

How to Join ECCAR – Become an ECCAR Member City

You are not yet an ECCAR member city and interested in joining? These are the most important steps to do so.

1. Your City's Political Commitment

The key document for joining ECCAR is the **Declaration of Accession and Commitment**, which must be completed and signed by the Mayor of your city.

The declaration is based on **ECCAR's 10-Points Action Plan** and is intended to support your city in linking their existing and planned anti-racism measures to ECCAR's Action Plan. Cities are encouraged to set their own priorities, while the Action Plan is designed to complement and strengthen existing local work.

Your application is complete once the signed Declaration of Accession and Commitment and a short cover letter by the Mayor, have been sent by post to the ECCAR Office:

ECCAR Office / Geschäftsstelle ECCAR e.V.
c/o Amt für Chancengleichheit
Stadt Heidelberg
Eppelheimer Straße 13
D-69115 Heidelberg
Germany

2. When Can a City Join ECCAR?

New members can join ECCAR **twice a year** during the meetings of the ECCAR Steering Committee (SC). The Steering Committee is composed of representatives from 26 member cities and UNESCO. During its meetings, the SC votes on the admission of new member cities.

To ensure that your application can be considered, **the complete application documents must be received by the ECCAR Office by post at least four weeks prior to the respective SC meeting**.

Please do not hesitate to contact us for the exact dates of upcoming meetings:

office@eccar.info, Tel.: +49 6221 58-15519

3. Who Can Join ECCAR?

An ECCAR membership is open to cities and district administrations from European countries with a democratically elected municipal council that supports the aims of the coalition. Membership is not subject to any minimum number of inhabitants.

4. Presentation of Your Application at the Steering Committee Meeting

If the accession documents of your city are complete and submitted on time, your application will be placed on the agenda of the relevant Steering Committee meeting.

Your city will be invited to present its motivation for joining ECCAR in a **five-minute presentation** to the SC. The vote on your admission will take place immediately afterwards.

The **Guideline for Presentation** includes guiding questions for your preparation. It is up to your city to decide who delivers the presentation. However, it is mandatory that at least one representative of the city administration represents your city in person at the meeting. It is also strongly recommended that a political representative of your city participates in the meeting addressing your admission.

All presentation materials and information requested in the guideline must be sent **no later than one week prior to the meeting** to: office@eccar.info

5. Introducing Your City as a New ECCAR Member on Social Media

Following a successful accession, ECCAR introduces new member cities through its social media channels (e.g. [Instagram](#), [Youtube](#), [Facebook](#), [LinkedIn](#), etc.).

For this purpose, an on-site video (90–180 seconds) will be recorded with the representative who presents the application at the Steering Committee meeting. Guiding questions for the video include:

- Why did your city decide to join ECCAR?
- How does your city promote human rights and combat racism in everyday practice? Please highlight one or two key measures or initiatives.
- What does your city hope to gain from ECCAR membership, and what impact do you expect at the local level?

Please ensure that the respective representative is authorised to respond to these questions. The video will be published after accession, and cities are encouraged to share it via their own communication channels.

6. Membership Fee

ECCAR membership is subject to an [annual membership fee](#), structured according to the number of inhabitants:

- Fewer than 20,000 inhabitants: €500
- Up to 100,000 inhabitants: €1,000
- Up to 300,000 inhabitants: €1,500
- Up to 500,000 inhabitants: €2,000
- More than 500,000 inhabitants: €3,000

The membership fee is due for the first time in the year following accession.

7. Getting in touch with the ECCAR Office

To support and advise you throughout the application process in the best way possible, we would be pleased to get to know you in advance. Please contact us to arrange an online introductory meeting via: office@eccar.info.

8. Overview of Deadlines

Four weeks before the SC meeting

- The complete accession documents (signed Declaration of Accession and Commitment and cover letter from the (Lord) Mayor) must be received by post at the ECCAR Office.

One week before the meeting:

- The presentation and all other information and materials requested in the Guideline for Presentation must be submitted by email to office@eccar.info.

Before accession

- At least one digital introductory meeting should take place between the designated ECCAR contact person or department in your city and the ECCAR Office.

After accession

- a digital onboarding meeting takes place between the new member city and the ECCAR Office.

9. Overview of all documents

- ECCAR – How to Join
- ECCAR – Who We Are
- ECCAR’s Declaration of Accession and Commitment
- ECCAR’s 10-Points Action Plan
- ECCAR’s Guidelines City Presentation and Required Materials
- ECCAR Statutes

You can find all documents available for download [here on our website](#).

10. Tip

We recommend determining in advance which department and specialist area within your city administration will be responsible for the ECCAR membership. Ideally, this responsibility should be located where your city’s local anti-racism work is coordinated.