

EMPLOYER BASED WELLNESS PROGRAM APPLICATION TIMELINE

- November – attend or view online the annual NDPERS Wellness Forum
- *February 28* - Submit your Wellness Program Discount Application SFN 58436 and Wellness Benefit Funding Program Application SFN 58361 to PERS for upcoming plan year
- March - PERS will review and evaluate the Wellness Program Discount Applications submitted
- April - PERS will notify those employers that are approved for the discount and will provide all Wellness Programs that have not been approved a second opportunity to submit a revised copy
- May - PERS will review and evaluate the revised Wellness Program Discount Applications submitted
- *May 31* – submit previous year’s Employer Based Wellness Program Year-end Activity/Program Confirmation SFN 58437 to PERS to confirm completed activities for plan year ending June 30
- June – PERS will notify employers requesting funding assistance of approval or denial
- July – New Plan Year begins and runs through following year June 30. Rates will be updated to indicate participation or non-participation in wellness effective July 1

