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| Description: CDF logo 4 MsWord**NG-CDF** | **National Government Constituencies Development Fund**Awendo **Constituency.**P.O Box 450Sare Awendo**Tel:** 0710444849| **Cell**: 0710444849**Email**: cdfawendo@cdf.go.ke | **Website:** [www.](http://www.cdf.go.ke)cdf.go.ke |

**MINUTES OF AWENDO NG- CDFC MEETING HELD ON SEPTEMBER 1ST, 2020 AT THE FUND MANAGERS OFFICE AS FROM 10.00 am**

**ATTENDANCE**

1. GILBERT ODHIAMBO OMALA -CHAIRPERSON
2. JANES AWITI. -EX OFFICIO
3. ALICE ACHIENG AMOLO -SECRETARY.
4. ROSE ATIENO OSELE -MEMBER
5. ALEX OKELO OGWARI -MEMBER
6. ANNE ONGWEK OCHIENG -MEMBER

7. JACOB ONYANGO JENGA -MEMBER.

8. AUGUSTINE WASONGA OCHOLA -MEMBER

10. JULIUS TOO - MEMBER

**AGENDA.**

1. PRELIMINARIES.
2. PROJECTS/BUDGET PROPOSAL FOR THE YEAR 2019/20120.
3. PAYMENT
4. AOB.

**AWENDO NG-CDFC 21/9/1/2020. PRELIMINARIES.**

The meeting started with a word of prayer from Augustine Wasonga after which the chairman welcomed all the members for their prompt attendance to the meeting. He asked members to ensure that all projects committed previously and has so far been completed be given enough fund that can make the reach a usable state. He however reiterated that the fund for 2020/2021 might not be enough to enable them factor in the proposed flagship projects in each ward. He also updated members on the issue of the court case for Awendo police headquarters that is not yet concluded therefore the project still cannot be funded.

**AWENDO NG-CDFC 22/9/1/2020 PROJECT PROPOSAL 2018/2019**

Members were taken through the NG-CDF Act 2015 concerning the preparation of the budget proposal to be submitted to the NG-CDF Board By Fund account Manager .They were informed that Proposals being developed for onward submission to the NG-CDFB were received from the general public through sub location development committees in the year 2019/2020 and from strategic plan.

The committee were informed that the NG-CDFB have allocated ksh 137,088.879.31 to be distributed to the project. Fund manager informed member of the committee that there was a commitment in the last financial year 2018/2019 that all ongoing projects must be completed in 2019/2020. Therefore the committee must first consider ongoing projects.

Members agreed and distributed ksh 137,088,879.31 to the following project as indicated in the table below. In their discussion, the committee agreed to fund all the project that are deemed to be ongoing. All projects were given enough money that would complete them. The committee in their deliberation gave out perimeters and the reasons in the notes bellow.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Project Name** | **Project Code** |  **Original cost**  |  **Cumulative amount**  | **Activity**  | **Amount** | **Status**  |
| **Administration/Recurrent Expenditure** |  |  |  |  |  |  |
| Employees’ Salaries | 4-044-254-21100000-100-2020/2021-001 |  3,400,000.00  |  -  | Payment of staff salaries and gratuity  |  3,400,000.00  | New |
| Goods and Services | 4-044-254-2210000-100-2020/2021-001 |  2,315,161.39  |  -  | Payment of Office Rent, Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea |  2,315,161.39  | New |
| NSSF | 4-044-254-2120101-100-2020/2021-001 |  350,000.00  |  -  | Payment of NSSF Deductions |  350,000.00  | New |
| NHIF | 4-044-254-2120201-100-2020/2021-001 |  240,000.00  |  -  | Payment of NHIF Deductions |  240,000.00  | New |
| Committee Expenses | 4-044-254-2210802-100-2019/2021-001 |  1,920,168.97  |  -  | Payment of Committee sitting allowances, transport, conferences |  1,920,168.97  | New |
| **Monitoring & Evaluation** |  |  |  |  |  |  |
| Goods and Services | 4-044-254-2110000-111-2020/2021-001 |  1,012,666.18  |  -  | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence |  1,012,666.18  | New |
| Committee Expenses | 4-044-254-2210802-111-2020/2021-002 |  1,000,000.00  |  -  | Payment of Committee sitting allowances, transport, conferences |  1,000,000.00  | New |
| NG-CDFC/PMC Capacity Building | 4-044-254-2210700-111-2020/2021-003 |  2,100,000.00  |  -  | Undertake Training of the PMCs/NG-CDFCs on NG-CDF Related issues |  2,100,000.00  | New |
| **Emergency** |  |  |  |  |  |  |
| Emergency  | 4-044-254-2640200-101-2020/2021-001 |  7,192,206.90  |   | To cater for any unforeseen occurrences in the constituency during the financial year  |  7,192,206.90  | New |
| **Constituency sports tournament** |  |  |  |  |  |  |
| Constituency sports tournament | 4-44-254-2640509-112-2020/2021-001 |  2,741,776.79  |  -  | Organize constituency sports tonourment whereby the winning teams will be awarded with balls, uniforms and trophies. |  2,741,776.79  | New |
| **Bursary/CATs/Mocks** |  |  |  |  |  |  |
| Bursary Secondary Schools | 4-044-254-2640101-103-2020/2021-001 |  24,000,000.00  |  -  | Payment of bursary to needy students |  24,000,000.00  | New |
| Bursary Tertiary Schools | 4-044-254-2640102-103-2020/2021-002 |  14,000,000.00  |  -  | Payment of bursary to needy students |  14,000,000.00  | New |
| **Primary school projects** |  |  |  |  |  |  |
| Otacho primary school | 4-044-254-2630204-104-2020/2021-001 |  800,000.00  |  -  | Construction of 1 classroom to completion | 800,000.00 | New |
| Uradi primary school | 4-044-254-2630204-104-2020/2021-002 |  500,000.00  |  -  | Construction of 8 door pit latrine with urinal to completion. | 500,000.00 | New |
| Lianda Primary school | 4-044-254-2630204-104-2020/2021-003 |  1,800,000.00  |  1,500,000.00 | Completion of 2 classrooms: plastering and painting. | 300,000.00 | On-going |
| Nyangaya primary school | 4-044-254-2630204-104-2020/2021-004 |  200,000.00  |  -  | Purchase of 0.4 HA land for the school. | 200,000.00 | New |
| Mariwa primary school | 4-044-254-2630204-104-2020/2021-005 |  1,000,000.00  |  -  | Renovation of 5 classrooms with a capacity of 225 pupils: Plastering, roofing and painting to completion. | 1,000,000.00 | New |
| Gamba primary school | 4-044-254-2630204-104-2020/2021-006 |  800,000.00  |   | Construction of 1 classroom to completion | 800,000.00 | New |
| Kabuoro primary school | 4-044-254-2630204-104-2020/2021-007 |  800,000.00  |  -  | Construction of 1 classroom to completion | 800,000.00 | new |
| Mulo primary school | 4-044-254-2630204-104-2020/2021-008 |  800,000.00  |  -  | Construction of 1 classroom to completion. | 800,000.00 | new |
| Raywer primary school | 4-044-254-2630204-104-2020/2021-009 |  1,000,000.00  |  -  | Renovation of 5 classrooms with a capacity of 225 pupils: Plastering, roofing and painting to completion. | 1,000,000.00 | New |
| Sangla kagak primary school | 4-044-254-2630204-104-2020/2021-010 |  800,000.00  |  -  | Construction of 1 classroom to completion. | 800,000.00 | New |
| Ombo Kware primary school | 4-044-254-2630204-104-2020/2021-011 |  800,000.00  |  -  | Construction of 1 classroom to completion | 800,000.00 | New |
| Awendo primary | 4-044-254-2630204-104-2020/2021-012 |  900,000.00  |  -  | Renovation of 5 classrooms with a capacity of 225 pupils: Plastering, roofing and painting to completion. | 900,000.00 | New |
| Ranjira primary school | 4-044-254-2630204-104-2020/2021-013 |  1,000,000.00  |  -  | Construction of school library with capacity of 90 pupils to completion | 1,000,000.00 | New |
| Kokuro primary school primary school | 4-044-254-2630204-104-2020/2021-014 |  1,600,000.00  |  -  | Construction of 2 classroom to completion | 1,600,000.00 | New |
| Angaga primary school | 4-044-254-2630204-104-2020/2021-015 |  800,000.00  |  -  | Construction of 1 classroom to completion | 800,000.00 | New |
| Kwoyo Kodalo primary school | 4-044-254-2630204-104-2020/2021-016 |  800,000.00  |  -  | Construction of 1 classroom to completion | 800,000.00 | New |
| Sony primary school | 4-044-254-2630204-104-2020/2021-017 |  1,600,000.00  |  -  | Construction of 2 classroom to completion | 1,600,000.00 | New |
| Ang’ogo primary school | 4-044-254-2630204-104-2020/2021-018 |  500,000.00  |  -  | Renovation of Admin block to completion Comprising of Head teacher office staff room and reception: plastering roofing and painting. | 500,000.00 | New |
| Siany primary school | 4-044-254-2630204-104-2020/2021-019 |  800,000.00  |  -  | Construction of 1 classroom to completion | 800,000.00 | New |
|  Nyambija primary school | 4-044-254-2630204-104-2020/2021-020 |  800,000.00  |  -  | Construction of 1 classroom to completion | 800,000.00 | New |
| Ringa Kodongo primary school | 4-044-254-2630204-104-2020/2021-021 |  800,000.00  |  -  | Construction of 1 classroom to completion | 800,000.00 | New |
| Kwar primary school | 4-044-254-2630204-104-2020/2021-022 |  600,000.00  |  -  | Renovation of 3 classrooms with a capacity of 135 pupils: Plastering, roofing and painting to completion. | 600,000.00 | New |
| Kwe Primary school | 4-044-254-2630204-104-2020/2021-023 |  800,000.00  |  -  | Construction of 1 classroom to completion | 800,000.00 | New |
| Bonde primary school | 4-044-254-2630204-104-2020/2021-024 |  2,200,000.00  |  1,500,000.00  | Completion of 2 classrooms :Flooring, Plastering and painting. |  700,000.00  | On-going |
| **Secondary school projects** |  |  |  |  |  |  |
| Kamyawa Mixed secondary school |  4-044-254-2640102-103-2020/2021-003 | 1,600,000.00 |   | Construction of 2 classrooms to completion. | 1,600,000.00 | New |
| St Pauline Malunga Secondary school | 4-044-254-2630205-104-2020/2020-001 |  800,000.00  |  -  | Construction of 1 classroom to completion | 800,000.00 | New |
| Ng’onga Secondary school | 4-044-254-2630205-104-2020/2020-002 |  800,000.00  |  -  | Construction of 1 classroom to completion | 800,000.00 | New |
| St Mary’s Ang’ogo mixed secondary school | 4-044-254-2630205-104-2020/2020-003 |  3,000,000.00  |  1,000,000.00  | Completion of school laboratory with a capacity of 90 students to completion: Roofing, plastering, Shuttering, painting.  | 2,000,000.00 | On-going |
| Kamyawa Mixed secondary school | 4-044-254-2630205-104-2020/2020-004 |  2,200,000.00  |  1,800,000.00  | Completion of dining hall with a capacity of 600 students comprising of Dinning hall, kitchen and store: Plastering, flooring and painting. | 400,000.00 | On-going |
| Kogelo mixed sec school. | 4-044-254-2630205-104-2020/2020-005 |  3,600,000.00  |  1,000,000.00  | Completion of Boys dormitory with a capacity of 120 student: Roofing, shuttering, plastering and painting | 2,600,000.00 | On-going |
| Bishop Odera Agongo Mixed sec school | 4-044-254-2630205-104-2020/2020-006 |  2,000,000.00  |   | Construction of a laboratory with a capacity of 60 student to completion | 2,000,000.00 | New |
| Canon Apindi mixed sec school | 4-044-254-2630205-104-2020/2020-007 |  800,000.00  |  400,000.00  | Completion of 1 classroom: Plastering painting glassing and screeding. | 400,000.00 | On-going |
| Kwoyo mixed sec secondary school | 4-044-254-2630205-104-2020/2020-008 |  3,600,000 |  1,600,000.00  | Completion of dormitory (painting, Shuttering, plastering and flooring) that will accommodate 120 students upon completion. | 2,000,000.00 | On-going |
| St Nicholas Koyier mixed sec school | 4-044-254-2630205-104-2020/2020-009 |  2,000,000.00  |   | Construction of a laboratory with a capacity of 60 students to completion | 2,000,000.00 | New |
| Mitchel Obama Girls secondary school | 4-044-254-2630205-104-2020/2020-010 |  474,292.56  |   | construction of water tower Ksh 250,000, Purchase of one 5,000 litres water tank at Ksh 50,000 and installation of pipes Ksh.174,292.56  | 474,292.56 | New |
| Phares Oluoch Anindo mixed secondary school | 4-044-254-2630205-104-2020/2020-011 | 799,607.88  |   | construction of water tower Ksh. 250,000, Purchase of two 5,000 litter water tank ksh 100,000, Water Kiosk Ksh 350,000, installation of pipes Ksh 99,607.88. | 799,607.88 | New |
| Ombasa secondary school | 4-044-254-2630205-104-2020/2020-012 |  2,400,000.00  |  -  | Construction of Administration block comprising of staff room, Principal office, Deputy principal office clerk’s office and reception to completion. | 2,400,000.00 | New |
| St Gabriel Siruti secondary school | 4-044-254-2630205-104-2020/2020-013 | 3,000,000.00  |   | 1. Purchase and installation of pipes at Ksh 500,000 of approximate distance of 900m, purchase and installation of 1.5m3 water pump Ksh 300,000 Purchase and installations of solar systems Ksh 900,000, purchase one 5,000 litters water tank ksh 50,000 Construction water tower 250,000.
2. Additional funds of Ksh 1,000,000 to do plaster, floor and do shuttering and painting of admin block with capacity of hall, principal and deputy principal office, clerk’s reception to completion.
 | 3,000,000.00 | New |
| St peters Kodeny mixed sec school | 4-044-254-2630205-104-2020/2020-014 |  1,100,000.00  |   | Construction of a laboratory with a capacity of 60 student to completion  | 1,100,000.00 | New |
| Raruowa kadera mixed secondary school | 4-044-254-2630205-104-2020/2020-015 |  1,600,000.00  |  -  | Construction of administration block comprising of staff room reception, principal and deputy principal office to completion. | 1,600,000.00 | New |
| **Tertiary institutions projects** |  |  |  |  |  |  |
| Awendo Kenya Medical Training College. | 4-044-254-2630206-104-2020/2021-001 |  56,000,000.00  |  29,000,000.00  | Additional funds to complete a 2 storey tuition block of 4 laboratories with a capacity of 45 students each, 8 classrooms with a capacity of 45 students each, a ramp, staircase, 3 concrete water towers, 24 door flush toilets (8 door on each floor and urinal): plastering, tiling, ceiling, plumbing works and painting. | 27,000,000.00 | On-going |
| Kenya national library Awendo. | 4-044-254-2630206-104-2020/2021-002 | 2,000,000  |   | Construction of Septic tank, Purchase of two 10,000-liter water tanks and installation works, plumbing works and rainwater disposal works, Installation of electricity. Fitting works for ICT hub. | 2,000,000.00 | New |
| **Public administration and Security** |  |  |  |  |  |  |
| Ranen AP post | 4-044-254-2640507-113-2020/2021-001 |  1,400,000.00  |  -  | Construction of administration block comprising of 4 rooms to completion. | 1,400,000.00 | New |
| Awendo chiefs camp | 4-044-254-2640507-113-2020/2021-002 |  4,200,000.00  |  3,027,041.36 | Completion of Awendo chief’s camp building comprising of conference hall, chiefs room, assistant chiefs and toilet: tiling, plumbing, ceiling, painting and wiring. | 1,172,958.64 | On-going |
| South sakwa chief’s camp. | 4-044-254-2640507-113-2020/2021-003 |  1,400,000.00  |  600,000.00  | Completion of chief’s office Comprising of chief and assistant chief’s office, reception and a hall: Construction of 4 door pit latrine hall and reception office. | 800,000.00 | On-going |
| Angaga Police post | 4-044-254-2640507-113-2020/2021-004 |  1,000,000.00  |  700,000.00  | Completion of AP house comprising of armory room residential house, OCS office and a cell; ceiling, tiling and painting. | 300,000.00 | On-going |
| **Others/NG-CDF offices** |  |  |  |  |  |  |
| Awendo NG-CDF Office. |   |  670,000.00  |  -  | Painting, replacing worn out locks Ksh 400,000, construction of welded metallic rack filing cabinets Ksh 270,000. | 670,000.00 | New |
|   |   |   |   |   |   |   |
| TOTAL |   |  196,401,849.29  |  59,213,009.98  |   | **137,088,839.31** |   |

The committee while deliberating on the above allocations, there were some issues that arose and they discussed them as follows in the notes.

1. **Variations.**
2. Construction of classroom in Awendo has been set at a standardized amount of Ksh 800,000 While that of admin block in secondary school is set at Ksh 2,400,000. A standardized normal dormitory has been set at a cost of Ksh 3,600,000 while Construction of Chiefs office at a standardized cost of Ksh 1,400,000. However due to varied factors such as transport cost, distance environment etc. can make the cost either to vary upward or downward. The committee recommended the cost to move by 25% upward or 5% downward.
3. **Ongoing projects.**
4. Lianda primary school was allocated Ksh 1,500,000 to open access road in 2016/2017 however the project was declined and the management had to seek for re-allocation to construct 2 classrooms. The two classrooms were approved and done to roofing and shattering level. The Ksh 1,500,000 was not enough as per Bill of quantity hence additional Ksh 300,000 required to complete the project.
5. Bonde primary school was allocated Ksh 1,500,000 in 2019/2020 to construct 2 classrooms. The school is situated in a swampy area hence requiring a floating foundation. The actual cost as per BQ was 2.2M. The committee therefore discussed and agreed to add Ksh 700,000 to complete it. Remember this fund is inclusive of 5% admin
6. St Mary’s Ang’ogo mixed secondary school was allocated Ksh 1,000,000 in 2018/2019 financial year to construct one storey modern laboratory. Based on the plan and the design the plan has been revised downward to construct a normal school laboratory with a capacity of 90 students at a total cost of Ksh 3,000,000. Therefore, the committee agreed to add Ksh 2,000,000.00
7. Kogelo mixed sec school. The project was funded in the financial year 2018/2019. In 2019/2020 the project was not funded since the amount allocated in 2018/2016 had not been utilized due to procurement procedures that took time therefore the committee in their deliberation decided to allocate 2,600,000 to complete it in the financial year 2020/2021.
8. Canon Apindi mixed sec school. The project was allocated Ksh 400,000 to fence the school in 2017/2018. Fencing did not take place and the fund was re- allocated to construct 1 classroom which could not complete it hence need for completion in 2020/2021.
9. St peters Kodeny mixed sec school is having Ksh 900,000 Which was given to complete 4 classrooms. Through good luck the school management had completed the four classes through school development fund from the ministry. The funds were Ksh 700,000 given in 2019/2020, 200,000 in 2018/2019.The management have brought the request to re-allocate the 900,000 from completing classrooms to fund the construction of school laboratory to completion.
10. Kwoyo mixed sec secondary school. The project so far has been funded in two financial years: 2017/2019 and 2019/2020 700,000 and 900,000 respectively. The funds allocated was not enough as per BQ which was varied. The committee have added Ksh 2,000,000 to complete the project.
11. St Gabriel Siruti secondary school. water was drilled outside the school compound. The PMC had made the agreement with the land owner who transferred the land ownership to the school. The letter of consent was tabled before the NG-CDFC Awendo as attached. The distance of the water point to the school is 900m. Members of the committee agreed to add Ksh 2,000,000 to complete the water project and Ksh 1,000,000 to complete the administration block.
12. Raruowa kadera mixed secondary school. Construction of admin block. The school was awarded Ksh 400,000 to fence the school. Currently the fund is still in the account due to problem in boundary between the school and the locals. The management have asked the NG-CDFC to re-allocate the fund to contraction of school admin block. As the CDF is considering the re-allocation, they agreed first to add 1,600,000 so as to be made available to construct the admin project that would now cost Ksh 2,000,000 to completion.
13. Awendo chiefs camp. The project was first funded with Ksh 400,000 in 2017/2018.Aditional Ksh 1,227,041.36 in 2018/2019 and Ksh 1,400,000 in 2019/2020. The fund that is now agreed to be added by the committee is enough to complete it as per BQ from the ministry of public works.
14. South sakwa chief’s camp. The construction of chief’s office was first funded with Ksh 400,000 in 2017/2018 and Ksh 200,000 added in 2019/2020. However, the project has been varied to include an additional 2 rooms and pit latrine which makes it move from Ksh 600,000 to Ksh 1,400,000. This is what is now approved by the committee.
15. Angaga Police post. The project was funded with Ksh 700,000 in 2017/2018. There were challenges in the formation of PMC which cascaded to the delay in implementation. The committee resolved the PMC disagreement and later formed the PMC but again the committee could not fund the project since funds were still in the account. BQ has been done and three quota of the works completed. The committee have committed Ksh 300,000 to complete the project in 2020/2021 FY. This project being under one roof.

**AWENDO NG-CDFC 23/9/1/2020 PAYMENT**.

The committee deliberated on the payment and approved the payment of the following.

-Pending Committee allowances.

- Committee to Payment of ksh 200,000.00 for fuel used.

-Budget and pay allowances to committee to facilitate Monitoring and evaluation (Capacity building activities.

 **AWENDO NG-CDFC 24/9/1/2020 MONITORING AND EVALUATION**

The committee discussed M&E and resolved that the ten committee members will attend the M&E function at barracuda resort. The agreed also that Constituency manager and Personal assistant to Member of parliament to accompany them. The activity was schedule to take 6 days starting from September 12th 2020.

**AWENDO NG-CDFC 25/9/1/2020 ADJOURNMENT.**

There being no any other business to be discussed, the meeting adjourned at around 2:00 PM with a word of prayer from Anne Ochieng and the next committee meeting was scheduled to take place after two weeks.