

Lions John Cockayne Memorial Fellowship Trust Fund Committee

TERMS OF REFERENCE

Background

In 1996, the Oakleigh Lions Club Elderly Peoples Home Inc. made a donation of \$100,000 specifically to create a trust account at the Kingston Centre. The purpose was to use the interest of the money to fund small research projects in Aged Persons Care or Geriatric Medicine. Monash Health (formerly Southern Health) matched this generous donation with \$100,000, which meant that \$200,000 was in the trust account. Subsequently \$700,000 from a Monash Health special purpose account used to support research was added to the corpus.

Role

The objectives of the Fund Committee are:

1. To advance and sponsor research activities (projects and travel), pertaining to the care and treatment of older people, through allocation of research grants derived from the earnings of the Fund to projects or travel originating within the current Monash Health Rehabilitation and Aged Care inpatient, ambulatory care, or community services.
2. To monitor and review the investment strategies and earnings of the Fund, and to determine on an annual basis the amount of funds from the earnings on the capital, which can be directed towards research grants.
3. To consider and determine strategic priorities for research which will be supported by the Fund.
4. To monitor progress of funded research projects and to encourage and support introduction of the findings from research into clinical practice via local support within Monash Health. Furthermore, the Fund Committee will encourage researchers in receipt of the funding to publish and promote the outcomes of their research.

Membership

1. Medical Director Rehabilitation and Aged Care Services (RACS) - Professor Barbara Workman
2. Business Manager, Acute Medicine, Sub-Acute, Community - Mr Ying Chan
3. Three (3) Professional Directors RACS - Medical (Chair) - Professor Barbara Workman
- Nursing - A/Prof Jakqui Barnfield & Ms Julie Galloway, or their nominee
- Allied Health - Dr Melanie Farlie
4. Head, Department of Medicine at Monash University's School of Clinical Sciences - Professor Peter Ebeling
5. Two members of Lions Club of Oakleigh - Mr Shashi Kochhar, Dr Kate Bristow
6. One Community representative - Mr Tony Wynd
7. Monash Ageing Research Centre (MONARC) Manager and a staff member from Kingston

Medical Administration, as required.

Quorum

5 Members of which 1 is from the Oakleigh Lions Club and 4 from Monash Health.

The Members of the Oakleigh Lions Club may send a Delegate if they are unable to attend a Fund Committee meeting, or provide a proxy to the Chair of the Fund Committee.

Reporting

This Fund Committee reports to Research Support Services.

Meeting Frequency

- Four times per year
- Fridays 11.00 am – 12.30 pm, unless otherwise advised
- Kingston Centre Board Room, unless otherwise advised
- February - to review reports/presentations from previous year's funded projects
- May - to review reports/presentations on progress of current year's funded projects
- August - to receive the report on annual earnings of the Fund
 - to determine the amount to be disbursed in grants for the following calendar year
 - to approve calls for applications
- November - to consider each application with their independent reviews
 - to determine successful applications

SH Strategic Policy	SGA6	ACHS Function	
Reviewer	RACS, Lions John Cockayne Memorial Fellowship Trust Fund	Last review date	December 2018
Authoriser	RACS, Lions John Cockayne Memorial Fellowship Trust Fund	Next review date	August 2019