



Wellness at Work Connection Grant Application Instructions

Gather the following information prior to completing this application:

Grant Applicant Team (*must minimally include 1 of each*)

- Faculty Lead Name/Title/Email (including NTT, Tenure line and Lecturers)
- Staff Lead Name/Title/Email (all levels excepted)

Wellness Activity Description (*brief 1-2 paragraphs*)

- What are you proposing and why? What areas of wellness will it address?
- Who (faculty and/or staff) will be involved and how many people will you be able to involve?
- Tell us why the activity is needed and a good choice to foster wellness and interpersonal connection for the faculty/staff to be involved.
- How many times do you plan to hold the activity and how long it will last each time?
- Who is the event open to?
- What plans for sustainability do you have?
- How will you evaluate the impact?

Inclusivity Action Plan (*brief 1-2 paragraphs*)

- How will you advertise?
- How will you ensure attendees feel welcomed and comfortable during the activity?
- What strategies/activities will you use to foster interpersonal connection during and after the event?

Budget (*up to \$1,000 will be awarded*)

- How do you intend to use the grant funds?
- List specific estimated costs to the best of your ability.
- Projects should be completed between Feb 2025-June 2025

Please see the application portal here:

https://rutgers.ca1.qualtrics.com/jfe/form/SV_783nz1HAPbH1Dsa