



Healthy Workplace Initiatives Program Team Health Challenge

Total Funding Awarded: as per your award notification email

UBC Human Resources
604-827-2350
www.hr.ubc.ca/wellbeing-benefits



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^{1**} (to not exceed \$200)
- Room rental fees
- Instructor or facilitator fees
- Workshop costs
- Kick-off/wrap up event (food/catering cost to not exceed \$300)

**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.*

¹ It should follow Policy FM8 Business Expenses (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 challenge².

Implementation Instructions

- Survey potential participants to determine preferences for activities to maximize participation
- Possible challenges:
 - [Stair challenge](#)
 - [Step/walking challenge](#)
 - [Healthy eating challenge](#)
 - [Small changes challenge](#)
 - Mindfulness challenge
 - Financial Wellbeing challenge
- 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. Participants can try and beat their scores.

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



- Run the challenges in teams or for individuals. Alternately, people could track both, and prizes can be awarded based on team points and individual points
- 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....
- [Refer to the Inclusive Physical Activity Toolkit](#)- designed to support Inclusive Physical Activity across both UBC Vancouver and UBC Okanagan campuses.
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Toolkits to support implementation

- [Healthy UBC's Pick Your Peak Stair Challenge toolkit](#): Information and details that can be used to run your own!
- [UBC's Walk for Joy : 9-week walking program](#)

Information that can be used to run your own!

Best Practices and Additional Resources

Healthy Eating

- Alberta Health Services: [Healthy Eating Challenge toolkit](#)-
- Healthy Workplaces: [Healthy eating challenge option #2](#)
- Healthy Workplaces: [Eat well- be well challenge](#)

Physical Activity

- Healthy Workplaces: [Small changes challenge](#)
- Healthy Workplaces: [Physical activity at work](#)

Mindfulness:

- [Self-Compassion Guided Practices and Exercises](#)

Mental health

Financial Health

- <https://www.moneysmartliving.ca/>

Supplemental activities

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/>