



Mayors Wellness Campaign (MWC) Checklist

- Have your Mayor sign the Annual Mayors Wellness Campaign Pledge to show your town's commitment to improving the health and wellness of your community for the upcoming calendar year.
- Schedule an in-person meeting or phone call with Quality Institute staff to receive individualized guidance on how to get your MWC started in your community or how we can help you enhance a program already in place.
- Develop a MWC Committee of stakeholders that are dedicated to helping your community achieve its health goals.
- Schedule your first MWC Committee Meeting.
- Review the NJ Healthy Town Application and Rubric to help guide your MWC planning.
- Perform a localized health needs assessment to determine your town's specific health needs and social determinants of health that should be addressed.
- Identify and agree on your MWC goals.
- Using the MWC Toolkit for guidance, choose programming and interventions that will have the greatest impact on your town's areas of need.
- Plan 2-3 programs to launch for the remainder of the year.
- Advertise your programming in your community.
- Host your events and programming.
- Evaluate the impact your events had on your community.
- Send photos and information about your events to Quality Institute staff.
- Visit the Quality Institute Booth and the NJ League of Municipalities Conference to resign your Annual Pledge and learn about new initiatives and programming.
- Submit your application to be awarded a NJ Health Town.

The Quality Institute staff is always here to help. Contact us at info@njhcqi.org or 609-452-5980.