

**MINUTES OF KANDUYI NGCDF COMMITTEE MEETING HELD
ON 20TH SEPTEMBER, 2021 AT THE NGCDF OFFICE.**

MEMBERS PRESENT.

NO.	NAME	DESIGNATION
1	CHRISTOPHER KALABAI	CHAIR
2	SCOLASTICA N. SATIA	SECRETARY
3	BENJAMIN SUGUT	FAM
4	DUNCAN O. OKWACH	DCC
5	BENEDICT W. KITONIN	MEMBER
6	JAYNE WERE	MEMBER
7	JOSEPHINE N. NAMUKHAYWA	MEMBER
8	LINET ATEMBA	MEMBER
9	HARUN OKUMU WANJALA	MEMBER
10	PETER SIFUNA WANJALA	MEMBER

AGENDA

1. Preliminaries
2. Reading and confirmation of previous minutes
3. Matters arising
4. Approval of 2021-22 budget proposal Office Vehicle and NGCDFC Project Commitment
- 5.
6. AOB

MIN.01/KCDFC 20/09/2021: PRELIMINARIES

The meeting started at 10.30 AM with a word of prayer by Scolastica Satia.

MIN.02/KCDFC 20/09/2021: READING AND CONFIRMATION OF PREVIOUS MINUTES:

The secretary read through the minutes of previous meeting and were confirmed by Linet Mulumia and seconded by Benedict Kitonini.

MIN.03/KCDFC 20/09/2021: MATTERS ARISING

There were no matters arising from the previous meeting.

MIN.04/KCDFC 20/09/2021: APPROVAL OF 2020/21 BUDGET PROPOSAL

The secretary NGCDF tabled all the ward proposals for thorough deliberation by the committee.

Before deliberating, the Fund Account Manager gave the committee guidance on how those proposals should appear in terms of sectors as they are from the National Government Constituency Development Fund Board.

He also presented percentages that should guide each budget especially for statutory allocations like administration, monitoring and evaluation, sports, environmental activities, emergency and bursary.

The committee also approved the following project proposals after lengthy deliberations;

ADMINISTRATION AND RECURRENT	Project activity	AMOUNT	
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6%			
Employees Salary	Payment of staff salaries	2,102,856	Statutory
Gratuity	Payment of staff gratuity	550,800	Statutory
Goods & Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, office equipment and furniture	3,038,407	Statutory
NSSF	Payment of NSSF Deductions	133,270	Statutory
NHIF	Payment of NHIF Deductions	100,000	Statutory
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	2,300,000	Statutory
		8,225,333	
MONITORING & EVALUATION 3%			
Goods & Services	Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence, etc	800,000	Statutory
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,950,839	Statutory
CDFC Capacity Building	Undertake Training of the PMCs/CDFCs on CDF Related issues	1,361,827	Statutory
		4,112,666	
EMERGENCY 5%			
Emergency (5 % of the Fund)	Unallocated amount meant for emergency that may occur within the Constituency	7,192,207	Statutory
SPORTS 2%			
Sports	Carry out Constituency football Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits	2,741,778	Statutory
ENVIRONMENTAL 2%			
Namisi CEB Primary School	Purchase, delivery and planting of 1,000 tree seedling	220,000	Statutory
Malaha Primary	Purchase, delivery and planting of 1,000 tree seedling	220,000	Statutory
Maliki Primary	Purchase, delivery and planting of 1,000 tree seedling	220,000	Statutory
Siritanyi Primary	Purchase, delivery and planting of 1,000 tree seedling	220,000	Statutory
Nakayonjo Primary	Purchase, delivery and planting of 1,000 tree seedling	220,000	Statutory
Mechimeryu Secondary	Purchase, delivery and planting of 1,000 tree seedling	220,000	Statutory
Musaka Primary	Purchase, delivery and planting of 1,000 tree seedling	220,000	Statutory
Tembelela Secondary	Purchase, delivery and planting of 1,000 tree seedling	220,000	Statutory

	tree seedling		
Sango Primary	Purchase, delivery and planting of 1,000 tree seedling	220,000	Statutory
Ranje Police Post	Purchase, delivery and planting of 1,000 tree seedling	220,000	Statutory
Bukembe Police Station	Purchase, delivery and planting of 1,000 tree seedling	220,000	Statutory
Kanduyi ngcdf office	Purchase, delivery and planting of 1,000 tree seedling	220,000	Statutory
Kanduyi ngcdf office	Purchase, delivery and installation of two number (2)5,000 litres water tank.	101,778	Statutory
BURSARY 25%			
Bursary Secondary School	Payment of bursary to needy students	8,872,220	Statutory
Bursary Tertiary School	Payment of bursary to needy students	25,200,000	Statutory
		34,272,220	
NGCDF OFFICE			
NGCDF Office Vehicle	Purchase of ISUZU D-MAX TFS 86 Double cab delux,4x4(Accesorized)	5,544,800	New
NGCDF OFFICE	Renovation of NG-CDF office; reflooring by fixing tiles, repainting of the walls and construction of one door internal toilet in the FAM's office by walling , plastering, painting and installation of modern flush toilet	1,917,497	New
		7,462,297	
PRIMARY SCHOOLS			
Bukananachi primary school	Completion of 2 classrooms; walling,roofing,flooring,plastering and painting.	500,000	Ongoing
Bukembe sa primary	Construction of 8 door pit latrines to completion	500,000	New
Central Baptist Primary	Renovation of 6 classrooms; reflooring, fixing window panes, roofing and painting	600,000	New
Chemululuchi Primary	Completion of 2 classrooms-plastering, flooring, painting, fixing of shutters, wiring, branding.	700,000	Ongoing
Chengwali Primary	Renovation of 8 classrooms- reflooring, fixing window panes, reroofing and painting	800,000	New
Kanduyi DEB Primary	Renovation of 8 classrooms- reflooring, fixing window panes, reroofing and painting	800,000	New
Khakula Primary	Renovation of 8 classrooms- reflooring, fixing window panes, reroofing and painting	800,000	New
Khaweli Primary	purchase of 1 acre of land	800,000	New
Kikwechi Primary	Construction of 2 classrooms to completion	1,600,000	New
Kimugui Primary	Renovation of 8 classrooms-reflooring, fixing window panes, reroofing and painting	800,000	New
Kitinda Primary	Renovation of 8 classrooms; reflooring, fixing window panes, reroofing and painting	800,000	New

Lumasa Primary	Additional funds for purchase of 1 acre of land	600,000	Ongoing
Lutungu Primary	Renovation of 8 classrooms-reflooring, fixing window panes, reroofing and painting	800,000	New
Lwanda Primary	Renovation of 8 classrooms- reflooring, fixing window panes, reroofing and painting	800,000	New
Mabuusi Primary	Additional funds for renovation of 5 classrooms- plastering, painting, re-flooring, fixing fascia board, branding	700,000	Ongoing
Maliki Primary	Purchase of 1 acre of land	1,000,000	New
Maocho primary	Construction of 1 classroom to completion	800,000	New
Mungeti Primary	Construction of 1 classroom to completion	800,000	New
Mupeli Primary	Renovation of 6 classrooms- reflooring, fixing window panes, reroofing and painting	600,000	New
Mwikhupo Primary	Construction of 2 classrooms to completion	1,600,000	New
Namisi CEB Primary	Construction of 1 classroom to completion	800,000	New
Ndakaru Primary	Completion of 6 no. classrooms; plastering, installation of verandah and flooring.	1,200,000	Ongoing
Nzoia Industrial Primary	Construction of 2 classrooms to completion	1,600,000	New
Ranje Primary	Additional funds for Completion of 200 students' capacity dinning hall - plastering,fixing doors , windows and painting	1,000,000	Ongoing
Sango FYM Primary	Construction of 7 classrooms to completion	4,900,000	New
Sio Primary	Renovation of 6 classrooms; reflooring, fixing window panes, reroofing and painting	600,000	New
Siritany Primary	Renovation of 6 classrooms; reflooring, fixing window panes, reroofing and painting	600,000	New
Sitoma Primary	Renovation 6 classrooms; reflooring, fixing window panes, reroofing and painting Kshs.600,000 and purchase of land 0.5 acre 600,000, construction of 3 roomed administration block to completion 800,000	2,000,000	New
Tulienge Primary	Purchase of 1 acres of land	1,000,000	New
Walala Primary	Additional funds for purchase of 1 acre land	1,600,000	Ongoing
Watwanga primary	Construction of Adminstration block comprising of Head Teacher's office, Deputy headteacher's office and Staff room to completion.	1,000,000	New
Namirembe primary	Construction of 1 classroom to completion	800,000	New
		33,500,000	
SECONDARY SCHOOLS			
ACK Good shepherd Secondary	purchase of 1 acre of land	1,000,000	New
ACK Marakaru Secondary	Completion of 3 classrooms;plastering, flooring, painting, fixing of shutters, wiring,	700,000	Ongoing



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	branding.		
Bungoma Baptist Girls secondary	Additional funds for construction of 80 students' capacity dormitory on ground floor with a first floor suspended slab and stair case - walling, plastering, flooring, painting, fixing windows, doors and electrification	2,000,000	ongoing
Bukembe SA Secondary	Construction of 2 classrooms to completion	1,600,000	New
Butieli secondary	Purchase of 1 acre of land	1,000,000	New
Cardinal Otunga Girls Secondary	Construction of 2 classrooms to completion	1,600,000	New
Khaoya Secondary school	Additional funds for completion of 2 classrooms; plastering, flooring, fixing of shutters, painting, branding	400,000	Ongoing
St. Martins Kitinda Secondary	Construction of 5 classrooms on first floor in Storey building -walling and roofing	1,000,000	New
Matumbufu Secondary	Construction of 100 student dormitory; Foundation,Walling, plastering and roofing,	1,000,000	New
Mechimeru SA Secondary	Construction of 2 classrooms to completion	1,600,000	New
Mungeti Secondary	Construction of 3 classrooms to completion	2,400,000	New
Mwikhupo Baptist Secondary	Construction of one classroom to completion	800,000	New
Nabukhisa Secondary	Completion of 80 students capacity library to completion-plastering, fixing of shutters, flooring, work tables, gas system, soak pit, fume chamber	1,700,000	ongoing
Namwacha ERSF Secondary	Additional funds for construction of 45 capacity laboratory-plastering, flooring, painting, fixing of shutters, wiring, installation of work tables, gas pipe and fume chamber, branding.	1,500,000	On going
Nzoia Industrial Boys Secondary	Construction of 2 classrooms to completion	1,600,000	New
Sang'alo secondary	Construction of 2 classrooms to completion	1,600,000	New
Sikalame SA Secondary	Additional funds for completion of 100 student capacity dormitory- plastering, painting, fixing, of shutters	1,000,000	On going
Siloba Secondary	Construction 45 capacity laboratory - foundation, walling and roofing	1,500,000	New
St Johns Namasanda Secondary	Completing of laboratory 45 students capacity-plastering, flooring, fume chambers	1,000,000	On going
St longinus Kongoli Secondary	Additional funds for construction of dining hall 100 student capacity-walling, lintel and roofing	1,000,000	On going
St Veronica Ranje Secondary	Purchase of 1 acre of land	1,000,000	New
St Veronica Siritanyi Secondary	Completion of purchase of 2 acres of land	1,175,000	Ongoing
St Veronica Siritanyi Secondary	Completion of 5 classrooms; plastering, fittings and painting	750,000	Ongoing
St. Teresa Sio Secondary	Additional funds for purchase of a 33 seater school bus exclusive of insurance	1,907,800	Ongoing

St.Martins Mwibale Secondary	Additional funds for construction of 100 student dormitory-Walling, plastering , roofing, fixing of shutters, flooring, painting, branding	1,500,000	On going
St.Patricks Kimukungi Girls Secondary	Additional funds for purchase of a 33 seater school bus exclusive of insurance	1,907,800	Ongoing
St.Patricks Kimukungi Girls Secondary	Construction of 2 classrooms to completion-plastering, flooring, fixing of shutters, painting, branding 400,000	400,000	Ongoing
Tembelela Secondary	Construction of 1 classroom to completion	800,000	New
Wacheka Secondary	Additional funds for completion of 4 classrooms-fixing of shutters, painting, branding	300,000	Ongoing
Wamalwa Kijana Secondary	Construction of Kitchen to completion	1,000,000	New
		36,540,600	
SECURITY			
East Bukusu Chiefs Office	Renovation of chief's office; Fitting of doors and windows and painting of five (5) roomed Chief's Office.	300,000	New
	TOTAL	137,088,879	

MIN.05/KCDFC 20/09/2021: OFFICE VEHICLE AND NGCDFC PROJECT COMMITMENT

The committee after some deliberation agree unanimously that:

- a) i) The office vehicle GKA 829V be donated to **Ekitale Dispensary** as per their request to assist members of the public.
- ii) they initiate and ensure the process of disposal is done immediately.
- b) Due to big number of projects, the projects listed below be fully funded to completion in the financial year 2022-2023.

NAME OF PROJECT	AMOUNT TO BE FUND IN 2022-2023(kshs) TO COMPLETE
Ndakaru Primary School	1,200,000
St. Martins Kitinda Secondary School	4,000,000
Namwacha ERSF Secondary School	800,000
TOTAL	6,000,000

MIN.06/KCDFC 20/09/2021: AOB

There being no other business, the meeting ended at 12.45 pm with a closing prayer from Scolastica Satia.

CONFIRMED TO BE TRUE:

SCOLASTICA N. SATIA

SECRETARY



SIGN  DATE 20/09/2021

CHRISTOPHER KALABAI

CHAIRMAN

SIGN  DATE 20/09/2021