

REQUIRED DOCUMENTS FOR REVIEW

UIG MINIMUM CONDITIONS ASSESSMENT REQUIRED REVIEW DOCUMENTS

1. KUSP participation agreement (Signed letter of participation) and UDD transmittal letter
2. County Urban Institutional Development Strategy (CUIDS)
3. 5 year County Integrated Development Plan (CIDP)
4. Annual County Urban Institutional Development Plan & Budget for year 2018/19

UDG MINIMUM CONDITIONS ASSESSMENT REQUIRED REVIEW DOCUMENTS

1. Approved/ draft municipal charter to the eligible urban areas
2. Municipal charter resolution minutes of county assembly meetings
3. Minutes of county assembly meetings appointing urban boards (including with representatives from 5 stakeholder parties, in line with provisions of the Urban Areas and Cities Act - UACA)
4. Urban board member nomination letters
5. Urban board member appointment letters
6. Municipal manager appointment letters
7. Urban administration staff appointment/ employment letters
8. Draft County budget FY 18/19 or county assembly meeting minutes evidencing Municipal budget vote budget and UDG budget provision
9. The annual Urban investment plan for FY 18/19 budgeting for use of the UDG in FY 18/19 (Link to this document on website)

UDG PERFORMANCE STANDARDS ASSESSMENT REQUIRED REVIEW DOCUMENTS

1. County/ urban board website link of Municipal Manager Job description
2. Links to Websites of the County and Urban board
3. Urban board meeting minutes (4 meetings)
4. Quarterly urban for a meeting minutes and link to minutes on County/ urban board website
5. Published calendar of Citizens Fora with urban area residents, including plan and budget consultations
6. Urban spatial plan (developed or updated within the last 10 years)
7. Five year Urban Investment Development Plan (IDeP)
8. A solid waste collection and disposal policy; and a draft operational waste collection and disposal plan (Minutes of Municipal board adoption of policy)