KAISER PERMANENTE/OEBB WELLNESS SPACE GRANT APPLICATION IN SUBMITTABLE STEP 1: REGISTER OR SIGN INTO YOUR SUBMITTABLE ACCOUNT.

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Step 2: Visit https://communitypartners.org/landing-page/kaiser-permanente-oebb-guidelines/



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2024 Kaiser Permanente/OEBB Wellness Space Grant Guidelines

Workplace Wellness Space Grants

Application Period: April 1 – April 26, 2024

The purpose of the **Workplace Wellness Space Grants (WWSG)** is to provide up to \$5,000 per workplace to create a wellness space. The grants will help workplaces set up dedicated wellness spaces for employee relaxation, safe social interaction, and work collaboration to decrease stress levels and increase team building. Employees are looking for mental health and wellbeing support now more than ever before.

ACCESSING THE KAISER PERMANENTE/OEBB WELLNESS SPACE GRANT APPLICATION Step 3: Scroll down to "READY TO APPLY"



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Ready to apply?

ACCESSING THE ONLINE GRANT APPLICATION

Access the online grant application here.

The grant application for Workplace Wellness Space Grants will be open from April 1, 2024 – April 26, 2024. Applicants will need to create a Submittable account to apply, and upload required documentation. PLEASE NOTE: You MUST use Google Chrome to properly access the Submittable application.

As you fill out the online application, you will be able to save and return to it at a later time.

Community Partners strongly recommends submitting the application at least 5 days prior to the deadline to give ample time to troubleshoot technical issues. View the **Submittable FAQ** for guidance on submitting your application online.

Complete applications are due by April 26, 2024, 5pm Pacific Time.

If you have any questions, please contact Kahlil Gasper, Community Partners Senior Program Manager at 213-346-3200 ext. 296 or workplacewellness@communitypartners.org.

KAISER PERMANENTE/OEBB WELLNESS SPACE GRANT APPLICATION IN SUBMITTABLE Saving Your Draft

Please attach documentation of tax exempt status. *

Choose File	
Upload a file. No files have been attached yet.	
Acceptable file types: .pdf, .jpg, .jpeg, .gif, .tif, .tiff, .png, .svg	
Upload a file	

Upload budget here: *
Choose File
Upload a file. No files have been attached yet.
Acceptable file types: .xls, .xlsx
Upload a file



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Submitting your Application

Please attach documentation of tax exempt status. *

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Upload a file



KAISER PERMANENTE/OEBB WELLNESS SPACE GRANT APPLICATION IN SUBMITTABLE Confirmation of Your Submission

Dear Applicant,

We have received your application and look forward to reviewing it. Thank you for your interest in the Kaiser Permanente OEBB Workplace Wellness Space Grants.

You will be notified by early June whether you have been awarded a grant.

If you have any questions, please contact Kahlil Gasper, Community Partners Senior Program Manager at <u>WorkplaceWellness@communitypartners.org</u> or call (213) 346-3296.

Best,

Community Partners

KAISER PERMANENTE/OEBB WELLNESS SPACE GRANT APPLICATION SUPPORT Need assistance or have questions?



If you have any questions about Submittable please contact:

Kahlil Gasper **Community Partners Senior Program Manager** WorkplaceWellness@communitypartners.org