HFNLC Workplace Wellness Initiative
Request for Proposals

Background and Purpose

The Healthcare Foundation of Northern Lake County (HFNLC) recognizes that the strength of nonprofit organizations depends on the wellbeing of the people who carry out their missions. Nonprofit employees often work in demanding environments while responding to complex community needs, navigating changing resources, and balancing significant professional and personal responsibilities.

Through the Workplace Wellness Initiative, HFNLC will invest $150,000 in a one-year pilot designed to help current grantees strengthen workplace wellness, reduce burnout, support employee retention, and create environments where staff can thrive.

Workplace wellness can look different from one organization to another. Rather than prescribing a specific type of activity, HFNLC encourages organizations to listen to their employees and consider the supports, practices, resources, and workplace changes that would be most meaningful to their staff.

What Do We Mean by Workplace Wellness?

HFNLC is using the Eight Dimensions of Wellness framework described by UC Davis Student Health and Counseling Services. The framework recognizes wellness as dynamic, interconnected, and shaped by the individual. The eight dimensions provide a broad way to think about the different factors that contribute to wellbeing:

- Emotional: Coping effectively with life and creating satisfying relationships.
- Physical: Recognizing the need for physical activity, healthy foods, sleep, and other practices that support physical health.
- Social: Developing connection, belonging, and supportive relationships.
- Financial: Finding satisfaction with current and future financial situations.
- Occupational: Finding personal satisfaction and enrichment through one's work.
- Intellectual: Recognizing creative abilities and finding ways to expand knowledge and skills.
- Environmental: Supporting wellbeing through pleasant, stimulating environments.
- Spiritual: Expanding a sense of purpose and meaning in life.

Organizations do not need to address all eight dimensions. The framework is intended to help organizations and their employees think broadly about wellness and identify the areas most relevant to their workplace.

What Can Funding Support?

Organizations are encouraged to develop approaches based on what their employees identify as most useful. Examples could include: mental health and emotional wellbeing supports; counseling or therapy access; mindfulness or stress-management activities; supports related to grief, secondary trauma, or compassion fatigue; physical activity or

fitness opportunities; improvements to staff break or decompression spaces; healthy food or nutrition activities; financial wellness education or resources; professional development and career growth; team-building and opportunities for connection; employee recognition; supervisor training; peer support; creative or restorative activities; childcare or caregiving supports; and changes to organizational policies or practices that promote flexibility, work-life balance, belonging, and employee engagement.

Organizations may also use funding for an outside consultant, assessment, training, or other expertise that helps identify and address workplace wellness needs.

A limited portion of the grant may support staff time necessary to plan, coordinate, or implement the proposed activities. The majority of grant funds should support direct investments in employee wellness and the workplace environment.

Because this is a pilot, HFNLC recognizes that proposed activities may evolve as organizations gather additional employee input. Reasonable adjustments are encouraged when they better respond to employee priorities. Significant changes to approved activities or the use of grant funds should be discussed with HFNLC before implementation.

Funding Opportunities
HFNLC will offer two ways for organizations to participate.

1. Workplace Wellness Grants | $5,000–$10,000
   Organizations may request between $5,000 and $10,000 to implement one or more workplace wellness strategies responsive to employee needs.

   These grants are intended to be flexible and accessible. Organizations might already know what their employees need, or they may use the opportunity to try something new and learn from the experience.

2. Larger Workplace Wellness Grant | Approximately $80,000
   HFNLC will also make available one larger grant of approximately $80,000 for an organization interested in taking a more comprehensive approach to workplace wellness.

This opportunity is intended for an organization interested in taking a broader approach to workplace wellness by coordinating activities, resources, and supports across multiple nonprofit organizations, fostering connection and making deeper investments in the wellbeing of the nonprofit workforce.

Organizations interested in the larger grant will complete the general application questions below and respond to three additional questions describing their proposed approach. A project budget will also be required.

Employee Voice and Learning
Listening to employees is a central component of this initiative. HFNLC will provide two brief surveys—one for employees and one for organizational leadership/administration—to be completed at the beginning and near the end of the one-year pilot.
Baseline surveys will be administered in March 2027, before funded wellness activities begin. Follow-up surveys will be administered in January 2028. Survey timing may be adjusted slightly for individual organizations to ensure baseline information is collected before implementation.

HFNLC will administer the surveys through SurveyMonkey. Grantees will be responsible for distributing employee survey links and encouraging participation, while organizational leadership will complete the administration survey. Employee responses will be anonymous, and participation will be voluntary.

Organizations may begin planning and coordinating activities following the grant award but should not begin delivering funded wellness activities until the baseline surveys are completed.

HFNLC recognizes that baseline survey findings may reveal employee priorities that differ from those outlined in an approved proposal. Organizations are encouraged to use these findings to refine their activities and should contact HFNLC before making significant changes to their approved projects.

The final administration survey will also serve as the organization's grant reflection, eliminating the need for a separate narrative report. HFNLC will use aggregated findings to understand employee wellness needs, assess the pilot, and identify promising approaches for supporting the northern Lake County nonprofit workforce.

Eligibility
This opportunity is available to current HFNLC grantees.

Proposed activities should primarily benefit the organization's employees who support its work in northern Lake County. Organizations should demonstrate that employees have, or will have, an opportunity to inform the proposed wellness activities.

Application Questions
Please keep responses concise.

1. What workplace wellness need or opportunity would you like to address?
   Briefly describe what you are seeing or hearing from employees and why this is a priority for your organization.
2. What do you propose to do with the funding?
   Describe the activities, supports, resources, or organizational changes you would implement.

3. Which dimension(s) of wellness does your proposal address?
   Using the Eight Dimensions of Wellness framework above, identify the dimension(s) most relevant to your proposed activities and briefly describe the connection.
4. How have employees informed, or how will they inform, this proposal?
   Describe how employee experiences, feedback, or ideas have helped identify the need and shape the proposed approach.
5. How will the proposed activities be accessible to employees?
   Consider factors such as work schedules, job responsibilities, location, remote or in-person work, language, disability, caregiving responsibilities, or other circumstances that may affect participation.
6. What do you hope will be different as a result of this funding?
   Briefly describe what success would look like for your employees and organization.

Additional Questions for the Larger Workplace Wellness Grant
Organizations interested in the larger grant should also answer the following:

7. What broader workplace wellness needs or opportunities across nonprofit organizations do you hope to address, and how would this investment help address them?
8. How will you engage employees from multiple organizations in identifying priorities, participating in wellness activities, and providing feedback as the work progresses?
9. How will you coordinate and support shared wellness activities across organizations, and how might successful approaches be sustained beyond the grant period?

Use of Funds
Applicants requesting $5,000–$10,000 should provide a brief description of how the requested funds will be used, including estimated amounts for major activities or expenses. A formal budget is not required.

Applicants requesting the larger Workplace Wellness Grant should submit a project budget detailing the anticipated use of funds.

Timeline
November 1, 2026 – RFP released
November 12, 2026, 9:00 to11:00 a.m. – Information and FAQ session
December 31, 2026 – Applications due
February 2027 – Funding decisions
March 2027 – Baseline employee and administration surveys
March 2027 to January 2028 – Project Implementation
February 2028 – Follow up employee and administration surveys

The November 12 session will provide an opportunity to learn more about the initiative, ask questions, and discuss potential ideas. Use the link below to join the Zoom meeting or email Elvira Barragan-Lopez at elvira.barraganlopez@hfnlc.org for a calendar invite.

Join Zoom Meeting

Submission
Please submit your completed responses and, if applicable, the larger-grant budget to **HFNLC by December 31, 2026**. Send via email to elvira.barraganlopez@hfnlc.org

We encourage organizations to use this opportunity to think creatively about what workplace wellness means for their employees. Proposals do not need to address every dimension of wellness or include a large number of activities. The goal is to identify investments that are meaningful and responsive to the people doing the work.