

**MEETING HELD ON 16TH NOVEMBER 2018 AT THE NG-CDFC OFFICE
TEACHERS PLAZA BUILDING, KITALE**

MEMBERS PRESENT

- | | |
|-----------------------------|---------------|
| 1. Benard Chepas | - Chairperson |
| 2. Catherine Chemiati | - Secretary |
| 3. John Eric Gitonga Wambui | - FAM |
| 4. Margaret Sessi | - Member |
| 5. Willy Kibet | - Member |
| 6. Irene Nafula | - Member |
| 7. Chris Kweyu | - Member |
| 8. Mourine Atieno | - Member |
| 9. Vincent Khamati | - Member |

AGENDA

1. Reading and confirmation of previous minutes
2. Ongoing projects
3. Proposals for financial year 2018/2019
4. Approval of expenditure
5. A.O.B

Min 1/ NG-CDFSAB /16/11/18 -Reading and Confirmation of previous minutes


The meeting started at 9:30am with a word of prayer from Catherine Chemiati. The minutes of the previous meetings were read by the Secretary, proposed by Vincent Khamati and seconded by Mourine Atieno as true record of proceedings.

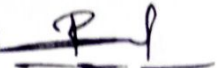
Min 2/ NG-CDFSAB /16/11/18 Ongoing projects

The fund accounts manager issued the committee with a list of ongoing projects and informed the committee that there was a directive to complete all ongoing projects before undertaking new ones. The committee went through the list and came up with a way forward. The schedule attached below represents the actions to be taken as agreed upon by the committee.

Secretary,

Chairman

Catherine Chemiati 

Benard Chepas 

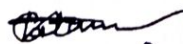
Financial Year	Project name	Approved Activities	Pending Activities	Expected Output	reasons for changes in cost of completion
2013/2014	Muliro Sec Sch	Construction of Dining Hall	Roofing	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
2013/2014	Muliro Sec Sch	Construction of Dining Hall	Roofing	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
2013/2014	Muliro Sec Sch	Construction of Dining Hall	Roofing	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
2013/2014	Safari Police Station	Construction of Police station	Roofing, plastering, painting, doors and windows	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
2014/2015	Muliro Sec Sch	Construction of Administration Block	Plastering, painting, doors and windows	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
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2014/2015	Muliro Sec Sch	Construction of Administration Block	Plastering, painting, doors and windows	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
2014/2015	Matsi Sec Sch	Roofing of dining hall, flooring, doors, windows	Roofing, plastering, painting, windows and doors	Reduced pupil congestion	
2014/2015	Grassland Pri Sch	Construction of Administration block	Plastering, painting, doors and windows	Increased pupil enrolment	Complete
2015/2016	Muliro Sec Sch	Construction of Administration Block	Plastering, painting, doors and windows	Completed	Complete
2015/2016	Muliro Sec Sch	Construction of Administration Block	Plastering, painting, doors and windows	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
2015/2016	Muliro Sec Sch	Construction of Administration Block	Plastering, painting, doors and windows	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
2015/2016	Muliro Sec Sch	Construction of Administration Block	Plastering, painting, doors and windows	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
2015/2016	Masinde Muliro Sec Sch	Completion of Adm. Block	Plastering, painting, doors and windows	increased student enrolment	
2015/2016	Muliro Sec Sch	Construction of Administration Block	Plastering, painting, doors and windows	Completed	Repeated/captured above
2015/2016	Muliro Sec Sch	Construction of Administration Block	Plastering, painting, doors and windows	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
2015/2016	Muliro Sec Sch	Construction of Administration Block	Plastering, painting, doors and windows	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
2016/2017	Muliro Sec Sch	Construction of Administration Block	Plastering, painting, doors and windows	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
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2016/2017	Muliro Sec Sch	Construction of Administration Block	Plastering, painting, doors and windows	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
2016/2017	Muliro Sec Sch	Construction of Administration Block	Plastering, painting, doors and windows	Completed	Inflation, depreciation of current structure and wrong budget estimate during budgeting
TOTAL					Inflation, depreciation of current structure and wrong budget estimate during budgeting

Min 3/ NG-CDFSAB /16/11/18 – Proposals for financial year 2018/2019

The Fund Account Manager briefed the meeting that the submission of the proposals for the 2018/2019 financial year budget is required to be submitted to the Board for approval. He also informed the meeting that the allocation to be budgeted for is Kshs 109,040,875.52.

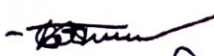
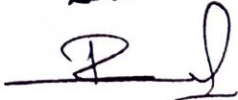
After lengthy discussions, the committee agreed to fund the following projects :-

Project Name	Amount allocated	Project activity
Emergency Reserve (5%)	5,738,993.45	To cater for any unforeseen occurrences in the constituency during the financial year
Admin & Recurrent (6%)	6,542,452.00	Administration/Recurrent
Sports (2%)	2,180,817.00	Purchase of sports kits for teams in the constituency
Environmental (2%)	2,180,817.00	Purchase and planting of tree seedlings in the constituency
M&E (3%)	3,271,226.00	Monitoring And Evaluation
Bursary	34,314,306.00	Payment of bursary to needy students
NGCDF office	6,000,000.00	Construction of Saboti NG-CDF Office to completion
NGCDF Vehicle	6,464,150.00	Purchase of Saboti NGCDF Vehicle
Central Primary School	1,500,000.00	Plastering, flooring, roofing, Fixing Windows And doors of boys dormitory
Kitale Union Primary School	400,000.00	Roofing of two classes
Kaloleni Annex Primary School	1,000,000.00	Plastering, flooring and painting of four classes
Eugene Wamalwa Primary School	1,000,000.00	Plastering, flooring and painting of four classes
Soil Conservation Primary School	1,000,000.00	Plastering, flooring and painting of four classes
St Joseph Primary School	1,000,000.00	Plastering, flooring and painting of four classes
Top Station Primary School	1,000,000.00	Plastering, flooring and painting of four classes
Maeni Primary School	1,200,000.00	Construction and equipping of One classroom with 20 desks
Muliro Primary School	600,000.00	Roofing,plastering,painting, windows and doors of two classrooms
Chemi Chemi Primary School	1,200,000.00	Construction and equipping of One classroom with 20 desks
Sango Primary School	1,200,000.00	Construction and equipping of One classroom with 20 desks
Berur Primary School	1,200,000.00	Construction and equipping of One classroom with 20 desks
Muliro Primary Primary School	800,000.00	Plastering, flooring, painting, window and door fixing of admin block
Muroki Primary	1,200,000.00	Construction and equipping of One classroom with 20 desks
Township Primary	250,000.00	Excavation, walling and roofing of 4 door toilets

Secretary-Catherine Chemati 

Chairman Bernard Chepas 

Eugene Wamalwa Primary	250,000.00	Excavation, walling and roofing of 4 door toilets
Kitale Union Primary	250,000.00	Excavation, walling and roofing of 4 door toilets
Lukhuna Primary	250,000.00	Excavation, walling and roofing of 4 door toilets
Lukosi Primary	250,000.00	Excavation, walling and roofing of 4 door toilets
Lukhome Primary	250,000.00	Excavation, walling and roofing of 4 door toilets
Mwita Primary	250,000.00	Excavation, walling and roofing of 4 door toilets
Lungai Primary	250,000.00	Excavation, walling and roofing of 4 door toilets
Maeni Primary School	400,000.00	Excavation, walling and roofing of 4 door toilets
Matisi Girls Secondary School	1,200,000.00	Fixing doors and windows, flooring, plastering and painting of a classroom
Soil Secondary School	1,200,000.00	Construction and equipping of one classrooms with 20 desks per class
Farm Prison Secondary School	1,200,000.00	Construction and equipping of One classroom with 20 desks
Rafiki Secondary School	850,000.00	Construction and equipping of one classroom with 20 desks
Bishop Crowley Secondary School	950,000.00	Plastering Installation Fitting, piping and painting of twin lab
Lukosi Secondary School	1,200,000.00	Flooring, Plastering, windows and doors fixing of multipurpose hall
St Johns Sikinwa Secondary School	1,200,000.00	Construction and equipping of one classroom with 20 desks
St Patrick Koy Koy Secondary School	1,200,000.00	Construction and equipping of one classroom with 20 desks
St Aquinas Kapretwa Secondary School	1,200,000.00	Construction and equipping of one classroom with 20 desks
Sango Secondary School	1,200,000.00	Construction and equipping of one classroom with 20 desks
Senator Wamalwa Secondary School	650,000.00	Construction and equipping of one classroom with 20 desks
Cheptumbelio Secondary School	800,000.00	Plastering, painting, fixing doors and windows of Administration Block
Trans Nzoia Secondary School	650,000.00	Purchase of School land 1 acre
Masinde Muliro Secondary School	800,000.00	Plastering, painting, doors and windows of Administration Block
Caleb Amisi Center of Excellence	2,400,000.00	Flooring, Plastering, fixing of windows, doors and painting of admin block
Caleb Amisi Center of Excellence	498,114.07	Construction and equipping of two classrooms with 20 desks per class
Wetangula Secondary School	1,200,000.00	Construction of 2, 4 door toilets
Matisi Friends Secondary School	800,000.00	Construction and equipping of one classroom with 20 desks
St Andrews Sukwo	700,000.00	Walling, Roofing, plastering, painting, windows and doors of Multipurpose hall
		Flooring, plastering and painting of two classrooms

Secretary Catherine Chemiat - 
Chairman Bernard Cheru 

St Michael Secondary School	650,000.00	Plastering, painting, fixing doors and windows of Administration Block
Kinyoro Ap Camp	900,000.00	Flooring, plastering, painting, doors and windows of 4 staff houses
Muroki Ap Post	900,000.00	Flooring, plastering, painting, doors and windows of 4 staff houses
Saboti Police Post	850,000.00	Windows, doors, plastering, Roofing and Flooring of 4 houses
Tuwan Chief's Camp	400,000.00	Windows, doors, plastering, Roofing and Flooring of 4 houses
Rengecha AP Camp	900,000.00	Flooring, plastering, painting, doors and windows of 4 staff houses
Chemichemi Ap Camp	1,150,000.00	Walling, windows and doors fixing, flooring, roofing and plastering of office
TOTALS	109,040,875.52	

Min 4/ NG-CDFSAB / 16/11/18 – Approval of expenditure

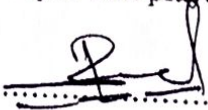
The Fund Account Manager requested for approval for payment of sitting allowances for two meetings.

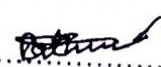
Budget

No. of members	Allowance per member	Meetings	Total
7	5,000/= per meeting	2	70,000/=
1	7,000/= per meeting	2	14,000/=
	Post office charges		30,000/=
			114,000/=

A.O.B

There being no other business, the meeting ended at 2:00pm with prayer from Willy Kibet.

Signed by: -
Chairperson Benard Chepas Signature  Date 16/11/2018

Secretary Catherine Chemiat Signature  Date 16 Nov 2018