



## NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND KASIPUL CONSTITUENCY

OFF OYUGIS - KISUMU ROAD  
OPPOSITE OYUGIS POLICE STATION

Visit our Website  
Website: [www.cdf.go.ke](http://www.cdf.go.ke)

P.O Box 264 - 40222 OYUGIS  
E-mail: [cdfkasipul@ngcdf.go.ke](mailto:cdfkasipul@ngcdf.go.ke)

### MINUTES OF KASIPUL NG-CDF COMMITTEE MEETING HELD ON 16<sup>TH</sup> SEPTEMBER, 2021 AT THE NG-CDF OFFICE BOARD ROOM AT 9.00 A.M.

#### Members Present

1. Mr. Lonnie Oluoch Rapemo
2. Ms. Mary N. Opiyo
3. Mr. David Kiprop
4. Ms. Eunice Irene Awuor
5. Ms. Millicent Aoko Okelloh
6. Mr. James Goga Adongo
7. Ms. Lavendah Victoria Olum
8. Mr. Wellington Otieno Omiti
9. Ms. Iddah Achieng Seko
10. Mr. Harold Evans Ndege

#### Designation

- Chairman
- Secretary
- Deputy County Commissioner
- Fund Account Manager
- Female Adult Representative
- Male Adult Representative
- Female Youth Representative
- Male Youth Representative
- Female Nominee of the Constituency Office
- Male Nominee of the Constituency Office

#### Agenda

1. Preliminaries
2. Reading and Confirmation of the Previous Meeting Minutes
3. Matters arising
4. Financial Report
5. Financial Year 2021/2022 Reports and Financial Statements Approval
6. NG-CDFC Open Public Forums for Projects Identification and Prioritisation in the 5 Wards
7. Preparation and Submission of Financial Year 2021/2022 Proposal Guidelines
8. Financial Year 2021/2022 Budget Proposal Approval
9. Review of Ongoing Projects Report
10. Photocopier Accessories Purchase
11. Adjournment

**The Fund Account Manager Also Highlighted the Under Listed as Specified in the Circular:**

- Constituency Interventions in Response to COVID-19 Pandemic
- Involvement of Relevant Government Departments in Preparation of Projects Proposals.
- Labelling/Branding of Constituency Projects
- Budgetary provision for administration and recurrent expenditure with respect to Engagement of Key NG-CDF Staff and Provision for Service Gratuity
- Construction of NG-CDF Committee Office
- Procurement of NG-CDFC Motor Vehicles
- Projects financed through Appropriation in Aid
- Project proposal coding
- Authentication of NG-CDF Committee minutes and community consultative meeting reports
- Mandatory requirements for submission of project proposals

**Timeline for Submission of Project Proposals.**

Constituencies are required to submit their Project Proposals in the shortest time possible, and in any case not later than **30<sup>th</sup> September, 2021**.

**MINUTE -07/16/09/2021: FINANCIAL YEAR 2021/2022 BUDGET PROPOSAL APPROVAL**

The NG-CDFC chairman tabled the priorities from the wards and members drew the Financial Year 2021/2022 Budget Proposal as per the afore mentioned guidelines as presented under neath in table 2 and table 3

**Table 2: Third Schedule**

Serial No.	Name of Project	Amount Allocated (Kshs)
245/ AP1	Administration / Recurrent	8,225,332
245/ AP2	Project M & E and Capacity Building	4,112,666
245/2640200	Emergency Reserve	7,192,207
245/2640100	Bursary	39,709,474
245/2630204	Primary Schools Projects	19,050,000
245/2630205	Secondary Schools Projects	56,799,200
245/2640509	Sports Projects	2,000,000
<b>TOTAL</b>		<b>137,088,879</b>

*Ng'or*

*Immitire*



Table 3: Fourth Schedule

ANNEX 1 SUMMARY						
NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD						
PROJECT PROPOSALS FOR KASIPUL NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND						
FINANCIAL YEAR 2021/2022						
S/No.	Project Name	Project Number	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated
ADMINISTRATION AND RECURRENT EXPENDITURE AP1						
1.	Employees Salary	4-043-245-2110000-100-2021/22-001	2,233,000	-	Payments of staff salaries	2,233,000
2.	Employees Gratuity	4-043-245-2110000-100-2021/22-002	692,332	-	Payments of staff gratuity	692,332
3.	Goods and Services	4-043-245-2210000-100-2021/22-002	2,600,000	-	Purchase of fuel Purchase of fuel, oil and lubricants, printing, stationery, telephone expenses, office tea, office utilities, security services, bank charges and commissions, travel and subsistence and routine maintenance of vehicles and other transport equipment	2,600,000
4.	NSSF	4-043-245-2120101-100-2021/22-003	50,000	-	Payment of employers contribution to NSSF	50,000
5.	NHIF	4-043-245-2120201-100-2021/22-004	50,000	-	Payment of employees contribution to NHIF	50,000

S/No.	Project Name	Project Number	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Current Status
6.	Committee Expenses	4-043-245-2210802-100-2021/22-005	2,600,000	-	Payment of committee sitting allowances and other allowances to NG-CDFC members	2,600,000	New
<b>PROJECT'S MONITORING &amp; EVALUATION AND CAPACITY BUILDING</b>							
7.	Goods and Services	4-043-245-2210000-111-2021/22-001	512,666	-	Purchase of fuel, oil, lubricants, stationery, telephone expenses, vehicle hire, refreshments and other related goods and services	512,666	New
8.	Committee Expenses	4-043-245-2210802-111-2021/22-002	2,000,000	-	Payment of committee sitting allowances, other allowances to NG-CDFC members, transport, conference facilities	2,000,000	New
9.	Capacity Building	4-043-245-2210700-111-2021/22-003	1,600,000	-	Capacity building of NG-CDFC, NG-CDF staff and PMCs and publicising of NG-CDF	1,600,000	New
<b>EMERGENCY RESERVE</b>							
10.	Emergency Reserve	4-043-245-2640200-101-2021/22-001	7,192,207	-	Emergency reserve for urgent and unforeseen need for expenditure	7,192,207	New
<b>BURSARY</b>							
11.	Bursary - Secondary Schools	4-043-245-2640101-103-2021/22-001	23,500,000	-	Fees payments for needy students in secondary schools	23,500,000	New
12.	Bursary - Tertiary Institutions	4-043-245-2640102-103-2021/22-002	15,909,474	-	Fees payments for needy students in tertiary institutions	15,909,474	New
13.	Bursary - Special schools	4-043-245-2640103-103-2021/22-003	300,000	-	Fees payments for needy students in special schools	300,000	New



S/No.	Project Name	Project Number	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Current Status
<b>PRIMARY SCHOOLS PROJECTS</b>							
14.	Wirabuor Primary School	4-043-245-2630204-104-2021/22-001	3,700,000	-	Drilling and equipping of water borehole to completion	3,700,000	New
15.	Mititi Primary School	4-043-245-2630204-104-2021/22-002	3,000,000	-	Construction of 4 classrooms to completion	3,000,000	New
16.	Atono Primary School	4-043-245-2630204-104-2021/22-003	1,000,000	-	Renovation of 4 Classrooms: Plastering, roof replacement, fittings and painting to completion	1,000,000	New
17.	Bonge Primary School	4-043-245-2630204-104-2021/22-004	1,500,000	-	Construction of Administration Block comprising of 2 offices and a staff room to completion	1,500,000	New
18.	Mithui Primary School	4-043-245-2630204-104-2021/22-005	1,000,000	-	Renovation of 4 Classrooms: Plastering, roof replacement, fittings and painting to completion	1,000,000	New
19.	Ngulu Primary School	4-043-245-2630204-104-2021/22-006	500,000	-	Renovation of 2 Classrooms: Plastering, roof replacement, fittings and painting to completion	500,000	New
20.	Agoro Sare Primary School	4-043-245-2630204-104-2021/22-007	2,500,000	-	Renovation of 10 Classrooms: Plastering, roof replacement, fittings and painting to completion	2,500,000	New
21.	Kalando Primary School	4-043-245-2630204-104-2021/22-008	3,700,000	-	Drilling and equipping of water borehole to completion	3,700,000	New
22.	Kasimba Lwala Primary School	4-043-245-2630204-104-2021/22-009	800,000	-	Construction of 1 classroom to completion	800,000	New
23.	Nyalenda Primary School	4-043-245-2630204-104-2021/22-010	600,000	-	Renovation of 60 persons capacity school hall: Roof replacement, wall plastering, fittings & painting	600,000	New

S/No.	Project Name	Project Number	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Current Status
24.	Karabok Primary School	4-043-245-2630204-104-2021/22-011	750,000	-	Fencing using angle bars & barbed wire 3.8 acres and gate installation to completion	750,000	New
<b>SECONDARY SCHOOLS PROJECTS</b>							
25.	Dol Mixed Secondary School	4-043-245-2630205-104-2021/22-001	9,762,300	-	Purchase of a 51 seater school bus	9,762,300	New
26.	Ombek Mixed Secondary School	4-043-245-2630205-104-2021/22-002	1,500,000	-	Construction of 40 students capacity dormitory to completion	1,500,000	New
27.	Kalanding Mixed Secondary School	4-043-245-2630205-104-2021/22-003	1,500,000	-	Construction of 40 students capacity dormitory to completion	1,500,000	New
28.	Kwoyo Mixed Secondary School	4-043-245-2630205-104-2021/22-004	1,706,000	706,000	Completion of 3 roomed twin staff quarters which is at the wall plate level: roofing, plastering, fittings and painting	1,000,000	Ongoing
29.	Mawira Mixed Secondary School	4-043-245-2630205-104-2021/22-005	3,000,000	1,500,000	Completion of 2 classrooms: plastering, fittings and painting @ 500,000 and construction of 1 classroom @ 1,000,000	1,500,000	Ongoing
30.	Buoye Mixed Secondary School	4-043-245-2630205-104-2021/22-006	9,762,300	-	Purchase of a 51 seater school bus	9,762,300	New
31.	Obisa Mixed Secondary School	4-043-245-2630205-104-2021/22-007	2,150,000	1,500,000	Completion of 40 students capacity laboratory: Work tops, gas piping, water system & electrical installation	650,000	Ongoing
32.	St. Ann's Ojwando Mixed Secondary School	4-043-245-2630205-104-2021/22-008	9,762,300	-	Purchase of a 51 seater school bus	9,762,300	New
33.	Kalandi Mixed Secondary School	4-043-245-2630205-104-2021/22-009	2,000,000	1,500,000	Completion of 30 students capacity dormitory: Plastering, glazing and painting	500,000	Ongoing



S/No.	Project Name	Project Number	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Current Status
34.	St. Joseph Sino Mixed Secondary School	4-043-245-2630205-104-2021/22-010	1,500,000	-	Construction of 40 students capacity dormitory to completion	1,500,000	New
35.	Nyafare Mixed Secondary School	4-043-245-2630205-104-2021/22-011	1,400,000	-	Renovation of 5 Classrooms: Plastering, roof replacement, fittings and painting to completion	1,400,000	New
36.	Kosele Mixed Secondary School	4-043-245-2630205-104-2021/22-012	9,762,300	-	Purchase of a 51 seater school bus	9,762,300	New
37.	Nyalgosi Mixed Secondary School	4-043-245-2630205-104-2021/22-013	1,500,000	-	Construction of 40 students capacity dormitory to completion	1,500,000	New
38.	Kaditonge Mixed Secondary School	4-043-245-2630205-104-2021/22-014	3,700,000	-	Drilling and equipping of water borehole to completion	3,700,000	New
39.	Karabok Mixed Secondary School	4-043-245-2630205-104-2021/22-015	3,000,000	-	Construction of 80 students capacity dining hall to completion	3,000,000	New
<b>SPORTS ACTIVITIES</b>							
40.	Magungu All Stars Football Club	4-043-245-2640509-112-2021/22-001	160,000	-	Purchase of sports equipment (2 balls, 1 pump, 1 net, 1 set cones, 1 set space markers, 2 first aid kits, 2 sets of jersey kits, 1 goal keepers kit, 11 boots, 11 bibs)	160,000	New
41.	Mbora Football Club	4-043-245-2640509-112-2021/22-002	160,000	-	Purchase of sports equipment (2 balls, 1 pump, 1 net, 1 set cones, 1 set space markers, 2 first aid kits, 2 sets of jersey kits, 1 goal keepers kit, 11 boots, 11 bibs)	160,000	New
42.	Nyabola Football Club	4-043-245-2640509-112-2021/22-003	160,000	-	Purchase of sports equipment (2 balls, 1 pump, 1 net, 1 set cones, 1 set space markers, 2 first aid kits, 2 sets of jersey kits, 1 goal keepers kit, 11 boots, 11 bibs)	160,000	New

S/No.	Project Name	Project Number	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Current Status
43.	Kamuga Football Club	4-043-245-2640509-112-2021/22-004	160,000	-	Purchase of sports equipment (2 balls, 1 pump, 1 net, 1 set cones, 1 set space markers, 2 first aid kits, 2 sets of jersey kits, 1 goal keepers kit, 11 boots, 11 bibs)	160,000	New
44.	Orage Football Club	4-043-245-2640509-112-2021/22-005	160,000	-	Purchase of sports equipment (2 balls, 1 pump, 1 net, 1 set cones, 1 set space markers, 2 first aid kits, 2 sets of jersey kits, 1 goal keepers kit, 11 boots, 11 bibs)	160,000	New
45.	Wire Soccer Academy	4-043-245-2640509-112-2021/22-006	160,000	-	Purchase of sports equipment (2 balls, 1 pump, 1 net, 1 set cones, 1 set space markers, 2 first aid kits, 2 sets of jersey kits, 1 goal keepers kit, 11 boots, 11 bibs)	160,000	New
46.	Masanga Football Club	4-043-245-2640509-112-2021/22-007	160,000	-	Purchase of sports equipment (2 balls, 1 pump, 1 net, 1 set cones, 1 set space markers, 2 first aid kits, 2 sets of jersey kits, 1 goal keepers kit, 11 boots, 11 bibs)	160,000	New
47.	Simbiri Football Club	4-043-245-2640509-112-2021/22-008	160,000	-	Purchase of sports equipment (2 balls, 1 pump, 1 net, 1 set cones, 1 set space markers, 2 first aid kits, 2 sets of jersey kits, 1 goal keepers kit, 11 boots, 11 bibs)	160,000	New
48.	Nyalenda Football Club	4-043-245-2640509-112-2021/22-009	160,000	-	Purchase of sports equipment (2 balls, 1 pump, 1 net, 1 set cones, 1 set space markers, 2 first aid kits, 2 sets of jersey kits, 1 goal keepers kit, 11 boots, 11 bibs)	160,000	New



S/No.	Project Name	Project Number	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Current Status
49.	Kaluoch Football Club	4-043-245-2640509-112-2021/22-010	160,000	-	Purchase of sports equipment (2 balls, 1 pump, 1 net, 1 set cones, 1 set space markers, 2 first aid kits, 2 sets of jersey kits, 1 goal keepers kit, 11 boots, 11 bibs)	160,000	New
50.	Young Lions Football Club	4-043-245-2640509-112-2021/22-011	200,000	-	Purchase of sports equipment (2 balls, 1 pump, 1 net, 1 set cones, 1 set space markers, 2 first aid kits, 2 sets of jersey kits, 1 goal keepers kit, 11 boots, 11 bibs)	200,000	New
51.	Nyaingu Football Club	4-043-245-2640509-112-2021/22-012	200,000	-	Purchase of sports equipment (2 balls, 1 pump, 1 net, 1 set cones, 1 set space markers, 2 first aid kits, 2 sets of jersey kits, 1 goal keepers kit, 11 boots, 11 bibs)	200,000	New
<b>TOTAL</b>						<b>137,088,879</b>	

For the four secondary schools (Dol Mixed Secondary School, Buoye Mixed Secondary School, St. Annes Ojwando Mixed Secondary School and Kosele Mixed Secondary School) with the purchase of a school bus request, the committee resolved that the buses shall be funded fully through one off purchase as per the Government negotiated price exclusive of the insurance premiums or any other recurrent costs.

### MINUTE -09/16/09/2021: REVIEW OF ONGOING PROJECTS REPORT

At the time of submitting the ongoing projects in July 2021, Mawira Mixed Secondary School had not received its financial year 2020/2021 allocation for construction of two classrooms at Kshs. 1,500,000, since the Board had not disbursed the financial year 2020/2021 allocation in total.

After disbursement the project implementation status is currently at the roof level (plastering, fittings and painting remaining) hence need additional funds to completion

During submission of ongoing projects, the balance required to complete Obisa Mixed Secondary School had been indicated as Kshs. 500,000, however there is need for additional funding of Kshs. 150,000 in order to extend water and gas piping system to the laboratory work tops.

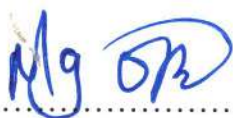
### MINUTE -10/16/09/2021: PHOTOCOPIER ACCESSORIES PURCHASE

The Fund Account Manager informed the meeting that the payment for purchase of the photocopying machine maintenance kit and tonner, the meeting then ratified the payment of Kshs. 44,080 to MFI Document Solutions Limited of P. O Box 4508 Kisii

### MINUTE -11/16/09/2021: ADJOURNMENT

Having no any other business the chairman adjourned the meeting at 1614 hours with a word of prayer from Ms. Iddah Seko

Minutes taken by:



Mary N. Opiyo  
NG-CDFC Secretary

Date...14-10-2021

Minutes confirmed by:



Lonnie O. Rapemo  
NG-CDFC Chairman

Date...14/10/2021