

Great-West Life and Workplace Strategies for Mental Health is dedicated to supporting post-secondary institutions to achieve wellness for staff, students and faculty. We are collaborating on an initiative with Mindful Employer Canada (MEC) called *Mindful Campuses*.

Mindful Campuses offers grants of up to \$2,000 for up to 11 Canadian post-secondary institutions that meet the following criteria:

- A maximum of 50% of the allotted grant can be used as a staffing/honorarium for a coordinator.
- The entire program should be completed in one week during the school year when students are on campus.
- The program can be done during Thrive Week (some universities and colleges have this formal program) or any other existing wellness weeks.
- Wellness activities organized during this week must include those that help staff, students and faculty to thrive.
- A workshop that facilitates the completion of *Plan for resilience* for staff and faculty and/ or *From surviving to thriving* for students. Both tools help build resilience and plan for stressful situations. *Plan for resilience* is available at: www.workplacestrategiesformentalhealth.com/employee-resources/plan-for-resilience. *From surviving to thriving* will be available soon.

Reporting requirements

Coordinators must report back to MEC to quantify the impact of *Mindful Campuses week* on staff, students and faculty along with testimonials and participation rates.

This can be done with:

- A short written report, and
- Five or more social media posts including at least one 30 second to 2-minute video that includes information about participation and testimonials and tags Workplace Strategies and MEC.

Other creative ideas for reporting results will be considered with advance approval from MEC.

Reporting must include the following:

- The number of participants from each of the staff, students and faculty, broken down by the activities they participated in.
- Descriptions of all activities held during the week and how they specifically benefited the participants.
- At least 3 testimonials from each of the staff, students and faculty about their experience and benefit in participating. The more, the better!

Any institution that does not follow through on reporting as described above may not be considered in the future for funding support.

Completed applications are to be received on or before May 15, 2019. **They will be reviewed by the selection committee, comprised of members of the University Community of Practice and announced at the face-to-face meeting in June 2019.**

All activities related to this funding must be completed within the next school year (September 2019 - April 2020).

If your institution is interested in applying for this grant, please complete the following application by **May 15, 2019** and submit to **Sarah Jenner, Executive Director, Mindful Employer Canada** at Sarah@mindfulemployer.ca.

Institution information

Legal name of institution: _____

Address: _____

Charitable registration number (*only institutions with charitable numbers can be considered*): _____

Contact information for the person who has authority to approve this request on behalf of your institution:

Name: _____

Title: _____ Email address: _____

Where should the cheque should be sent? (*Note that the cheque must be made to the institution rather than to any individual*):

Address: _____

Coordinator and planning committee information

Please provide name and contact information for the person who will fill the role of coordinator*, if known.

Name: _____

Title: _____ Email address: _____

For the coordinator position, please provide the role/job description in the project description and cost information section on the next page.

Please provide contact information, including roles, for all of those on the planning committee*:

Name: _____ Title: _____

Email: _____ Phone: _____ Committee role: _____

Name: _____ Title: _____

Email: _____ Phone: _____ Committee role: _____

Name: _____ Title: _____

Email: _____ Phone: _____ Committee role: _____

Name: _____ Title: _____

Email: _____ Phone: _____ Committee role: _____

Name: _____ Title: _____

Email: _____ Phone: _____ Committee role: _____

**If not yet known, please advise when appointed.*

Project description and cost information

Please provide a breakdown on how you plan to use the funds.

How will you promote the week? Name, dates, messaging, etc.

Estimated cost:

Please provide details of each wellness activity planned, dates and times, and who they will be aimed at – staff, student or faculty. *(We understand that this can change as planning progresses. Please just share your intentions now and your final report can include the actual event details.)*

Staff:

Students:

Faculty:

Please describe the coordinator's role/job:

Please provide details of how you will facilitate *Plan for resilience/From surviving to thriving*:
(location, room set up, number of people expected, etc.)

Estimated cost:

\$

Please describe your plans to report back on the impact of your activities and facilitated workshop on staff, students and faculty – specifically include how your activities met these objectives:

- Help support psychological health and safety to students, staff and faculty.
- Increase knowledge of the free tools and resources, including *Plan for resilience* and *From surviving to thriving*.

\$

Other:

\$

TOTAL

\$

Please provide details of your institution's cash or in-kind support for the project: