

Min3/11/8/2021: Sports equipment FY 2021/2022

The FAM reported that the funds available for sports were Ksh. 2,700,000. The committee agreed and authorized the FAM and chairman to advertise for the supply of sports equipment from pre-qualified suppliers and contractors.

Min4/11/8/2021: Bursary

The committee agreed to issue bursaries to needy students hence resolved to call for bursary applications through the area chiefs and assistant chiefs. Applications are to be allowed for a period of one month starting 11<sup>th</sup> August, 2021. The committee also set aside Ksh 1,000,000 for form 1 students joining secondary schools.

Min5/11/8/2021: Project resubmission

Athiani Primary School project (*grading of road between Athiani and Mwanja Primary School*) had been declined by the board. Consequently, the committee resolved to re-submit Athiani Primary school project to Manzani Primary School for renovation of 2 Classrooms-Roofing, plastering, flooring and painting.

Min6/11/8/2021: AOB

All completion certificates for projects shall be issued by the public works office upon visiting the completed projects. There being no other business the meeting ended with a word of prayer from Justina Katiku.

Minutes compiled by:

(The secretary)

Signature.....*Benedict*.....

Date.....*11/8/2021*.....

Minutes confirmed by:

(The chairman)

Signature.....*[Signature]*.....

Date.....*11/8/2021*.....



*CTC*  
*[Signature]*

## MINUTES OF NG-CDFC MEETING HELD ON 11<sup>TH</sup> AUGUST 2021 AT KELVIAN HOTEL

### Members present

1. Titus K. Munuve – Chairman
2. Daniel M. Maluki – Fund Account Manager
3. Justina M. Katiku – Member
4. Bernard M. Tivu – Member
5. Alphonse Wambua – Member
6. Stella M Mutuku – Member
7. Winfred Knox – Member
8. Benedict Muange – member
9. Esther Nzula – member

### Preliminaries

The chairman called the meeting to order at 11.20 am after a word of prayer from Stella Mutuku. The secretary read the minutes of the previous meeting which were proposed and seconded by Justina Katiku and Winfred Knox as the true copy of the previous meeting.

### Matters arising

Members noted that some schools were not issuing receipts for bursary beneficiaries. To solve this, the committee resolved to be distributing the cheques and forward the receipts and acknowledgement letters to the NG-CDF office for filing.

The chairman tabled the meeting agenda as follows:

1. NG-CDF projects tender procedure
2. Project proposal collection FY 2021/2022
3. Sports equipment FY 2021/2022
4. Bursary
5. Project resubmission
6. A.O.B

### Min1/11/8/2021: NG-CDF Projects tender procedure

The committee agreed to be forming ad hoc committees for procurement of projects together with school management members. The composition of the tender committee shall be;

1. Five members appointed by the FAM
2. Representatives of the funded project

### Min2/11/8/2021: Project proposal collection FY 2021/2022

Given that two years since the last public participation exercise were over, the committee agreed to conduct public participation forums in all the 7 wards of the constituency to prioritize projects to be funded in the FY 2021/2022. In this regard, the committee agreed on a budget of Ksh. 650,000 for facilitation of the proposal collection.