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|  CDF logo 4 MsWord**MOLO NG-CDF** | **Molo National Government Constituencies Development Fund** Turi Centre, Kanyiri Building, Nakuru – Molo Road,P.O Box 24-Elburgon, Kenya **Email**: molocdf@cdf.go.ke | **Website:** [www.cdf.go.ke](http://www.cdf.go.ke)  |
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**MOLO CDFC MEETING HELD ON 30TH JANUARY 2018 AT THE CDF OFFICE**

**MEMBERS PRESENT**

1. DR.BSP DAVIS GATUA………………………………………CHAIRMAN
2. MRS.JANE GACHATHI………………..………………….…..SECRETARY
3. MR.DAVID S. WANYONYI…………………………………. DCC
4. MR.SAMUEL MWANGI……………………………………... FAM
5. MR.SAMUEL KIMANI WANGUI……………………………MEMBER
6. MISS.MILKAH OMBATI……………………………………..MEMBER
7. MR.DOUGLAS AMBANI……………………………………..MEMBER
8. MR.JOHN KIRUI…………………………………………...….MEMBER
9. MRS.RACHAEL MUIGAI…..………………………………...MEMBER
10. MR.JOHN GIKINYA…………………………………………..MEMBER

**AGENDA**

* PRELIMINARIES
* CHAIRMAN’S REMARKS
* READING OF THE PREVIOUS MEETING
* MATTERS ARISING
* PROPOSAL FOR THE F/Y 2017/2018
* CHANGE OF BANK ACCOUNT
* EMERGENCY
* A.O.B

**PLERIMINARIES**

The chairman of the NG-CDF Committee Dr. Bsp. Davis Gatua called the meeting to order at 1.35 pm. He requested Miss. Milkah Ombati to open with a word of prayer.

**MIN 1/30/01/2018 MOLO NG-CDFC – CHAIRMAN’S REMARKS**

The chairman thanked the members for attending the days meeting and requested every member to participate fully in contributing to the issues of the days agenda.

He regretted of the short notice of convening the meeting. He was happy that all managed to attend.

He urged the members to be very precise in dealing with the issues to be addressed.

**MIN 2/30/01/2018 MOLO NG-CDFC – READING AND CONFIRMATION OF THE PREVIOUS MEETING**

The secretary read the previous meeting minutes and they were proposed by Mr. Samuel Kimani and seconded by Mr. John Kirui as a true record.

**MIN 3/30/01/2018 MOLO NG-CDFC – MATTERS ARISING**

Cancellation of chandera Bursary committee is to be addressed. The DCC had communicated to the area chif of the same. The repeat of the election will be held on 13/02/2018 at chandera chiefs office.On the issue of elburgon, some members are to be included i.e Elijah Chege, Pst George Mwangi, Francis Gaithuma and Jacob Kimani

In Mariashoni, case was settled and the committee to remain as selected.

The chairman requested the members to settle the issue of the bursary committees and requested the FAM to set a date when they will be informed of their mandate.

On the recruitment of the NG-CDF staff, the FAM informed the members that the process is almost due and he will share with the members.

The re-allocation of the 2016/2017 funds, the FAM said that he will do as required.

On the projects, they should be statutory and eligible.

On the issue of NG-CDF vehicle, the members enlightened the members that the vehicle is under the FAM as custodian of NG- CDFC assets. However on need basis, it can be used on issues concerning the sub county eg. Administration or examination.The DCC also informed the committee members that apart from the Ng-CDF vehicle, any other government vehicle can be used to carry out the NG-CDF activities. The work ticket should be duly signed as a requirement.

**MIN 4/30/01/2018 MOLO NG-CDFC – PROPOSAL FOR THE FINANCIAL YEAR 2017/2018**

The FAM enlightened the members on the proposal preparation since the ward meeting had been done. He was concerned about the projects that were proposed from the for funding but the funds were limited.

The chairman requested the members that any funding to schools, they should be done to completion and no incomplete projects will be allowed. The members agreed through their chair that there will be more measures to be put in place to ensure that the PMCs are more accountable to the NG-CDFC funds allocated. At least all wards should benefit in a fair manner. From the list proposed from the wards, the following projects were prioritized:-

Summary of proposal F/Y 2017/2018

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| **Serial**  | **Name of Project** | **Amount Allocated** |
| 166/AP1 | Administration/Recurrent | **4,900,000.78** |
| 166/AP222 | Monitoring and Evaluation/Capacity Building | **2,500,000.34** |
| 166/2640100 | Bursary/CATs/Mocks | **21,702,586.00** |
| 166/3110104 | NG-CDFC Office | **2,000,000.00** |
| 166/2211310 | Molo NG-CDFC Strategic Plan | **3,000,000.00** |
| 166/ 2211311 | Molo ICT Hubs | **4,677,027.20** |
| 166/2630204 | Primary School Projects | **15,550,000.00** |
| 166/2630205 | Secondary School Projects | **18,050,000.00** |
| 166/2640507 | Security Projects | **8,350,000.00** |
| 166/2640509 | Sports Activities | **1,211,765.00** |
| 166/2640510 | Environmental Projects | **300,000.00** |
| 166/2640200 | Emergency | **4,568,965.50** |
| **Total** | **86,810,344.82** |

1. **Administration / Recurrent**

The allocation is to cater for paying of staff salaries, Gratuity, Members sitting allowances, advertisement, publications, stationery, utility bills, office rents and motor vehicle operating cost.

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| **Project Name** | **Project Number** | **Activity**  | **Amount** |
| Employees Salaries | 4-032-166-2110000-100-2017/18-001 | Payment of staff salaries and gratuity  | 1,440,000.00 |
| Goods and Services | 4-032-166-2110000-100-2017/18-002 | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea.  | 1,697,600.78 |
| Purchase of office Requirements | 4-032-166-2110000-100-2017/18-003 | Purchase of furniture, Computers and photo copying machine | 400,000.00 |
| NSSF/NHIF Deductions | 4-032-166-2110000-100-2017/18-004 | Payment of NSSF/ NHIF Deductions | 114,400.00 |
| Committee Expenses | 4-032-166-2110000-100-2017/18-005 | Payment of Committee sitting allowances, transport, conferences | 1,248,000.00 |
| **TOTAL** | **4,900,000.78** |

1. **Monitoring and Evaluation/Capacity Building**

To cater for Monitoring and Evaluation of CDF projects and capacity building of NG-CDFC, NG- STAFF and PMCs in the constituency.

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| **Project Name** | **Project Number** | **Activity**  | **Amount** |
| Goods and Services | 4-032-166-2210000-111-2017/18-001 | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence  | 500,000.34 |
| Committee Expenses | 4-032-166-2210000-111-2017/18-002 | Payment of Committee sitting allowances, transport, conferences | 624,000.00 |
| CDFC/STAFF/PMC Capacity Building | 4-032-166-2210000-111-2017/18-003 | Undertake Training of the PMCs/CDFCs on CDF Related issues | 1,376,000.00 |
| **TOTAL** | **2,500,000.34** |

1. **Emergency**

Allocated amount meant for emergencies that may occur within the Constituency

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| **Project Name** | **G.F.S Code** | **Project Activity** | **Amount Allocated** |
| Emergency  | 4-032-166-2640200-101-2017/18-001 | To cater for any unforeseen occurrences in the constituency during the financial year | 4,568,965.50 |
| **Total**  | **4,568,965.50** |

1. **Sports**

Promotion of sports and sports activities

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| **Project Name** | **G.F.S Code** | **Project Activity** | **Amount Allocated** |
| Constituency Sports Tournament | 4-032-166-2640509-112-2017/18-001 | Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits | 1,211,765.00 |
| **Total** | **1,211,765.00** |

1. **ICT Hub**

As per the issued guidelines, four ICT hubs will be constructed at Molo NG-CDFC office, Elburgon. Kimonio and Chandera centres.

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| **Project Name** | **G.F.S Code** | **Project Activity** | **Amount Allocated** |
| Constituency ICT Hubs in Molo, Chandera, Elburgon and Kimonio | 4-032-166-2211311-108-2017/18-001 | Construction of ICT Hubs | 4,677,027.20 |
| **Total** | **4,677,027.20** |

1. **Bursary**

Towards Bursary in Tertiary, Secondary and Short courses

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| **Project Name** | **G.F.S Code** | **Project Activity** | **Amount Allocated** |
| Bursary Secondary Schools/ Special Schools | 4-030-157-2640101-103-2017/18-001 | Payment of bursary to needy student | 10,000,000.00 |
| Bursary Tertiary Institutions/ Universities | 4-030-157-2640101-103-2017/18-002 | Payment of bursary to needy student | 11,702,586.00 |
| **TOTAL**  |  |  | **21,702,586.00** |

1. **Strategic Plan**

To prepare a constituency strategic plan for a period of five years

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| **Project Name**  | **G.F.S.Code** | **Project Activity** | **Amount Allocated** |
| Molo Constituency Strategic Plan | 4-032-166-2211310-108-2017/15-001 | Preparation of constituency Strategic plan | 3,000,000.00 |
| **Total** | **3,000,000.00** |

1. **Constituency Office**

Construction of the Constituency office

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| **Project Name** | **G.F.S Code** | **Project Activity** | **Amount Allocated** |
| Constituency Office | 4-032-166-3110104-108-2017/18-001 | Completion of CDF office ( ceiling, drainage works | 2,000,000.00 |
| **Total** | **2,000,000.00** |

1. **Environmental Projects**

To plant trees within the constituency

| **Project Name** | **G.F.S Code** | **Project Activity** | **Amount Allocated** |
| --- | --- | --- | --- |
| Environment | 4-032-166-2640510-110-2017/18-001 | Planting of trees in public institutions within the constituency.( Turi sulgwita primary and secondary schools, Tayari primary and secondary schools & Green park primary school) | 300,000.00 |
| **Total**  | **300,000.00** |

1. **Primary School Projects**

To enhance better learning conditions in the primary schools institutions by improving the infrastructure, the following institutions were given a priority

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| **Project Name**  | **G.F.S. Code** | **Project Activity** | **Amount Allocated** |
| New Creation Primary School | 4-032-166-2630204-104-2017/18-001 | Construction Of One Classroom | 700,000.00 |
| Nyakiambi Primary School | 4-032-166-2630204-104-2017/18-002 | Renovation of four classrooms ( plastering, flooring, window panes, doors and painting) | 600,000.00 |
| Sokoro Primary School | 4-032-166-2630204-104-2017/18-003 | Completion Of Three Classrooms | 750,000.00 |
| P.C.E.A Elburgon Primary School | 4-032-166-2630204-104-2017/18-004 | Completion Of Two Classrooms ( Roofing, plastering, Flooring, doors, windows & Painting) | 650,000.00 |
| St Peters Boys Primary School | 4-032-166-2630204-104-2017/18-005 | Renovation of three classrooms ( plastering, flooring, window panes, doors and painting) | 500,000.00 |
| St James Primary School | 4-032-166-2630204-104-2017/18-006 | Completion Of One Classroom | 300,000.00 |
| Mwangi Michuki primary school | 4-032-166-2630204-104-2017/18-007 | Renovation of five classrooms ( plastering, flooring, window panes, doors and painting) | 700,000.00 |
| St Joseph Primary School | 4-032-166-2630204-104-2017/18-008 | Construction Of Two Classrooms | 1,000,000.00 |
| Segut Primary School | 4-032-166-2630204-104-2017/18-009 | Construction Of One Classroom | 750,000.00 |
| Kimonio Primary School | 4-032-166-2630204-104-2017/18-010 | construction Of One Classrooms | 700,000.00 |
| Kimonio Primary School | 4-032-166-2630204-104-2017/18-011 | Completion Of One Classroom | 250,000.00 |
| Daraja Primary School | 4-032-166-2630204-104-2017/18-012 | Completion Of One Classroom | 800,000.00 |
| Timoo primary school | 4-032-166-2630204-104-2017/18-013 | Construction Of One Classroom | 800,000.00 |
| Rombei Primary School | 4-032-166-2630204-104-2017/18-014 | Construction Of One Classroom | 850,000.00 |
| Kondamet Primary School | 4-032-166-2630204-104-2017/18-015 | Construction Of Two Classrooms | 1,400,000.00 |
| Kapsorok Primary School | 4-032-166-2630204-104-2017/18-016 | Construction Of One Classroom | 800,000.00 |
| Ndoswa Primary School | 4-032-166-2630204-104-2017/18-017 | Completion Of One Classroom | 300,000.00 |
| Kambala Primary School | 4-032-166-2630204-104-2017/18-018 | Renovation of five classrooms ( plastering, flooring, window panes, doors and painting) | 700,000.00 |
| Mwangaza Primary School | 4-032-166-2630204-104-2017/18-019 | Construction Of Two Classrooms | 1,400,000.00 |
| Kivulini Primary School | 4-032-166-2630204-104-2017/18-020 | Construction Of One Classroom | 800,000.00 |
| Green Park Primary School | 4-032-166-2630204-104-2017/18-021 | Construction Of One Classrooms | 800,000.00 |
| **Total** | **15,550,000.00** |

1. **Secondary School Projects**

To enhancing better learning conditions of secondary by improving the infrastructure

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| **Project Name** | **G.F.S Code** | **Project Activity** | **Amount Allocated** |
| Mukinyai Secondary School | 4-032-166-2630205-104-2017/18-001 | Construction Of One Classroom |  |  800,000.00  |
| Kiambiriria Secondary School | 4-032-166-2630205-104-2017/18-002 | Construction of a laboratory |  | 1 ,800,000.00  |
| Arimi Secondary School | 4-032-166-2630205-104-2017/18-003 | Completion Of One Classroom |  |  200,000.00  |
| Michinda Secondary School | 4-032-166-2630205-104-2017/18-004 | Completion of Dining Hall ( walling, roofing, plastering, flooring, windows, door and painting |  |  1,500,000.00  |
| Elburgon Secondary School | 4-032-166-2630205-104-2017/18-005 | Completion of a laboratory ( plastering, flooring, doors and windows of first floor and first floor slab) |  |  2,400,000.00  |
| Mariashoni Secondary School | 4-032-166-2630205-104-2017/18-006 | Construction of a laboratory |  |  1,800,000.00  |
| Rombei Secondary School | 4-032-166-2630205-104-2017/18-007 | Completion Of Two Classrooms ( plastering, flooring, doors, windows and painting) |  |  500,000.00  |
| Kibunja Highway Secondary School | 4-032-166-2630205-104-2017/18-008 | Construction Of One Classroom |  |  800,000.00  |
| Molo Academy | 4-032-166-2630205-104-2017/18-009 | Construction Of One Classrooms |  |  800,000.00  |
| Matumaini Secondary School | 4-032-166-2630205-104-2017/18-010 | Completion of a Laboratory ( iron shhets, plastering, flooring, painting) |  |  1,000,000.00  |
| Tayari Secondary school | 4-032-166-2630205-104-2017/18-011 | Construction of a Laboratory |  |  2,000,000.00  |
| Mona Secondary School | 4-032-166-2630205-104-2017/18-012 | Construction of One Classroom |  |  800,000.00  |
| Turi Sulgwita Secondary School | 4-032-166-2630205-104-2017/18-013 | Construction Of Two Classrooms |  |  1,300,000.00  |
| Chandera Secondary School | 4-032-166-2630205-104-2017/18-014 | Completion of Library/ Admin Block ( plastering, flooring, windows and doors, painting) |  | 1,500,000.00 |
| Oinoptich Secondary School | 4-032-166-2630205-104-2017/18-015 | Construction Of One Classrooms |  | 850,000.00 |
| **Total** |  | **18,050,000.00** |

1. **Security Projects**

To construct Administrative houses

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| **Project Name** | **G.F.S Code** | **Project Activity** | **Amount Allocated** |
| Chiefs camp Kaptisa | 4-032-166-2640507-108-2017/18-001 | Construction of a Chiefs Office & a shade | 800,000.00 |
| Elburgon Chiefs office | 4-032-166-2640507-108-2017/18-002 | Completion of chiefs office and renovation of A.P. Houses | 900,000.00 |
| Kimonio Chiefs Camp | 4-032-166-2640507-108-2017/18-003 | Construction of a Chiefs Office & a shade | 850,000.00 |
| Lawina Chiefs Camp | 4-032-166-2640507-108-2017/18-004 | Construction of a Chiefs Office & a shade | 850,000.00 |
| Migaa AP Camp | 4-032-166-2640507-108-2017/18-005 | Construction of Three A.P houses | 750,000.00 |
| D.Os office Sachagwan | 4-032-166-2640507-108-2017/18-006 | Completion of office ( electricity, ceiling, plastering, flooring) ksh 400,000 and latrines ksh 350,000.00 | 750,000.00 |
| Tayari A.P Camp | 4-032-166-2640507-108-2017/18-007 | Construction of Three A.Ps Houses | 750,000.00 |
| Chandera Chiefs office | 4-032-166-2640507-108-2017/18-008 | Construction of a Chiefs Office & a shade | 800,000.00 |
| DCC Molo | 4-032-166-2640507-108-2017/18-009 | Rehabilitation of DCCs house ( ceiling, flooring, roof) ksh 250,000 and Construction of a latrine ksh 250,000  | 500,000.00 |
| Turi AP Camp | 4-032-166-2640507-108-2017/18-010 | Construction of Three AP Houses | 700,000.00 |
| Ndoswa AP Camp | 4-032-166-2640507-108-2017/18-011 | Construction of Chiefs Office | 700,000.00 |
| **Total** | **8,350,000.00** |

**MIN 5/30/01/2018 MOLO NG-CDFC – CHANGE OF THE BANK ACCOUNT**

The committee wants to change the NG-CDFC account from Equity bank to Family bank. The members felt the need open a new account as they start their term in office.

 All the members have no issue with the change of the bank account but it should be done with caution because of the financial position of family bank which is not doing well in profits.

**MIN 6/30/01/2018 MOLO NG-CDFC – EMERGENCY**

The members agreed on allocating emergency funds to sinking toilets.

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| **NO.** | **NAME OF THE PROJECT** | **ACTIVITY** | **AMOUNT** |
|  | Rombei Primary School | Construction of eight door pit latrine | 500,000.00 |
|  | Rombei Secondary School | Construction of eight door pit latrine | 500,000.00 |
|  | **Total**  |  | **1,000,000.00** |

**MIN 7/30/01/2018 MOLO NG-CDFC – A.O.B**

 The chairman requested the FAM to make sure that some funds are made available from the bursary kitty to help in any emergency in form of school fees for the needy in the constituency.

He also requested the FAM to come up with a programme so that the sub-committee on the bursary should be informed their mandate as we prepare to disburse bursaries.

Having no other business, the meeting ended at 3.50pm with a word of prayer from Mr. John Gikinya

Chairman: Dr. Bsp. Davis Gatua : Signature …………………… Date…………………

Secretary :Jane Gachathi : Signature …………………… Date…………………