

**MINUTES OF BUTERE NG-CDF COMMITTEE HELD ON 22<sup>ND</sup> SEPTEMBER 2020,**  
**IN THE NG-CDF BOARD ROOM AT 8.00 AM.**

**PRESENT**

<b>No</b>	<b>Name</b>	<b>Designation</b>
1	Nelson Alfayo	Fam
2	Francis Angatia	Chairperson
3	Margret Alukhaba	Secretary
4	Elius Githaura	ACC
5	Sylvia Nandi	Member
6	Fredrick Ambeyi	Member
7	Reuben Marende	Member
8	Michael Amariat	Member
9	Lilian Akinyi	Member
10	Livingstone Shivona	Member

**AGENDA**

1. Preliminaries/adoption of Agenda
2. Reading and confirmation of the previous minutes
3. Matters arising from the previous minutes
4. Project Proposal
5. A.O.B

**MIN 1/NG-CDF/22/09/20: PRELIMINARIES**

The chairperson requested Mr. Shivona to pray and the meeting commenced at 8.00 am. He thanked members for arriving on time and reminded them the vitality of this gathering. The chair then requested the secretary to take members through the agenda. The agendas were adopted without any amendments.

**MIN 2/NG-CDF/22/09/20: CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING.**

The secretary took members through the previous minutes. The minutes were confirmed by Mr. Amariati and seconded by Marende as the true recording of the last committee meeting.

**MIN 3/NG-CDF/22/09/20: MATTERS ARISING FROM THE PREVIOUS MINUTES.**

Members having been taken through the previous minutes, the Fund Account Manager informed members that projects are going on well. The Chairman also reminded members of the need to be on the watch.



**MIN 4/NG-CDF/22/09/20: PROJECT PROPOSAL.**

The committee discussed and prioritized the projects as below.

<b>BUTERE NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND                      PROJECT PROPOSAL 2020/2021                      CODELIST                      FINANCIAL YEAR 2020 1<sup>ST</sup> JULY TO 30<sup>TH</sup> JUNE 2021</b>					
Project name	Original Cost Ksh	Cumulative Cost Ksh	Activity	Amount	Current Status
<b>Office Admin &amp; Recurrent Exp 6%</b>					
Employee's Salaries	2,500,000.00	-	Payment of staff salaries ksh 2,000,000.00, and gratuity ksh 500,000.	2,500,000.00	Ongoing
NSSF	150,000.00	-	Payment of NSSF deductions.	150,000.00	Ongoing
Goods and Services	4,075,332.76	-	Computer and printer repairs and maintenance, stationery, telephone, travel and subsistence, Purchase of paper punch staplers staple removers and office pins.	4,075,332.76	Ongoing
Committee Expenses	1,500,000.00	-	Payment of Committee sitting allowances, transport, conferences	1,500,000.00	Ongoing
<b>Monitoring &amp; Evaluation 3%</b>					
CDFC/PMC Capacity Building	1,000,000.00	-	Undertake Training of the PMCs/CDFCs and staff on CDF Related issues	1,000,000.00	Ongoing
Goods and Services	1,612,666.38	-	Purchase of fuel, printing, stationery, Airtime, field refreshments, travel and subsistence.	1,612,666.38	Ongoing



Committee Expenses	1,500,000.00	-	Payment of Committee field allowances, Benchmarking Tour transport, accommodation, meals and related costs.	1,500,000.00	Ongoing
<b>Bursary 25%</b>					
Bursary Secondary school	20,000,000.00	-	Payment of bursary to needy students in secondary schools.	20,000,000.00	Ongoing
Bursary Tertiary institutions	14,272,219.83	-	Payment of bursary to needy students in colleges, universities and other tertiary institutions.	14,272,219.83	Ongoing
<b>Sports 2%</b>					
Sports Activities	2,741,777.59	-	Organizing Constituency Sports tournament in volley ball, leg ball, football Kshs 2,000,000.00; Winning teams will be awarded full uniforms, balls, medals and trophies ksh 741,777.5	2,741,777.59	Ongoing
<b>Environment 2%</b>					
Mabole primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Shtsitswi primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing



Eshikomere primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Bukuti primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Imanga primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Eshtsakha primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Butere primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Eshibuche primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Shitari primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Shikunga primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Ibokolo primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Ekendero primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Masaba primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Shiraha primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing



Muyundi primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Mukoye primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Eshikholobe primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Shibanga primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Eshibuche primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Lunza primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Eshiyanza primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Shitoyi primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Bulanda RC primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Shinyulu primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Ematawa primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing
Buchenya primary school	100,000.00	-	Supply, delivery and planting of 1,000 tree seedlings	100,000.00	Ongoing



Shianda primary school	141,777.59	-	Supply, delivery and planting of 1,400 tree seedlings	141,777.59	Ongoing
Emergency 5%					
Emergency Reserve	7,192,206.90	-	To cater for any unforeseen occurrences in the constituency during the financial year	7,192,206.90	Ongoing
Primary schools					
Butere primary school	16,400,000.00	8,000,000.00	Completion of construction of 8 classrooms, tuition block by 1 <sup>st</sup> floor walling, roofing and finishes to completion  (Funded as 2019/20 4.5M and Reallocation from Bursary 2019/20 3.5M)	8,400,000.00	Ongoing
Mukoye primary school	2,500,000.00	1,000,000.00	Completion of construction of administration (head teacher's office, deputy's office, staffs room, store, burser's office and reception) block by roofing, fixing of doors and windows, plastering and painting to completion	1,500,000.00	Ongoing
Shianda Primary school	2,500,000.00	1,000,000.00	Completion of construction of administration (head teacher's office, deputy's office, staffs room, store, burser's office and reception) block by roofing, fixing of doors and windows, plastering and painting to completion	1,000,000.00	Ongoing


  
 FUND ACCOUNT MANAGER  
 BUTERE

Marenyo Primary school	16,400,000.00	8,000,000.00	Completion of construction of 8 classrooms, tuition block by 1 <sup>st</sup> floor walling, roofing and finishes to completion  (Funded as 2019/20 4.5M and Reallocation from Bursary 2019/20 3.5M)	8,400,000.00	Ongoing
Shinyulu Primary school	2,500,000.00	1,000,000.00	Completion of construction of administration (head teacher's office, deputy's office, staffs room, store, burser's office and reception) block by roofing, fixing of doors and windows, plastering and painting to completion	1,000,000.00	Ongoing
St Marks Bulanda Primary school	16,400,000.00	8,000,000.00	Completion of construction of 8 classrooms, tuition block by 1 <sup>st</sup> floor walling, roofing and finishes to completion  (Funded as 2019/20 4.5M and Reallocation from Bursary 2019/20 3.5M)	8,400,000.00	Ongoing
Shiyiro Primary school	1,892,000.00	1,200,000.00	Completion of renovation of 5 classrooms each accommodating 60 students by roofing, fixing of doors and windows, and painting to completion	692,000.00	Ongoing
Shiatsala Primary school	2,500,000.00	1,000,000.00	Completion of construction of administration (head teacher's office, deputy's office, staffs room, store, burser's office and reception) block by roofing, fixing of doors and windows, plastering and painting to completion	1,000,000.00	Ongoing



Buchenya primary school	1,600,000.00	1,000,000.00	Completion of renovation of five classrooms with veranda each accommodating 60 students by plastering and painting to completion	600,000.00	Ongoing
Shirembe primary school	3,400,000.00	-	Improvement of school 4 km access road by grading and gravelling. <b>LETTER OF NO OBJECTION FROM KERRA</b>	3,400,000.00	New
Shibuche primary school	3,315,000.00	-	Improvement of school 3.9 km access road by grading and gravelling. <b>LETTER OF NO OBJECTION FROM KERRA</b>	3,315,000.00	New
Shinyulu primary school	3,485,000.00	-	Improvement of school 4.1 km access road by grading and gravelling. <b>LETTER OF NO OBJECTION FROM KERRA</b>	3,485,000.00	New
Musere primary school	1,410,898.00	-	Improvement of school 1.7 km access road by grading and gravelling. <b>LETTER OF NO OBJECTION FROM KERRA</b>	1,410,898.26	New
<b>Secondary schools</b>					
Imanga secondary school	14,500,000.00	10,500,000.00	Completion of storey building to accommodate dining hall (accommodating 300 students) and 8 classrooms each carrying 60 students by roofing and finishes  <ul style="list-style-type: none"> <li>• <b>MoU ON THE PROJECT</b></li> <li>• <b>WHEN WAS THE PROJECT INITIATED</b></li> </ul>	4,000,000.00	Ongoing





			<ul style="list-style-type: none"> <li>PROJECT ACTIVITY INCLUDED IN THE COMPLETION FOR LAST FY</li> </ul>		
Shinamwenyuli secondary school	16,400,000.00	8,000,000.00	Completion of construction of 8 classrooms, tuition block by 1 <sup>st</sup> floor walling, roofing and finishes to completion  (Funded as 2019/20 4.5M and Reallocation from Bursary 2019/20 3.5M)	8,400,000.00	Ongoing
Shibembe secondary school	16,400,000.00	8,000,000.00	Completion of construction of 8 classrooms, tuition block by 1 <sup>st</sup> floor walling, roofing and finishes to completion  (Funded as 2019/20 4.5M and Reallocation from Bursary 2019/20 3.5M)	8,400,000.00	Ongoing
Masaba Secondary school	2,500,000.00	1,000,000.00	Completion of construction of administration (head teacher's office, deputy's office, staffs room, store, burser's office and reception) block by roofing, fixing of doors and windows, plastering and painting to completion	1,500,000.00	Ongoing
Shiraha Secondary school	16,400,000.00	8,000,000.00	Completion of construction of 8 classrooms, tuition block by 1 <sup>st</sup> floor walling, roofing and finishes to completion  (Funded as 2019/20 4.5M and Reallocation from Bursary 2019/20 3.5M)	8,400,000.00	Ongoing



Shitsitswi Secondary school	2,000,000.00	1,000,000.00	Completion of constructions of 2 classrooms each is carrying 60 students by roofing, wall plastering and painting to completion	1,000,000.00	Ongoing
Muluwa Secondary school	500,000.00	-	Purchase of 1.0 acres land <b>LAND VALUATION REPORT / WHAT OF TITLE PROCESSING FEE</b>	500,000.00	New
Lufumbo Girls Secondary school	2,500,000.00	-	Construction of dormitory accommodating 100 students by foundation, walling & ring beam and roofing level	1,350,000.00	New
Lunza Secondary school	2,500,000.00	-	Construction of dormitory accommodating 100 students by foundation, walling & ring beam and roofing level	1,350,000.00	New
Security					
Eshienjera Assistant chiefs office	1,000,000.00	700,000.00	Completion of construction of assistant chief's office partitioned into 2 offices and one board room by fixing of glasses and painting	300,000.00	Ongoing
<b>TOTAL</b>				<b>137,088,879.31</b>	

**MIN 5/NG-CDF/22/09/20: A.O.B**

There being no other business, the meeting adjourned at 10.00 am by a word of prayer from Mr. Shivona.



Minutes compiled by MAGRET NOKKABO Date 22/09/20 Sign Magret

**CDFC SECRETARY**

Minutes Approved by Francis Angeli Date 22/09/20 Sign Francis

**CDFC CHAIRMAN**

