

Abstract Template

Applicants are strongly encouraged to use the below abstract template. If this template is not used, the abstract submitted with the grant application must include the information below. Note that this is not the template for the finalized project abstract that will be submitted during the 60-day project planning phase.

Category	Description
Applicant Organization Name	Insert name of organization to be awarded the grant.
Applicant Location (State):	Insert the state of the applicant.
Service Area	Specify the local/regional service area if other than statewide.
Project Title	Insert title of grant project.
Project Purpose and Key Activities	Provide 3–5 sentences that provide a high-level overview of the purpose and key activities of your grant project.
Target Industries	Insert a description of the key industries targeted.
Funding Level Requested	Insert requested amount of Federal funding.
Subrecipient Names and Roles (if applicable)	Insert the names and roles of each subrecipient in the grant project, if applicable.
Public Contact Information:	Provide your organization's contact information. Authorized Representative: Phone: E-mail: