



The County of Sacramento launched the "Commit to be Fit" Employee Wellness Program in 2014 to support employees on their journey to optimal health. As part of the "Commit to be Fit" Employee Wellness Program, the County began offering the Department Wellness Grant Program in 2019 as a pilot initiative. The program went extremely well in 2019, and the County will offer it again in 2020 - this time to more departments.

County departments that are awarded wellness grants will have the opportunity to allocate these funds for department-focused and customized wellness programs. These programs can consist of, but are not limited to: department wellness challenges, on-site fitness classes, on-site presentations, facility improvements, walking signs, healthy vending machines, sponsoring community based wellness events (5K, 10K, Color Run), incentives and more.

Why is this Department Wellness Grant Program important?

- County of Sacramento understands that their employees are its greatest asset and wants to support County employees on their journey to optimal health.
- The most prevalent health risks currently affecting County employees are **high blood pressure, diabetes and prediabetes, and overweight and obesity**. The County wants to help departments provide health and wellness resources to their employees to help employees stay healthy.
- County of Sacramento recognizes that some departments are already offering wellness activities and events to promote a healthy workforce, and the County wants to help support those departments financially in those wellness endeavors.
- This Department Wellness Grant Program identifies opportunities for further change and transformation to create a culture of health and well-being at the County.

2020 Department Wellness Grant Program

There are eight (8) - \$3,000 Department Wellness Grants available in 2020. Only one grant may be allocated per department. Departments that are interested in applying for a wellness grant, please have your designated Wellness Champion submit all required documents between February 18, 2020 - March 27, 2020.

Department Wellness Champions must be internally selected by their department and have a passion for supporting health and wellness at their department. Wellness Champions are responsible for the completion and submission of all application paperwork and will participate in monthly calls to report progress of the department wellness program and grant utilization to County of Sacramento Employee Benefits Office.

Applications will be reviewed by the County's Benefits Office in March 2020, and department grant recipients will be notified in April 2020. On the next page, there is a list of required documents and instructions for submitting your Departments Grant Application. **All documents can be found on the County of Sacramento Benefits Page under "Department GrantProgram."**

See page 2 of this document for Components of the Wellness Grant Application.

Components of the Wellness Grant Application

1. **2020 Wellness Grant Application** - must be signed by internal Wellness Champion completing the application and the Department/Division Manager (page 1).
2. **"Culture of Health" Facility Assessment worksheet** - completed by Department Wellness Champion (page 2-4).
 - a. This document lists 30 wellness baseline indicators on a "Culture of Health" Facility Checklist. These wellness baseline indicators help determine a department's readiness to receive a wellness grant. Completed checklists will need to be submitted with each Departments Wellness Grant Application.
3. **Department Wellness Plan** - completed by Department Wellness Champion (page 5-8).
 - a. Four sections to provide details on the specific health areas that the department plans to address and spend the grant funds.
4. **2020 Wellness Grant Sample Budget** - completed by Department Wellness Champion (page 9).
 - a. Provide estimates of how funds will be allocated to cover wellness programs, resources and activities.
 - b. Provide estimated participation numbers for each program, event, activity, etc.

Deadline

The deadline to submit the completed application is Friday, March 27, 2020. All four components of the application must be submitted before the deadline.

Please note: 2019 Department Grant Recipients are eligible to apply again, but priority will be given to first-time grant recipients.