

COUNTY GOVERNMENT OF VIHIGA



DEPARTMENT OF GENDER, CULTURE, YOUTH, SPORTS AND SOCIAL SERVICES

CALL FOR PUBLIC PARTICIPATION

INVITATION TO THE STAKEHOLDER ENGAGEMENT ON THE DRAFT VIHIGA COUNTY YOUTH FUND REGULATIONS, 2025.

This is to bring to the attention of all stakeholders in Vihiga County, that the Department has drafted the above regulations to operationalize The Vihiga Youth Service Act, 2022.

In accordance to the provisions of Article 10 of the Constitution of Kenya, (2010), the department will engage with **Vihiga County Youth stakeholders** on the draft Vihiga County Youth Fund Regulations, 2025. The public consultative meeting shall be held on **25TH FEBRUARY 2025** at **MUTEMBE FRIENDS CHURCH (MBALE TOWN)** from **9AM TO 2PM**.

The draft Vihiga County Youth Fund Regulations, 2025 can be accessed from the Vihiga County website: www.vihigacounty.co.ke

Written memoranda on the same can be sent to: co.sports@vihiga.go.ke not later than **25TH FEBRUARY 2025**, in the format herein attached.

SPECIFIC COMMENTS				
S/NO	CLAUSE OF THE AMENDMENT	PROVISION OF THE AMENDMENT	COMMENT/PROPOSED AMENDMENT(S)	RATIONALE
1				
GENERAL COMMENTS				
2				

COUNTY EXECUTIVE COMMITTEE MEMBER,
DEPARTMENT OF GENDER, CULTURE, YOUTH, SPORTS AND SOCIAL SERVICES
OFFICE OF THE GOVERNOR'S BLOCK, 2ND FLOOR ROOM 207
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VIHIGA COUNTY YOUTH FUND REGULATIONS, 2025

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VIHIGA COUNTY YOUTH FUND REGULATIONS, 2025

Regulations by the County Executive Committee to give effect to the operationalization of the Vihiga County Youth Service Act 2022

Hereby stated as follows—

PART 1—PRELIMINARY

Short title

1. This regulation may be cited as the Vihiga County Youth Fund Regulations 2025

Interpretation

2. In this regulation, unless the context otherwise requires—

“**Board**” means the Vihiga Youth Service Board

“**Executive Member**” means the County Executive Member for the time being responsible for matters of youth;

“**Fund**” means the Vihiga County Youth Fund established under section 28(g).

“**Startup Business**” means an undertaking or a business concern whether formal or informal engaged in production of goods or provision of services.

“**Micro enterprise**” means a firm, business, service, cooperative society, industry or a business activity whose annual turnover does not exceed two hundred thousand

“**Ward Administrator**” means a person appointed under the County Government Act, 2012;

“**County**” means Vihiga County;

“**Sub County Administrator**” means a Sub-County Administrator appointed under the County Government Act;

“**Ward**” means all the electoral wards within Vihiga County as delineated by the Independent Electoral Boundaries Commission of Kenya as established under Article 88 of the Constitution of Kenya;

“**Youth**” means the collectivity of all individuals within Vihiga County who have attained the age of eighteen years, but have not attained the age of thirty-five years;

“**Youth Empowerment Program**” means a program meant to engage the Vihiga County youth in youth development activities.

“**School**” refers to a program offering educational services

“**Youth Service**” refers to “Vihiga County Youth Service”

Purpose of the REGULATIONS

3. The purpose of this Regulation is to provide for the legal framework for establishing a Fund for youth initiatives, activities and programs in order to-

- (a) Promote enterprise development among youths,
- (b) Facilitate the development of conducive and appropriate Business environment.
- (c) Enhance access to employment;
- (d) Enhance enterprise skills development;
- (e) Promote socio-economic growth
- (f) Promote industrialization through supporting value addition
- (g) Capacity building and mentorship
- (h) Any other youth-oriented program.

PART II – THE VIHIGA COUNTY YOUTH FUND

Establishment of the Fund

4. (1) There is established a Fund to be known as the Vihiga County Youth Fund.

(2) The Fund shall consist of—

- (a) Such monies as may be appropriated by the County Assembly;
- (b) Sums received as contributions, gifts or grants from any lawful source;
- (c) Monies earned or arising from any investment of the Fund;
- (d) Any money that may be payable or vested in the Fund

(3) The Fund shall be used for supporting initiatives, programs and activities including:

- (a) Providing training and skills development related to enterprise and business development;
- (b) Providing technical assistance in product and market
- (c) Facilitating technology acquisition, Adoption and utilization:
- (d) purchase of equipment, tools, implements, protective gear and such other items as may be required in the Vihiga Youth Service
- (e) Facilitation of the implementation of youth service programmes
- (f) Provided that not more than three per cent of the total monies consisting of the Fund shall be utilized for administration of the Fund.

Administration of the Fund

5.(1) The fund shall be administered by a fund administrator designated for that purpose by the County Executive Committee member responsible for finance.

- (2) The Chief Officer responsible for youth affairs shall—
- (a) Supervise and control the administration of the Fund;
 - (b) Be the accounting officer of the Fund;
 - (c) Prepare a budget and such plans for better administration of the Fund to be approved by the County Executive Committee;
 - (d) Impose conditions or restrictions on the use of any expenditure arising from the Fund;
 - (e) Cause to be kept proper books of account and other books and records in relation to the Fund as well as to all the various activities and undertakings of the Fund
 - (f) Prepare, sign and transmit to the Auditor General in respect of each financial year and within three (3) months after the end thereof, a statement of accounts relating to the Fund in accordance with the Public Audit Act, 2003 and in such details as the County Treasury may from time to time direct;
 - (g) Furnish such additional information as may be required for examination and audit by the Auditor-General or under any Law; and
 - (h) Designate such staff as may be necessary to assist in the management of the Fund.

6. Management of the Fund

(1) The Fund shall be managed by the Vihiga Youth Service Board whose functions shall be:

- (a) Providing overall management and oversight of the Fund
 - (b) Advising the Executive Member on the appropriate guidelines and procedures for better management of the Fund;
 - (c) Approving disbursements or utilization of the Fund;
 - (d) Preparing annual report on the implementation of the Fund for transmission to the Executive Member;
 - (e) Advising the Executive Member generally on implementation of this Fund.
- (2) The Secretary shall provide the Secretariat services to the Board.

Conduct of the Business of the Board

7. The conduct and regulation of the business and affairs of the Board shall be as set out in the Schedule.
 - (2) Except as provided in the Schedule, the Board may regulate its own procedure.

Remuneration

8. The Allowances shall be paid to members of the Board as provided for by the Salaries and Remuneration Commission.

PART III ESTABLISHMENT OF THE YOUTH SERVICE

Establishment of the Youth Service

9. (1) There is established a service to be known as the Vihiga County Youth Service which shall be funded from the Vihiga County Youth Fund

The Objects and Purposes of the Vihiga County Youth Service

- (2) The objects and purposes of the Youth Service shall be—
 - a) to support youth training programs under the Vihiga youth training School through purchase of equipment, tools, implements, protective gear and such other items as may be required in the program.
 - b) to provide capacity building support programs to youth in areas of interest
 - c) to facilitate provision of internship and placement services to youth in the relevant industries
 - d) to support youth involvement in voluntary and non-voluntary activities by the government.

Youth Empowerment Program Activities

10. Activities under the youth empowerment program include—
 - (a) environmental activities, such as bush clearing, garbage collection, cleaning of public spaces and solid waste management;
 - (b) County Public Works and Infrastructure Development activities, such as road construction, plumbing and drainage;
 - (c) training in short courses, including masonry, hair-dressing and beauty, driving, nursing aid, carpentry and entrepreneurship; and
 - (d) any other activity as may be decided from time to time.

PART IV. ELIGIBILITY AND RECRUITMENT

Responsibility for Recruitment

11. The County Executive Committee Member in consultation and approval of the board shall be responsible for the recruitment of youth who shall participate in the youth empowerment programs.

Guiding Principles

12. The recruitment shall be guided by the following principles—
- (a) integrity, openness, transparency and accountability;
 - (b) equity, social justice and equality;
 - (c) inclusiveness, non-discrimination and protection of the marginalized, especially the youth with disabilities; and
 - (d) regional balancing within the County.

Notification

13. (1) The County Executive Member shall publicly invite applications from eligible youth through a notice indicating details for the applicant's consideration.

Qualification of Applicants

14. (1) To qualify for the youth empowerment program, an applicant must—
- (a) be in possession of a National Identity Card or a valid passport;
 - (b) either was born or ordinarily resides within the County;
 - (c) submit a letter from the ward administrator to confirm residency and employment status
 - (d) Minimum of KCPE.
- (2) Successful applicants must prove commitment in participation throughout the training as set out in the Schedule published by the directorate of youth affairs.

Number of Recruits

15. (1) The youth empowerment program shall recruit applicants annually.
- (2) Upon successful completion of the program, the youth may be supported as may be recommended by the Board from time to time.
- (3) Successful candidates shall not be eligible to apply in another cycle of the program.

Vihiga Youth Training School

16. There shall exist a customized training program known as The Vihiga Youth Training School whose purpose shall be to offer

skills and knowledge for holistic development of the youth.

PART V. MANAGEMENT AND ADMINISTRATION OF THE YOUTH SERVICE

Administration of the Youth Service

17. The youth service shall be administered by the Directorate responsible for youth affairs

Management of the Youth service

18. The Youth Service shall be managed by the Vihiga Youth Service Board. The Board shall perform functions stipulated in the Vihiga County Youth Service Act 2022, and any other function(s) necessary for the execution of the activities of the Youth Service

Strategic Plan

19. (1) The Board shall prepare a three-year strategic plan for implementation of this Act which shall be approved by the County Executive Committee.

(2) The plan shall provide among others for—

- (a) Projects, strategies and activities projected to be funded under section 4 (3) (b), (c) and (d) and estimated costs.
- (b) Estimated number of businesses or enterprise targeted to be supported under the regulations
- (c) Strategies to be pursued in regard to mobilization of target group ~~points~~ under section 10;
- (d) Any other matter that may be prescribed.

Funding of projects

20. The Board shall not fund a project unless the project is provided for in the strategic plan prepared under section 18.

Partnerships

21. The Board may collaborate, consult or enter partnership with other government or private entity for the purposes of implementing this Fund.

The Vihiga County Youth Multisectoral Co-ordination Committee

22. There shall be established The Vihiga County Youth Multisectoral Coordination Committee otherwise referred to as the technical committee, domiciled in the Directorate responsible for Youth affairs, which shall coordinate youth Activities and report to the Board.

Secretariat of the Youth Service

23. The secretariat of the Board shall be the Secretariat of the youth service with possible co-option of officers from other technical areas.

Use of Technology

24. (1) The County Executive Committee Member for Finance shall set-up a Youth management information system to ensure efficiency in the implementation of the Youth Fund Program and data management.

(2) The Secretary to the board shall be in charge of the database in the management information system.

PART VI MISCELLANEOUS PROVISIONS

Partnership Agreements

25. (1) The County Government shall enter into agreements and memoranda of understanding with youth organizations domiciled in the County for the purposes of implementing these Regulations.

Removal from the Program

26. The Board of the Fund may remove a youth from the program for the following reasons—

- (a) death;
- (b) failing to attend the program for a period totalling more than three days in any month without any justifiable cause;
- (c) gross misconduct;
- (d) if convicted of a criminal offence; and
- (e) any other reason that the Board may determine.

Annual Forum

27. (1) The Board shall convene an annual forum for all beneficiaries under this Fund.

(2) The forum shall provide a platform for reviewing and evaluating the funding under this Fund

28. Monitoring and Audit

1) The Board shall carry out regular monitoring and audit of the Youth Service and its report tabled before the County Assembly on annual basis.

(2) The report shall provide among others for—

- (a) Performance of the Fund against the set targets;
- (b) Types of businesses or enterprises funded;
- (c) The number of beneficiaries disaggregated in accordance to

- Age, gender and Ward;
- (d) Challenges faced in the implementation and Mitigation measures taken;
- (e) The success rate of businesses or enterprises funded
- (f) Any other matter that may be prescribed.

PART VII — GENERAL PROVISIONS

Further Guidelines

29. The Executive Member may, in consultation with the committee make further guidelines and resolutions generally for the better carrying out of the objects of this Fund.

SCHEDULE

30. PROVISIONS AS TO THE CONDUCT OF BUSINESS AND AFFAIRS OF THE BOARD.

Vacation of Office

1. A member of the Board may—
 - (a) Be removed from office by the executive member if the person—
 - (i) Is convicted if a criminal offence and sentenced to imprisonment for a term exceeding six (6) months
 - (ii) Is convicted of an offence involving dishonesty or fraud;
 - (iii) Is incapacitated by prolonged physical or mental illness or is deemed otherwise unfit to discharge his duties as a member of the Committee; or
 - (iv) Fails to comply with the provisions of this regulations.

Meetings

2. (1) The Board shall Code of Conduct its meetings as per the Vihiga Youth Service Act.

3. The committee shall comply with the code of conduct governing public officers.

Minutes

4. The committee shall cause minutes of all resolutions and proceedings of meetings of the Committee to be entered in books kept for that purpose.