**MINUTES OF NG- CDFC MEETING HELD ON WEDNESDAY 7TH JULY, 2023 IN THE NG-CDF BOARDROOM.**

**Present.**

1. Mr. Evason Cheruiyot Chairman

1. Mr. Lemein Oltetia FAM
2. Miss. Mercy Cheruiyot Secretary
3. Miss. Desma Cherono Member
4. Mrs. Jackline Ruto Member
5. Mr. John Mitei Member
6. Mr. Kipsiele Towett Member
7. Mr. Stanley Rotich Member
8. Mr. Kipkoech Koros Member

**AGENDA**

1. Preliminaries
2. Reading and confirmation of previous minutes
3. Matter arising
4. Resubmission and clarifications on Pending issues from the previous years
5. Re-allocation of funds
6. Change of project Activity
7. AOB.

**MIN 1/07/07/ 2023:** **Preliminaries**

The meeting was called to order by the Chairman at 11.14 am and word of prayer said by Stanley Rotich.

**MIN 2/07/07/ 2023: Reading and confirmation of previous minutes.**

The minutes were read and confirmed to be a true copy of the previous proceedings.

**MIN 2/07/07/ 2023: Reading and confirmation of previous minutes.**

There were no matters arising.

**MIN 3/07/07/ 2023: CLARIFICATIONS ON PENDING ISSUES FROM THE PREVIOUS YEARS.**

As discussed, and recommended in the last NG-CDF Board meeting.

| **Pending projects** | **NG-CDFC response after visit** | **Amount (Kshs.)** | **Resubmitted to:** |
| --- | --- | --- | --- |
| Koisagat Primary School, Kshs.500,000 - Completion of Two Classrooms, activities includes; Doors and windows fitting, plastering and painting) funded by the World Vision (NGO) NG-CDFC to submit information on the circumstances that led to non-completion of the classrooms by World Vision | One classroom was funded by NG-CDF in the Fy2017/2018- Ksh.800, 000 and the other classroom was funded by the community and not NGO as earlier stated. The Kshs.500,000 is sufficient to complete the two classrooms and the activities includes; Doors and windows fitting, plastering and painting | 500,000 | Koisagat Primary School, Kshs.500,000 - Completion of two classrooms: fixing of doors and windows, plastering and painting (1 started by the NG-CDFC in 2017/18FY and 1 started by the community)***The project was funded with Kshs.300,000 in the FY 2017/2018 for Casting slab, fixing door, window, plastering and painting of one classroom thus were not sufficient since the foundation floor had not been laid*** |
| Kibailuk Primary school, Kshs.350,000- Completion of one Classroom activities includes: doors and windows fitting, plastering and painting funded by the NGOs NG-CDFC to specify the NGO that initially funded the classrooms and provide information on the circumstances that led to non-completion of the classrooms | The Project was funded by NG-CDF in the Fy2017/2018- Ksh.900, 000 and not NGO as earlier stated.  | 350,000 | Kibailuk Primary school, Kshs.350,000- Completion of one classroom: Floor screed, plastering internally, making key externally, window panes fixing and painting.***In the FY 2016/17 the school was allocated Kshs. 500,000 for construction of one classroom but the PMC started two classrooms with it. In FY 2017/18 as you confirmed in the code list, it is indicated Kshs 900,000 was for completion of two classrooms. The PMC then decide to fully complete one classroom and the other classroom was only roofed since the funds could were not sufficient.*** |
| Cheramgoi Girls Secondary school - Completion of 150 student capacity dormitory (plastering, floor screed, fixing window panes, doors and painting) - Kshs 700,000 - (3,500,000.00 Financial year 2019/2020 by the NG-CDF.NGCDFC to give more information in regards to funding and cost of the project to completion) | The project was started in, and allocated Ksh3, 500,000 (2019/2020). The cost estimate of the project is Kshs.5, 245,320 as per public works officer (BoQ attached). Ksh700, 000 was allocated among the pending issues (Fy 2021/22) and allocated Ksh1, 000,000 in the 2022/2023 financial year to complete the projectThe report of public works officer of pending works is attached. | 700,000 | Cheramgoi Girls Secondary school, Kshs.700,00- Additional funds for completion of 150 students’ capacity dormitory: plastering walls, floor screed and tiling, brandering, fixing ceiling boards and painting. The Kshs 700,000 is within the cost estimates as provided in the BQ of KSHS 5,245,320-kshs 3,500,000.00700,000.001,000,000.00 |
| Kibailuk Primary School, Kshs.700, 000- Completion of 2 classrooms doors and windows fitting, plastering and painting. The project was pending approval subject to the NG-CDFC confirming when the two classrooms started and the needs for additional funds since the project was allocated Kshs.900,0000 in 2017/18 financial year for completion activity. NG-CDFC has hence resolved to resubmit the funds. | Construction of one classroom to completion | 700,000 | ***Kshs.1,200,000 thus the NGCDFC shall allocate more funds in the FY 2023/24*** |
| Koibeyot Primary School, Kshs.700, 000- Completion of one classroom doors and windows fitting, plastering and painting. The project was pending approval subject to the NG-CDFC justifying the allocation of Kshs.1.4 million for a classroom.The NG-CDFC confirmed that the status of the project is stalled and required some works to be redone due to some damages caused by pupils hence the allocation.  | The Project was funded by NG-CDF in the Fy2016/2017 Ksh.700, 000.The status of the project is stalled and that it requires some works to be redone due to some damages caused by pupils. Activities includes; doors and windows fitting, plastering and painting | 700,000 | **The estimate cost of remaining works is attached** |
| Rwandanat Primary School, Kshs.300, 000- Completion of two roomed administration block units doors and windows fitting, plastering and painting. The project was pending approval subject to the NG-CDFC confirming when the project was first funded since it was not among the approved projects indicated in 2019/20FY.The NG-CDFC confirmed that the project was funded by the community but were unable to complete the project. | This project was funded by the community but were not able to complete, the activities include**;** Doors and windows fitting, plastering and painting**.** | 300,000 | ***This comprises of head teacher’s office and a staffroom***  |

**MIN 3/07/07/ 2023: RE-SUBMISSION OF FUNDS FROM PENDING ISSUES FROM THE PREVIOUS YEARS.**

The Committee discussed and reflected on the recommendation of the NGCDF Board on previous years pending issues and decided to re-submit funds as follows.

| **2020/2021 FY PENDING ISSUES** |  |
| --- | --- |
| **Pending projects** | **NG-CDFC response** | **Amount (Kshs.)** | **Re-submission To:** |
| Murkan Centre, Kshs.200,000- Purchase and Installation of Solar Streetlight.  | **Proposed re-submission**  | 200,000.00 | Chemamit-Cheboyo access road -Bush clearing, heavy grading, graveling and culvert installation murraming (5 Kms)Kshs 4,300,000.00 |
| Murkan Rescue centre(and proposed for resubmission lelagoin secondary school ( completion(additional funds) for completion of dormitory in the recent NG CDF board meeting. | The Kshs 800,000 allocated are deemed to be sufficient | 400,000.00 |
| Mogondo Centre, Kshs.200,000- Purchase and Installation of Solar Streetlight.  | **Proposed re-submission**  | 200,000.00 |
| Mokondo Rescue Centre, Kshs.600,000-Construction of resource centre to completion.  | **Proposed re-submission**  | 600,000.00 |
| Abossi Resource Centre, Kshs.600,000- Construction of resource centre to completion | **Proposed re-submission**  | 600,000.00 |
| Abossi Resource Centre, Kshs.600,000- Construction of resource centre to completion. And purchase of land KSHS 400,000.00 | **Proposed re-submission**  | 1,000,000.00 |
| Chepkisa Resource Centre, Kshs.700,000-Construction of resource centre to completion.  | **Proposed re-submission**  | 700,000.00 |
| Kaptololo Rescue Centre, Kshs.600,000- Construction of resource centre to completion | **Proposed re-submission** | 600,000.00 |
| **TOTALS** |  |  | 4,300.000.00 |

**MIN 4/07/07/ 2023:**  **RE-ALLOCATION OF FUNDS.**

The committee discussed and resolved to proposed for re-allocation of funds.

1. Emurua Dikirr Secondary School drilling of borehole at Kshs. 3,500,000 **TO** Construction of Naisugut - Kiribwet Culvert in Kapsasian ward.

**Reason**-The ministry of water and sanitation has implemented the borehole project at the school.

1. Kurangurik KMTC drilling of borehole Ksh.4,700,000 **TO** Chesamis- Chebara road 4kms activities are;Culvert installation ,Heavy grading, gravelling and murruming

 **Reason**-The ministry of water and sanitation has implemented the borehole project at the school.

1. Lelangoin Secondary School Construction of one number classroom (kshs 1,200,000.00) 2022/2023 fy **TO** Abossi-Kelonget access road-Bush clearing, heavy grading, graveling and culvert installation , murraming(3.5 Kms). Kshs.3,400,000

**Reason** – The Classroom has been allocated funds in the pending issues recently discussed by the NG-CDF BOARD

**MIN 5/07/07/ 2023:**  **CHANGE OF PROJECT’S ACTIVITY AT MOKONDO SECONDARY SCHOOL.**

As per the attached letter from the PMC, the NG-CDFC is informs he NG-CDFC Board the unspent funds approved for construction of two classrooms and a dormitory at Mokondo Secondary School(Kshs 5,000,000.00). The projects were were complete and in use.The NGCDF C formally request change of activity for funds(kshs 1,221,149) used in the construction of dining hall in the financial year 2016/2017.

**MIN 6/07/07/ 2023:**  **RE- SUBMISSION OF 2022/2023 FUNDS**

The Committee discussed and agreed to re-submit funds for the purchase of lands as the allocated fund may not be sufficient to process ownership documents. The lands will be purchased in the next financial year.

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| --- | --- | --- | --- |
| Kiptenden Primary School | Purchase of one acre piece of land at Kshs.250,000 |  |  |
| Kenduiywo Primary School | Purchase of one acre piece of land at Kshs.250,000 |  |  |
| Araret Primary School | Purchase of one acre piece of land at Kshs.300,000 |  |  |
| Cherokiet Primary School | Purchase of one acre piece of land at Kshs.200,000 |  |  |
| Kapchebomot Primary School | Purchase of one acre piece of land at Kshs.250,000 |  |  |
| Chepkebit Primary School | Purchase of one acre piece of land at Kshs.250,000 |  |  |
| Merigito Primary  School | Purchase of one acre piece of land at Kshs.100,000 |  |  |
| Siriat Primary School | Purchase of one acre piece of land at Kshs.300,000 |  |  |
| Kibisorwet Secondary School | Purchase of one acre piece of land at Kshs.300,000 | 2,200,000.00 | Abossi-Kelonget access road;Bush clearing, heavy grading, graveling and culvert installation (3.5 Kms). Kshs.3,400,000-  |

**MIN 6/07/07/ 2023:**  **A.O.B**

There being no other business the meeting ended at 2:57 pm with a word of prayer from Ms. Mercy Cherotich.

Prepared by: - Confirmed by:-

Secretary Chairperson

Sign…………………….. Sign……………………….

Date:…………………… Date:………………………

 Endorsed by FAM

 Sign…………………….

Date………………………