

Health Benefits Trust Wellness Grant

“A Great Place to Work”
Overview



Grant Overview

This grant provides MIIA Health Trust members with resources for creating and maintaining great places to work. Member groups interested in investing in projects and/or equipment that promote a well workforce and a healthy work culture may apply for funds to assist in procuring these initiatives. We encourage member groups to apply for projects that focus on building a supportive culture and that target specific needs of their respective departments and schools.

Why has the Health Trust made this opportunity available?

- Member groups that want to invest in projects that promote health and wellbeing for their own employees often need assistance with funding. MIIA can assist by awarding funds to help toward payment of these projects.
- Supports our “Great Place to Work: Safe and Well” initiative

Goals

- **Further enable employees and their families to live healthier, more productive, and vibrant lives**
- Support community partnerships and good will

Who can apply?

Any Health Trust member group on the health plan may apply for a wellness grant. Dental/Vision only and Medicare plans are not included.

Guidelines and requirements

Deadline for all submissions **February 7, 2025**

Deadline for grant invoice or payment **mid-June, 2025**

What may be funded through the Wellness Grant?

These are just a few examples.

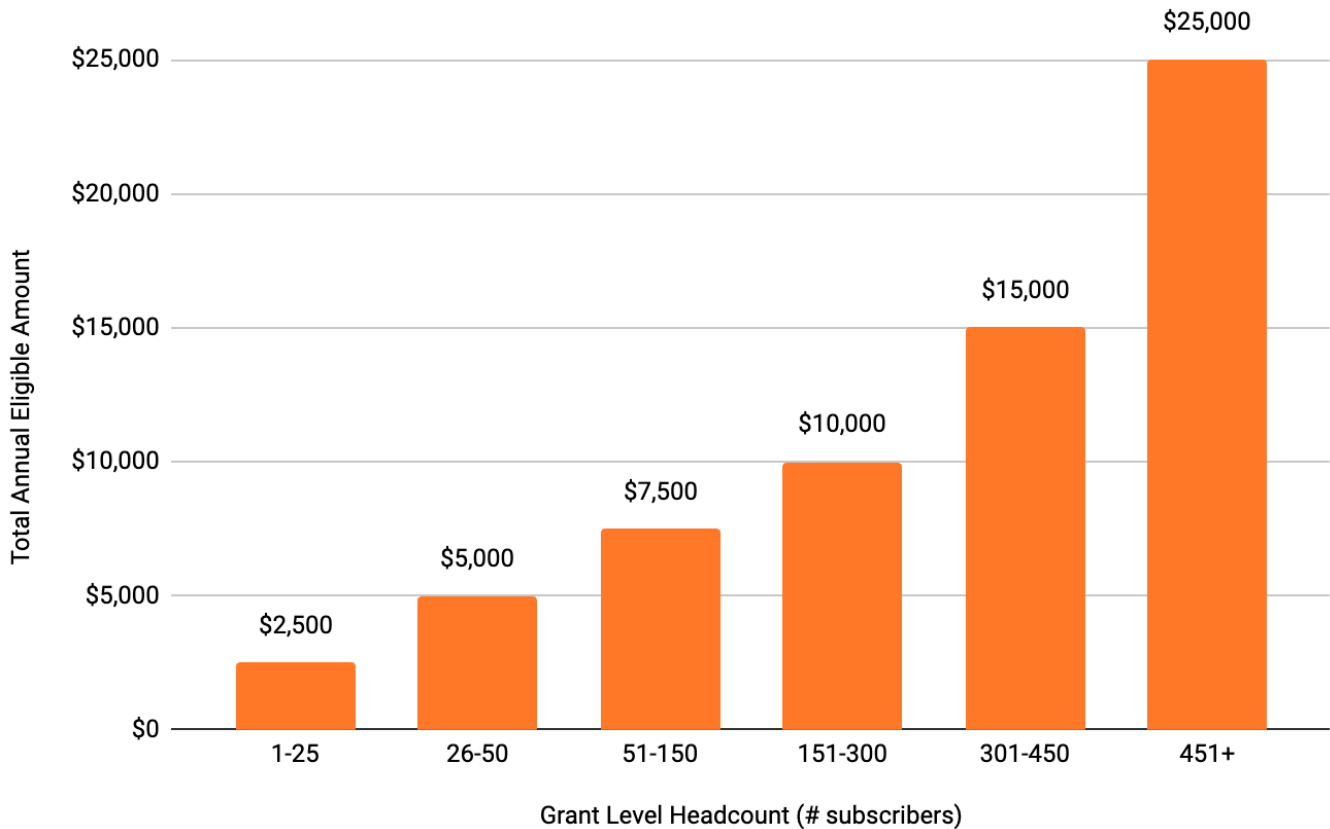
- [6 AM Fresh Fridges](#) - Healthy refrigerators (delivery and restocking); snack delivery
- Commercial-grade fitness equipment
- Funds for building a fitness center, outdoor park, picnic area for employees
- Creating relaxation spaces including equipment
- Healthy snack delivery (see below)
- Member group internal incentive program
- Water filters and coolers
- Gardens, garden beds, campus trees and outdoor/indoor plants
- Community Supported Agriculture shares
- Bikes and bike racks for shared bike programs
- Adjustable desks or risers
- Employee Appreciation Lunches (once every 3 years)
- Public Safety Therapy Dogs
- [Click here](#) for more examples of previously funded grant projects

Gift cards, travel expenses, wages including overtime, and software renewal annual costs are all NOT eligible for funding.



Funding

- The Health Benefits Trust awards up to \$1.5 million in wellness grants annually on a first come first served basis to be used within the current fiscal year. FY'25 July 1, 2024 – June 30, 2025
- Groups may apply for more than one grant per year as long as the dollar amount does not exceed their total annual eligible amount (see below).



*Grant level headcount is based on active employee medical plan subscribers only.

Guidelines

To be Submitted



Applicants should upload a detailed vendor estimate for each requested item or service.



Two signatures are required: Chief Municipal Officer and Chief Procurement Officer attesting that all state and local purchasing regulations and guidelines are followed.

Restrictions

1. Grant must be within total eligible amount based on grant level headcount (see chart above).

2. Grants may not be retroactive for an activity completed or in progress, or equipment previously purchased.

3. Grant funds must be used to cover the initial purchase of only the items identified in the grant application. We do not pay any subsequent on-going fees to maintain equipment (where applicable).

4. Groups may apply for more than one grant per year as long as the dollar amount does not exceed their total annual eligible amount. See above for grant tiers.

5. Funds will be allocated on a first come first serve basis.

6. **Leftover funds will not roll over to the next fiscal year.**

7. Items that are expressly excluded are: gift cards, travel expenses, wages including overtime, and software renewal annual costs. All submissions will be reviewed by the committee before being approved.

Deadlines

The deadline for application submission is February 7, 2025 (subject to fund availability).

1. Health Trust management will confirm receipt of your application. All grant applications will be thoroughly reviewed on a first come first serve basis and notification will be sent within 14 business days.

2. The Health Trust funded portion of the grant projects must be completed and invoices submitted to MIIA by mid-June 2025.

Grant Disbursement Options

Option 1

The Health Trust pays vendor directly upon receipt of invoice from member. Vendor tax ID number/W9 must be included with all invoices. Please do not upload full social security numbers.

Option 2

The Health Trust will reimburse the member upon receipt of a copy of the front and back of a canceled check and a copy of the vendor invoice. If you have installment invoices for program implementation, it requires that submitted invoice(s) provide appropriate detail, i.e. 4 hours at \$100/hour = total \$400 - John Smith installed 4 new bike machines in the police and fire stations gyms. Please do not upload full credit card numbers.

*Please note —The Health Trust will provide grant or other reimbursements on approval of invoices and supporting evidence of expenditure submitted. Under no circumstances will the Trust provide reimbursement for anyone other than the vendor providing the service or purchase contracted, or the member entity for whom the service or purchase is intended.

A grant submission does not guarantee a grant award.

Questions?

For questions, please email Jayne Schmitz:

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