



Healthy Workplace Initiatives Program

Innovative New Idea

Total Funding Awarded: as per your award notification email



Your Role

By implementing a new and innovative health initiative 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 Initiatives

- Physical exercise, actively working on time management and increased social time have been shown to help improve occupation stress (particularly among faculty)¹
- Active promotion of physical activity and health-related activities in the workplace reduces absenteeism and increases overall mental health of employees^{2 3}
- In Canada, the majority of workplace health programs aim to improve outcomes related to employee stress, work-life balance and depression⁴

Approved Uses of Healthy Workplace Funding

- Prizes, incentives or trophies (to not exceed \$500)
- Food, catering, cooking classes (food not to exceed \$500)
- Small equipment purchases (to not exceed \$300) *
 - Includes pedometers but excludes Fitbits/jawbones etc.
- Promotional material (to not exceed \$100)
- Room rental fees
- Instructor or facilitator fees
- Workshop costs
- Kick-off/wrap up the event
 - Maximum expense/person permitted for hospitality & entertainment: Daytime (up to 6:00pm) \$40/person; Evening \$80/person

¹ Arabia, S., Kokash, H. & Arabia, S. Faculty Perception of Stress and Coping Strategies in a Saudi Private University : An Exploratory Study. *Can. Cent. Sci. Educ.* **4**, 137–149 (2011).

²Bhui, K. S., Dinos, S., Stansfeld, S. A. & White, P. D. A Synthesis of the Evidence for Managing Stress at Work: A Review of the Reviews Reporting on Anxiety, Depression, and Absenteeism. *J. Environ. Public Health* **2012**, 1–21 (2012).

³Chu, A. H. Y., Koh, D., Moy, F. M. & Muller-Riemenschneider, F. Do workplace physical activity interventions improve mental health outcomes? *Occup. Med. (Chic. Ill)*. **64**, 235–245 (2014).

⁴ Buck Consultants, *Working Well: A Global Survey of Health Promotion and Workplace Wellness Strategies*. 2009. Print. Executive Summary.



**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.*

Non-approved uses Healthy Workplace funding

- Operational expenses
 - Hiring of UBC faculty/staff as instructors, 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)

Implementation Instructions

- Due to the unique nature of each innovative idea, please ensure that you speak with the Health Promotions Coordinator for additional implementation assistance where required.
- Attention should be paid to items not covered by the fund. Reimbursement will not be made for any items purchased that fall within the list of excluded purchases.

Best Practices and Additional Resources

[Workplace Health Challenges: How To](#)

- [Healthy Activity Ideas](#)
- [Vij's Kitchen: Faculty of Land and Food Systems \(UBCV\)](#)
- [Take Action Health Challenge Guide](#)
- [Globe and Mail 30 Day Health Challenge](#)

Supplemental activities

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

<http://hr.ubc.ca/mindfulness>



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/>