



NG-CDF NORTH IMENTI

National Government Constituencies Development Fund

North Imenti Constituency

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MINUTES OF NG-CDFC MEETING HELD ON 23rd SEPTEMBER 2020 AT THE NG-CDF BOARDROOM.

PRESENT

- | | |
|-------------------------------|-----------|
| 1. Rev Jacob Kithinji Manyara | Chairman |
| 2. Mrs Faith Ngongo | Secretary |
| 3. Mr Ezekiel K Mwangangi | FAM |
| 4. Ms Hadija Makena | Member |
| 5. Mr. Patrick Mutethia | Member |
| 6. Mrs. Evelyne Mukiri | Member |
| 7. Mr. Augustine Maingi | Member |
| 8. Mr.Charles Monari | Member |
| 9. Mr Frankline Mwenda | Member |
| 10. Mr. Patrick Munyua | Member |
| 11. Serah Wanjiku | ACC |

IN ATTENDANCE

- | | |
|---------------------------|----------------------|
| 1. Hon Abdul Rahim Dawood | Member of Parliament |
| 2. Stephen Ndumbi | P.A |
| 3. Geoffrey Kirimi | C.O.M |

AGENDAS

- Opening Prayers
- Reading and confirmation of the previous minutes
- Matters arising from the previous minutes
- Reports
- Projects monitoring and Evaluation
- Projects Proposals for the year 2020/2021
- Any other Business



MIN 01/23/SEPTEMBER/2020/NG-CDF/NORTH IMENTI: OPENING PRAYERS

The Chairman called the Meeting to order at 9:00am and Mr. Frankline Mwenda said the opening prayer.

MIN 02/23/SEPTEMBER/2020/NG-CDF/NORTH IMENTI: READING AND CONFIRMATION OF THE PREVIOUS MINUTES

The secretary read the minutes of the previous minutes, they were confirmed by Grace Maina and seconded by Festus Mburu as true records of what was discussed.

MIN 03/23/SEPTEMBER/2020/NG-CDF/NORTH IMENTI: MATTERS ARISING FROM THE PREVIOUS MINUTES

The following were matters arising from the previous Minutes.

a. Issue of Projects Re-submission

A member *Mr. Patrick Mutethia* wanted to be informed whether re-submission of the projects had been done, the Funds Manager informed the committee that he had already forwarded the re-submission of projects to the CDF Board and they were only awaiting for the approval and release of funds.

b. Un-collected Bursary Cheques

Members discussed and approved cancellation of all the uncollected bursary cheques, needy and deserving cases to be given priority

MIN 04/23/SEPTEMBER/2020/NG-CDF/NORTH IMENTI: REPORTS

a. Bursary Reports.

The Secretary informed the committee that had completed the process of compiling list of Bursary beneficiaries and they were only awaiting for funds so that they can start the process of writing the cheques.

b. Funds Managers Reports

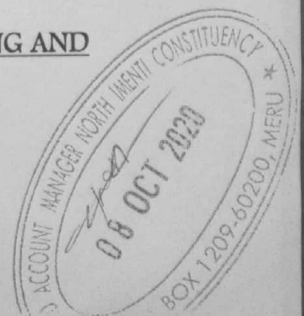
The Fund's manager informed members that they had received an allocation of 33,367,724 Million from the Board as balance for the last financial year, members approved for the transfer of funds to the project management committee accounts immediately as they await the tendering process.

c. Tendering Report.

The Chair informed members that tender evaluation was in process and once the process is complete the Funds manager will issue award letter to the successful bidders.

MIN 05/23/SEPTEMBER/2020/NG-CDF/NORTH IMENTI: PROJECTS MONITORING AND EVALUATION

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The Secretary of the committee presented the Monitoring and evaluation report for discussion by members, it was noted that the last exercise was a success and the committee was impressed by the good work the project Management committee were doing in terms of projects implementation, it was reported that almost 90% of the projects under implementation were almost complete.

The committee noted that many projects were not labeled and, in such despite, good work the level of publicity was very low, the committee agreed that it should be made a requirement before any project starts a sign post should be erected and once the project is complete it should be well labeled and all these costs should be part of the total project cost.

MIN 06/23/SEPTEMBER/2020/NG-CDF/NORTH IMENTI: PROJECTS PROPOSALS FOR THE YEAR 2020/2021

The Funds Account Manager informed the committee that the allocation table for the year 2020/2021 was ready and the Constituency was allocated a sum of **Ksh137, 367,724.14**

He also informed the Committee in preparation of projects proposals the committee should look in to the following requirements.

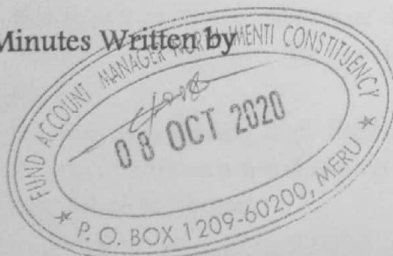
- i. Projects funded should have been identified in public forums and documented in the Ward Report
- ii. Where the project is eligible for funding i.e. projects that under national government functions and which must be community based benefiting a wider cross section of people and projects that foster sustainable development.
- iii. Priority to be given to on-going projects
- iv. Regional Balance
- v. Adherence to statutory ceilings
- vi. Branding of projects where the cost of labeling should be included in the total project cost
- vii. Projects submitted should be in line with constituency strategic Plans.

After lengthy discussions the committee proposed the following projects for approval by the CDF Board.

MIN 07/23/SEPTEMBER /2020/NG-CDF/NORTH IMENTI: ANY OTHER BUSINESS.

There being no other Business to discuss the meeting ended at 12:30 PM with a word of Prayer said by Faith Ngongo. Members also approved their daily sitting allowance and any other office administrative expenses

Minutes Written by



EZEKIEL K MWANGANGI

FUND ACCOUNT MANAGER

Minutes Confirmed by

JACOB KITHINJI MANYARA

CHAIRMAN