General Guidelines:

- 12-point font or larger
- At least 0.5" margins all around
- Single line spacing
- Standard character spacing (neither expanded nor condensed)
- Arial or Times New Roman font
- Adobe PDF filetype
- References should be included as part of the page limit

Solicitation of Abstracts:

Proposal abstracts are no more than 7 pages including the title page. (*Please refer to the downloadable template*)

Title Page (1 page) to include:
- Leap Program solicitation
- Proposed project title, total period of performance and total cost w/ options identified (if applicable)
- Project Principal Investigator[s] with contact information
- Project Submitting Organization[s] with business contact information, including any subcontractors

Executive Summary of Project (5 pages) to include:
- Target objectives and demonstration
- Constituent research thrusts and activities
- Thrust/activities dependencies, balance and integration
- Key intermediate program assessments and milestones
- Risk mitigation and alternatives development strategies

Funding and Activities Summary (1 page) to include:
- Total cost and duration of proposed project
- Breakdown and timeline of budget by activities
- Government approved direct and indirect costs