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|  CDF logo 4 MsWord **NG-CDF**  | **National Government Constituencies Development Fund** **Ugunja** **Consitituency**P.O Box 212-40606.Ugunja. **Email**: cdfugunja@cdf.go.ke. | **Website:** [www.ugunjaconstituency.co.ke.](http://www.ugunjaconstituency.co.ke.)  |

**MINUTES OF THE MAIN NG- C.D.F COMMITTEE MEETING HELD ON 6TH NOVEMBER, 2018 AT 10.00A.M AT THE CDF OFFICE (BOARDROOM)**

**MEMBERS PRESENT**

1. Boaz Omondi Odeyo – FAM
2. Daniel Ouma Omondi – Chairman
3. Cecilia Amondi Akuka – Secretary
4. John Otieno Apodo – member
5. Martha Achieng Oduor – Member
6. Benard Omollo Werre – Member
7. Beatrice Achieng Olaka – Member
8. Anne Akoth Aor – Member
9. Mr. Daniel Nduti – Deputy County Commissioner
10. Rose Ochieng - Member

**AGENDA**

1. Opening prayers.
2. Preliminaries
3. Reading and confirmation of previous minutes
4. Proposal Approval for the Financial Year 2018/2019
5. A.O.B

**Min. 1/6/11/2018: OPENING PRAYERS**

* 1. The meeting was called to order at 10.00 a.m. by an opening prayer from Daniel Ouma

Omondi

**Min. 2/6/11/2018: PRELIMINARIES**

2.1 The Chairman welcomed members to the meeting and thanked them for coming.

2.2 He also informed the members that they should consider proposals that had been

 Collected and the strategic plan in proposal development of the Financial

 Year2018/2019.

**Min. 3/6/11/2018: READING AND CONFIRMATION OF PREVIOUS MINUTES**

3.1 The previous minutes were read by the Secretary and proposed by Benard Omollo

 Werre and seconded by Beatice Achieng Olaka and they were adopted as the true

 records of the meeting after some corrections were done.

**Min. 4/6/11/2018: MATTERS ARISING FROM THE PREVIOUS MINUTES**

4.1 There were no matters arising from the previous minutes.

**Min. 5/6/11/2018: REVIEW OF THE 2017/2018 PROJECT PROPOSALS DEVELOPMENT**

* 1. The FAM noted that there were certain types of projects that were not allowed under the NG- CDF Act 2015 and amended 2016 namely;

 a) Projects supporting political parties.

 b) Projects supporting Religious Institutions.

 c) Personal awards projects.

 d) Projects that only benefit a very narrow cross section of society.

5.2 The FAM also informed the NG-CDFC that they could not increase or reduce the

 Allocation of Kshs **5,738,993.45**  allocated to the Emergency.

5.3 The FAM also noted the following;

 1. M&E Capacity Building – Maximum of 3% of the total Constituency allocation.

 2. Office Administration & Recurrent Expenditure – 6%

 3. Environment – 2%

 4. Sports – 2%

 5. Bursaries, Mocks, Assessments & Social Security programs – 35%

5.4 The NG-CDFC then prioritized projects from Ward reports and approved them for

 Implementation in the 2018/2019 Financial Year as follows;

|  |  |  |
| --- | --- | --- |
| Serial  | Name of Project | Amount Allocated |
| 233/AP1 | Administration/Recurrent | 6,542,452.53 |
| 233/AP2 | Monitoring and Evaluation/Capacity Building | 3,271,226.26 |
| 233/2640100 | Bursary/CATs/Mocks | 27,261,000.00 |
| 233/2640509 | Sports Activities | 1,500,000.00 |
| 233/2640510 | Environmental Projects | 1,000,000.00 |
| 233/2640200 | Emergency | 5,738,993.45 |
| 233/2630204 | Primary School Projects | 14,500,000.00 |
| 233/2630205 | Secondary School Projects | 19,000,000.00 |
| 233/2630206 | Tertiary School Projects | 11,200,000.00 |
| 233/2640507 | Security projects | 13,745,549.51 |
| 233/3110104 | NG-CDF Offices | 5,281,653.77 |
| **TOTAL** | **109,040,875.52** |

1. **6% Administration/Recurrent**

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| --- | --- | --- | --- | --- |
| **Project Name** | **Activity**  | **Project Number** | **Amount** | **Status** |
| Employees’ Salaries | Payment of staff salaries and gratuity  | 4-041-233-2110000-100-2018/19-001 | 2,708,917.24 | Ongoing |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence and office tea,  | 4-041-233-2210000-100-2018/19-002 |  1,923,535.29 | Ongoing |
| NSSF | Payment of NSSF Deductions | 4-041-233-2120101-100-2018/19-003 | 21,600.00 | Ongoing |
| NHIF | Payment of NHIF Deductions | 4-041-233-2120201-100-2018/19-004 | 68,400.00 | Ongoing |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences and communication. | 4-041-233-2210802-100-2018/19-005 | 1,820,000.00 | Ongoing |
|  | **TOTAL** | **6,542,452.53** |  |

1. **3% Monitoring & Evaluation/Capacity Building**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Name** | **Activity**  | **Project Number** | **Amount** | **Status** |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence | 4-041-233-2210000-111-2018/19-001 | 511,226.26 | Ongoing |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 4-041-233-2210802-111-2018/19-002 | 960,000.00 | Ongoing |
| NG-CDFC/PMC Capacity Building | Undertake Training of the PMCs/NG-CDFCs on CDF Related issues | 4-041-233-2210700-111-2018/19-003 | 1,800,000.00 | Ongoing |
| **TOTAL** | **3,271,226.26** |  |

1. **35% Bursary/CATs/Mocks**

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| --- | --- | --- | --- | --- |
| **Project Name** | **Project Activity** | **Project Number** | **Amount Allocated** | **Status** |
| Bursary Secondary Schools | Payment of bursary to needy student | 4-041-233-2640101-103-2018/19-001 | 16,000,000.00 | Ongoing |
| Bursary Tertiary Institutions (Colleges and University) | Payment of bursary to needy student | 4-041-233-2640102-103-2018/19-002 | 9,161,000.00 | Ongoing |
| Bursary special Schools  | Payment of bursary to needy student in special Schools  | 4-041-233-2640103-103-2018/19-003 | 2,100,000.00 | Ongoing |
| **TOTAL**  |  |  | **27,261,000.00** |  |

1. **2% Sports**

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| --- | --- | --- | --- | --- |
| **Project Name** | **Project Activity** | **Project Number** | **Amount Allocated** | **Status** |
| Constituency Sports Tournament | Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits | 4-041-233-2640509-112-2018/19-001 | 1,500,000.00 | Ongoing |
|  | **1,500,000.00** |  |

1. **2% Environment project**

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| --- | --- | --- | --- | --- |
| **Project Name** | **Project Activity** | **Project Number** | **Amount Allocated** | **Status** |
| Ugunja constituency Environment | Planting of tree seedlings in Masamra Primary school, Ninga Primary School, Orao Primary School,Sango Primary School,Sigomre Primary School,Naya Primary School,Ambira Primary School,Muthiero Primary School,Wangotong Primary School,Mahingo Primary School,Sikang Primary School,Ulanda Primary School,Umina Primary School,Markuny Primary School,Raduodi Primary School,Siror Primary School,Ugunja DCC Office Compound,Sigomre Police Station,Ugunja Police Station and Ugunja CDFC Offices Compound Each Institution ksh. **50,000.00** Respectively | 4-041-233-2640510-108-2018/19-001 | 1,000,000.00 | New |
| **TOTAL**  |  |  | **1,000,000.00** |  |

1. **Emergency (5% of the fund)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Name** | **Project Activity** | **Project Number** | **Amount Allocated** | **Status** |
| Emergency  | To cater for any unforeseen occurrences in the constituency during the financial year  | 4-041-233-2640200-101-2018/19-001 | 5,738,993.45 | Ongoing |
|  | **5,738,993.45** |  |

1. **Primary Education Projects**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PROJECT NAME** | **PROJECT ACTIVITY**  | **Project Number** | **AMOUNT ALLOCATED** | **Status** |
| Masamra Primary School | Renovations of 3 (three) Classrooms by fitting lintel, Roofing, Plastering and painting  | 4-041-233-2630204-104-2018/19-001 | 1,000,000.00 | New |
| Rangala Boys Primary | Construction of Two classrooms to completion | 4-041-233-2630204-104-2018/19-002 | 1,700,000.00 | **New** |
| Simerro Primary School | Renovations of 3 (three) Classrooms by fitting lintel, Roofing, Plastering and painting  | 4-041-233-2630204-104-2018/19-003 | 1,000,000.00 | **New** |
| Umina Primary School | Renovations of 3 (three) Classrooms by fitting lintel, Roofing, Plastering and painting  | 4-041-233-2630204-104-2018/19-004 | 1,000,000.00 | **New** |
| Naya Primary School | Construction of 1 (One) Classroom to Completion | 4-041-233-2630204-104-2018/19-005 | 850,000.00 | **New** |
| Ulanda Primary School | Construction of a 4 (four) Door pit Latrine | 4-041-233-2630204-104-2018/19-006 | 200,000.00 | **New** |
| Ninga Primary School | Construction of a 4 (four) Door pit Latrine | 4-041-233-2630204-104-2018/19-007 | 200,000.00 | **New** |
| Siror Primary School | Renovations of 3 (three) Classrooms by fitting lintel, Roofing, Plastering and painting  | 4-041-233-2630204-104-2018/19-008 | 1,000,000.00 | **New** |
| Moi Uloma Primary School | Construction of 1 (one) Classrooms to completion | 4-041-233-2630204-104-2018/19-009 | 850,000.00 | **New** |
| Ugunja Primary School | Construction of 1 (one) Classrooms to completion | 4-041-233-2630204-104-2018/19-010 | 850,000.00 | **New** |
| Sikalame Primary School | Construction of 1 (one) Classrooms to completion | 4-041-233-2630204-104-2018/19-011 | 850,000.00 | **New** |
| Nyiera Primary School | Construction of 1 (one) Box Culvert Connecting the school | 4-041-233-2630204-104-2018/19-012 | 2,000,000.00 | **New** |
| Luoka Primary School | Completion of 1 (one) Administration Block by fitting lintel, roofing, plastering and painting. | 4-041-233-2630204-104-2018/19-013 | 1,000,000.00 | **New** |
| Ulumba Primary | Completion of two classrooms by fitting lintel, plastering and painting.  | 4-041-233-2630204-104-2018/19-014 | 800,000.00 | **New** |
| Hawagaya Primary School | Construction of 1(one) foot bridge Connecting the school on a foot path | 4-041-233-2630204-104-2018/19-015 | 1,200,000.00 | **New** |
| **TOTAL** |  |  | **14,500,000.00** |  |

1. **Secondary School Projects**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PROJECT NAME**  | **PROJECT ACTIVITY** | **Project Number** | **ALLOCATED AMOUNT** | **Status** |
| Moi Uloma Secondary School | Purchasing of 1 (one) 51 seater School Bus | 4-041-233-2630205-104-2018/19-001 | 7,000,000.00 | New |
| Sidindi Secondary School | Purchasing of 1 (one) 51 seater School Bus | 4-041-233-2630205-104-2018/19-002 | 7,000,000.00 | New |
| Uluthe Secondary School | Construction of one (1) Twin Laboratory  | 4-041-233-2630205-104-2018/19-003 | 2,000,000.00 | New |
| Madungu Secondary School | Purchasing of 2 Ha Piece of Land for school expansion | 4-041-233-2630205-104-2018/19-004 | 2,000,000.00 | New |
| Rang’ala Girls Secondary School | Completion of the abolution block by Plastering, Installation of fittings and painting  | 4-041-233-2630205-104-2018/19-005 |  1,000,000.00  | Ongoing |
| **TOTAL** |  |  | **19,000,000.00** |  |

1. **Tertiary School Institution**

| **Project Name** | **Project Activity** | **Project Code** | **Amount Allocated** | **Status** |
| --- | --- | --- | --- | --- |
| Ugunja Branch School of Agriculture | Purchasing of 5 (five) ha. Piece of land to house the proposed institution | 4-030-233-2630206-104-2018/19-001 | 5,000,000.00 | New |
| Ugunja KMTC Campus | Purchasing of 5 (five) ha. Piece of land to house the proposed institution | 4-030-233-2630206-104-2018/19-002 | 5,000,000.00 | New |
| Ugunja Technical Training Institute | Completion of 1(one) water kiok by plastering and painting **ksh. 200,000.00** And installation of one water tower to provide support for the metallic Tank holding water in readiness for distribution **ksh. 1,000,000.00** | 4-030-233-2630206-104-2018/19-003 | 1,200,000.00 | Ongoing |
|  | **11,200,000.00** |  |

1. **Security Projects**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Name** | **Activity** | **Project Number** | **Amount** | **Status** |
| Ugunja sub-county offices | Completion of 1(one) sub-County offices by plastering **ksh. 200,000.00** And painting **ksh. 300,000.00** And installation of fittings **ksh. 595,549.51** | 4-041-233-2640507-108-2018/19-001 | 1,095,549.51 | Ongoing |
| Sigomere Administration police Line  | Completion of 1(one) administration police line by Plastering and painting | 4-041-233-2640507-108-2018/19-002 | 200,000.00 | Ongoing |
| Ambira Administration Police Camp | Completion of 1(one) administration police camp Plastering and painting and installation of fittings | 4-041-233-2640507-108-2018/19-003 | 500,000.00 | Ongoing |
| Sidindi Police post | Purchasing of 0.5 Ha piece of land for expansion of the police post | 4-041-233-2640507-108-2018/19-004 | 600,000.00 | New |
| Umina Police Post | Construction of 4 (Four) units police houses **ksh. 1,800,000 ,** 1 (one) office **ksh. 1,000,000** And 1(one) toilet **ksh. 200,000** to completion | 4-041-233-2640507-108-2018/19-005 | 3,000,000.00 | New |
| Umina Police Post | Drilling of a shallow well, Plastering and equipping | 4-041-233-2640507-108-2018/19-006 | 350,000.00 | New |
| Asango West Ass. Chiefs Office | Construction of 1 (one) Ass. Chiefs office to completion | 4-041-233-2640507-108-2018/19-007 | 2,000,000.00 | New |
| Mungao Ass. Chiefs Office | Construction of 1(one) Ass. Chiefs office to completion | 4-041-233-2640507-108-2018/19-008 | 2,000,000.00 | New |
| Yiro East ASS. Chiefs Office | Construction of 1(one) Ass. Chiefs office to completion | 4-041-233-2640507-108-2018/19-009 | 2,000,000.00 | New |
| East Uholo Chiefs Office | Construction of 1( one) Chiefs office to completion | 4-041-233-2640507-108-2018/19-010 | 2,000,000.00 | New |
| **TOTAL** |  |  | **13,745,549.51** |  |

1. **NG-CDFC Offices**

| **Project Name** | **Project Activity** | **Project Code** | **Amount Allocated** | **Status** |
| --- | --- | --- | --- | --- |
| Ugunja CDF Office | Office Renovation by replacement of ceiling boards and windows fitting including glasses **ksh. 1,100,000**, fitting of Window rails and curtains **ksh. 500,000** curtains, painting **ksh. 800,000** and purchasing 10,000litres Tank **ksh. 100,000.** | 4-041-233-3110104-108-2018/19-01 | 2,500,000.00 | New |
| Ugunja CDF Offices | Land Scaping of the NG-CDFC offices Compound and planting of grass and trees **ksh.2,081,653.77**, and construction of one modern car park to pack five Vehicles **Ksh. 700,000.00** | 4-041-233-3110104-108-2018/19-02 | 2,781,653.77 | New |
|  | **5,281,653.77**  |  |

**Min. 6/9/01/2018: A.O.B**

6.1 There being no other business the meeting ended with a word of prayer from Beatrice

 Olaka at 12.30p.m

Confirmed by:

**Chairman:** Daniel Ouma Omonndi **Date**: 6th November2018 Sign: ……………........................

**Secretary:** Cecilia Amondi Akuka **Date**: 6th November2018 **Sign**: …………….........................