

Wellness Mini Grants:

A Program Where YOU Choose!



WELLNESS MINI GRANT PROGRAM:

North Valley LWBW exclusively offers the wellness mini grant program to North Valley employees and physicians to choose and take ownership of their wellness. **This program is possible because Kaiser Permanente genuinely cares about YOUR wellbeing.**

Department's have an opportunity to pick a wellness activity associated within the 6 areas of wellness:

- Community
- Emotional Health & Wellness
- Healthy Eating
- Healthy Workplace
- Physical Activity
- Prevention

[> WHAT'S INSIDE \(click each topic to jump to a section\)](#)

1. [How does it work & role of ambassador:](#) required tasks as grant ambassador
2. [Grant parameters & application steps](#)
3. [Menu of Items:](#)
 1. [Create your own adventure-](#) choose your adventure from a list of preapproved items
 2. [Fitness-](#) classes and other related items
 3. [Mindfulness-](#) various options available to unwind and help reduce stress
 4. [Wellness Classes-](#) choose from various offerings, i.e. Creating Healthy Habits, Laughter is the Best Medicine
 5. [Department Snack Cart-](#) see page for healthy approved options

For further ambassador resources visit:

[Wellness Mini Grant Share Point](#)

> How Does it Work?

- Identify a wellness ambassador to lead the grant. Read through the Wellness Mini Grant menu and decide on a wellness item that is best for your department
- Receive manager approval
- Apply!
- * Maximum of two grant applications per year per department. First grant must be complete and closed prior to second application.

> Who Decides if Grant is Approved?

LWBW Team reviews wellness grant applications for approval

Decisions are based on several factors including:

- Alignment with 6 areas of health & wellness for employees & physicians.
- Department has a wellness ambassador willing to coordinate the activities as listed.
- Funds still available in the budget at time the application is received.
- The team meets the application guidelines (hasn't exceeded max number of applications, previous grant items complete)

> What is the role of an Ambassador? **IMPORTANT**

Please ensure the ambassador chosen can accomplish the below tasks timely:

- Seek approval from department manager to research and pursue a wellness mini grant.
- Identify a wellness opportunity on the menu that interests team.
- Ensure that time & capacity are available to lead/host the event, all logistics and/or purchase/create the items being requested.
- If grant requires, have a 15 minute planning call with *Live Well Be Well*.
- Arrange the space, such as book conference rooms or establish location or purchase items (if applicable) upon grant approval.
- Promote event details to team.
- Be point person for vendor upon arrival (if applicable).
- Submit following items after the event:
 - If items are purchased complete expense report- attach receipts & participant list and submit in One Link by given due date (i.e. snack cart, fitness corner)
 - * **If a wellness grant requires a purchase, the ask is the leader purchases the item(s) and submits reimbursement.**
 - Invoiced items/no purchases- email participant list to LWBW (vendors, i.e. Workouttemps)
 - Send all event participants the post-event survey for feedback.

> Grant Parameters & Application Steps

Key Wellness Mini Grant Parameters – **IMPORTANT**

- LWBW is unable to approve or fund certain items including: **food or alcohol for meetings or events, gift cards, gifts, holiday parties, professional development classes, race entry fees, class tuition, large space items, any cause of safety concern.**
- All grants must reinforce health & wellness including any incentives (i.e. fitness band for continued fitness work after event).
- Some grant requests may need safety or facility approval.
- Some grant selections require departments to purchase items on a credit card & submit for reimbursement.
- No Healthcare Appreciation Week events or large facility events.



Grant Applications Accepted

Feb 1–Sept 30

Implemented and payment finalized by given due date



READY TO APPLY?

3 Easy Steps:

1. Review menu of wellness options available
2. Ensure ambassador/department is ready
3. [Click Here to Apply!](#)



Questions: livewellbewell.nvly@kp.org

Fitness

Group fitness programs in your workplace! Choose from an offering below to bring physical activity back to your team.

Fitness Corner ([click for further details and ideas to purchase](#))

A place for fitness equipment like small hand weights, medicine balls, yoga mats. Your department can purchase & be reimbursed for pre-approved items. No large items. **Grant Cost:** \$400

Stretch & Strength Sessions

Series of 4 classes focused on preventative measures and exercises to help strengthen and empower your body. Focus on neck, shoulders, and back. In person or virtual. 4 – 15minute mini-sessions or 4 –30 min sessions.

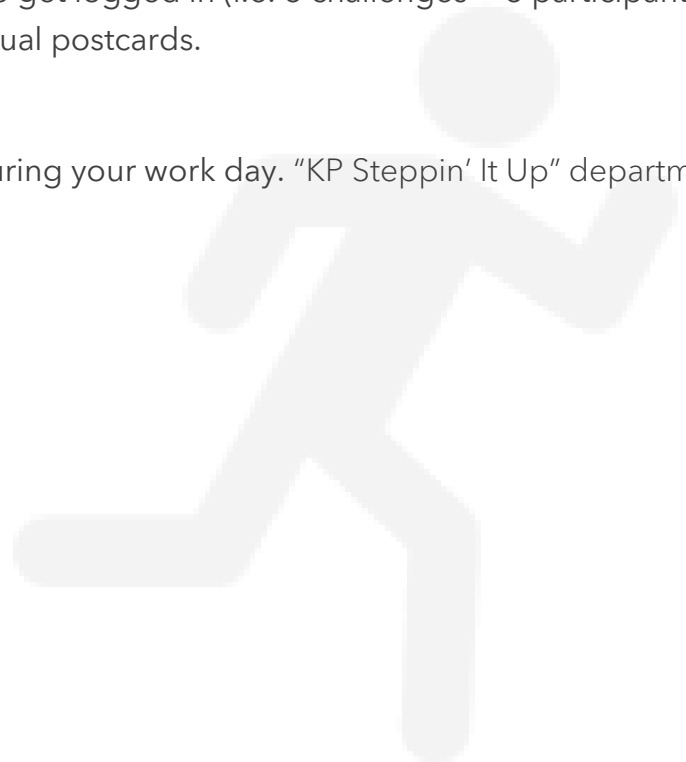
Virtual Conqueror Races

Grant ambassador will guide team in downloading an app, creating a team, and joining race. Check this [link](#) out for virtual races you can join across the world. Work toward a goal as a team OR compete against each other.

How to: purchase the [bundle](#) of challenges for the number of participants looking to join and provide the coupon codes to each participant to get logged in (i.e. 8 challenges = 8 participants). Max of 30 people includes medal, entry and virtual postcards.

Start a Walking Club

Lead & organize a walking team to get active during your work day. "KP Steppin' It Up" department club shirt included.



Fitness

Fitness Classes offered virtually or in person by our verified vendor, Workouttemps. (Space arranged by department). We will connect you with the vendor to arrange logistics. Workouttemps will bill LWBW directly upon grant approval.

(30 min. single session or up to 4-session series—please identify number of classes requested in application)

Line Dancing

(not Western)

Cardio: Low impact

Line dancing is a fun way to dance socially without a dance partner. We'll do the Cha Cha Slide, the Cupid Shuffle, the Wobble, the Macarena, the Tush Push, and more!

Samba Sizzle

Cardio: Medium impact

This is an introductory class to learn the basics of Samba from various regions of Brazil. Get a full workout by moving your feet, arms, legs, hips, and torso to the beat of the music. Explore the rhythms and movements of Brazil -- from Rio to Bahia -- through dance. You will sweat, shake, and smile!

Self Defense (60 min session)

Participants will learn physical training techniques and strategies for self-protection. You'll be taught how to assess a situation, communicate clearly, and employ impactful strikes to escape, resist, survive and defend yourself in an uncomfortable situation or a violent attack.

Zumba

Cardio: Medium impact

Zumba is a high energy dance fitness program that incorporates Hip Hop, Samba, Salsa, Merengue, Belly dance, and Reggaeton, and other world dance beats. It's a fitness party and fantastic workout!

Qigong

Qigong is an ancient Chinese exercise and healing technique that involves meditation, controlled breathing, and movement. It is the science of cultivating the body's internal energy, which is called Qi. It has been credited with helping to achieve mental and spiritual peace.



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Sunrise/Midday Stretch

Stretching keeps the muscles flexible, strong, and healthy. We need this flexibility to maintain a range of motion in the joints. Without it, the muscles shorten and become tight. Each part of the body is explored and challenged in a deep, mindful way.

Tai Chi

Tai = big or great.
Chi = ultimate energy. Tai Chi is an ancient form of Chinese exercise consisting of slow, beautiful, relaxed movements that develop a sense of balance and harmony between mind and body. Say hello to feeling cool, calm, refreshed and energized.

Chair Exercise

This class is designed to increase muscle strength and range of motion. You may not be able to do a rigorous standing workout due to your attire or nature of your office. Chair exercise is the solution.



Office Yoga

This is a low impact class for all levels. The poses and movements are geared toward the needs of the worksite: tight hips; rounded shoulders; neck misalignments; short, tight hamstrings (which are all common from prolonged sitting), and more.

Mindfulness

Take a mindful moment! Choose from a variety of mindfulness activities. Each activity will help center yourself and enhance overall sense of calm and focus.

Host a Gratitude Art Station

Provide your staff the materials to make one small gratitude piece of art work to keep at their workstation or give to a coworker. Set up a table with art supplies and printed out examples of inspiration to bring gratitude to your workplace. Your department can purchase & be reimbursed for pre-approved items. Examples: Painted small square canvas, gratitude card or letter.

Grant Cost: up to \$200

Meditation Corner

Quiet space to escape for a moment of Zen. Ideas to purchase: yoga mats, electric candles, outdoor pillows, focal points, yoga bricks or a sound machine. Your department can purchase & be reimbursed for pre-approved items. **Grant Cost:** up to \$200

Water Color Painting (60 min session offered by Workouttemps)

This is a fun expressive way to find your inner painter and expression through learning about water coloring techniques. This is an intro class that anyone can do.

Acupressure (virtual only–60 min session offered by Workouttemps)

Reduce your stress through guided acupressure and self-massage. We will use this time to explore tension and tightness within the body, especially the hot spots: the neck and shoulders. The instructor will offer guided techniques for a massage to help attendees provide their own healing touch.

Energize Your Mind & Body (60 min session offered by Workouttemps)

The session combines meditation, yoga, stretching, balance, and Qigong.

Stress Reduction Through Breath Awareness (30 min session offered by Workouttemps)

Learn the high cost of stress and how you can change it. Use the breath as a tool to consciously remind yourself to relax.

Light Wheels of Chakra (60 min session offered by Workouttemps)

The chakras are wheels of light in the subtle body that filter energy for us. The Root, Sacral, Solar Plexus, Heart, Throat, Brow, and Crown Chakras are located along the spinal column and each one has its own qualities and attributes. In this class, we will move through restful and restorative Yin poses as we explore what the chakra system can mean for us as individuals. This class can incorporate sound bowls, hand-on assists, breathwork, and meditation and journaling as complementary practices to yoga.

Wellness Classes

> Choose from the following single class options taught by LWBW staff (can be from 20 to 60 minutes)

Hormone Health- How we spend our day can greatly affect how well our hormone's function. Learn the roles of various hormones as well as practical methods to optimize their regulation for a balanced body.

Screen Smart- With the growing prevalence of screen use in work, entertainment, and social life, utilize these tips to keep your eyes in good health.

Laughter is the Best Medicine- Discover the science behind how laughter can improve physical, emotional, and social health. Learn practical ways to incorporate humor into your daily routine to reduce stress and boost well-being.

Mindful Stretching- This session combines gentle stretching with mindfulness techniques to reduce physical tension and promote mental relaxation. Participants will learn simple stretches they can incorporate into their routines to feel refreshed and re-centered.

Resilience Starts with Purpose- Discover how identifying and connecting with your personal purpose can strengthen resilience and help navigate life's challenges. This class provides tools for aligning actions with values to foster a sense of fulfillment and inner strength.

Creating Healthy Habits- This class focuses on building sustainable habits that support long-term health and well-being. Participants will explore practical strategies for setting achievable goals and maintaining consistency.

Develop Mental Focus- Learn techniques to improve concentration, minimize distractions, and boost productivity in both personal and professional life. This class provides actionable tips to train your mind for greater clarity and focus.

Become Physically Fit- Explore the fundamentals of physical fitness, including movement, strength, and endurance, tailored to fit busy schedules. This class offers simple exercises and motivation to kickstart a healthier, more active lifestyle.

Make Food Work for You- Discover how to create a balanced diet that fuels your body and supports your health goals. This class covers meal planning and food choices that maximize energy and nutrition.

Preventing Burnout- Identify the signs of burnout and explore effective strategies to restore balance and well-being. This class provides tools to manage stress and build resilience in demanding environments.

Wellness Classes

> Offered by our verified vendor—Steve Seay Leadership Coaching, Inc. As a Leadership & Life Coach with a Masters in Marriage Family Therapist (MFT), Steve is motivated to help healthcare professionals reach their full potential. The workshops are offered **VIRTUALLY**. We will connect you with the vendor to arrange logistics. Steve Seay will bill LWBW directly upon grant approval.

Grant Duration: 60 or 90 minutes each

Art of Communication:

Seeking First to Understand, then be Understood

Many people struggle with how to communicate with one another and take the time to learn another's point of view or perspective. Much of the times we become too busy to slow down, resulting in lack of communication, quick to react and judge one another without having understanding.

A Values-Driven Life:

3 Ways of Unlocking the Source for Optimal Living

Most people are looking for ways to find time for getting everything done on their plate of responsibilities in a busy life while often coming away feeling more anxious, overwhelmed, and unfulfilled. In this workshop we will identify our top 5 highest values and discover how they play a pivotal role when managing time, priorities, and energy. We will also learn new habits that will better align and redirect our daily choices and decisions when operating from a values-driven life.

The Art of Feedback:

3 Steps to Elevate Giving, Receiving and Seeking Feedback

In Part II of the Art of Communication training, we will discover why most people in today's workplace tend to avoid feedback, seeing it as a *negative*. When, most people really do want honest and open feedback to *learn* how to grow, develop and get better at their jobs.

Take Control of Stress:

3 Practices to Boost our Inner Stance

Many people know they are stressed; they understand that too many moving parts, deadlines, and work/life expectations and situations are getting to them, but they don't know how to manage the stress or even where to start. In this workshop we give practical steps on how to take control of your stress by leaning into your inner stance. Instead of allowing stress to run our lives, let's begin the journey of taking back control of stress.

Department Snack Cart

Department Snack Cart

Create a station or cart with healthy snacks to fuel your body to feel your best. Your department can choose from the below two options to purchase & be reimbursed for pre-approved **healthy** snacks.

Option 1: You purchase your own healthy items

Grant Cost: Based on employee and physician department size

Tiers:

Under 20: \$100

21-60: \$200

61+: \$300

[Click Here](#) to see approved healthy snack items and additional resources.

Your expense report will be denied if unhealthy snack items are purchased

Option 2: Purchase a one time premade healthy snack box

Grant Cost: Based on employee and physician department size

Tiers:

Under 20: up to 2 large boxes

21-60: up to 4 large boxes

61+: up to 6 large boxes

How to:

1. Visit the website to view the three box options.

<https://smartboxcompany.com/collections/smartbox-express>

2. Choose from the vegan box, gluten free box, and wellness box.

3. Apply with your chosen option. Do not purchase until approval email is received.



Create Your Own

> Requirements: No swag, gifts, gift cards, holiday parties, food, alcohol, tuition/professional development courses, no massage chairs, no race entry fees, for department only not a facility wide event. Your department will need to purchase pre-approved items and submit for reimbursement. Please see p.2 & 3 of menu for all grant parameters. **This option is available once per year per department manager or supervisor.**

Grant Cost:

Teams up to 15 - \$600

Team 16+ - \$1000

List of Ideas:

- Hands on art classes
- Escape Room
- Driving Range
- Bowling
- Small flower/succulent arrangements
- Hikes
- Indoor rock climbing