

West Sussex County Council: Sexual Health & Wellbeing Community Engagement & Co-Production Programme Guidance Notes

About the programme

West Sussex County Council's vision is that people across West Sussex have the capability, opportunities and motivation to manage their own sexual and reproductive health and to have healthy and fulfilling sexual lives and relationships.

The Council is currently undertaking a Health Needs Assessment focusing on the sexual health of the West Sussex population. As part of this, the Council wants to improve their understanding of the barriers experienced by specific population groups in relation to their sexual and reproductive health (SRH) and the factors that support people to look after their sexual and reproductive health.

This community engagement and co-production programme is delivered by Community Works on behalf of the Council. The programme will fund voluntary and community organisations to work collaboratively with the Council and with each other to engage prioritised communities around their sexual and reproductive health, to gather community insights and share these insights with the Council, and to help design and deliver SRH promotion campaigns during Summer 2025 and for Sexual Health Awareness Week in September 2025.

The Council is seeking to gather insights to inform their approaches to the following areas of SRH:

- Increasing regular chlamydia screening amongst young women and other people with a womb or ovaries
- Reducing the risks and harms of sexually transmitted infections (STIs) through promoting the value and accessibility of screening for STIs as a part of general good health
- Promoting condom use and access to condom schemes
- Promoting HIV testing, safer sex and the use of HIV pre and post prophylaxis (PrEP and PEP)
- Promoting contraceptive and reproductive health and rights, through raising awareness of contraception choices, and supporting people to make choices that are right for them
- Promoting understanding of consent and mutually respectful relationships

Who can apply?

We are seeking applications from fully constituted voluntary, community or social enterprise (VCSE) organisations working in West Sussex, especially in areas which experience greater health inequalities such as **Crawley, Worthing, Bognor Regis** and **Littlehampton**.

Some sections of the community are prioritised in this programme because of current data gaps. We particularly welcome applications from grassroots organisations run by and for, and/or that are supporting:



- Young adults aged 15-24 (including those not in education, employment or training)
- Global majority ethnic groups, with a focus on Black ethnicity groups
- LGBTIQ+ communities, and specifically gay and bisexual men who have sex with men (GBMSM)
- People who have problematic substance use
- People who engage in chemsex
- People who are neurodivergent
- People serving in the armed forces and veterans
- People on probation or released following period of detention
- Young carers and carers
- Looked after children and care leaver
- Refugees and people seeking asylum
- Sex workers
- Gypsy, Roma, Traveller communities
- People who are homeless

Organisations that are currently funded by West Sussex County Council for sexual health engagement work are not eligible to apply for this programme. Please ask us if you have any questions about this.

How much can you ask for?

There is £64,000 in total available and we aim to fund at least 8 organisations to participate in this programme.

Each organisation can apply for funds of up to £8,000 to fully cover the cost of participation (see the list of programme activities below). You do not have to apply for the full amount.

Organisations can apply in partnership, but funding is limited to £8,000 per organisation i.e. if two organisations apply collaboratively, they would receive a maximum of £16,000 between them.

How long does the programme run for?

The programme runs from June 2025 to January 2026.

We aim that funds will be allocated to successful applicants by the end of May.

The main programme activities will take place from June to December 2025.

There may be evaluation events and final meetings taking place in January 2026.



Which activities will be funded?

The activities, which successful applicants are expected to fully cover from the funds allocated to them, are:

Community Insights

- Consult with people using your services on their attitudes towards regular chlamydia screening, screening for STIs, using condoms, HIV testing, PrEP and PEP, contraceptive and reproductive health and rights and other related topics.
- This could include carrying out surveys, focus groups, one-to-one interviews, conversations during existing group sessions and/or other methods that are appropriate for the people using your services. Tell us what would work best for your community.
- Templates for data gathering and reporting will be available to ensure consistency
- You will be required to co-produce (with those using your services) two community insight reports or resources (further guidance will be given about the topic and timing of these)

Health Promotion

- Work with the Council and the Integrated Sexual Health Service to test existing health promotion materials and make recommendations for improvements and development
- Share sexual health promotion information and materials with those using your services
- Organise at least one health promotion event for/ with the communities that you serve e.g. during the Summer and/or Sexual Health Week (September 2025)

Community Champions

- Provide 'community champions' to attend the WSCC Sexual Health Partnerships Group (meeting quarterly). Community champions can be staff, volunteers or community members. Meetings may take place online or in person within West Sussex

Progress and reporting

- Work collaboratively with other funded organisations, Community Works, the programme Steering Group and the Council to progress the programme. This includes attending:
 - Programme induction and planning event. A whole-day event in person on 10 June in Worthing. We expect all funded organisations to attend.
 - Progress meetings approximately every 4 weeks June – December.
 - Final evaluation and forward planning meetings in December/ January. There may be two in-person meetings.
- Contribute to the programme reports (as above) plus the final evaluation report co-ordinated by Community Works.



How to apply:

- 1) Read these guidance notes thoroughly to make sure you understand what's expected
- 2) Attend one of the (optional) information sessions to hear more about the programme. These will take place online on
 - 22 April, 5-6pm
 - 7 May, 11am-12pm

Contact the programme coordinator Magda Pasiut to sign up: magda@communityworks.org.uk

- 3) Complete the application form. Please note: We require two signatures for us to be able to accept your application - one by the person making this application and one by the Chair (or another trustee) of your organisation
- 4) Email the application with signed declaration by **midday on 13th May** We can only accept applications where the date and time of sending is not later than this deadline. Your application will not be considered if the completed and signed form is not received.

Applications will be assessed by a decision-making panel which includes community partners. The panel will be comprised of individuals from Community Works, Crawley Community Action, Voluntary Action Arun & Chichester (VAAC) and Brighton & Hove LGBT Switchboard. These organisations are acting as 'community partners', assisting in the design and delivery of this programme.

Help with your application

Community Works is available to provide advice and guidance to help you complete your application. Please email Magda Pasiut: magda@communityworks.org.uk if you would like assistance.

What's the deadline for applying?

Key programme dates are as follows:

- Deadline for applications – midday 13 May 2025
- Assessment panel meets – 19 May 2025
- Grant offer letters sent – From 19 May 2025
- Grant offer signed and returned – By 26 May 2025
- Induction event for selected organisations – 10 June in Worthing (in person)
- Projects start: 10 June 2025

