

Attachment # 1 Format for Creating a New Sister City

Any *Advocate Group* requesting the Board of the Sister Cities Council to consider a new sister city must provide a written proposal addressing the following criteria:

1) General Factors

- a) Does Tacoma already have a sister city in the proposed city's country?
- b) Does the proposed city have another U.S. city partner? (It is preferred that the proposed city not have another sister city relationship in the USA.
 - i) However, if the proposed city already has an official sister city affiliation with another U.S. city, this should not be an impediment to pursuing a partnership, as long as all parties agree to sign a Cooperative Agreement (see attachment #2).
- c) Are there demographic similarities to Tacoma?
- d) Are there geographic, economic and/or environmental similarities? (E.g. water, parks, rivers, bay or harbor, similar industries or arts).
- e) Explain the proposed city's structure for its Sister Cities Program. Is there an established contact person within its governmental structure or an established liaison group to work with the Sister Cities Programs? If so, please give contact information (name and address).
- f) Will this new sister city add to the ethnic diversity among Tacoma's portfolio of sister cities?
- g) Does the foreign community have sister cities in other countries? Are they successful?
- h) Are there local resident nationals from the country being considered?
- i) Are there local residents who speak the language of the proposed city/country, available for translating and interpreting?
- j) Identify three types of exchanges that could be executed with the city/citizens.

2) Cultural, Civic, Economic and Educational Factors

- a) Are there cultural institutions of interest for Tacoma citizens (e.g. art or historical museums, theaters, symphony, musical or dance groups, libraries)?
- b) Does the proposed city have local civic organizations to partner with (e.g. rotary, Lions, Kiwanis, Scouts, ethnic clubs)?
- c) Does the proposed city have a formal communication system? (e.g. newspapers, TV and radio stations)
- d) Does the proposed city have amateur and/or professional sports – youth and adult (e.g. soccer, baseball, hockey, basketball, tennis, water sports, golf, and lacrosse)?
- e) Does the proposed city have educational institutions (e.g. pre-school, elementary, secondary, post-secondary, technical, medical schools)?
- f) Does the proposed city have hospitals, health facilities, and social services?
- g) Is the language of the proposed city taught in Tacoma schools, local private schools and/or universities?
- h) English taught in their educational system?
- i) What are the possibilities for mutual economic benefit between the two cities?

3) Committee outline and Work plan

- a)** Overview of the Sister City relationship during the initial period
- b)** List of committee volunteers willing to take responsibility for managing the relationship and assisting in fundraising, (names, addresses, background)
- c)** Letters of support from local organizations, businesses and institutions from both Cities.
- d)** Proposal for exchanges/programs/activities to be executed over the next two years by the Sister City Committee including a budget for these activities.