**MINUTES OF LAFEY NG-CDFC MEETING HELD ON 12th FEBRUARY, 2018 AT LAFEY NG- CDF OFFICES AT 9.00 A.M**

**MEMBERS PRESENT**

1. Mohamed Madey Hassan------------Chairman

2. Shaaban Mohamud Sheikh--------- Member

3. Amal Osman Haji------------------ Member

4. Rukia Farah Abdullahi---------------Member

5. Hussein Bulle Hassan----------------Member

6. Siyad Bare Muhumed -------------Member

7. Nasra Samow Bare. ----------------Secretary

8. Abdikarim Ibrahim Hassan--- -----Fund Manager

9. Eric Oronyi Getembe---------------Member.

**AGENDA**

1. Confirmation of previous minutes

2. NG-CDF Projects Proposal for Financial Year 2017/2018

3. A.O.B.

**MIN / LAFEY NG-CDFC/ 1//2/2018: CONFIRMATION OF PREVIOUS MINUTES**.

The meeting was opened with a word of prayers by Siyad Bare. After that the secretary read out to the committee the minutes of their last meeting. The committee unanimously confirmed that it was the true deliberations of the meeting. The Chair welcomed the members to the meeting and lauded their punctuality.

**MIN / LAFEY NG-CDFC/ 1//2/2018: PROJECT PROPOSALS FOR FY 2017/2018**

The Chairman informed the members the main agenda of today’s meeting is preparation of project proposal for FY 2017/2018.The Chairman emphasized that they need to prepare the Proposal on time for onward submission to NG- CDF Board. The Fund Manager read out to the members the guidelines and statutory ceiling for respective projects as well as the total allocation of **Ksh.86,810,344.82** for the whole constituency.

The Chairman informed the members that they have carried out the ward reports, consulted and collected all the project needs of each ward in December last year. He also reminded the committee that they should select the projects proposed by each ward in compiling the project proposal for the year.

The fund manager brought to the attention of the committee as per the guidelines from NG-CDF Board on project proposals they should specifically focus on National Government functions as outlined in the Forth Schedule of the Constitution of Kenya. The manager also informed the members that all devolved functions are no longer eligible under the new NG-CDF Act of 2015.The fund manager also informed the members that in the circular by NG-CDF Board that in the project proposals they should include Constituency innovation Hubs and strategic plan.

After perusing and lengthy deliberations on the ward reports and project proposals from each ward and putting in to consideration the current needs of all institutions, the committee came up with the following projects to be submitted to NG-CDF Board for financial year 2017/2018 for funding and approval.

|  |  |  |
| --- | --- | --- |
| **Project Name**  | **Project activity**  | **Amount Allocated** |
| **Administration & Recurrent** |  |  |
| Employees’ Salaries | Payment of staff salaries and gratuity | 2,400,000.00 |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea | 1,600,000.00 |
| NSSF | Payment of NSSF Deductions | 100,000.00 |
| NHIF | Payment of NHIF Deductions | 60,000.00 |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 1,048,620.69 |
| **Monitoring & Evaluation** |  |  |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence | 732,930.34 |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 971,380.00 |
| CDFC/PMC Capacity Building | Undertake Training of the PMCs/CDFCs on CDF Related issues | 900,000.00 |
| Emergency | To cater for any unforeseen occurrences in the constituency during the financial year  | 4,568,965.52 |
| Sports | Purchase of sports kits i.e. balls, uniforms for teams in the constituency | 1,736,206.90 |
| Bursary Secondary Schools | Payment of bursary to needy student | 6,000,000.00 |
| Bursary Tertiary Schools | Payment of bursary to needy student | 14,383,620.69 |
| Lafey primary School | Fencing of compound with chain link with concrete poles(1,500m) | 6,000,000.00 |
| Kaharey Primary School | Construction of Book store to completion | 1,000,000.00 |
| Lafey West Primary School | Construction of 1 No. Classroom to completion | 1,000,000.00 |
| Kabo Primary School |  Construction of Kitchen & Store to completion | 1,300,000.00 |
| Damasa Primary School | Construction of 1 No. Classroom to completion | 1,000,000.00 |
| Kamor Liban Pry School |  Construction of 1 No. Classroom to completion | 1,000,000.00 |
| Alungu Primary School | Fencing of compound with chain link with concrete poles(1,000m) | 5,000,000.00 |
| Fino Primary School | Construction of 25,000m2 Water tank to completion | 800,000.00 |
| Fino Primary School | Construction of food store to completion | 1,000,000.00 |
| Kheira Ali Primary School | Construction of 2No. classrooms to completion | 2,000,000.00 |
| Warankara Primary School | Construction of Bookstore to completion | 1,000,000.00 |
| Warankara Primary School | Water piping system to completion | 500,000.00 |
| Bambo Primary School | Construction of Staffroom to completion | 1,000,000.00 |
| Gari Primary School | Construction of Administration Block to completion | 4,000,000.00 |
| Sala Primary School | Construction of 25,000m2 Water Tank to completion | 800,000.00 |
| Sala Primary School | Construction of 4 No. toilets to completion | 800,000.00 |
| Lafey Boys Secondary School | Construction of 2 No. Classrooms to completion | 2,000,000.00 |
| Lafey Girls Secondary School | Construction of 2 No.Staff Houses to completion | 1,800,000.00 |
| Lafey Police Station | Purchase and supply of office furniture (4 no.tables, 6 no.chairs, 4 no. Steel cabinets, 2 no. secretary tables, I no. boardroom table, 6 no. visitors chairs.) |  1,095,387.48  |
| Sala AP Camp | Construction of 2 No. staff house | 1,800,000.00 |
| Constituency ICT Hubs | Installation of Satellite antenna, Router, Digital access kit, Digital ruggedized Tablet, WI-FI with outdoor wireless device complete with 12U cabinet with installation accessories by Telkom Kenya Ltd at Fino, Lafey, Gari and Sala towns. | 4,677,027.20 |
| Constituency Strategic Plan | Preparation of 5 year constituency strategic plan | 4,000,000.00 |
| Lafey NG-CDF Office | Construction of Lafey NG-CDF Office (phase1) | 8,736,206.00 |
| **GRAND TOTAL** | **86,810,344.82** |

**MIN / LAFEY NG-CDFC/ 1//2/2018.A.O.B**

There being no other business the meeting was adjourned at 12:30p.m with a word of prayer from Hussein Bulle.

**Minutes Compiled by; Minutes Confirmed by;**

**(The Secretary) (The Chairperson)**

**Signature…………………………………. Signature………………..........**

**Date…………………………………………. Date……………….................**