Healthy Workplace Initiatives Program
Departmental 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. ¹
- Team-based challenges have been proven as very effective methods of creating healthier people and healthier workplaces.²
- Participants who take part in health challenges report higher levels of willingness to improve lifestyle behaviours and a greater self-reported quality of life.³

Approved Uses of HWIP Health Challenge Funding

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

³ Health benefits achieved through the Seventh-Day Adventist Wellness Challen...: EBSCOhost. at <http://web.b.ebscohost.com.ezproxy.library.ubc.ca/ehost/detail/detail?sid=15ec9ea7-fcb1-4d58-aec0-2de58671c7c3%40sessionmgr114&vid=1&hid=105&bdata=JnNpdGU9ZWhvc3QtbGl2ZSZZ29wZT1zaXRl#db=mnh &AN=11076448>
*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 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)
- Weight loss/ “biggest loser” based challenges
  - The healthy eating challenge is not created to track weight loss nor be a weight loss challenge.

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 the period of 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.

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4 [https://blog.wellable.co/2017/05/01/facts-vs-fiction-bmi-values](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 prizing 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.

Examples to Support Implementation

**UBC’s Walkabout: 9-week walking program**
Information that can be used to run your own!

**Healthy UBC’s Pick Your Peak Stair Challenge**
Information and details 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)
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/