



ICORN international cities of refuge network

AGREEMENT

Between

The International Cities of Refuge Network (ICORN)

And

The Member-City/Region

I. Declaration

In accordance with the Charter adopted by ICORN at the general assembly June 3rd 2010, and the ICORN Statutes adopted by ICORN at the general assembly April 22nd 2009, the city in question proclaims itself an “ICORN City of Refuge for Persecuted Writers”.

II. Commitments Entered Into By the ICORN Administration Centre

In accordance with the ICORN Charter and the ICORN Statutes, the ICORN Administration Centre agrees that:

- A. The ICORN Administration Centre will provide the city with an informed recommendation regarding a writer or writers suitable for the City of Refuge in question.
 - 1. Through formal cooperation with the WiPC of International PEN, ICORN will provide documentation that the writer in question is:
 - a. A legitimate writer
 - b. Being threatened, persecuted or imprisoned as a consequence of what he/she has written
 - 2. Establish contact between the writer and the City of Refuge, and will advise in the relocation of the writer and his/her family within the City of Refuge.

Date:

Initials:

B. The ICORN Administration Centre will provide support for and advise in practical matters surrounding the placement:

1. The ICORN Administration Centre will implement and maintain reliable communications with the writers hosted, as well as provide and maintain a communications network for and among the guest writers.
2. The ICORN Administration Centre will implement and maintain reliable communications with the cities' designated coordinators, as well as provide and maintain a communications network for and among the City of Refuge Coordinators.
3. If the writer cannot return to his/her home country, ICORN will support the city and the writer in regard to the necessary steps for securing an extended or permanent residency or seeking alternative placement.
4. The ICORN Administration Centre will conduct fundraising for ICORN. It will establish and maintain an ICORN Emergency Fund, with the aim to be able to cover parts of unforeseen and not proportionate expenses the member cities are exposed to while inviting and hosting their guest writers.

C. In an effort to promote Freedom of Expression, the ICORN Administration Centre will also:

1. Implement and maintain a website which may be used for:
 - a. Promotion of the guest writer and their works
 - b. Exposure of and information about the member cities
 - c. Publishing information about all kinds of ICORN activities
 - d. Sharing experiences and information concerning ICORN issues between all involved parties
 - e. Fundraising, promotion and recruitment for ICORN Cities of Refuge
2. Facilitate seminars, literary events in order to create marketplaces for the ICORN guest writers' work.
3. Assist the cities in encouraging the writer to undertake literary, cultural and academic responsibilities (the nature of which will be determined in dialogue with the host city) during his/her residency.

Date:

Initials:

III. Commitments Entered Into By The City

A. The membership city commits to adhering to the agreement as set forth below:

1. Each writer will be hosted for a standard period of two years unless otherwise agreed upon with the ICORN Administration Centre.
2. The city will provide one furnished residential accommodation for the writer and his/her family.
3. The city will facilitate the acquisition of a legal status (visa, residence permit) that will enable the writer and his/her family to reside in the city for the duration of the ICORN guest writer period. If permanent residency were an option, ICORN would welcome such an option.
4. The city is to provide the writer with a scholarship/grant to be paid directly to the writer in monthly instalments. The amount is agreed with the ICORN Administration Centre, according to an internationally certified standard of living indexes.

B. The city will take the following steps to ensure the welfare of the writer and his/her family:

1. The city must maintain absolute confidentiality in regard to all communications and intensions (declared and/or under consideration) among the city, the writer and ICORN; and in regard the movements of the writer and his/her family prior to their safe arrival within the host city.
2. The city is to cover all travel expenses concerning the journey of the writer and his/her family. These expenses will include, for example, fees for passports and visas.
3. The city will designate coordinator(s) to work with the writer and his/her family to facilitate integration within the host city and to address issues concerning the writer and his/her family, providing, or providing for, appropriate support.
4. The city is responsible for implementing and maintaining safe, appropriate working and living conditions for the writer and his/her family.

Date:

Initials:

5. During the period of refuge, the city is required to provide the available health and residential insurances, for the writer and his/her family.
6. Whenever possible, the city is to enable the writer to benefit from municipal public services (such as urban transport services, libraries, schools, etc.), and to facilitate meetings between the writers and the city's literary organizations.
7. The coordinator is to facilitate possibilities for the writer by initiating contact with local schools and wider public arenas in which the writer can promote his/her identity as a writer and/or utilize other skills.
8. The city is to provide access to services that will enable the writer to learn the language of the host country.

C. The city will comply with the following cooperative terms of agreement:

1. The city's selection of the writer will be made in agreement with ICORN, and based on the ICORN Administration Centre's proposal.
2. In any and all media events (interviews, press release, public event, etc.) the city is required to indicate the ICORN program as the framework for the writer's residency and for the city's status as an "ICORN City of Refuge".
3. Upon the signing of this agreement the city will pay the ICORN Administration Centre an annual membership fee. The membership fee is decided by the General Assembly. The membership fee may vary in exceptional circumstances, for example in the case of agreements between ICORN and a region*.

**A region status of member-city co-operations will be defined by the General Assembly. The region will be required to designate a Regional Coordinator.*

IV. Duration of Agreement

Unless a formal declaration of termination is made (see article VI), the present agreement is renewed, by tacit accord, every two years.

Date:

Initials:

V. Mediation

Should a conflict arise between the ICORN Administration Centre and a member-city/region, the situation will be addressed within the existing legal system of the country in which the Administration Centre is located.

VI. Termination of the Membership Agreement

Any member that does not fulfill the duties in the Membership Agreement may be excluded from the network's services by the next General Assembly. A member may terminate its membership by giving written notice to the Board. The membership terminates 6 (six) months after the Board has received and accepted the notice. If the resigning member has a writer in residence (placed by ICORN) the member must fulfill its obligations towards the writer until the end of the writer's placement term as agreed in the Membership Agreement.

City of

ICORN Board

ICORN Administration Centre

Date:

Initials: