BIG YES EMAIL – via Fluid Review

Application Number: [NUMBER]

Project name: [NUMBER]

Dear [Applicant Name].

Thank you for your application to the Creative Communities Programme. The Big Lottery Fund are in the process of contacting you for more information and subject to them agreeing to fund your project, you will be part of the Creative Communities Programme. By being part of the programme your project will receive support and promotion from the Hull 2017 team.

**About the Creative Communities Programme support and promotion**

It is important that you keep this information **confidential** for now as we are working towards launching the Hull 2017 programme on the week commencing 19th September. Your project is part of the Hull 2017 programme and will be announced during this period.

We need a little bit more information about the project. Please log in here: <http://apply.hull2017.co.uk/> click on your submission and complete the form called **Project Update Information.**  Then we will send you a **letter of agreement** in the post.

**The offer will be conditional on you:**

* Printing, signing and returning the Agreement and Brand Licence to Creative Communities Programme, Pacific Exchange, 40 High Street, Hull, HU1 1PS by 24August.
* Providing event information for the website by 24August (a form will be provided).
* Completing and returning Progress Reports and Final Reports as required (templates will be provided).

If you would like to request the support of **Hull 2017 Volunteers** to help with the delivery of your project, please contact volunteering@hull2017.co.uk. The Hull 2017 volunteer programme team will discuss your request and let you know what you need to do to fulfil our volunteer management and duty of care requirements. Please contact the volunteer programme team before **24 August 2016** to start this conversation.

There will be a series of **workshops** for successful applicants. These will give you the chance to meet other projects and get advice and support from various departments within the Hull 2017 team. The first of these will focus on introducing everyone and providing a media briefing on **8th September at 6pm in the Albemarle Music Centre.**

If you have any questions, please email

creativecommunities@hull2017.co.uk

We look forward to working with you on this great year.

See you soon,

**THE CREATIVE COMMUNITIES TEAM**

**Hull UK City of Culture 2017**

[hull2017.co.uk](http://www.hull2017.co.uk/)
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