

# NCSHA 2015 Annual Awards Entry Form

(Complete one form for each entry)

**Deadline: Wednesday, June 10, 2015**

Visit [ncsha.org/awards](http://ncsha.org/awards) to view the Annual Awards Call for Entries.

**Instructions:** Type entry information into the form and save it as a PDF. Do not write on or scan the form. If you have any questions contact Matt Cunningham at [mcunningham@ncsha.org](mailto:mcunningham@ncsha.org) or 202-624-5424.

Fill out the entry name *exactly* as you want it listed in the program.

**Entry Name:**

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**HFA:**

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**Submission Contact:** (Must be HFA Staff Member) 

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 **Email:** 

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Please provide a 15-word (maximum) description of your nomination to appear on the NCSHA website.

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Use this header on the upper right corner of each page:

**HFA:**

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**Entry Name:**

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**Select the appropriate subcategory of your entry and indicate if you are providing visual aids.**

Communications	Homeownership	Legislative Advocacy	Management Innovation
Annual Report	Empowering New Buyers	Federal Advocacy	Financial
Creative Media	Encouraging New Production	State Advocacy	Human Resources
Promotional Materials and Newsletters	Home Improvement and Rehabilitation		Operations
			Technology
Rental Housing	Special Needs Housing	Special Achievement	Are you providing visual aids?
Encouraging New Production	Combating Homelessness	Special Achievement	Yes
Multifamily Management	Housing for Persons with Special Needs		No
Preservation and Rehabilitation			

**Virginia Housing Development Authority**  
***Journey to Wellness – A Better Way of Living, One Step at a Time***

*“Prior to employment at VHDA, I couldn’t find the time to work out and I was beginning to experience issues I had never encountered before. Also, my eating habits and lack of exercise were quickly becoming a detriment to my health. Unfortunately, there wasn’t much I could do about it without the necessary knowledge or resources. At VHDA, I was excited to see multiple programs to help promote a healthier me. I changed my eating habits and began working out in the health and wellness center, which resulted in a loss of 50 pounds, increased productivity at work, and a more satisfying life. I can even earn benefit credits for living a healthier lifestyle. I can honestly say that due to this valuable benefit I have been afforded more quality time with my family.”*

*Jeremy Kahl  
VHDA Regional Portfolio Manager*

**Brief Description**

Improving the health and wellness of associates recently became an important authority-wide initiative for VHDA, and several factors contributed to the decision to integrate this initiative into our organizational culture. We partnered with one of the top “health conscious” benefit vendors to administer our medical insurance plans, surveyed our associates to gather their insights around health and wellness, formed a Health & Wellness Committee, and embarked on our “Journey to Wellness.” VHDA’s health and wellness strategy includes several exciting programs and initiatives which are described below.

**When/Why It Was Undertaken**

VHDA employs more than 300 associates, and over half of our workforce is female with an average overall associate age of 50. The decision to integrate health and wellness into our organization came at a time of continuous rising healthcare costs, high insurance utilization among our associate population, and several looming changes surrounding healthcare reform. A multi-faceted strategy was needed to continue offering competitive benefit plans to our associates and maximize efficiency by reducing lost days due to medical issues.

**What VHDA Has Accomplished**

Strong leadership support

VHDA’s leadership strongly supports the efforts of the Health & Wellness Committee, known as “Journey to Wellness.” Our Executive Director initiated a friendly competition with another leadership team member during our most recent workplace challenge – “Half Ton of Fun.” More than 200 associates participated in this challenge, collectively losing 1,007 pounds.

Motivate Me

The “Motivate Me” program is part of VHDA’s “Journey to Wellness” program and is offered through Cigna as a way to earn wellness points for participating in wellness initiatives. Wellness points are used to earn “Benny Bucks,” medical flex credits for associate health insurance premiums. Participating in the “Motivate Me” program gives associates the opportunity to be rewarded for completing initiatives that help achieve or maintain good health. There are a variety of initiatives within the program designed to help associates feel better, live longer and have fewer health complications. Spouses are also included in specific “Motivate Me” initiatives.

Meeting associates where they are on their journey to wellness

Since every associate may be in a different place on his or her own journey to wellness, a volunteer committee of associates helps decide the programs and initiatives that we offer. Also, VHDA offered biometric screenings and health assessments in 2012, 2014, and 2015. More than half of our associates participated in these screenings. Participation creates awareness of our risk factors as an organization and highlights areas that need to be addressed.

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Free Annual Flu Vaccine Clinics

Associates who are enrolled in our medical plans and their covered dependents are eligible to receive a flu vaccine free of charge during our annual flu vaccine clinics. We usually administer over 150 vaccines each year.

Lifestyle Management Programs

Our medical vendor offers several online programs to assist associates with areas they may need assistance with – tobacco cessation, weight and stress management, and other online resources. Our vendor also provides coaches – usually professional nurses – to help associates stay on track through regularly scheduled telephone calls.

On-site Health & Wellness Centers

VHDA has three Health & Wellness Centers and offers classes at two of our locations. Each center offers treadmills, elliptical training machines, weight machines, and other work out equipment. We have 264 associates enrolled in our Health & Wellness Centers, and challenges are offered throughout the year to encourage friendly competition among associates.

Lunch & Learns

Lunch & Learns are offered frequently and attendance varies by topic (10-20+ associates per session). In support of the program, our café vendor offers healthier food options and strongly advocates for nutritional education.

10k/5k participation subsidies

Associates are reimbursed for their participation in select 10k/5k events. There have been as many as 15 associates at a time participating in these walks, and close to 50 associates have participated in total.

“Caught in the Act!” Program

Associates nominate co-workers “caught in the act” of making healthy lifestyle choices, such as going for walks, working out in the gym, or eating properly. Nominees receive prizes for their health and wellness efforts, and to date we have had more than 20 associates chosen as winners in the program.

Blood pressure monitors at all locations

Blood pressure monitors are located at each of VHDA’s three locations, and tracking sheets and educational sheets are provided for associates.

**Why it is Meritorious and Meets NCSHA Judging Criteria**

Innovative

We seek feedback from our associates to provide guidance on planning wellness initiatives – we found that if they ask for it, they are more likely to participate in it.

Replicable

Our initiatives can be easily replicated by any HFA; however, seeking input from your associates might better meet the needs of another HFA, as its culture may be different. The takeaway is to follow our process, but develop programs that work for you.

Responds to a management challenge or opportunity

Management strongly supports health and wellness and plays an active role in our initiatives. This makes program implementation a much smoother process. Based on the success of our

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wellness journey so far, we are clearly making strides in a positive direction given the challenge set before us by management.

Achieves measurable improvements in agency operations

VHDA's health and wellness efforts have been quite a success. Our medical vendor's clinical advocacy programs identified 71.0% of our population as needing assistance and they have engaged 50.7% of them. This means the majority of our associates are using our Lifestyle Management programs and our vendor offerings to manage their health. The well visit completion rate for adults 45.5%, compared to the norm of 34.1%. We are also above the norm on all of our cancer screenings. Last but not least, 97.5% of our associates have indicated a desire to improve their health over the next six months.

Provides benefits that outweigh costs

VHDA has a wellness fund to cover some of the program costs outside of our wellness budget. We give much thought to our benefit offerings and employer paid costs to encourage our associates to get preventive exams and tend to their healthcare needs.

Demonstrates effective use of resources

By stressing preventive healthcare, VHDA's leadership helps ensure a workforce that is healthier, happier, and more productive. Also, "Journey to Wellness" members play a huge role in developing programs, sharing associate feedback, and being advocates for health and wellness in the workplace.

Achieves strategic objectives

The partnerships formed with VHDA's health benefit vendors and our associates, combined with all of our health and wellness efforts, supports VHDA's strategic goals by fostering an environment that embodies VHDA's guiding principles. These principles include being collaborative, creative, and customer-focused. If our associates are healthy and happy, then they are better able to accomplish VHDA's mission and vision.

**Conclusion**

VHDA's biometric screenings and health assessments "tell a story" about our risk factors and indicate what areas to target with education. Knowing the issues helps us to engage our associates in relevant programs and provide improved health outcomes over time. Several associates have joined our Health & Wellness Centers and they are finding buddies and forming workout teams for support. Through programs like "Motivate Me," associates and their families are becoming more invested in their health and wellbeing. As a result, associates are playing an active role in their healthcare, and we are clearly making a difference and helping achieve a better way of living, one step at a time.

**Please see attachments on the following pages.**

# Virginia Housing Development Authority

## *Journey to Wellness – A Better Way of Living, One Step at a Time*

The screenshot shows the 'Journey to Wellness' intranet page for the Virginia Housing Development Authority (VHDA). The page has a blue header with the VHDA logo, 'The ZONE', and a search bar. Below the header is a navigation menu with links: About Us, News & Events, Human Resources, Development & Learning, Workplace Resources, and Community. The main content area is titled 'Journey to Wellness' with the tagline 'A Better Way of Living, One Step at a Time'. A large yellow banner features the text 'Half Ton of Fun' and an image of a red apple on a scale. Below this, there are sections for 'Mission', 'Vision', 'Events', and 'Resources'. The 'Mission' section states the goal is to create a health & wellness program. The 'Vision' section states the goal is to provide educational opportunities. The 'Events' section has a calendar icon and a message that no active messages are currently available. The 'Resources' section lists various health and wellness resources, including the American Heart Association, American Cancer Society, American Stroke Association, Startwalkingnow.org, Cigna HealthCare 24-Hour Health Info Line, REACH EAP & Workplace Solutions, MyCigna.com, BMI (Body Mass Index) Calculators, Take the Simple 7 Challenge, Delta Dental of Virginia Blog, and Couch to 5K. There are also sections for 'Newsletter' (listing Cigna, Wellness Center Newsletter, Aramark Newsletter, and REACH Frontline Newsletter) and 'Wellness Committee' (listing Blankenship, Barbara; McRae, Bonnie; Puller, Cindy; Mezera, Geraldine; and Sloan, Jan). A 'Want to Share a Health & Wellness Mobile App?' section encourages sharing apps that promote a healthy lifestyle. A 'Got a Health & Wellness Testimony?' section encourages sharing health and wellness testimonies. The footer includes social media icons for Facebook, YouTube, LinkedIn, Google+, and others, along with the VHDA logo and copyright information.

Site Actions Flood, Tricia

VHDA The ZONE associateFinder Search this site...

About Us News & Events Human Resources Development & Learning Workplace Resources Community

Home > Community > Health & Wellness Text Size: A- A A+ | Print

### Journey to Wellness

A Better Way of Living, One Step at a Time.

#### Half Ton of Fun

Join the challenge and help VHDA become a healthier workplace. [Click for additional details.](#)

#### Mission

Our mission is to create a health & wellness program that will foster an environment where associates will participate and make healthy lifestyle choices.

#### Vision

Our vision is to have a program that will provide educational opportunities and initiatives to improve the overall health of our associate population by comparing measurable outcomes over time.

#### Events

No active messages are currently available. Please check back regularly for updates.

#### Resources

- American Heart Association
- American Cancer Society
- American Stroke Association
- Startwalkingnow.org
- Cigna HealthCare 24-Hour Health Info Line
- REACH EAP & Workplace Solutions
- MyCigna.com
- BMI (Body Mass Index) Calculators
- Take the Simple 7 Challenge
- Delta Dental of Virginia Blog
- Couch to 5K

#### Newsletter

- Cigna
- Wellness Center Newsletter
- Aramark Newsletter
- REACH Frontline Newsletter

#### Wellness Committee

- Blankenship, Barbara
- McRae, Bonnie
- Puller, Cindy
- Mezera, Geraldine
- Sloan, Jan

#### Want to Share a Health & Wellness Mobile App?

You can now share with others in the Authority mobile applications that you find useful in promoting a healthy lifestyle. The applications might track exercise routines or fitness activities, assist in managing nutrition and eating habits, or remind you of medication schedules. All apps submitted must be health and wellness related and will be evaluated for appropriateness before being published on VHDA Zone. [Submit](#) your recommendation.

- [Recommended Health & Wellness Apps](#)

#### Got a Health & Wellness Testimony?

Journey to Wellness is looking for associates that have a health & wellness testimony they wish to share. Your story might be the encouraging word that another associate needs to read about to assist them in reaching a health & wellness goal. If you have a story that will encourage, uplift, and provoke others to pursue a healthier lifestyle, [submit](#) it to Tricia Flood. All testimonies submitted will be evaluated for appropriateness before being published in the Press/VHDA Zone.

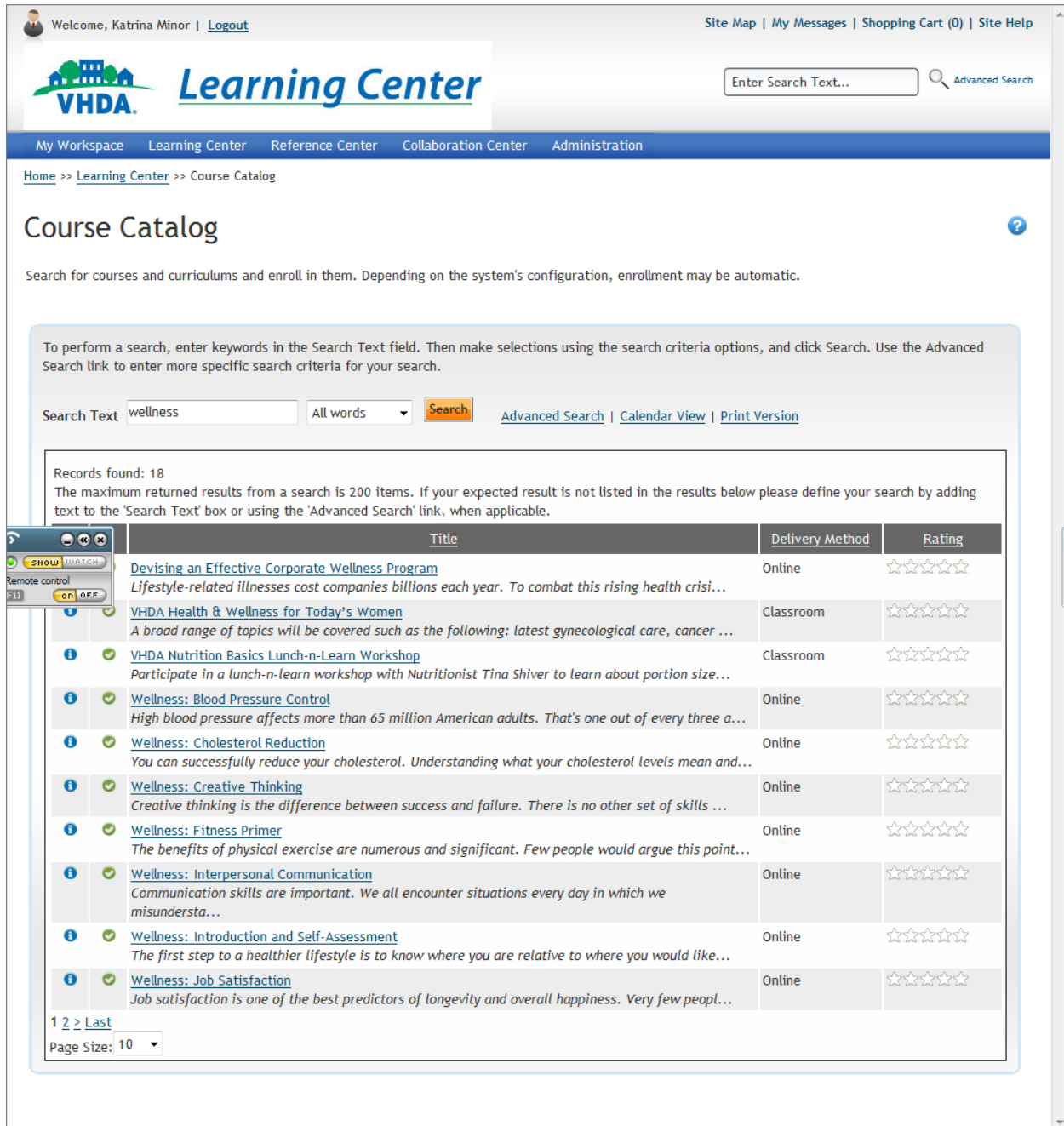
- [Health & Wellness Testimonies](#)

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A dedicated Health & Wellness intranet page – the page is dedicated to all things health and wellness related, and serves as a one-stop shop for our associates.

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Welcome, Katrina Minor | [Logout](#) [Site Map](#) | [My Messages](#) | [Shopping Cart \(0\)](#) | [Site Help](#)

**Learning Center** Enter Search Text... [Advanced Search](#)

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[Home](#) >> [Learning Center](#) >> [Course Catalog](#)

## Course Catalog ?

Search for courses and curriculums and enroll in them. Depending on the system's configuration, enrollment may be automatic.

To perform a search, enter keywords in the Search Text field. Then make selections using the search criteria options, and click Search. Use the Advanced Search link to enter more specific search criteria for your search.

Search Text:  All words  [Advanced Search](#) | [Calendar View](#) | [Print Version](#)

Records found: 18  
The maximum returned results from a search is 200 items. If your expected result is not listed in the results below please define your search by adding text to the 'Search Text' box or using the 'Advanced Search' link, when applicable.

	Title	Delivery Method	Rating
	<a href="#">Devising an Effective Corporate Wellness Program</a> <i>Lifestyle-related illnesses cost companies billions each year. To combat this rising health crisi...</i>	Online	☆☆☆☆☆
	<a href="#">VHDA Health &amp; Wellness for Today's Women</a> <i>A broad range of topics will be covered such as the following: latest gynecological care, cancer ...</i>	Classroom	☆☆☆☆☆
	<a href="#">VHDA Nutrition Basics Lunch-n-Learn Workshop</a> <i>Participate in a lunch-n-learn workshop with Nutritionist Tina Shiver to learn about portion size...</i>	Classroom	☆☆☆☆☆
	<a href="#">Wellness: Blood Pressure Control</a> <i>High blood pressure affects more than 65 million American adults. That's one out of every three a...</i>	Online	☆☆☆☆☆
	<a href="#">Wellness: Cholesterol Reduction</a> <i>You can successfully reduce your cholesterol. Understanding what your cholesterol levels mean and...</i>	Online	☆☆☆☆☆
	<a href="#">Wellness: Creative Thinking</a> <i>Creative thinking is the difference between success and failure. There is no other set of skills ...</i>	Online	☆☆☆☆☆
	<a href="#">Wellness: Fitness Primer</a> <i>The benefits of physical exercise are numerous and significant. Few people would argue this point...</i>	Online	☆☆☆☆☆
	<a href="#">Wellness: Interpersonal Communication</a> <i>Communication skills are important. We all encounter situations every day in which we misundersta...</i>	Online	☆☆☆☆☆
	<a href="#">Wellness: Introduction and Self-Assessment</a> <i>The first step to a healthier lifestyle is to know where you are relative to where you would like...</i>	Online	☆☆☆☆☆
	<a href="#">Wellness: Job Satisfaction</a> <i>Job satisfaction is one of the best predictors of longevity and overall happiness. Very few peopl...</i>	Online	☆☆☆☆☆

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**Associates can take online health & wellness classes on our Learning Center and print certificates of completion.**

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**VHDA provides full Health & Wellness Centers to its staff. VHDA employees are able to access each center, free of cost. We provide daily group classes including Boot Camp, Zumba, Yoga, and Pilates.**



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**VHDA reimburses associates for participation in local 10k and 5k races. Several associates (pictured above) participated in the Virginia War Memorial's 5K.**



**Health Screenings provide associates an opportunity to have their blood lipids checked and meet with a personal health coach to review their results.**



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Blood pressure monitors are located at each of our locations for associate use. Tracking sheets and informational sheets are available for associates as well.



VHDA was awarded the Fit Friendly Worksite Award from the American Heart Association for its health and wellness efforts in 2013 and again in 2014.

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**A VHDA associate getting his ride on!**



**Chair massages are available on a weekly and bi-weekly schedule at a nominal cost to our associates. Anywhere from six to 26 associates sign up for the weekly and bi-weekly massages.**

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**Associates joining forces and getting a good walk in during their lunch break.**

# Virginia Housing Development Authority

## *Journey to Wellness – A Better Way of Living, One Step at a Time*



Search this site... 

[About Us](#) [News & Events](#) [Human Resources](#) [Development & Learning](#) [Workplace Resources](#) [Community](#)

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Text Size: A- A A+ | [Print](#) 

### Navigate

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- [Blood Pressure Check](#)
- [Caught in Act](#)
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- [Journey to Wellness Members](#)
- [Health Wellness Testimony](#)
- [Take a Break](#)
- [Submit Mobile App](#)
- [Recommended Mobile Apps](#)
- [Flu News and Resources](#)

## Group Exercise Schedule 2015

### Day : 1- Monday (2)

**Bootcamp Extreme** 12:10  
Boot Camp Extreme will push your body to its limits. You will gain muscular strength and cardio endurance. It is the ultimate workout to burn body fat. These workouts are fast paced with intervals. You will be doing agility training with plyometrics and weights.

**Yoga** 1:10  
This workout combines traditional yoga poses with intense fitness exercises. The result is an incredible mind/body workout. Excellent for those who are looking for better body tone, strength, & definition combined with flexibility training.

### Day : 2- Tuesday (2)

**Step** 12:10  
This class combines the cardio benefits of step moves on an adjustable platform with resistance weight training.

**Gentlesculpt** 1:10  
A nice, softer version of the Body Sculpt, but will keep that body toned!

### Day : 3- Wednesday (2)

**Body Bar Bootcamp** 12:10  
This class is designed to burn fat and build muscular endurance. You will increase your heart rate with compound movements using weights, slides, steps, etc.

**Yoga** 1:10  
This workout combines traditional yoga poses with intense fitness exercises. The result is an incredible mind/body workout. Excellent for those who are looking for better body tone, strength, & definition combined with flexibility training.

### Day : 4- Thursday (2)

**Bodysculpt** 12:10  
Sweat, sweat and more sweat! This high intensity cardio class will push you to your limit!

**Gentlesculpt** 1:10  
A nice, softer version of the Body Sculpt, but will keep that body toned!

### Day : 5- Friday (1)

**Core** 12:10  
The core of good posture is the core! Come out and tone abs and strengthen that back!

**The Group Exercise Schedule for VHDA's Wellness Center offers a variety of activities, serving participants at different levels of fitness and ability.**



Category	Description	Wellness Points Associate	Wellness Points Spouse
<b>Annual Preventive Physical Exam</b>	Complete your annual preventive physical exam with your healthcare provider. (Cigna will award you points once your claim has been processed)	<b>Earn 308 wellness points for completing any one of these screenings</b>	<b>Earn 1 wellness points for completing any one of these screenings</b>  <b>Item required to be eligible for VHDA medical plans in 2016</b>
<b>OB/GYN exam (preventive exam)</b>	A preventive exam that can identify early ovarian and cervical cancers, HPV (human papillomavirus), breast cancer and more. (Cigna will award you points once your claim has been processed)		
<b>Preventive Mammogram</b>	Up to 90% of breast cancers are found using mammogram tests. It is recommended for women over the age of 40, unless there is family history of breast cancer. (Cigna will award you points once your claim has been processed)		
<b>Preventive Colon cancer screening</b>	Colon cancer is treatable when detected early. It is recommended for all age 50 and older, unless you have family history of colon cancer. (Cigna will award you points once your claim is processed).		
<b>Health Assessment</b>	Complete the health assessment located at mycigna.com.	<b>Earn 308 wellness points</b>	<b>Earn 1 wellness points</b>  <b>Item required to be eligible for VHDA medical plans in 2016</b>
<b>Participate in Onsite Biometric Screening Event</b>	Complete your biometric screening onsite to better understand your health numbers: body mass index, blood pressure, cholesterol and blood sugar levels. Date of event will be announced later in 2015.	<b>Earn 100 wellness points</b>	n/a
<b>Self Reported Educational Seminars</b>	Earn 25 points when you attend a VHDA sponsored Lunch-n-Learn or complete a VHDA University online course. Will expand to also include CDHP educational seminars. Max of 4 sessions = Max of 100 self-reported points for this category	<b>(25 points for each session)</b>  <b>Earn up to 100 wellness points</b>	n/a
<b>Physical Activity</b>	If you are physically active 3x per week for 30 minutes, you can report your physical activity to earn wellness points for the months of January 2015-September 2015. Max of 8 months = Max of 80 self-reported points for this category.	<b>(10 points for each month)</b>  <b>Earn up to 80 wellness points</b>	n/a
<p align="center"><b>IMPORTANT NOTES ON HOW TO EARN VHDAs 2016 BENNY BUCKS</b></p> <ul style="list-style-type: none"> <li>- An associate must complete both a preventive exam (any of the four listed above) and the online health assessment in order to earn any Benny Bucks.</li> <li>- If the associate intends to cover a spouse on the plan, the <u>spouse must complete</u> both a preventive exam and the online health assessment during the 9/1/14 - 8/31/15 timeframe in order to be covered under VHDAs plan in 2016.</li> <li>- The completion of all the initiatives in green will be verified through Cigna and your points will be reflected on the mycigna.com website. You will not have to obtain any forms or provide proof of completion to HR.</li> </ul>			
The items color coded in orange are self-reported on the mycigna.com website and only associates are eligible to earn points in those categories. Spouses covered under the plan are not eligible and cannot earn additional points for the self-reported initiatives.			
<b>WELLNESS POINTS TO BENNY BUCKS - HOW MUCH CAN AN ASSOCIATE EARN?</b>			
<b>Associates must earn 616 wellness points from the green categories to earn the following Benny Bucks:</b>		<b>\$616</b>	
<b>Associates can earn a minimum of 100 additional wellness points from the orange categories to earn the following Benny Bucks:</b>		<b>\$200</b>	
<b>TOTAL BENNY BUCKS AN ASSOCIATE CAN EARN</b>		<b>\$816</b>	

**The Motivate Me program encourages health and wellness activities for associates and their spouses.**