

National Government Constituencies Development Fund

2015

THIRD SCHEDULE

(ss. 25 (6), 11 and, 29(1))

CONSTITUENCY PROJECTS SUBMISSION FORM

CONSTITUENCY NO: 008 CONSTITUENCY NAME: LUNGALUNGA FINANCIAL YEAR:  
2022/2023

Chairman CDFC Committee: ..... Date: .....

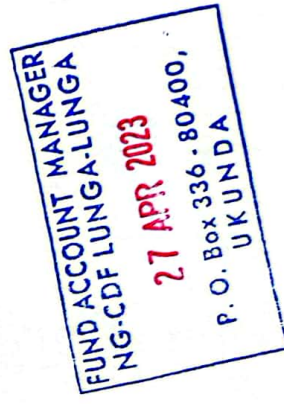
SERIAL NO.	NAME OF PROJECT	AMOUNT ALLOCATED
008/2640101	Bursary Secondary School	5,375,261.55
<b>TOTAL</b>		<b>5,375,261.55</b>

Signature:  .....

Date: 27/04/2023 .....

Name: CPA. Pole Davis Mwasambu

Position: Fund Account Manager



2015

FIRST SCHEDULE

(ss. 25 (6), 11 and, 29(1))

CONSTITUENCY PROJECTS SUBMISSION FORM

CONSTITUENCY NO: 008 CONSTITUENCY NAME: LUNGALUNGA FINANCIAL YEAR:  
2022/2023

Chairman CDFC Committee: ..... Date: .....

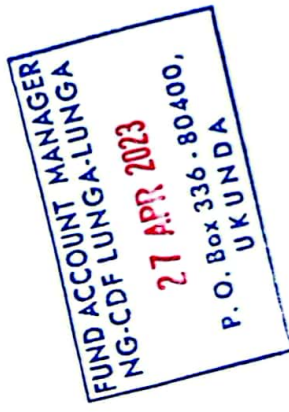
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<b>TOTAL</b>		<b>5,375,261.55</b>

Signature:  .....

Date: ..... 27/04/2023 .....

Name: CPA. Pole Davis Mwasambu

Position: Fund Account Manager



National Government Constituencies Development Fund

FOURTH SCHEDULE

(s. 30)

PROJECT DESCRIPTION FORM

Constituency No: 008      Constituency Name: Lungalunga      County: Kwale

Project Number: 008/2640101

Project Title: Bursary Tertiary Institution

Sector: Education

Status of projects (Tick one)

New.....Extension.....Ongoing.....

Rehabilitation.....

Brief Statement on progress at time of submission

Financial year under reference: 1<sup>st</sup> July 2022 – 30<sup>th</sup> June 2023

Original Cost Estimates in Kshs. 15,375,261.55 Dated.....

Amount allocated last financial year Kshs 15,375,261.55

Amount allocated this financial year Kshs 15,375,261.55

Project Name	Project Code	Project Activity	Status	Amount Allocated
Bursary Tertiary Institution	4-002-008-2640101-104-2022/2023-2	Payment of bursary to various tertiary institution.	New	15,375,261.55
<b>TOTAL</b>				<b>15,375,261.55</b>

Signature:  Date: 27/04/2023

Name: CPA. Pole Davis Mwasambu

Position: Fund Account Manager  
FUND ACCOUNT MANAGER  
NG-CDF LUNGA-LUNGA  
27 APR 2023  
P. O. Box 336 - 80400,  
UKUNDA



**NG-CDF LUNGALUNGA**

National Government Constituency Development Fund  
Lunga Lunga Constituency  
Off Ukunda Lunga Lunga Highway  
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Cell: +254718194163

Date: 27/04/2023

NG-CDF LUNGALUNGA/BOARD/03/2023

The Chief Executive Officer,

Nation Government Constituencies Development Board,

Po. Box 46682-00100,

Nairobi.

Dear Sir,

RE: CHANGE OF ACTIVITY

I hereby forward proposed change of activity for the financial year 2022/2023 project as indicated:

No.	Project Name	Old Activity	Old Amount	New Activity	New Amount	savings	Change to
1.	Bursary Tertiary Institute	Payment of Bursary to various tertiary institute	15,375,261.55	Payment of bursary to various tertiary institutions	10,000,000	5,375,261.55	Bursary Secondary School.

CPA Davis Pole Mwangi

**ACCOUNT MANAGER**  
NG-CDF LUNGA-LUNGA  
27 APR 2023  
Fund Account Manager  
Lungalunga NG-CDF P. O. Box 336 - 80400,  
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NG-CDF LUNGALUNGA

MINUTES FOR THE CDFC MEETING HELD ON THE 27<sup>TH</sup> APRIL 2023 IN THE LUNGALUNGA NG-CDF BOARD ROOM KANANA AT 10:00 AM.

**Present**

- |                      |                       |
|----------------------|-----------------------|
| 1. Abdulmalik Said   | -NG-CDF Chair         |
| 2. Beatrice Mbindyo  | -CDF Secretary        |
| 3. Davis Mwasambu    | -Fund Account Manager |
| 4. Zuhura Kombo      | -Member               |
| 5. Salim Boi         | -Member               |
| 6. Sabastian Kombeti | -Member               |
| 7. Selina Santo      | -Member               |
| 8. Mwanate Beja      | -Member               |

**Absent with apology**

Edward Chibu - Member

**Agenda**

1. Preliminaries
2. A.I.E Allocation
3. Change of bursary activity
4. Bursary award
5. NG-CDFC Training
6. Approval of payment

**Min. 1/27/04/2023: Preliminaries**

The meeting was brought to order by the chairman at 10:00 am and was officially opened with a word of prayer from Madam Beatrice Mbindyo. He further thanked members for availing themselves in time so that they can have ample time to discuss

BR.





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**Min. 2/27/04/2023: A.I.E Allocation**

The Fund Account Manager informed members that the NG-CDF Board released an A.I.E No. B205964 of kshs. 12,000,000/=. The members prioritized on the bursary needy cases and unanimously agreed to allocate the whole AIE to bursary so that students can benefit from the kitty considering that schools were about to be opened from the short holiday period

**B205964**

S/no	Item	Amount
1	Bursary secondary schools	12,000,000
		12,000,000

**Min. 3/27/04/2023: Change of Bursary activity**

The committee members were informed by fund account manager that the bursary applicants for secondary school students were so many compared to applicants' from tertiary institution hence there was a crisis to salvage the current situation of students' school dropout. The database was received from the bursary subcommittee was presented for approval of award. After long deliberations on how to handle this matter amicably members unanimously agreed to reduce the allocation of bursary to tertiary institutions of kshs. 15,375,261.55 to kshs. 10,000,000. This will create an excess of kshs. 5,375,261.55 that can be utilized to award secondary school students. The committee members tasked the fund account manager to seek approval of kshs. 5,375,261.55 for change of bursary activity from the board.

**Min. 4/27/04/2023: Bursary award**

The chairman informed members that the bursary list presented by the bursary subcommittee was ready and there was need to approve the award so that students can benefit from the kitty. He further informed members that there were so many bursary cases of students being sent home hence it was necessary for the committee to prioritize bursary in order to minimize these cases. After a lengthy discussion members resolved that bursary cheques should be prepared so that they can be issued before schools reopen for their second term

BR.





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**Min. 5/27/04/2023: NG-CDFC Training**

The fund account manager insisted that the committee needs to take trainings seriously so that they can be able to discharge their duties well. As communicated earlier by the board members were informed that training will commence on 27<sup>th</sup> April upto 1<sup>st</sup> may 2023 at Sai Rock Hotel hence everyone should attend.

**Min. 6/31/01/2023: Approval payment**

The fund account manager informed members that advertisement for the purchase of lungalunga school bus and consultancy for the development of 2023-2027 lungalunga strategic plan were placed on the PPRA portal and were due on 26<sup>th</sup> April 2023. The response was poor as only three bidders purchased bid documents for purchase of school bus while non responded to strategic plan bid. Members discussed this matter at length and resolved that an addendum to be placed for re-advertisement of the consultancy services. The fund account manager further presented a budget for office utilization to the committee for approval as detailed below.

s/no	Vote	Amount (Kshs.)
1	Salaries for April	201,004
2	Adm- goods and services	150,000
3	Capacity building	350,000
4	NG-CDF office	1,234,000
5	Sports activities	2,352,454
6	Lungalunga bus	1,800,000
7	Strategic plan	1,000,000
8	Bursary	12,000,000
<b>Total</b>		<b>19,087,458</b>

The members scrutinized the budget presented to them and unanimously approved the budget for utilization.

FUND ACCOUNT MANAGER  
NG-CDF LUNGALUNGA  
27 APR 2023  
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Min. 7/27/04/2023: Adjournment

**Adjournment**

There being no other business to transact the meeting was closed at 12 noon with a word of prayer from Mwanate Beja and members left at their discretion.

Minutes prepared by

Beatrice Mbindjo

Name

Signature: BR

Minutes Confirmed by

ABDUL MALIK SAID

Name

Signature: [Signature]

