



Community Coalition Action Theory (CCAT) Study Group Process						
Step:	5a	Title:	Creating a Personalized CCAT Graphic	Who:		What: 

Overview: In step 5, co-facilitators will use their CCAT narrative to complete a Personalized CCAT Questionnaire

A. Complete the CCAT Personalized Questionnaire

1. **Co-facilitators will translate their CCAT narrative into responses within the CCAT Personalized Questionnaire.**
 - a. Each question in the Questionnaire has a maximum word count. It is important to stick to this word count, because these sections will ultimately become the text on your Personalized CCAT Graphic. Therefore, there is a limited amount of space for each section. Only highlight those aspects of your coalition that are most critical to the work that you do.
2. **Send your completed Questionnaire to your CCAT Study Group Members for Final Review.**
 - a. It is important to keep your study group members engaged in the CCAT process. Utilize their knowledge and experience in this process to provide a final review of the Questionnaire.
 - b. Incorporate study group member feedback.
3. **Deliverable: Submit your CCAT Personalized Questionnaire to the OU Team.**
 - a. We have a suggested due date of September 11th.
 - b. Don't forget to include your coalition logo as an attachment!
 - c. After you submit your Questionnaire, the OU Team will design your Personalized CCAT Graphic. To see examples from a previous initiative, visit the SPF-PFS Initiative website: <https://pfs.ohio.gov/PFS-Communities/Sub-Recipients/Sub-Recipients-Map> (You can access each participating community's CCAT materials by clicking on a county and looking under the green capacity section on the page.)