Wellness Grant Application

Thank you for applying for a wellness grant.

* Current BeWell Champions can apply for a grant, ranging from $200 to $1,000, to fund a workgroup/department-level self-directed wellness activity.
* Please make sure that the grant application is developed with and approved by your supervisor.
* Note: All grant recipients will be required to provide periodic reports describing their progress and grant fund use.

Are you a BeWell Champion?

- Yes
- No

Only BeWell Champions can apply for wellness grants. Please sign up to become a BeWell Champion. Once you have signed up, we welcome you to submit a grant application.

I confirm that the grant application is developed with and approved by my supervisor.

- Yes

I agree that if I'm a recipient of a wellness grant, I will provide required reports describing our team's progress and grant fund use.

- Yes

Grant application cycle:

- May 1 - May 15
- September 1 - September 15
Applicant (BeWell Champion) information:

Name: Willa Wellbeing

Department/Unit: BeWell

Title: Healthy Living Coordinator

Email: willa@stanford.edu

Phone: 650-725-1234
Please select your school/VP area:

School/VP area:

- Alumni Association
- Athletics
- Business Affairs
- Dean of Research Office
- General Counsel
- Graduate School of Business
- Graduate School of Education
- Hoover Institution
- Long Term Disability Terminations
- Office of Development
- Office of Public Affairs
- Office of University Communications
- Offices of the President and Provost
- Residential and Dining Enterprises
- School of Earth Energy Enviro
- School of Engineering
- School of Humanities and Sciences
- School of Law
- School of Medicine
- SLAC
- Stanford Management Company
- Stanford Sierra Camp LLC
- University Libraries
- Vice President for the Arts
- Vice Provost for Graduate Education
- Vice Provost for Student Affairs
- Vice Provost for Teaching and Learning
- Vice Provost for Undergraduate Education
- VP for Human Resources
- VP for Land and Buildings
Do you have a supervisory role?

- Yes
- No

What is your position at Stanford?

- Faculty/academic staff
- Exempt staff
- Non-exempt staff
- Bargaining unit staff
- Other

Sponsoring supervisor information:

Name: __Sally Stanford______________________________
Department/Unit: __BeWell________________________
Title: __Guru of Wellness___________________________
Email: __wellnessguru@stanford.edu________________
Phone: __650-725-7311_____________________________

Your requested grant amount:

$400

Please describe the wellness outcome of your workgroup that you hope to accomplish through this grant (2-4 sentences):

Everyone in my workgroup 1) incorporates more movement throughout the day; 2) has wellness at the forefront of mind; and 3) feels more connected to one another.
Please describe how your workgroup will accomplish the goal with the grant funds:

Specific (specific activity(ies) you are proposing):

We will bring a LeadWell class on “Staying Active While Stuck at Home” to our workgroup. After the class is over, we will set individual weekly goals around getting more activity that we will share in a designated Slack channel. We’ll also work on one group goal around instituting a work practice or policy to encourage more activity throughout the day.

Measurable (process and outcome measures that you will be using to ensure successful implementation of the grant)

- Holding the LeadWell class
- The number of attendees in the LeadWell class
- Creating the Slack channel
- Slack channel engagement (e.g., How many people are regularly active on the channel? Posts? Reactions?)
- Employee responses to a survey on the project, three months after the class (will measure self-reported changes in physical activity, attitude of putting wellness as a priority, connectedness with colleagues, satisfaction, etc.).

Achievable (how you are going to ensure the proposed activities are achievable):

- My supervisor has agreed that she will allow one of our weekly staff meetings to be dedicated to the LeadWell class so that everyone can participate. Following the class, we will have time to debrief as a group and set one group goal.
- Everyone sets their own goal around physical activity, rather than have one imposed on them.

Realistic (how your proposed activities can be implemented realistically with the budget):

- The LeadWell class will be delivered during one of our staff meetings, so everyone will be able to attend.
- We will agree on one group goal during the debrief.
- Entering individual goals into the Slack channel requires a minimal effort.
- I am requesting $400, the price for the LeadWell class. The following activities are free.

Time-bound (specific time frame for your grant goals – be sure to include your anticipated start date and duration of your wellness activity):

- We will hold the LeadWell class by August 31, 2021
- We will encourage goals to be posted on the slack channel for 12 weeks after the class
- A satisfaction survey will be distributed 12 weeks after the class
Please describe how this new wellness practice in your workgroup will be **sustained** after the grant period is over (grant proposal with demonstrated sustainability will be given a priority):

By posting our weekly goals for 12 weeks after the LeadWell class, we will be committing to apply what we’ve learned around incorporating physical activity into our daily lives. Through the use of slack channel and working towards instituting a work practice or policy to encourage more activity throughout the day, norms around physical activity in our workgroup will shift. This will in turn help bring wellness at the forefront of workgroup’s mind and sustain our efforts to incorporate more movement throughout the day. The efforts are more likely be sustained when we all feel more connected to one another (which the use of slack channel will help foster).

How many people are in your workgroup?

25

How many people do you expect will benefit from these funds? If different from the number above, please explain. (For example, not everyone is interested in the topic; family members of employees will also benefit, etc.).

20. It is expected that at least a few employees may not participate for a variety of reasons.

Please describe wellness practices that your workgroup/department has already successfully implemented, if any:

- Monthly social Zooms, to check in with one another
- No Meeting Fridays
- Scheduling Zoom meetings for 25 or 50 minutes, rather than 30 or 60 minutes
- Switching meeting to phone meetings when video is not necessary (and people can choose to walk/move their body during the meeting)

Please provide an **itemized budget**:
(Your goals and activities must align with your fund request. Please research all costs involved. If your application requires the assistance of other departments or partners, please consult them and confirm the potential costs before submitting your application. *Grant funds should not be used for incentives for participation, nor for celebrations*).

$400 for LeadWell class “Staying Active While Stuck at Home”