



**MINUTES OF HOMABAY TOWN NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND COMMITTEE MEETING HELD ON NOVEMBER 07, 2018 AT NG-CDF OFFICES**

---

**PRESENT**

- |                       |                                      |
|-----------------------|--------------------------------------|
| 1. Monica Nyadiero    | Chairperson                          |
| 2. Charles Kamboka    | Secretary                            |
| 3. Alfred Langat      | Assistant Deputy County Commissioner |
| 4. Hannington Ogure   | Member                               |
| 5. Joseph Ogola Obuya | Member                               |
| 6. Conslate Ng'ong'a  | Member                               |
| 7. Isaiah Nyadiero    | Member                               |
| 8. Pamela Andele      | Member                               |
| 9. Triza Ochieng      | Member                               |
| 10. Kipngetich Langat | Fund Account Manager (Member)        |

**AGENDA**

- i) Communication from the chairperson
- ii) Reading and confirmation of previous minutes
- iii) Project Proposals for 2018/2019
- iv) Any other Business

**PRELIMINARIES**

The meeting started at 10.35 AM with a word of prayer led by Hannington Ogure. The meeting was called to order by the chairperson who requested the secretary to read out the agenda of the day. Members adopted the proposed agenda of the day

**HBTC/NGCDF/20/07/11/2018: COMMUNICATION FROM THE CHAIRPERSON**

The chairperson informed members that the meeting was majorly called to finalize on the proposals for the 2018/2019 financial year and asked members to be sober in deliberating on the matter

**HBTC/NGCDF/21/07/11/2018: READING AND CONFIRMATION OF THE PREVIOUS MINUTES**

The secretary read out the minutes of the meeting held on November 06, 2018. The minutes were proposed by Triza Ochieng and seconded by Joseph Obuya as the true records of the proceedings of that day.

**HBTC/NGCDF/22/07/11/2018: PROJECT PROPOSAL FOR 2018/2019 FINANCIAL YEAR**

Members were taken through the Board's Circular No NG-CDFB/CIRCULARS Vol. II (008) dated October 30,2018. The circular provided the guidelines in the preparation and submission of project proposals for 2018/19. The Fund Account Manager emphasized the need to give preference to ongoing projects to ensure they are completed within reasonable time.

Members deliberated on the project proposals from the wards together with the strategic plan and taking into consideration the ongoing projects. The committee approved the funding of the following projects in the 2018/2019 FY

**A. STATUTORY ALLOCATIONS**

<b>PROJECT NAME</b>	<b>PROJECT ACTIVITY</b>	<b>AMOUNT ALLOCATED</b>
<b>OFFICE ADMINISTRATION</b>		
Employees' Salaries	Payment of staff salaries and Wages for Field Officers	4,383,240.00
Goods and Services	Payment of Security, Utilities and Purchase of fuel, Internet Subscription, Communication allowances, Repairs and Maintenance, printing, stationery, telephone, travel and subsistence, office tea	847,212.00
NHIF	Payment of NHIF Deductions	50,000.00
NSSF	Payment of NSSF Deductions	70,000.00
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,192,000.00
<b>MONITORING AND EVALUATION</b>		
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence	507,227.00
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,064,000.00
CDFC/PMC & Staff Capacity Building	Undertake Training of the PMCs/CDFCs on CDF Related issues	1,700,000.00
<b>BURSARY</b>		
Bursary – Secondary Schools	Bursary to cater needy students in secondary schools	13,500,000.00
Bursary - Tertiary institutions (Universities)	Bursary funds to cater for needy students in tertiary institutions.	5,500,000.00

and Colleges)/		
Bursary - Special Schools	Bursary funds to cater for needy students in special schools and institutions.	1,500,003.27
<b>SPORTS</b>		~
Homabay Town Sports Tournament	Facilitation of Constituency Teams in the National League and Purchase of Sports Kits and Facilitation of Tournament	2,000,000.00
<b>ENVIRONMENT</b>		~
Environmental Activities	Purchase and Installation of Water Tanks in 8 Schools (Kes 125,000 each) Sero Primary School, Rabuor Masawa Secondary School, Ojunge Secondary School, Maguje Primary School, Kochungo Primary School, Roba Primary School, Kuja Primary School, Kopiyo Primary School	1,000,000.00
<b>EMERGENCY</b>		
Emergency (5%)	Funds set aside for to cater for unforeseen occurrences during the Financial Year.	5,738,993.45

## B. PRIMARY SCHOOLS DEVELOPMENT

### i) Ongoing Projects

	PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED
1.	Kambeke Primary School	Completion of 1 No. Classroom; Plastering, flooring, fittings, painting and general finishes	300,000.00
2.	Ogande Special School	Completion of 2 No classrooms: roofing, plastering, fittings and painting.	250,000.00
3.	Wahambla Primary School	Completion of 2 No. classrooms, plastering, fittings and painting	500,000.00
4.	Wiobiero Primary School	Completion of Admin Block: walling, roofing, plastering, fittings and painting.	1,000,000.00

### ii) New Projects

PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED
Adongo Primary	Construction of a new Administration Block	1,000,000.00
Arunda Primary School	Renovation of 8 No. Classrooms: Fittings, Plastering and painting.	1,000,000.00
Disii Primary School	Renovation 3 No. Classrooms: roofing, fittings, plastering and plastering	1,000,000.00
Kogello Kalanya Primary School	Construction of New Administration Block	1,000,000.00

Kotewa Primary School	Construction of 2 New Classrooms	1,000,000.00
Lake Primary School	Construction of 2 New Classrooms	2,000,000.00
Majiwa Primary School	Renovation of 8 No. Classrooms: Plastering, fittings and painting	1,000,000.00
Marindi Primary School	Renovation of Admin. Block: Roofing, Fittings, Plastering and painting	750,000.00
Ndiru Primary School	Construction of a new Administration Block	1,328,200.00
Nyakune Primary School	Construction of 2 New Classrooms	1,000,000.00
Nyanguu Primary School	Renovation of 3 no. Classrooms; Fittings, plastering and painting.	500,000.00
Nyauu Primary School	Construction of 2 New Classrooms	1,000,000.00
Ogande Special School	Construction of a New Dormitory	1,000,000.00
Opande Rarage Primary	Construction of 2 New Classrooms	1,500,000.00
Pedo Primary School	Construction of 2 New Classrooms	1,500,000.00
Rodi Primary School	Construction of 2 New Classrooms	1,500,000.00
Shauri Yako Primary School	Construction of 2 New Classrooms	1,500,000.00
Watata Primary School	Construction of a New Administration Block	1,000,000.00
Homa Bay Primary School	Renovation of 8 No. Classrooms; Plastering, fittings, painting and general finishes	1,500,000.00
Kambeke Primary School	Renovation of 2 No Classrooms; plastering and painting.	200,000.00

### C. SECONDARY SCHOOL DEVELOPMENT

#### i) On Going Projects

PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED
Bishop Ochiel Otaru Mixed School	Completion of Laboratory: Fittings, furnishing and painting	1,000,000.00
Chiga Mixed Secondary School	Completion of Laboratory: Fittings, furnishing and painting	1,000,000.00
Gogo Katuma Mixed Secondary School	Completion of Laboratory: Fittings, furnishing and painting	2,000,000.00
Kuja Mixed Secondary School	Completion of Laboratory: Fittings, furnishing and painting	1,500,000.00
Maguti Mixed Secondary School	Completion of Laboratory: Fittings, furnishing and painting	1,500,000.00
Ngere Mixed Secondary School	Completion of Laboratory: Fittings, furnishing and painting	1,500,000.00
Ogande Mixed Secondary School	Construction of 2 No. Classrooms: plastering, fittings and painting	500,000.00
Pala Masogo Mixed Secondary School	Completion of Laboratory: Fittings, furnishing and painting	1,500,000.00

Ruga Mixed Secondary School	Completion of Laboratory; fitting, furnishing and painting.	1,500,000.00
St. Domnic Wiga mixed Secondary School	Construction of 2 New Classrooms	1,500,000.00
St. Joseph Sero Mixed Sec. School	Completion of Laboratory: Fittings, furnishing, plastering and painting	1,500,000.00
St. Peter's Disii Secondary School	Completion of Laboratory: Fittings, furnishing and painting	1,000,000.00
Wiobiero Secondary School	Completion of Laboratory: Fittings, furnishing and painting	1,500,000.00

ii) **New Projects**

<b>PROJECT NAME</b>	<b>PROJECT ACTIVITY</b>	<b>AMOUNT ALLOCATED</b>
Bishop Okulu Magare Girls School	Construction of 2 New Classroom	1,000,000.00
Homa Bay High School	Construction of a New Library	2,000,000.00
Lala Mixed Secondary School	Construction of 2 New Classrooms	1,000,000.00
Lang'oromo Mixed Secondary School	Construction of a new Science Laboratory	2,000,000.00
Nyakahia Mixed Secondary School	Construction of a new Administration Block	1,000,000.00
Nyalkinyi Secondary School	Construction of 2 New Classrooms	1,500,000.00
Ogande Girls High school	Construction of 2 New Classrooms	2,000,000.00
Pap Ndege Mixed Secondary School	Construction of 2 New Classrooms	1,500,000.00
Rabuor Masawa Mixed Secondary School	Construction of a new Science Laboratory	1,000,000.00
Riwa Secondary School	Construction of a new Administration Block	1,000,000.00
St. Ambrose Got Rabuor Secondary School	Construction of 2 New Classrooms	1,500,000.00
St. Mary's Marindi Girls School	Construction of 2 New Classrooms	1,500,000.00
St. Pius Ndiru Secondary School	Construction of a new Administration Block	1,000,000.00
St. Theresa's Nyauu Girls School	Construction of a new Science Laboratory	2,000,000.00

**D. CONSTITUENCY OFFICE PROJECTS**

<b>PROJECT NAME</b>	<b>PROJECT ACTIVITY</b>	<b>AMOUNT ALLOCATED</b>
Homabay Multipurpose Hall Toilet Project	Completion of pit latrine; Fixing of Doors and Painting Works	100,000.00
Homabay Multipurpose Hall	Provision of Ceiling, Rain water goods, Electrification, glazing, Painting and Repair of NG-CDF Hall and Offices, Fencing of NGCDF Compound and Gate installation,	6,260,000.00
Purchase of Office Furniture and Equipment	Purchase of Office Furniture- Workstations, Desktops, Filing Cabinet, Photocopier, Chairs and tables, Head Camera and Public Address system	1,500,000.00
Purchase of Motorcycles	Purchases of two (2) Motorcycle for Monitoring and Evaluation Officers.	300,000.00

**HBTC/NGCDF/23/07/11/2018: ANY OTHER BUSINESS**

- i) The Bursary Committee to finalize on the bursary application form.
- ii) The outstanding project cheques to be finalized and presented to school

**Adjournment**

The meeting came to close with a word of prayer by Monica Nyadiero. The date of the next meeting will be on December 4, 2018.

**SECRETARY**

**CHAIRMAN**

.....

.....

**CHARLES KAMBOKA**

**MONICA NYADIERO**

Date.....

Date.....