

# Strengthening and Sustaining Ohio's Suicide Prevention Coalitions Initiative

## Editing your Community Readiness Assessment Report

Please follow these instructions to edit your CRA Report.

Please note that the following sections/areas **may not be edited** (with the exceptions that we will correct any typos or formatting issues):

- Introduction Section (except for bulleted list of CRA Team Members)
- Tri-Ethnic Community Readiness Assessment Process Section
- Problem of Practice Statement. This was standard across all SSOSPC coalitions.
- Appendix A
- Headings that are bold throughout the report may not be edited.

You may edit the information in the Community Readiness Scores Section. If you choose to make edits to this section, **you must use track changes** in Microsoft Word. A tutorial video on how to use track changes can be found here: [https://youtu.be/5\\_knruAysnA](https://youtu.be/5_knruAysnA)

**If you would like to make edits:** Send a copy of the report with the tracked changes to Matt Courser ([mcourser@pire.org](mailto:mcourser@pire.org)) and cc: Holly Craycraft ([craycraf@ohio.edu](mailto:craycraf@ohio.edu)) They will work with you to clarify any edits and then send you a final PDF version of your report. **Please submit any edits or corrections to your draft report by 5pm on Friday September 11, 2020.**

**If you do not wish to make any edits:** Please email Matt Courser ([mcourser@pire.org](mailto:mcourser@pire.org)) and cc: Holly Craycraft ([craycraf@ohio.edu](mailto:craycraf@ohio.edu)) stating that you have reviewed and approved the report by **5pm on Wednesday, September 23, 2020.**