

# Activ Grants Working Group - Terms of Reference (Specific)

Controlled Document

## Appendix 23

### Activ Grants Working Group – Specific Terms of Reference\*

*\*to be read in conjunction with the Board Committee “General Terms of Reference” located in the Board Charter – “Board Committee Operations” (AQuA 2022)*

#### **Purpose**

The Activ Grants Working Group is formed to assist the Board to improve the quality of life of people living with disability through the administration of the Activ Special Assistance Grants.

The Activ Special Assistance Grants is a fund set up to improve the quality of life of people living with disability, at the request of Activ’s Southern Suburbs and Central Branches upon their closure. These residual funds are to remain quarantined and are not to be used for purposes other than those outlined in the Special Assistance Grants Criteria/Policy.

#### **Responsibilities**

The Working Group responsibilities include:

- Reviewing and considering applications for the Activ Special Assistance Grants in accordance with approved criteria; and
- Ensuring that access to the Activ Special Assistance Grants is evidenced based, fair, equal and transparent, and is clearly communicated

#### **Specific Membership Requirements**

- Honorary Life Governors of Activ;
- Chief Executive Officer; and
- Director.

#### **Specific Quorum for Activ Grants Committee**

- A minimum of three (3) Honorary Life Governors;
- A Director **and**
- the Chief Executive Officer shall constitute a quorum.