



Healthy Workplace Initiatives Program  
Team Health Challenge

Total Funding Awarded: as per your award notification email



## Your Role

By implementing a health challenge you are demonstrating a commitment to wellbeing in your workplace. You are taking an active role in creating healthy and sustainable communities at UBC.

## The Benefits of Workplace Health Challenges

- Health challenges that incorporate physical activity have shown positive effects on exercise levels, overall health, burnout, and job satisfaction.
- Team-based challenges have been proven as very effective methods of creating healthier people and healthier workplaces.
- Participants who take part in health challenges report higher levels of willingness to improve lifestyle behaviours and a greater self-reported quality of life.

## Approved Uses of HWIP Health Challenge Funding

- Food, catering, cooking classes, food and nutrition-related apps (not to exceed \$500)
- Prizes, incentives, or trophies (to not exceed \$500)
- Promotional material (to not exceed \$100)
- Small equipment purchases (to not exceed \$300) \*
  - Includes pedometers but excludes Fitbit/jawbones fitness tracker
- Transportation/mileage<sup>1\*\*</sup> (to not exceed \$200)
- Room rental fees
- Instructor or facilitator fees
- Workshop costs
- Kick-off/wrap up event (food/catering cost to not exceed \$500)

*\*All equipment purchased (including pedometers) must remain the property of the hosting department/unit. They must be returned and accounted for at the end of 1 year and cannot remain in the possession of individuals.*

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<sup>1</sup> It should follow Policy FM8 Business Expenses ([https://universitycounsel-2015.sites.olt.ubc.ca/files/2019/08/Business-Expenses-Policy\\_FM8.pdf](https://universitycounsel-2015.sites.olt.ubc.ca/files/2019/08/Business-Expenses-Policy_FM8.pdf)) and related documents (<https://universitycounsel.ubc.ca/board-of-governors-policies-procedures-rules-and-guidelines/documents-related-to-business-expense-policy/>)



## Non-approved uses of this funding

- Operational expenses
  - The hiring of UBC faculty/staff as an instructor, to coordinate or support the program
  - Items that fall within the responsibility of the department to provide
  - Renovations, furniture, artwork, or special equipment purchases
- Individual monetary reimbursements for gym memberships/fitness classes/entry fees
- Charitable donations in either an employee's name or the department's name
- The purchase of:
  - Stereo or electronic equipment
  - Fitbits/jawbones or other fitness tracking devices
  - Gift cards or certificates of any denomination (these are considered taxable benefits by the CRA and are not permitted under UBC's purchasing guidelines for gifts/prizes)
  - Small kitchen appliances
- Weight loss/ "biggest loser" based challenges
  - The healthy eating challenge is not created to track weight loss nor be a weight loss challenge<sup>2</sup>.

## Implementation Instructions

- Survey potential participants to determine preferences for activities to maximize participation
- Possible challenges:
  - [Stair challenge](#)
  - Step/walking challenge
  - [Healthy eating challenge](#)
  - Water challenge
  - Get creative!
- Options for implementation:
  - Run each challenge separately for 4-6 weeks over one year
  - Run more than one challenge at once (e.g., healthy eating and water) for 4-6 weeks, followed by a break, and then run it again. People can try and beat their scores.
  - Run the challenges in teams or for individuals. Alternately, people could track both, and prizing can be awarded based on team points and individual points

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<sup>2</sup> <https://blog.wellable.co/2017/05/01/facts-vs-fiction-bmi-values>



- Prizing and Awards:
  - Important to award participation and compliance in addition to performance
  - Consider including spirit awards, awards for sticking with the challenge the whole way, awards for most improved, etc....

## Examples to Support Implementation

**[Healthy UBC's Pick Your Peak Stair Challenge toolkit:](#)** Information and details that can be used to run your own!

### **[Healthy Eating challenge toolkit](#)**

### **[UBC's Walkabout: 9-week walking program](#)**

Information that can be used to run your own!

### **[Staff and Faculty Sports Day-Vancouver](#)**

### **[Staff and Faculty Sports Day-Okanagan](#)**

## Best Practices and Additional Resources

### **[Workplace Health Challenges: How To](#)**

### **[Healthy Activity Ideas](#)**

### **[Take Action Health Challenge Guide](#)**

### **[Globe and Mail 30 Day Health Challenge](#)**

### **[Vij's Kitchen: Faculty of Land and Food Systems \(UBCV\)](#)**

### **[UBC Botanical Gardens- Educational Programs](#)**

## Supplemental activities

**[30 Day Online Mindfulness Challenge](#)** (Free to UBC staff, faculty UBCV & UBCO)

**[LIFT Session Virtual Fitness](#)** (Free to UBC staff, faculty UBCV & UBCO through Employee and Family Assistance Program-EFAP)

**MoveU Crew (UBCV):** Looking for a stretch break to add to a long meeting or retreat? Want an enthusiastic guide for a team walk? Book the MoveU Crew for free! <http://www.recreation.ubc.ca/get-moving/moveu-crew/>