

MEMO

EMTA Membership Application Procedure

EMTA brings together public transport authorities that orchestrate mobility services in metropolitan areas in Europe. The association welcomes new members. This memo provides guidance for applicants.

Paris, 31 October 2023

1. Submitting your application pack

Your application pack consists of:

- A **letter of motivation** for applying to EMTA membership. The formal recipient of this letter is the EMTA President, Dr Katalin Walter.
- A completed **questionnaire for background information**, covering your authority's key facts, legal competences and geographical scope. The questionnaire is **annexed overleaf**.

The application pack should be sent to the EMTA Secretary General Alexandre Santacreu <alexandre.santacreu@emta.com> and in copy to EMTA contact <contact@emta.com>

2. Approvals from the EMTA board and general assembly

If your application receives the support of the EMTA board, you will be formally invited to join the next general meeting to pitch your motivations. Delegates attending the general meeting will then take a vote to approve your membership.

3. Prerogatives and rights

The membership fee is set at **EUR 6250** per year. For this fee, every EMTA member is allowed to join two General Meetings per year, contribute to working groups, circulate short questionnaires to peer members, and see their figures on the EMTA Barometer, a statistical dashboard.

Members find in the private section of emta.com the contact details of their peers, a long history of survey results, the presentations made at general meetings, etc.

4. Annex – Questionnaire for background information

1. Name of the transport authority (in local language)
2. Name of the transport authority (in English)
3. Brief set of demographic and geographical data for the public transport area
4. Brief description of the public transport network (modes, services, etc.)
5. Description of the responsibility of the transport authority for each mode or service: planning, tendering vs direct award, contracting, fare integration, etc.
6. Description of the governance of the transport authority, including the power distribution between local, regional, and national government. If possible, provide the composition of the board, and the Statutes of the transport authority in English.
7. Brief description of how public transport services are funded (please separate operational costs and investment costs), and how the transport authority itself is funded.
8. Near-term development projects for the transport authority
9. Name, function, and email of:
 - a. the delegate. The delegate is the person who represents the transport authority in EMTA and makes decisions. The delegate votes in general meetings, designates working group members, etc.
 - b. the people to receive important EMTA emails (invitations to workshops and general meetings, internal surveys, invitations to review an EMTA position paper, etc.). The delegate should be on that list and might appreciate the opportunity of naming additional colleagues to join the email distribution list.
 - c. the person(s) to coordinate the provision of statistics for the EMTA barometer.

Thank you for the time you have dedicated to answer these questions.

5. Annex - About EMTA

EMTA is the association that unites 34 authorities responsible for the commissioning, planning and coordination of public transport in Europe's larger metropolitan areas. EMTA fosters the sharing of knowledge and experience on innovative solutions that help its members develop sustainable, smart and affordable mobility services. EMTA monitors and influences European regulatory framework proposals. It performs research to lead international discussions on decarbonisation, ticketing, Mobility-as-a-Service (MaaS) and other issues. Every year, it collects the performance data of its members, that it publishes in the EMTA barometer.

Members of EMTA appreciate its independence from commercial interests. Members find inspiration and support from direct contact with their peers at senior executive level. Its work approach is flexible, agile and open to accommodate emerging mobility topics. Live General Meetings and technical visits are highly valued, as are options to initiate spontaneous peer-to-peer surveys, coordinated by the EMTA secretariat.

Should you need clarification or further details please email us at:
alexandre.santacreu@emta.com or contact@emta.com