



**NG-CDF KANGUNDO**

**Kangundo National Government Constituency Development Fund**  
Behind Kangundo Sub County Offices  
P.O Box 1035-90115  
Kangundo, Kenya  
Cell: 0724-781-421  
Email: [cdfkangundo@ngcdf.go.ke](mailto:cdfkangundo@ngcdf.go.ke)

**MINUTES OF KANGUNDO NG-CDF COMMITTEE MEETING HELD ON 16<sup>TH</sup> MARCH 2022 AT THE NGCDFC BOARDROOM**

**Members Present:**

1. John Nzuki Kituku- Chairperson
2. Catherine Mary Ngila- Secretary
3. Willis Mwenda- Fund account manager
4. Cosmas Kinguyu Kalavi- Member
5. Belita M. Mutie - Member
6. Cecilia Ndunge- Member
7. Stephen Mutunga- Member
8. James Kilonzo Kivondo- Member
9. Stephen Mutua- Member
10. Josphat Lemer keto- ACC

**Agenda**

1. Confirmation of previous minutes
2. 12M AIE
3. Bursary tertiary institutions
4. Capacity Building
5. Bursary Vetting Allowances
6. Bursary Beneficiaries Readout- Tertiary
7. Resubmission
8. AOB

**KANG- CDFC MIN 01:16/3/2022 CONFIRMATION OF PREVIOUS MINUTES**

The Chairperson called the meeting to order at 11.30 am and invited James Kivondo to lead in a word of prayer. The FAM then read the minutes of the previous meeting which were confirmed as a true copy. James Kivondo proposed and he was seconded by Stephen Mutua.

**KANG-CDFC MIN 02: 16/3/2022 12M AIE**

The FAM informed the committee that the office had received 12M funding for the current financial year. The committee deliberated and allocated the funds to the following votes:

1. Bursary Tertiary- Kshs 2,378,441 28
2. M&E: Capacity Building- Kshs 1,300,000
3. Goods & Services(Admin)- Kshs 100,000



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4. Kathaana Primary School- Construction of an eight-door pit latrine- Kshs 1,000,000
5. Kikalu Primary School- Construction of 2 classrooms- Kshs 2,400,000
6. Sports- Organizing constituency sports tournaments, where the participating and Winning teams will be awarded with trophies, uniforms and balls- Kshs 2,741,777.58
7. Kikondeni Primary School- Renovation of 3 classrooms to completion- Kshs 1,625,000
8. Committee Allowances(Admin)- Kshs 310,000
9. Committee Allowances(M&E)- Kshs 144781.14

**KANG- CDFC MIN 03:16/3/2022 BURSARY TERTIARY INSTITUTIONS**

The committee deliberated and approved the disbursement of bursary to students in tertiary institutions. The 2294 students will get Kshs 4,200 each totaling to Kshs 9,634,800.

**KANG- CDFC MIN 04:16/3/2022 CAPACITY BUILDING**

The committee deliberated and approved the activity of capacity building for the NGCDFC to take place from 4<sup>th</sup> April to 8<sup>th</sup> April 2022. There will be two days of training and three days of benchmarking in a nearby constituency. The preliminary budget for the activity is as follows:

Capacity Building Budget	Kshs
Allowances for 1 chair for 5 days	35,000
Allowances for 9 members for 5 days	225,000
Per Diem For 10 members for 5 days	300,000
Per Diem for DA and DIA for 5 days	84,000
Transport for 12 members for two days	48,000
Trainer Facilitation for 2 days	108,000
Hotel Rates for 2 days	100,000
<b>Total</b>	<b>900,000</b>

**KANG- CDFC MIN 05: 16/3/2022 BURSARY VETTING ALLOWANCES**

The committee deliberated and approved the payment of allowances for the activity of bursary forms vetting that took place on 22<sup>nd</sup> December 2021, 24<sup>th</sup> & 25<sup>th</sup> February 2022 and 10<sup>th</sup> March 2022. The budget for the activity is as follows:

Bursary Vetting Exercises	Kshs
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Allowance for 1 chair for four days @ Kshs 7000	28,000
Allowance for 9 members for four days @Kshs 5000 each	180,000
Lunch and refreshments for 10 persons for four days	40,000
<b>Total</b>	<b>248,000</b>

**KANG- CDFC MIN 06: 16/3/2022 BURSARY BENEFICIARIES READ-OUT, TERTIARY**

The committee deliberated and approved the activity of bursary beneficiaries' read-out for tertiary students to tentatively take place on 25<sup>th</sup> March, 2022. The budget for the activity is as follows:

<b>Bursary Beneficiaries Read-Out, Tertiary</b>	
Allowance for 1 chair @ Kshs 7000	7,000
Allowance for 9 members @ Kshs 5,000 each	45,000
Lunch and refreshments for 10 members	10,000
<b>Total</b>	<b>62,000</b>

**KANG- CDFC MIN 07: 16/3/2022 RESUBMISSION**

The FAM informed the committee that the Board had failed to approved the project Kangundo Police Station Chapel- Purchase and installation of 10,000 litres water tank (Kshs.90,000), masonry base construction (Kshs.150,000) and water gutters and pipes (Kshs.102,722.2) for the chapel, total Kshs 342,722.2. The committee deliberated and resolved to resubmit the project and allocate the funds to Miu Assistant Chief's Office- Purchase and installation of 10,000 litres water tank (Kshs.90,000), masonry base construction (Kshs.150,000) and water gutters and pipes (Kshs.102,722.2) for the chapel, total Kshs 342,722.2. The FAM is to write to the Board to request the changes.

**KANG- CDFC MIN 08: 16/3/2022 AOB**

The committee approved payment of the following funds:

1. Kshs 62,000 for the allowances of the day's meeting and lunch:
  - 9 members @ Kshs 5,000 each- Kshs 45,000
  - 1 chair @ Kshs 7000- Kshs 7,000
  - Lunch and refreshments for 10 members- Kshs 10,000
2. Fare for the Chairperson and Secretary when they come to sign minutes @ Kshs 3000 each- Kshs 6,000
3. There being no other business, the meeting closed with a word of prayer from Mary Ngila at 1.30 pm.



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Minutes compiled by:

  
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Catherine Mary Ngila

Secretary

Minutes approved by

  
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John Nzuki Kituku

Chairperson

Minutes confirmed by

  
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Willis Mwenda Mbabu

Fund Account Manager