



Healthy Department Mini Grant

Departments that receive the [Healthy Department Award](#) are eligible to apply for a mini grant to continue supporting the well-being of their employees.

Mini-grant Guidelines

- All funds must be spent on items that directly impact the well-being of the department’s employees.
- The amount of funds a department can request is directly related to the size of the department (see chart).
- Funds are available to each department once per calendar year.
- Items will be purchased by University Wellness and then provided to the department.
- University Wellness is available for consultation if a department would like assistance for funding ideas.
- The [mini-grant application](#) must be submitted at least 15 business days prior to the requested receiving date.
- All requests are subject to approval by University Wellness and the Approval Committee.
- Funds are not to be used for everyday office/operational supplies.
- University Wellness reserves the right to pause mini-grant applications if there is a change in funding.

Funding Exclusions*

- Non-specific gift cards (i.e. general Amazon gift cards)
- Cash award
- Food for meetings
- Incentives for weight loss challenges or other types of programs that promote unhealthy behaviors

**Exclusions are subject to change*

Funding Chart

Number of employees	Max funding amount/year
Up to 25	\$150
26-50	\$250
51-75	\$350
76-100	\$450
>100	\$550