

2018-2019
South Dakota Department of Health
Office of Chronic Disease Prevention & Health Promotion
WORKWELL PARTNERSHIP GRANT
Proposal due February 9, 2018

TO PROMOTE HEALTHY LIFESTYLES BY PREVENTING,
REDUCING AND MANAGING CHRONIC DISEASE THROUGH
WORKPLACE ENVIRONMENT AND POLICY CHANGE



LIVING HEALTHY WORKS.
GOOD&HEALTHY SOUTH DAKOTA WORKPLACES

I. Background

The WorkWell Partnership has allotted funds towards the focus of development and implementation of workplace wellness. The Partnership has a small amount of funding to support projects in South Dakota workplaces. The intent of this funding is to support businesses implementing workplace wellness programs. Eligible projects will be awarded **up to \$2,000 with 10 applicants being funded**

II. Project Types

Funding will be awarded for projects that strategically address environment and policy change related to preventing, reducing and managing chronic disease. **Health-related policies** are formal or informal written statements that are designed to protect or promote employee health. **Environmental change** refers to the physical factors at and nearby the workplace that help protect and enhance employee health.

Example Projects

- Improve vending in the workplace.
- Provide fruit for employees to sustain a healthy fruit bar.
- Implement a nutrition policy during meetings, events, or other workplace gatherings to include healthier options.
- Implement competitions or challenges in the workplace that focus on eating more fruits and vegetables.
- Implement a water challenge.
- Implement competitions or challenges in the workplace that focus on wellness activities.
- Offer a health screening.
- Develop an environment that physical activity can take place in.
- Provide bike rack(s) on site (environmental change).
- Dedicate space for physical activity (i.e. open office).
- Open stairwells during work hours.
- Encourage and provide physical activity breaks during meetings, conferences, and events.
- Provide mapping of walking routes, nearby trails, or local attractions.
- Provide one day free passes to try a local fitness class.
- Partner with a local fitness center to negotiate employee discounts.
- Implement an Active Commute Program (information on bicycling safety, safe routes to walk/ride to work, etc.)
- Implement a biggest loser challenge.
- Hire a physical activity or fitness coach to work with employees to develop training programs and teach employees how to do activities safely.
- Educate on the importance of cancer screenings, oral health, diabetes prevention, physical activity, nutrition, well-being, and tobacco cessation.
- Develop a policy to promote a tobacco-free building/grounds.
- Provide tobacco cessation to employees (SD QuitLine).
- Offer physical activity classes like boot camp, Zumba, Pilates, Yoga.
- Encourage employees to complete a Health Risk Assessment.
- Put together a corporate softball, bowling, or volleyball team and join a local league.

- Host a family picnic with activities that promote fitness or plan a family walk/run.
- Hold blood pressure screenings and educational workshops on blood pressure.
- Dedicate space for breastfeeding or expressing milk.
- Assess and educate employees on proper lifting and safety measures in the workplace.

Incentives

- Partner with local fitness center to provide employees with discounted memberships.
- Extra vacation/personal day.
- Partner with local businesses to help provide gift cards.

III. Eligibility Criteria

- A workplace starting a wellness program or expanding on a program they already have developed is eligible.
- Activities should be designed to create environmental and policy changes or provide opportunities not already offered to employees related to preventing, reducing and managing chronic disease. Funding should be used to focus on one or more projects and hold sustainability.

IV. Funds WILL NOT support:

1. The purchase of stationary exercise equipment such as treadmills, stair-step machines, and/or other elliptical equipment.
2. The purchase of computers, TVs, or video/DVD equipment.

Funds WILL support, but are limited to:

1. Food used for educational purposes and that show sustainability. Maximum amount to be allowed for is \$200.
2. A maximum of 100 small incentive items (pedometers, cutting mats, etc.) per business per year at no cost.
3. WorkWell summit: 2 registrations at \$30 each.

Other non-allowable expenses include indirect costs, salaries, and food/meals not used for educational purposes.

V. Grantee Will:

Grant Cycle will run May 1, 2018 – April 30, 2019

1. Attend [Annual WorkWell Summit](#).
2. Submit one progress report to Enid Weiss (eweiss@midconetwork.com) (template will be provided to worksite and will be *due June 2019*).
3. Submit a minimum of one success story (template provided to worksite).
4. Attend the WorkWell partnership webinars.

VI. WorkWell Will:

1. Provide resources and technical assistance for implementation of any environmental or policy change in the workplace.
2. Provide one onsite visit to the workplace.

VII. Application Process

The accompanying application is a Word file that should be completed. Submitters applications must include the following:

A. Application Cover Page

B. Statement of Need

C. WorkWell Plan

- Quarter 1
- Quarter 2
- Quarter 3
- Quarter 4

D. Budget and Justification

- Quarter 1
- Quarter 2
- Quarter 3
- Quarter 4

E. Evaluation

- Quarter 1
- Quarter 2
- Quarter 3
- Quarter 4

PLEASE submit your completed application by 5 p.m. on Friday, February 9, 2017.

Submit applications via mail or email to:

Enid Weiss
Workplace Wellness Coordinator
Black Hills Special Services
818 S. Broadway #110
Watertown, SD 57201
Phone: (605) 878-0314
Email: eweiss@midconetwork.com

For questions, contact Enid Weiss at (605) 878-0314 or eweiss@midconetwork.com.