



LIVE WELL

1420 East College Drive  
Marshall, MN 56258  
www.swwc.org

## 2022 January Pool Live Well and Incentive Program Timeline

- SWWC: 2/23/22  
Information sent to all groups:  
Timeline  
Budget (Will be sent in separate email week of Feb 28th)  
Wellness Program Packet (Live Well Agreement on last page)  
Incentive Agreement (Sent out after Live Well agreement received)  
Group Portal Instructions  
Incentive Tracker  
Physician Screening Letter
- GROUP: ASAP after receiving information  
Return Live Well Agreement & Incentive Agreement
- GROUP: 7/1/22  
Submit for approval for all activities/screenings on the Portal
- SWWC: 10/3/22  
Secure email will go out to the participating groups Wellness Coordinators/Leaders for the incentive reporting
- GROUP: 10/28/22  
All activities and screenings must be done by this date
- GROUP: 11/4/22  
Incentive Reports must be emailed to Carli Bothun (securely) by this date
- SWWC: 12/2/22  
Incentive Dollars will be paid to the participating groups by this date
- GROUP: 12/2/22  
Wellness Dollars Reimbursement requests must be submitted in the portal by this date
- GROUP: 12/31/22  
All Incentives paid out to employees by this date
- SWWC: 12/31/22  
All Live Well Reimbursements paid out to Group by this date