CONSTITUENCY DEVELOPMENT FUND (CDF)

APPLICATION FORM FOR COMMUNITY PROJECTS

Instructions: This application form should be completed by the applicant and sent together with supporting documents to the Chairperson, Ward Development Committee.

NOTE: ***This form is not for sale.***

Disclaimer: Completion of the form does not guarantee the approval of the Project

Project identification number (for official use only)	**CP/Zone/Ward Code Number**

Types of projects Construction and rehabilitation of flush toilets or water borne sanitation system, Construction of Police Posts, Construction of foot bridges, Community libraries, sports centers, feeder roads, dip tanks, rehabilitation of markets, rehabilitation and construction of community halls, construction and rehabilitation of health posts, and others with community benefit and job creation.

Date of Application	

SECTION A: GENERAL PROPOSAL DETAILS (To be filled by the applicant)

1. **Name of Community making the proposal: ……**

2. **Project Location:**
   - **(a) Name of District: ……**
   - **(b) Name of Constituency: ……**
   - **(c) Name of Ward: ……..**
   - **(d) Name of Zone: ……**

3. **Land Title/Ownership (where applicable)……**

4. **Type of Project (which sector does it fall in e.g.Water, Education or Health)**

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5. **Estimated population benefiting from the project……**

6. **Has the community been involved in any community based project before? (If yes please give details)**

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7. **Has the Community received any funding from any organization? (If yes which organization and when and for what activities?)**

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SECTION B: PROJECT IDENTIFICATION

8. What are the main problems in the area?

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9. Which of these problems is the proposed project trying to address and how?

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10. How did the community identify the project? (Attach minutes where applicable).

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11. Has anything been done before to address the problem and if any, was it successfully implemented?

a) **Yes**
b) **No**

Explain:

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12. State the beneficiaries of the proposed project?

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13. What is the estimated cost of the project:

ZMK……..

14. How will the Community contribute towards the cost of the project? (In terms of maintenance fees, water supply, labor etc.)

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15. List the Proposed Project Committee Members:

S/No.	Name	Position	Sex	NRC	Signature
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

16. How will the community ensure project sustainability?

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17. Contact Person(s):

Name……(Proposer)	**Name…… (Seconder)**
NRC No. ……	**NRC No. ……..**
Address: ……	**Address: ……..**
……	**……**
..	**….**
Phone: ……	**Phone …….**
Date: ……	**Date: ……**

SECTION C: RECOMMENDATION BY THE WARD DEVELOPMENT COMMITTEE

18. Recommended/Not Recommended/Deferred: ……

Reasons:……

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Name (Chairperson): .....

Sign: .....

Date: .....

SECTION D: DECISION BY THE CONSTITUENCY DEVELOPMENT FUND COMMITTEE

19. Approved/Not Approved…….……..……..……..……..……..……..……..

Reasons:

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Name (Chairperson): .....

Sign: .....……..…..**Date: .....**