If a community is not properly or fully implementing the credited activities, its credit points, and possibly its CRS classification, will be revised. A community may add credited activities in order to improve its CRS classification. This is called a modification and is explained in Section 214.

Communities are encouraged to call on their ISO/CRS Specialist for assistance at any time. This can be especially helpful when they are considering a change to a credited activity or implementing a new program.

A week-long CRS course for local officials is offered free at FEMA's Emergency Management Institute and has been field deployed to many states. The ISO/CRS Specialist, NFIP State Coordinator, and FEMA Regional Office have more information on this course, state workshops, and other CRS training opportunities.

114.b. Community Responsibilities

Once a community receives its initial classification in the CRS, it must continue to implement its credited activities to keep its classification. Specifically, a community is responsible for

- Designating a community CRS Coordinator—someone who is familiar with the community offices that implement CRS activities;
- Cooperating with the ISO/CRS Specialist and the verification procedures (Section 230);
- Recertifying each year that it is continuing to implement its activities (Section 213);
- Advising FEMA and its ISO/CRS Specialist of modifications to its activities (Section 214);
- Keeping elevation certificates, old FIRMs, and old Flood Insurance Studies for as long as the community is in the CRS;
- Keeping the records iterated in the activities' documentation sections until they are reviewed at the verification visit;
- Ensuring that flood protection projects and drainage system maintenance activities are compliant with federal environmental and historic preservation requirements (Section 507); and
- Participating in the cycle verification process (Section 232).

Communities will receive periodic updates to the *Coordinator's Manual* and other CRS materials. They are encouraged to order the background publications (see Appendix C), attend CRS workshops, and ask their ISO/CRS Specialists for help understanding the CRS credit criteria for their current and planned activities.