

Maintaining a Community Relations Council refers to the general activities that are required to ensure the ongoing functioning and success of a council.

Timeline of general activities that support the ongoing functioning and success of the CRC;

- confirm the council chair, secretary and treasurer for the year (treasurer may not be required)
- confirm the members list (update if necessary)
- confirm the mission and vision for the council
- confirm both the general operating and service provision system for the year
- develop the service provision goals for the year and a brief plan for achieving the goals
- update the information on the CRC website as needed (if the council has requested a website)
- execute the service provision plan for the year and adjust as necessary
- try to send a representative from the council to the annual community relations and development conference that takes place every 2 years (this may not be relevant for some types of councils)
- complete the brief end of year report on Community Relations within the council's particular community for the Commissioner of SCHAC (this may not be relevant for some types of councils)

WOULD YOU LIKE SOME ASSISTANCE IN MAINTAINING A COMMUNITY RELATIONS COUNCIL?

The Community Relations Division (CRD) of the South Carolina Human Affairs Commission (SCHAC) works with local partners to support the ongoing functioning and success of the network of CRCs throughout South Carolina.

The CRD has a variety of resources that assist in supporting the ongoing functioning and success of councils. If your council would like some support, please email us at information@schac.sc.gov .