

National Government Constituencies Development Fund Board  
 Khwisero Constituency  
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**NG-CDF BOARD**

**MINUTES OF THE KHWISERO NG-CDFC MEETING HELD ON 14/04/2023 AS FROM 10.00AM IN THE FUND ACCOUNT MANAGER'S OFFICE.**

**Members Present**

1. Mr. Daniel S. Sumba
2. Mr. Conrad E. Lukania
3. Mr. Geoffrey A. Ayuku
4. Mrs. Rose Ombewa
5. Ms. Abgael O. Olukasi
6. Mrs. Christine Agiso
7. Mr. Stephen T. Ombwenya
8. Mr. Roberts H. Mayienga
9. Mr. Bernard S. Misiko
10. Mr. Kennedy Njeru

- Chairman
- Secretary
- Member
- Member
- Member
- Member
- Member
- Member
- FAM
- For DCC

**In-Attendance**

1. Mr. Paul O. Onono

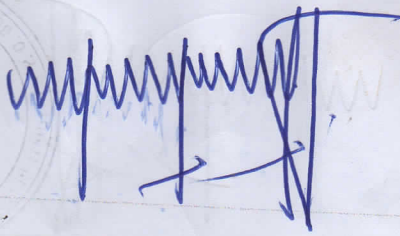
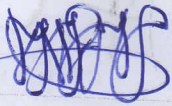
**Agenda**

1. Preliminaries
2. Reading and Confirmation of Previous Minutes
3. Matters Arising
4. Approval/Distribution and Payment of Received Funds 2022/2023 Financial Year
5. Bursary approval for payment
6. Request for Bursary Reallocation 2022/2023 FY
7. Adoption of M & E 3rd Quarter Report
8. Office of Auditor General Management Letter 2021/2022 FY
9. NG-CDF Committee & NSCA Training by the Board
10. A.O.B

Min 01/14/14/2023: Preliminaries

The meeting was called to order by the chairperson followed by a word of prayer from Mr. Paul Onono (NSCA) at 10.00 am. The chairman thanked members for attending the meeting despite a short notice.

*(Faint background text and stamps, including a circular stamp with 'APR 2023' and 'KHWISERO CONSTITUENCY')*


The Fund Account Manager reminded members that the committee is on Performance Contract, which has targets to be met every financial year. One of the set targets is to ensure that Monitoring and Evaluation of all approved and funded projects must be done continuously and a report tabled before the committee for improvement on quarterly basis. Since March had ended, three months are over, which is third Quarter. The members confirmed that of all the approved project proposals under 2022/2023 financial year, there are only four projects, which are yet to take off. These include: Ekambuli Primary School, Khwisero Primary School, Mwhila Boys' High School and NG-CDF Offices to be renovated. They are in the procurement process (tender opening and evaluation has been done). The exercise is managed by County Procurement Office, Kakamega. Once complete, the sites will be handed over to the winning bidders. Otherwise, all the other projects are ongoing despite funds taking too long to be released. The FAM thanked the members for implementing one of the major recommendations on increasing allocations to construction projects so that floors are

**Min 07/14/04/2023: Adoption of M & E 3rd Quarter Report**

request immediately to the Board for approval. As a requirement, this calls for reallocation since the payments cannot go through our Vote Book Management System. Some adjustments have to be done so that payments can be done as per the vetted lists. From the computations done, allocation for Tertiary institutions increases to sh.8,516,000 from sh.7,056,000. Secondary Schools' allocation will reduce from Ksh.37,892,782 to Ksh.36,432,782 (a difference of sh.1,460,000). This therefore calls for a reallocation of Ksh.1,460,000 from Secondary schools so that all vetted beneficiaries under tertiary institutions can be settled. The National Sub-County Accountant, who had been invited to the meeting, supported the FAM's advice and the committee mandated FAM to forward the

while Secondary students' amount reduces. The Fund Account Manager reported to the committee that the budget for both Secondary and Tertiary/Universities will not tally with the vetted requests. It was noted that the vetted beneficiaries in tertiary/universities exceeds what was budgeted for i.e. we budgeted for Ksh.37,892,782 to Secondary school students and Ksh.7,056,000 to Tertiary institutions in our proposals. However, after receiving applications and vetting, the amount for tertiary is higher


**Min 06/14/04/2023: Request for Bursary Reallocation 2022/2023 FY**

114	UNIVERSITY OF ELDORET	14,000
115	UNIVERSITY OF EMBU	21,000
116	UNIVERSITY OF KABANGA	7,000
117	UNIVERSITY OF NAIROBI	29,000
118	UZIMA UNIVERSITY	7,000
119	WOTE TECHNICAL TRAINING INSTITUTE	31,000
120	ZETECH UNIVERSITY	15,000
121	AFRICA INTERNATIONAL UNIVERSITY	2,659,000
	<b>TOTAL</b>	

Khwisero NG-CDF Committee Meetings Minutes

There being no other business, Mrs. Christine Agiso proposed the meeting to be adjourned and was seconded by Ms. Abrael Okwako. The meeting was adjourned at 2.30pm. Closing prayer was given by Ms. Rose Ombewa.

(NG-CDFC Secretary)

Minutes compiled by: 

(NG-CDFC Chairman)

Confirmed by: 