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| CDF logo 4 MsWord**NG-CDF**  | **National Government Constituencies Development Fund****CHERANG’ANY CONSTITUENCY**District HeadquartersKaplamai Road, KACHIBORAP.O Box 4573-30200Kitale, Kenya**Email**: cdfcherangany@cdf.go.ke |

**NG-CDFC MEETING HELD ON 21st OCTOBER -2019 AT THE NG-CDFC BOARD ROOM-KACHIBORA**

**Members Present**

1. Eunice Njeri- Chairperson
2. George Okaro- Fund Account Manager
3. Wilson Too- Secretary
4. Martin O. Were- Member
5. Stanley Birech- Member
6. Benjamin Barngetuny- Member
7. Alice N. Mwangi- Member
8. Daisy Cheptoo- Member
9. Timothy Lagat- Member
10. Abed Malwa DCC Member

In attendance Philomena Mghandi Sub –County Accountant (SCA)

**AGENDA**

1. Prayer
2. Preliminaries
3. Reading and confirmation of previous minutes
4. Matters arising
5. Projects proposal Approval FYR 2019-2020
6. Budget
7. A.O.B

**Min 1 NG-CDF/21/10/2019 prayer**

The meeting started with a word of prayer from Stanley Birech at 9.45 AM.

**Min 2 NG-CDF /21/10/2019 preliminaries**

The Chairlady welcome members to the meeting and congratulated them for keeping time. **MIN 3 NG-CDF /21/10/2019 Reading and confirmation of previous meeting**

The secretary read through the minutes of the previous minutes and were proposed by Daisy Jeptoo and seconded by Martin O Were as the true deliberation of the last sitting.

**MIN 4 NG-CDF /21/10/2019 Matters Arising**

1. All emergency that was approved to fill all the required documentation for preparation of cheques.
2. Most police and chiefs office PMCs to open account with Sidian Bank kitale branch.
3. The NHIF payment is on process once the cheques is ready to be dispatched to NHIF Kitale Office.
4. Projects with challenges have to be dealt with.
5. The public participation took place and went on well.

**MIN 5 NG-CDF /21/10/2019**  **Projects proposal FRY 2019-2020**

The committee discussed and allocated funds to projects and the mandatory votes. The allocation table for this financial year 2019-2020 at kshs 137,367,724.14 as shown below,

|  |  |
| --- | --- |
| **NAME OF PROJECT** | **AMOUNT ALLOCATED** |
| Administration/Recurrent |  8,242,063.44 |
| Monitoring and Evaluation/Capacity Building | 4,121,031.72  |
| Emergency Reserve | 7,198,241.38  |
| Sports Activities |  1,500,000  |
| Environment | 500,000 |
| Security | 2,350,000  |
| Social security and Bursary | 30,106,387.60  |
| Primary School Projects | 36,800,000 |
| Secondary School Projects | 42,250,000 |
| Social security programme | 3,500,000.00 |
| ICT Hub | 800,000.00 |
|  **Total 137,367,724.14** |

**Administration / Recurrent**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name** | **Activity**  | **Amount** | **Status** |
| Employees’ Salaries | Payment of staff salaries and gratuity  | 3,000,000  | Ongoing |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc. | 2,000,000  | Ongoing |
| NSSF | Payment of NSSF Deductions | 500,000  | Ongoing |
| 2NHIF | Payment of NHIF Deductions | 500,000 | Ongoing |
| Committee Expenses | Payment of Committee sitting allowances, transport & conferences **Total**  | 2,242,063.44**8,242,063.44**  | Ongoing |

**Monitoring and Evaluation**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name** | **Activity**  | **Amount** | **Status** |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence | 821,031.72  | Ongoing |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 1,500,000  | Ongoing |
| CDFC/PMC Capacity Building | Undertake Training of the PMCs/CDFCs on CDF Related issues **Total**  | 1,800,000**4,121,031.72**  | Ongoing |

**Emergency**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount**  | **Status** |
| Emergency | To cater for any unforeseen occurrences in the constituency during the financial year  **Total**  | 7,198,241.38**7,198,241.38**  | Ongoing |

**Sports**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount**  | **Status** |
| Sports | Purchase of uniforms, balls, nets for Carrying out Constituency football ,volleyball and athletics tournament**Total**  | 1,500,000**1,500,000** | On going |

**Bursaries**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount**  | **Status** |
| Bursary Secondary Schools | Payment of bursary for needy students |  16,000,000.00  | ongoing |
| Bursary Tertiary Institutions | Payment of bursary for needy students **Total**  |  14,106,387.60**30,106,387.60** | On going |

**Social security programme**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount**  | **Status** |
|  Social security programme | Payment of national hospital insurance fund for 580 needy and deserving constituents **Total**  | 3,500,000**3,500,000** |  New |

**Environment**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount**  | **Status** |
| Environment | Purchase of water tanks 3500 liters at kshs 25,000 and gutters at 25,000 for 10 schools at kshs 50,000:- Simatwet Primary, Top Suwerwa Primary, SDA Moige Secondary, Mateket Primary, Nyakinywa Primary, Mukuyu Primary, Kesogon Primary, Makutano Primary, Cheptiret Primary and Leltangat Primary.**Total**  | 500,000**500,000** | New |

**PRIMARY SCHOOL**

|  |  |  |  |
| --- | --- | --- | --- |
| Kuriot Primary School | Completion of 4 classrooms .Flooring, plastering, fixing of windows and doors, painting and labelling. | 500,000.00 | Ongoing |
| Simatwet Primary School | Completion of Six classrooms-plastering, flooring, fixing of windows and doors, painting and labelling. | 600,000.00 | Ongoing |
| Kongasis Primary School | Completion of four classrooms-plastering, flooring, fixing of windows and doors, painting and labelling. | 400,000.00 | On-going |
| Tarakwa Primary School | Completion of four classrooms-plastering, flooring, fixing of window panes and doors, painting and labelling. | 400,000.00 | On-going |
| Kapyemit Primary School | Completion of four classrooms-plastering, flooring, fixing of windows and doors, painting and labelling. | 600,000.00 | On-going |
| Top Suwerwa Primary School | Completion of two classrooms-plastering, flooring, fixing of windows and doors, painting and labelling. | 500,000.00 | Ongoing |
| Benon Primary School | Completion of six classrooms-plastering, flooring, fixing of windows and doors, painting and labelling. | 650,000.00 | Ongoing |
| Loima Primary School | Construction of one classroom to completion | 650,000.00 | New |
| St.Marys Kiboswa Primary School | Renovation of six classrooms to completion, plastering, flooring, fixing of windows and door panes, painting and labelling. | 600,000.00 | New |
| Kiptoror Primary School | Renovation of four classrooms-plastering, flooring, fixing of windows and doors panes, painting and labelling. | 500,000.00 | New |
| Setek Primary School | Renovation of 4 classrooms to completion, plastering ,flooring, fixing of windows and doors , painting and labelling.  | 500,000.00 | New |
| Tuigoin Primary School | Completion of two classrooms-Flooring, plastering and painting and labelling.  | 500,000.00 | Ongoing |
| Biribiriet Primary School | Completion of Administration Block of 4 offices, blundering, plastering, flooring, painting and labelling. | 300,000.00 | Ongoing |
| Kiriita Primary School | Renovation of 4 classrooms to completion, roofing, fixing of windows and doors, painting and labelling. | 500,000.00 | New |
| St. Annes Visiwani Primary School | Construction of one classroom to completion. | 650,000.00 | New |
| Makutano Primary School | Renovation of 4 classrooms roofing and painting. | 700,000.00 | New |
| Baraka Primary School | Construction of one classroom to completion. | 650,000.00 | New |
| Kamatony Primary School | Construction of one classroom to completion. | 650,000.00 | New |
| Mito Mbili Primary School | Renovation of 4 classrooms to completion, plastering ,flooring, fixing of windows and doors, painting and labelling. | 500,000.00 | New |
| Keboye Primary School |  Construction of one classroom to completion. | 650,000.00 | New |
| Bokoli Primary School |  Completion of two classrooms: plastering, fixing of windows, doors, painting and labelling. | 500,000.00 | ongoing |
| Kipkeikei Primary School | Renovation of 4 classrooms to completion plastering, flooring, fixing of windows and doors, painting and labelling.  | 400,000.00 | New  |
| Bonde Primary School |  Completion of administration block 4 offices : roofing, plastering ,fixing of windows, doors, painting and labelling. | 500,000.00 | ongoing |
| Cheptiret Primary School | Purchase of one and a half acres of land. | 1,500,000.00 | New |
| Osorongai Primary School | Renovation of four classrooms to completion plastering, flooring, fixing of windows and doors, painting and labelling.  | 500,000.00 | New |
| Cheptobot Primary School |  Renovation of six classrooms to completion plastering, flooring, fixing of windows and doors and door panes, painting and labelling.  | 700,000.00 | New |
| Chepkaitit Primary school | Renovation of four classrooms to completion, plastering, flooring, fixing of windows and doors, painting and labelling.  | 500,000.00 | New |
| Mwaita Primary School | Construction of two classrooms to completion. | 1,300,000.00 | New |
| Mwiruti primary school | Purchase of One Acre of land. | 700,000.00 | New |
| Bororiet primary school | Construction of one classroom to completion. | 650,000.00 | New |
| Botwa Milimani Primary school | Completion of two classrooms: flooring, plastering, fixing of windows and doors, painting and labelling. | 600,000.00 | ongoing |
| Kaplamai Primary School | Renovation of five classrooms to completion, plastering, flooring, fixing of window panes and door panes, painting and labelling.  | 500,000.00 | New |
| Kapchepsir Primary School | Completion of 2 dormitories of 150 student’s capacity each roofing, plastering, fixing of windows and doors, painting and labelling. | 700,000.00 | ongoing |
| Timaa Primary School | Renovation of five classrooms to completion, plastering, flooring, fixing of windows and doors, painting and labelling. | 500,000.00 | New |
| Bata muhiu Primary School | Renovation of five classrooms to completion, plastering, flooring, fixing of windows and doors, painting and labelling. | 400,000.00 | New |
| Nyakinywa Primary School | Renovation of five classrooms to completion, roofing, plastering, flooring, painting and labelling.  | 500,000.00 | New |
| Karara Primary School | Renovation of five classrooms to completion, roofing, plastering, flooring, painting and labelling.  | 500,000.00 | New |
| Nyasiland Primary School  | Renovation of five classrooms to completion, roofing, plastering, flooring, painting and labelling. | 500,000.00 | New |
| Chisare Primary School  | Renovation of five classrooms to completion, roofing, plastering, flooring, painting and labelling. | 500,000.00 | New |
| Kemeloi Primary School | Renovation of four classrooms to completion, plastering, flooring, fixing of windows and doors, painting and labelling. | 500,000.00 | New |
| Chematich Primary School | Renovation of four classrooms. Flooring, plastering, fixing windows and doors, painting and labelling. | 500,000.00 | New |
| Mukuyu Primary School | Construction of one classroom to completion. | 650,000.00 | New |
| Sibanga Primary School | Renovation of five classrooms to completion. Flooring, plastering, fixing windows and doors, painting and labelling. | 600,000.00 | New |
| Ngorera Primary School | Construction of one classroom to completion. | 650,000.00 | New |
| Motosiet Primary School | Renovation of four classrooms to completion, plastering, flooring, fixing of window panes and door panes, painting and labelling.  | 500,000.00 | New |
| Chepkaos Primary School | Construction of one classroom to completion. | 650,000.00 | New |
| Cherangany Primary School | Renovation of five classrooms to completion, plastering, flooring, fixing of windows and doors, painting and labelling.  | 500,000.00 | New |
| Sinoko Primary School | completion of three classrooms :flooring, plastering , windows and doors, painting and labelling | 600,000.00 | ongoing |
| Kipsingori Primary School | Construction of one classroom to completion. | 650,000.00 | New |
| Sinoko Bahati Primary School | Construction of one classroom to completion. | 650,000.00 | New |
| Mateket Primary School | Renovation of four classrooms to completion, plastering, flooring, fixing of windows and doors, painting and labelling. | 500,000.00 | New |
| Barmalel Primary School | Construction of one classroom to completion. | 650,000.00 | New |
| Perkerra Primary School | Construction of one classroom to completion. | 650,000.00 | New |
| Kongoli Primary School | Renovation of four classrooms to completion. Flooring, plastering, fixing windows and doors, painting and labelling. | 500,000.00 | New |
| Murguiywo Primary School | Purchase of one acre of land. | 1,000,000.00 | New |
| Hututu Primary School. | Completion of three classrooms: flooring, plastering, fixing windows, doors, painting and labelling. | 600,000.00 | ongoing |
| Tulon Primary School | Renovation of four classrooms to completion. Plastering, flooring, fixing of windows and doors, painting and labelling.  | 500,000.00 | New |
| Tunen Primary School | Renovation of four classrooms to completion, plastering, flooring, fixing of windows and doors, painting and labelling.  | 500,000.00 | New |
| Wiyeta Primary School | Completion of administration blocks 4 offices: wiring, fixing of windows and doors, veranda extension, painting and labelling. | 500,000.00 | ongoing |
| Milima Primary School | Renovation of four classrooms to completion, plastering, flooring, fixing of windows and doors, painting and labelling.  | 500,000.00 | New |
| Sitatunga Primary School | Completion of three classrooms: flooring, plastering, fixing of windows, doors, painting and labelling. | 500,000.00 | ongoing |
| Tumaini Primary School | Renovation of two classrooms to completion, roofing, plastering, flooring, painting and labelling.  | 500,000.00 | New |
| Kabolet Primary School | Renovation of four classrooms to completion, roofing, plastering, flooring, painting and labelling.  | 500,000.00 | New |
|  | **TOTAL**  | **36,800,000.00** |  |

**SECONDARY SCHOOL**

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| --- | --- | --- | --- |
| Tarakwa Secondary School | Construction of one classrooms to completion | 650,000 | New |
| AIC Tuigoin Secondary School | Completion of one storey of 4 Classrooms started in FRY 2018-2019 suspension of first floor, pillars and walling of first floor. | 3,000,000 | Ongoing |
| AIC Kiptenden Secondary School | Completion of Administration block 4 offices , fitting, plastering , painting and labeling  | 500,000 | New |
| St. Augustine Munyaka secondary school | Completion of dining hall of 500 student’s capacity, Roofing, Plastering, flooring, fixing of windows and doors, painting and Labelling. | 600,000 | Ongoing |
| Amani Secondary School | Construction of boys’ dormitory to completion of 100 student’s capacity. | 1,000,000 | New |
| AIC Biribiriet Secondary school | Purchase of School Bus 52 seater with government construct Isuzu company.  | 7,200,000 | New |
|  Michai Secondary School | Construction of one classrooms to completion | 650,000 | New |
| St. Pauls Kiriita secondary school | Completion of dining hall of 1000 student’s capacity: Roofing, Plastering, flooring, fixing of windows and doors, painting and Labelling. | 800,000 | ongoing |
| Makutano Secondary School | Completion of 40 students capacity a laboratory - walling and roofing-phase two second wing | 500,000 | Ongoing |
| St. Peters Mito Mbili Secondary School | Completion of construction of school Kitchen – flooring, fixing windows and doors and kitchen fittings. | 700,000 | Ongoing |
| Upec Osorongai Girls Secondary School |  Completion of one storey building made of 4 classrooms – walling upper floor, plastering, fixing of windows and doors, painting and labelling started in FRY 2017/2018. | 2,500,000 | ongoing |
| St. Marys Cheptobot Secondary School | Construction of one classroom to completion. | 650,000 | New |
| AIC Seum Secondary School | Construction of one classroom to completion. | 650,000 | New |
| Friends Secondary School Bonde | Construction of Dormitory of 100 student’s capacity, foundation, walling and roofing. | 800,000 | New |
| St. Francis Suwerwa Boys High School  | Co- funding with PTA –2 storey building, completion of 1st floor 2 labs and 3 offices, plastering, fixing of windows and doors, fixing of windows and doors panes, painting and labelling. PTA has completed foundation, walling of ground floor and suspension of first slab at Kshs 3,000,000. | 1,500,000 | ongoing |
| St Charles Lwanga Secondary School | Completion of administration Block 6 offices, fixing of windows and doors, fittings, wiring, plumbing, painting and labelling. | 700,000 | Ongoing |
| Yuya Secondary School | Completion of 100 student’s capacity dormitory – flooring and wiring. | 600,000 | Ongoing |
| Karara secondary school  | Completion of 40 students capacity a laboratory - walling and roofing-phase two second wing | 500,000 | ongoing |
| Kimoson Girls secondary school | Purchase of School Bus 52 seater with government construct Isuzu company.  | 7,200,000 | New |
| Ngonyek Secondary School | Construction of laboratory of 40 student’s capacity foundation, walling and roofing. | 1,000,000 | New |
| Sibanga Secondary school | Construction of Dining Hall of 100 student’s capacity, foundation, walling and roofing. | 800,000 | New |
| St. Teresa secondary school | Completion of resource centre flooring, plastering, fittings, ceiling, painting and labelling. | 800,000 | ongoing |
|  Immaculate Conception Girls Mukuyu |  Construction of laboratory of 40 student’s capacity foundation walling upto lintel level. | 800,000 | New |
| Chepkoiyo secondary school |  Construction of one classroom to completion. | 650,000 | New |
| Friends Hututu Girls secondary school | Completion of 150 student’s capacity Dormitory plastering, flooring, fixing of windows and doors, painting and labelling. | 600,000 | ongoing |
| St. Joseph Cheptil secondary school | Completion of 40 student’s capacity laboratory flooring, plumbing, gas system, fixing of window panes, painting and labelling. | 800,000 | ongoing |
| Mateket secondary school | Completion of twin of 80 student’s capacity laboratory flooring, plumbing, gas system, fixing of window panes, painting and labelling. | 700,000 | ongoing |
| Noigam Secondary School | Completion of 40 student’s capacity laboratory floor, plumbing, gas system, fittings, painting and labelling. | 500,000 | ongoing |
| Nzoia Centre Secondary School | Renovation of five classrooms to completion, plastering, flooring, fixing of windows and doors, painting and labelling.  | 500,000 | New |
| Ekegoro Secondary School | Completion of two classrooms: flooring, plastering, fixing of windows and doors, ceiling, painting and labelling. | 600,000 | ongoing |
| St. Christopher Girls Secondary School | Construction of one classroom to completion. | 650,000 | New |
| St. Michaels Bahati Secondary School | Construction of one classroom to completion. | 650,000 | New |
| Wiyeta Girls Sec School | Completion of Multi Purpose hall 800 student’s capacity- plumbing, wiring and screeding started in FRY 2005/2006. | 700,000 | ongoing |
| St. Christopher Boys Secondary School | Completion of one storey building roofing and wiring of 4 classrooms. | 800,000 | ongoing |
| St. Patricks Kipsaina Secondary School | Completion of 40 student’s capacity laboratory flooring, plumbing, gas system, fixing of window panes, painting and labelling. | 600,000 | ongoing |
| Sitatunga Secondary School | Completion of 40 student’s capacity computer lab – windows, plastering, painting and labelling. | 400,000 | ongoing |
|  | **TOTAL** | **42,250,000** |  |

**SECURITY**

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| --- | --- | --- | --- |
| Kapsara Ass.Chiefs Office | Completion of 3 rooms Assistant Chiefs office : Plastering, flooring, fixing of window panes and labeling |  300,000 | On-going |
| Geta Chiefs Office | Completion of 3 rooms Chiefs Office: plastering, flooring, windows, painting and labeling |  350,000 | On-going |
| Trans Nzoia East Sub County CID Office | Construction of three roomed office to completion. | 1,000,000 | New |
| Administration Police – Kesogon | Construction of 3 rooms Administration police office to completion. | 700,000 | New |
|   |  **TOTAL**  | **2,350,000** |  |
| **ICT HUB** |  |  |
| Kesogon ICT Hub | Construction of ICT hub to completion. PMC Kesogon Primary School board of management. |  800,000 | NEW |
|  | **TOTAL** | **800,000** |  |

**MIN 6 NG-CDF /21/10/2019 Budget**

The Committee approved budget for sitting allowance 10 member at kshs 5,000 = kshs 60,000

 1 member at kshs 8,000 = kshs 8,000

 **TOTAL =KSHS 68,000**

**MIN 7 NG-CDF /21/10/2019 A.O.B**

1. Members to approve and plan for monitoring and evaluation of projects that have been funded in the financial year 2018-2019.
2. The committee to approve funds to purchase boots for security officer.
3. Members raised concerns over issues of bursary, especially tertiary and University some colleges go not comply.
4. The committee in future to design and approve an appropriate formula for dispatching of bursary cheques.

Being no other business, the meeting adjourned at 1.50 pm with a word of prayer from Alice Njeri.

**Minutes Prepared by,**

**Secretary Signature Date**

Wilson Too ……………………………. ………………………..

**Confirmed by,**

**Chairperson Signature Date**

Eunice Muiruri ……………………………… ……………………………