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**Indiana Healthy Workplaces Grant**

**Due:** July 2nd by 5pm

**Wellness Grant**

The purpose of the IHW grant is to provide workplaces with funding and technical assistance for health focused activities and programs that benefit the wellness of employees and their families. The Division of Nutrition and Physical Activity (DNPA) prioritizes health equity\* in our funding for initiatives in all settings. Therefore, workplaces that reside in, or serve communities that rank high (.5 and above) on the CDC’s Social Vulnerability Index, will be prioritized for funding.

*\*The Robert Wood Johnson Foundation defines health equity as "… everyone has a fair and just opportunity to be as healthy as possible. This requires removing obstacles to health such as poverty, discrimination, and their consequences, including powerlessness and lack of access to good jobs with fair pay, quality education and housing, safe environments, and health care."*

Funded requests should demonstrate the ability to promote wellness in the workplace through healthy lifestyle choices, increased physical activity, improved breastfeeding strategies, and/or reduced stress. This grant will fund initiatives from October 1st, 2021 through September 30th, 2022. The DNPA aims to support sustainable projects that will last beyond the life of the grant funding. We will not fund chair massages, equipment without any effort of lifestyle-change strategies, one-time events, treadmill desks, food, or retreats.

**Grant Eligibility**

**We encourage all workplaces to apply!** However, funding priority\* will be given to workplaces in communities that rank high (.5 and above) in the CDC’s Social Vulnerability Index, which considers socioeconomic status, household composition and disability, minority status and language, and housing type and transportation.

To see where your workplace/community falls in this index, please visit: https://svi.cdc.gov/map.html

\*Please note, **this does not mean** only workplaces in these communities will be funded.

Special consideration will also be given to workplaces that will prioritize health equity in their proposed program.

**Grant Requirements**

**By submitting this application, you agree to:**

* Meet (virtually) with the DNPA grant review team to discuss any follow-up questions regarding content of the submitted application. This will be based on the clarity of the proposed initiatives and may not be required of all submitted applications.
* Complete Modules 1-8 of the 2021 Work@Health training program during the 2021-2022 grant year and participate in regular calls during these 8 weeks to discuss modules and network with other grantees.
* Participate in bi-monthly calls with the Wellness and Physical Activity Coordinator from the Indiana Department of Health to discuss grant initiatives and collect monthly reporting information.
* Submit all legal agreement and required forms; as a grant recipient an employer is considered a vendor to the state, therefore, a Vendor form, Direct Deposit form and W-9 must be completed.

**Below are some ideas that workplaces could focus on. You are not limited to these options.**

**Healthy Eating**

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| --- | --- |
| Healthy meeting guidelines | Healthy meeting guidelines encouragethe workplace to consider offering healthy alternatives at conferences/events and meetings to support efforts to eat well. |
| Break room change-up | If you create space and provide appliances that enable employees to bring their own food, they will make healthier choices. |
| Farmers MarketWorkplace Gardens | Partnering with local farmers to provide a Farmers Market in the workplace.Starting a garden at the workplace for employees and families to utilize. |

**Physical Activity**

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| --- | --- |
| Physical activity guidelines | Similar to the healthy meeting guidelines listed above, physical activity guidelines can be incorporated in the same document and show support for increasing employees’ daily movement. These guidelines can allow employees to wear comfortable shoes during the work day, stand during meetings, walk during breaks, etc. |
| Physical activity stations | Making physical activity easy to access at work will encourage your employees to incorporate more movement into their day. Your employees might not be able to belong to a health club or fitness center due to proximity or funds, so this can be a helpful resource. |
| Commuting help | Encouraging employees to ride their bikes (or walk) to work helps add daily fitness time to their schedules. By providing bike racks, bike rooms, shower stations and/or a changing room, employees feel more comfortable commuting to work. |

**Breastfeeding Support**

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| Breastfeeding | According to state law your business must provide a room (not a restroom) that nursing mothers can use to pump breast milk. Making this a comfortable space for working mothers is important.  |

**Chronic Disease Prevention**

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| --- | --- |
| No smoking signage | Business can prohibit smoking within a certain perimeter. Creating/ordering signage can help enforce these rules and discourage smoking during the workday. |
| Diabetes | Consider partnering with a local National Diabetes Prevention Program provider to hold a diabetes prevention program at your company. Refer to the state’s website: **www.preventdiabetes.isdh.in.gov** to find a complete listing of programs along with contact information.  |

**Social and Emotional Supports**

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| Stress management | Small changes to decrease stress (breathing techniques, organization strategies, reflective journaling, etc.) can have a big impact on employee productivity and well-being.  |
| Social activities | Incorporating walking/biking/hiking clubs or sports leagues to keep employees active and engaged with each other. |
| Mindfulness  | Development of mindfulness practices to educate and encourage employees on moment-by-moment awareness of thoughts, emotions, sensations and surrounding environments. |

# I. Proposal Cover Sheet

Due **July 2nd, 2021** by 5 p.m. to Kelsey Barrick at **KBarrick@isdh.in.gov**

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| **Workplace Information** |
| Workplace Name:  |
| Industry: |
| Number of locations:  |
| Total Employees:  |
| **Application/Primary Wellness Contact**  |
| Name:  | Position:  |
| Address:  |
| Phone Number:  | Email:  |
| **Fiscal Contact**  |
| Name:  | Position:  |
| Address:  |
| Phone Number:  | Email:  |

**Please answer the following in four (4) pages or less. Proposal cover sheet not included in count.**

**II.** **Workplace background**

1. Tell us about your workplace. What is unique about your business or employee population that would make you an ideal candidate to impact health inequities\* in your community?
	1. Do you work with a current wellness vendor or have an existing wellness program?

\*At IDOH we define health inequities as the *differences in health status and mortality rates across population groups that are systemic, avoidable, unfair, and unjust.* IDOH recognizes that health inequities exist for individuals because of characteristics such as age, sex, race, ability, sexual orientation, gender identity, socioeconomics, and national origin.

**III. IHW Application Justification**

1. Please describe the programs and/or materials that this funding will be used for.
	1. Why are these programs and/or materials a good fit for your workplace?
	2. Who is the main audience you are intending to reach?
	3. How do you plan to communicate with your employees and promote the created program/materials?
2. In what ways does your program/initiative address health inequities and discrimination in your workplace and/or community?
	1. Supporting items could include your [SVI score](https://svi.cdc.gov/map.html), and/or which [SVI themes](https://svi.cdc.gov/Documents/Data/2018_SVI_Data/SVI2018Documentation.pdf) (pg. 3 and 4) is most appliable to your employee population.
3. What are the intended outcomes of the program and how do you intend to measure the impact?
	1. How would you define success for this project?
4. What does your sustainability plan look like upon completion of this project? What other funders are you working with/applying to if IHW funding is not available.

# III. Grant Budget

Funding availability may be **up to** $10,000 per applicant. Funds need to be spent by September 30th, 2022.

This is subject to change based on allotted grant funding. You will be contacted if this change occurs and given the chance to alter your budget to fit the funding limitations\*.

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| --- |
| **Fiscal Year (FY) 2021-22** |
| Item | Proposed amount ($) |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total**  |

**\* Funding limitations include:**

* + Construction of buildings, building renovations
	+ Depreciation of existing buildings or equipment
	+ Contributions, gifts, donations
	+ Entertainment, food
	+ Automobile purchase
	+ Interest and other financial costs
	+ Costs for in-hospital patient care
	+ Fines and penalties
	+ Fees for health services
	+ Bad debts
	+ Contingency funds
	+ Executive expenses (e.g., car rental, car phone, entertainment)
	+ Accounting expenses for government agencies
	+ Fund raising expenses
	+ Legal fees
	+ Legislative lobbying
	+ Equipment
	+ Out-of-state travel

**Budget justification** (optional)

If there are any items you feel that you need to explain. Please use this space to do so.

Please answer this application in four (4) pages or less, and email completed application

to Kelsey Barrick at kbarrick@isdh.in.gov by July 2nd, 2021 at 5 p.m.