults with Substance Use Disorders 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:

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

The abstract should provide an overall summary of the project and should include the following clearly labeled and delineated information:

- Legal name of the grant recipient and the title of the project
- Geographic location in which services will be provided
- If applicable, the name of the jail, prison or juvenile facility in which services will be provided
- Target population characteristics and the projected number of participants to be served through the project
- The baseline recidivism rate and method used to calculate it
- Name of the validated risk and needs assessment tool(s), including substance use screening and assessments tools, used either by the program or by the partner correctional agency/ies
- Description of both the pre- and post- release services to be provided
- Description of training and other supports provided to staff
- Confirmation that a Memorandum of Agreement has been obtained from the correctional agency/ies if the applicant is not a correctional agency