

ANNUAL ACTION PLAN, 2023

THEMATIC AREA: ECONOMIC DEVELOPMENT															
Programme (PPB)	Sub-programme (PBB)	Broad Activities	Timeframe				Cost				Programme Status		Implementing Inst./Dept.		
			Q1	Q2	Q3	Q4	GoG	IGF	DACF/D ACF-RFG	Others	New	Ongoing	Lead	Coll.	
Sector Management and Administration	Agriculture improvement	Utilities (Fuel for Organization)					400.00							Agric. Dpt	ASEMA
		Maintenance and Fuel of Vehicle (Pick-up)					6,000.00							Agric. Dpt	ASEMA
		Procure car tyres for official Vehicle (Pick-up)						6,273.00						Agric. Dpt	
		Data for market information collation									480.00			Agric. Dpt	
		Procure car tyres for official Mortorbike					1,500.00							Agric. Dpt	
		Maintenance of Office Equipment					1,000.00							ASEMA	Agric. Dept
		Capacity Building of staff of department in using the Web Based Portal									365.00			Agric. Dpt.	
		Maintenance of Official Motor Bikes(Insurance cover, Roadworthy Certificate, Maintenance)									4,580.00			Agric. Dpt.	
		Office Running(Stationary, Toiletries, Maintenance of office equipment)					1,200.00				1,300.00	X		Agric. Dpt	

Crops and Livestock Development	Increased Access to Extension Services for Actors of Value Chains to Enhance Productivity	Educate forty (40) farmers in the municipality on book keeping practices by March 2023					700.00				X		Agric. Dpt	
	Reduction in the incidence of dog-mediated rabies in the human population	Conduct Municipal wide anti-rabies campaign and vaccination of all dogs, cats and pet monkeys by December, 2023					2,339.00				X		Agric. Dpt	
		Organize Research Extension Liason Committee (RELC) Planning session by August, 2023								2,700.00	X		Agric. Dpt	
		Establish a demonstration site to teach improved farm practices in vegetable production								1,500.63	X		Agric. Dpt	
		TEDMAG training for 20 participants by September, 2023								673.00	X		Agric. Dpt	

	Organize 12 Technical Review Meetings by December, 2023								900.00	X		Agric. Dpt	
	Conduct Municipal wide anti-rabies campaign and vaccination of all dogs, cats and pet monkeys by December, 2023								600.00	X		Agric. Dpt	
	Train 30 farmers in an operational area on post harvest management losses along the maize value chain by March 2023								600.00	X		Agric. Dpt	
	Conduct a Gender training by Head of department by June 2023					1,300.00				X		Agric. Dpt	
	Sensitize 30 women farmers on home gardening, domestic poultry production to improve household diets with vitamins and protein								600.00	X		Agric. Dpt	
	AEA's to visit farmers at least 3 times a week to implement planned activities by December, 2023								12,000.00	X		Agric. Dpt	

Production and productivity improvement	Municipal Agricultural Officers to supervise activity implementation by December 2023							19,200.00	X		Agric. Dpt
	Monitor performance of pigs under Rearing for Food and Jobs (RFJ) and give technical advise							600.00	X		Agric. Dpt
	Maintenance of official pick-up to facilitate efficient implementation of activities(Roadworthy Certificate, Maintenance, Insurance)							6,000.00	X		Agric. Dpt
	Monitoring of activity implementation by MDA for 2023(Fuel)							2,400.00	X		Agric. Dpt
	Capacity Building of head of department in relevant competences (DSA)							3,200.00	X		Agric. Dpt
	Carry out MRCLE by December, 2023 (Fuel)							800.00	X		Agric. Dpt

		Train 30 farmers in an operational area on management of rust and powdery mildew fungal diseases in crops by September 2023 (Snack, Organization, Water).							600.00	X		Agric. Dpt	
		Mass education on intensive backyard farming and its importance by June, 2023.(Refreshment, Fuel, Posters, Bottled water)				561.00				X		Agric. Dpt	
	Agribusiness Development	Establish tree crop nursery under Planting for Export and Rural Development (PERD) by June, 2023(Cost of coconut seedlings, Transportation, Fuel for distribution)						22,000.00		X		Agric. Dpt	
		Distribute day-old chicks to 50 farmers to promote Rearing for Food and Jobs (RFJ) programme by September, 2023.(Cost of day old chicks, Transportation, Fuel for distribution)						22,000.00		X		Agric. Dpt	
		Organize 39th Municipal Farmers, Day celebration by December, 2023						57,000.20		X		Agric. Dpt	

THEMATIC AREA: SOCIAL DEVELOPMENT															
Programme (PPB)	Sub-programme (PBB)	Broad Activities	Timeframe				Cost				Programme Status		Implementing Inst./Dept.		
			Q1	Q2	Q3	Q4	GoG	IGF	DACF/D ACF-RFG	Others (UNICEF)	New	Ongoing	Lead	Coll.	
	Social Welfare and Community Development													SW&CD	ASEMA
	Ensure effective running of the office	To provide office equipment for effective running of the office					30500.00	2,500.00	-25,900.00	-	X			SW&CD	ASEMA
	Improve the welfare of children, especially the vulnerable ones within the Municipality	Assist 150 children to receive proper care from their parents through affective casework					7010.17	4,861.17	-	-	X			SW&CD	ASEMA
	Ensure effective child protection and family welfare system	Prevent 150 children from exploitative work through sensitization					7,351.00	-	5,300.00	-				SW&CD	ASEMA
		Sensitization on child neglect, guidance and counselling, career etc.					7100.00	-	5,300.00	22,500	X			SW&CD	ASEMA
		Organize social and public education in five communities on the role parents					7100.00	-	5,300.00	-	X			SW&CD	ASEMA
		Ensure the rights and	To attend court regularly and write					2,500.00	2,500.00	-	-	X			SW&CD

	entitlement of children	20 social enquiry reports to speed up work at the family tribunal level												
	Strengthen social protection especially for children, women, person with disability and the elderly	To register 40 PWDs and support them financially					132,500.00	-	132,500.00	-	X		SW&CD	ASEMA
		To identify and screen vulnerable households for LEAP registration and educate the general public on the LEAP program/mental health mgt.					2,520.00	2020.00	-	-	X		SW&CD	ASEMA
		To help NHIS to register 70LEAP beneficiaries and other vulnerable groups					43,000.00	-	43,000.00	-	X		SW&CD	ASEMA
	Promote full participation of PWD's in socio-economic development in the Municipality	Assist PWD's who genuinely cannot pay their rent					5,300.00	-	5,300.00	-	X		SW&CD	ASEMA
		To sensitize 5 communities and hold MFMC meeting on Disability Management					10,300.00	-	10,300.00	-	X		SW&CD	ASEMA
		Organize Disability Day celebration					10,300.00	-	10,300.00	-	X		SW&CD	ASEMA
	Promote economic empowerment of women with a view to	To sensitize 4 groups on personal hygiene and sanitation					15,500.00	15,500.00	-	-	X		SW&CD	ASEMA
		To train 6 groups in income generating					2890.00	2890.00	-	-	X		SW&CD	ASEMA

	promote decent jobs	ventures such as soap making, tie & dye etc.												
	Promote efficient Hospital Welfare Services	To help 20 patients with psycho-social problems					2,000.00	1400.00	-	-			SW&CD	ASEMA
	Help improve upon service delivery of CSO operating in the Municipality	To ensure effective monitoring of 50 CSO in the Municipality					1,714.89	-	714.89	-			SW&CD	ASEMA
	Organize Training programme for staffs	Capacity building workshop for staff					2,500.00	2,500.00	-	-			SW&CD	ASEMA
	Education and Youth Development													
	Improve management of education service delivery	To support the Directorate to conduct regular monitoring and supervision of education operations and projects.								30,000.00	X		DD SUPERVISION	DIRECTOR OF EDUCATION
		To conduct enrolment drive in about 10 communities to increase enrolment in our schools.								12,000.00	X		DD SUPERVISION	

		To support brilliant but needy students in our schools and also enhance inclusive and equitable access and participation in quality education at all levels.							10,000.00	X		DD SUPERVISION	
		Provision of furniture(Dual Desk) to Basic schools in the Municipal.							45,000.00	X		HRMD	
		Organize at least two(2) mock exams in the Municipality for about 4000 JHS 3 Students							40,000.00	X		DD SUPERVISION	EXAMS COODINATOR
		Organize Independent Day Celebration.							12,000.00	X		DD SUPERVISION	HRMD
		Organize Best Teacher/Student Awards.							35,000.00	X		DD SUPERVISION	HRMD
		Support the Directorate to organize at least two (2) meetings for Municipal Education Oversight Committee (DEOC).							6,000.00	X		MUNICIPAL DIRECTOR	
		Construction of Platform for the Office 40ft. Container and its							10,000.00	X		DEPUTY DIRECTOR FINANCE &	

		roofing to prevent it from rusting.											ADMINISTRATION	
		Construction of 1 NO.6 Classroom Block with Axillary facilities.						342,000.00	X				ASEMA	
		Organize my First Day at School at all the 47 Public Schools in the Municipality.						8,000.00	X				MUNICIPAL DIRECTOR OF EDUCATION	DD SUPERVISION
		To support the directorate to monitor the B.E.C.E to achieve success.						18,000.00	X				MUNICIPAL DIRECTOR OF EDUCATION	DD SUPERVISION /EXAMS COORDINATOR
		To support the directorate to carry out major and minor repairs on most of our schools in the Municipal.						15,000.00	X				MUNICIPAL DIRECTOR OF EDUCATION	DD SUPERVISION
		To support the directorate to monitor W.A.S.S.C.E to achieve success.						10,000.00	X				MUNICIPAL DIRECTOR OF EDUCATION	DD SUPERVISION /EXAMS COORDINATOR
		To support the directorate to carry out e-SHEP Programs i.e. Sanitation, Health, Environment						7,000.00	X				MUNICIPAL DIRECTOR OF EDUCATION	SHEP COORDINATOR

		and safety system in our schools.												
		Support the Director to attend CODE Meeting. (Conference Of Directors Of Education)							7,000.00	X			MUNICIPAL DIRECTOR OF EDUCATION	
		Allocation for Girl Child Education							7,000.00	X			DD SUPERVISION	GIRL CHILD EDUC.OF FICEFR
		Allocation for Guidance and Counselling Activities in the Municipality.							7,000.00	X			DD SUPERVISION	G & C. COORDINATOR
		Purchase of 30 Hexagonal Desks for our KG Schools.							5,300.00	X			HRMD	DD. F&A
		Support the Directorate to organize a 2 day workshop for Office staff to enhance performance.							10,000.00	X			DEPUTY DIRECTOR FINANCE	ADMINISTRATION / TRAINING OFFICER
	Enhance quality of teaching and learning	Support for GES SISOs for monitoring of Schools in their respective circuit to enhance quality of teaching and learning in our schools.							6,000.00	X			DEPUTY DIRECTOR FINANCE	ADMINISTRATION / TRAINING OFFICER
	HEALTH DELIVERY													

	Data management	Conduct a survey on data management needs in all facilities							30,000.00			GHS	ASEMA
	Data Validation	Conduct training on data validation processes for 15 district officers							15,000.00	X		GHS	ASEMA
	Data Validation	Conduct training on data validation and data verification processes for 40 sub district officers							7,800.00	X		GHS	ASEMA
	Data Validation	Conduct monthly data validation at the district level							17,500.00	X		GHS	ASEMA
	Data Validation	Carry out bi-monthly data verification in selected facilities							21,000.00	X		GHS	ASEMA
	DHIMS 2	Conduct refresher training on DHIMS 2 for 45 health staff							45,000.00	X		GHS	ASEMA
	Spatial Epidemiology	To pick geographic coordinates of all operating facilities and existing communities in the municipality							30,000.00	X			
	Data Management	To train 40 Community Health Nurses on nutrition reporting forms and registers							9,000.00	X		GHS	AESMA
	Integrated Supportive Supervision	To conduct an Integrated Supportive Supervision in all facilities							8,000.00	X		GHS	ASEMA
	Nutrition	To train 40 relevant health staff on Infant Young and Child Feeding							10,000.00		X	GHS	ASEMA
	Nutrition	Quarterly mop ups to identify malnourished cases							5,680.00	X		GHS	ASEMA

	Nutrition	To train relevant staff on the use of the stadiometer							8,000.00		X	GHS	ASEMA
	Family Planning	To train 30 Community Health Nurses on new Family Planning reporting forms and registers							6,000.00	X		GHS	ASEMA
	Maternal Health	To establish 3 pregnancy schools in the Sub-Districts							10,000.00	X			
	Family Planning	To train 24 CHOs on the use of Vero pack for Family Planning Home Services							4,320.00		X		
	Maternal Health	To train 30 midwives on focused ANC							4,000.00		X		
	Maternal Health	To train 10 CHNs & 5 Ens on task sharing to assist midwives							10,000.00	X		GHS	ASEMA
	RCH	To create 5 adolescent corners in each Sub District							5,000.00		X	GHS	ASEMA
	RCH	To form adolescent clubs in the Senior High School in the district							5,000.00	X		GHS	ASEMA
	Performance Appraisals	Appraisal training for all staff							20,000.00		X	GHS	ASEMA
	Health Promotion	Train health workers on health promotion registers and report forms							18,000.00	X		GHS	ASEMA
	Health Promotion	To appoint community health workers as health promotion focal persons to ensure high coverage of promotional activities							3,200.00		X	GHS	ASEMA

	Health Promotion	Organize screening and management programs for diabetes, hypertension, sickle cell and asthma in the municipality.							20,000.00		X	GHS	ASEMA
	Health Promotion	Train health workers staff on national Behavior change communication strategy for lifestyle change, regenerative health & essential nutrition							20,000.00	X		GHS	ASEMA
	Health Promotion	Conduct health education in schools, church & mosques on healthy lifestyle and regenerative health							15,000.00		X	GHS	ASEMA
	Health Promotion	Organize a stakeholders meeting in the ASE Municipal on cholera and other diarrhea diseases							20,000.00		X	GHS	ASEMA
	Health Promotion	Organize 96 community durbars in the ASE Municipal on diarrhea diseases – cholera							35,000.00		X	GHS	ASEMA
	Health Promotion	Radio programs on cholera, Ebola, meningitis and other diseases of public health importance/key health issues							35,000.00		X	GHS	ASEMA
	Health Promotion	Promotion of world malaria day							20,000.00		X	GHS	ASEMA
	Estate	Painting of Facilities							20,000	X		GHS	ASEMA
	Estate	Mounting of signpost for facilities							7,500		X	GHS	ASEMA

THEMATIC AREA: ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT													
Environmental and Sanitation Management													
To increase the collection and disposal of refuse by the end of the planned period.	Acquisition of Sanitary tools.					72,000.00					X		EHSD NCCE, ISD
	Clearing of existing heap of refuse sites					21,000.00					X		ASEMA EHSD
	Disinfection & Disinfestation Markets and Public Toilets and drains					375,000.00					X		ASEMA EHSD
	Purchase of one (1) skip truck					418,067.00					X		ASEMA EHSD
	Purchase of six (6) skip Containers						10,000				X		ASEMA EHSD
	Cost of haulage of refuse from New Market to disposal Site						540,000				X		EHSD NCCE, ISD
	Dumping / Cost of Maintenance of Disposal Site.						300,000				X		ASEMA EHSD
	Cost of organizing 36 clean up exercises						540,000				X		ASEMA EHSD
	Maintenance/ Servicing of Refuse Trucks						240,000				X		ASEMA EHSD
	Stationary/ Miscellaneous						20,000				X		ASEMA EHSD

	To increase access to household latrine facilities by the end of the planned period.	Enforcement of bye-laws on the construction of household latrines					12,000			X		EHSD	NCCE, ISD	
		Promotion of household latrine construction.					33,000			X		ASEMA	EHSD	
	To improve drainage systems by the end of planned period.	Public education on bathhouses construction and sullage disposal					12,000			X		EHSD	NCCE, ISD	
		Organise desilting of public drains					12,000			X		ASEMA	EHSD	
	To increase environmental sanitation education coverage by end of planned period	Intensify house to house inspection and education					3,000			X		EHSD	ISD	
		To organise WASH activities in collaboration with MSHAT.					10,000			X		ASEMA	EHSD	
		To organize learning and sharing program with Awutu Senya District Assembly (ASDA).					10,000			X		ASEMA	EHSD	
	To increase the number of screened food vendors by the end of the planned period	Organize regular clean-up exercises in communities.					21,000			X		ASEMA	EHSD	
	To increase Environmental Health and Standards Enforcement	Registration, health screening and certification of food vendors in the Municipality					12,000			X		ASEMA	EHSD	
		Purchase a sound level meter					6,000			X		ASEMA	EHSD	

	Disaster Prevention and Management	Sensitization on Disaster Management						10,000.00		X		NADMO	ASEMA
		Support for resettlement of disaster victims and relief items					50,000.00	30,000.00		X		NADMO	ASEMA
		World Disaster Day celebration					5,000.00	7,000.00		X		NADMO	ASEMA
		Support to climate change					10,000.00	12,000.00		X		NADMO	ASEMA
		Green Ghana					8,000.00	10,000.00		X		NADMO	ASEMA
		Training on Disaster Management						13,000.00		X		NADMO	ASEMA
		Training of community leaders and stakeholders on preventive measures to reduce impact of climate change on health, in 10 flood prone areas.							30,000.00			ASEMA	
Infrastructure Delivery and Management	INFRASTRUCTURE DELIVERY-WORKS	Completion of Bungalow No 2						320,489.93		X		ASEMA	
		Construction of 2 No. CHPS compound at Peace town and Rockcity/Cross river						520,000		X		ASEMA	
		Construction of 2No. bedrooms Semi-detached senior Staff bungalow at Ofaakor					1,000,000.00	401,563.00		X		ASEMA	
		Construction of office					280,			X		ASEMA	

		accommodation for works, Urban Roads, Stores Unit and physical planning department at Ofaakor					000.00						
		Supply and installation of 300No. 10m length galvanized street light poles with single arm luminaries complete with 2No. 50kva, 33kvpm transformers							300,000.00	X		ASEMA	MLGRD
		Construction of staff canteen at Kasoa Ofaakor					250,000			X		ASEMA	
		Completion of 1No. 3unit classroom block at CP						120,000				ASEMA	
		Completion of 1No. Zonal Council office at Ofaakor					127,807.17					ASEMA	
		Construction of MCE bungalow at Ofaakor						403,281.31			X	ASEMA	
		Completion of 1No. CHPS compound at Amuzukope						50,000			X	ASEMA	
		Purchase vehicle for development control.					200,000.00				X	ASEMA	
		Pre-cast block pavement of Kasoa Old Market (13,000 sq.m)							3,500,000.00				
		Procurement of Schmidt hammer for testing of concrete of buildings.							5,000.00			ASEMA	

	Road Infrastructure													
Infrastructure Delivery and Management	Roads Management	Construction of 4km road with 7,200m 0.6m U-drains, 200m 0.9m U-drains, 4No. 0.9m diameter pipe culverts, 3No. 1.2m diameter pipe culverts, 4km length of sub-base and stabilized base and 4km length of primer seal, first seal and second seal, road line markings and 5No. speed humps with walkways on both sides								15,830,688.63				ASEMA
Infrastructure Delivery and Management	Roads Management	Supply and installation of 300 no. 10 m length galvanized street light poles with single arm luminaries complete with 4no. 50kva pm transformers								5,000,000.00				ASEMA
Infrastructure Delivery and Management	Roads Management	Grading of roads within the Municipality					407,289.58					X		MURD ASEMA
Environmental and Sanitation Management	Disaster Prevention and Management	Dredging of storm water channels within the Municipality					206,487.17						X	MURD ASEMA
Infrastructure Delivery and Management	Roads Management	Pothole patching on selected roads in Kasoa					108,342.09							
Infrastructure Delivery and Management	Roads Management	Cleaning of Open drains and Culverts					14,211.91						X	MURD ASEMA

Infrastructure Delivery and Management	Transport and Traffic Management	Traffic Signal Maintenance					55,50 9.35					X	MURD	ASEMA
Infrastructure Delivery and Management	Roads Management	Shoulder Cleaning and Green Area Maintenance					34,10 8.59					X	MURD	ASEMA
Infrastructure Delivery and Management	Roads Management	Gravelling of Culvert Approaches on selected roads in Kasoa					54,17 1.04				X		MURD	ASEMA
Infrastructure Delivery and Management	Roads Management	Construction of U-drains on selected roads in Kasoa					90,28 5.07					X	MURD	ASEMA
Infrastructure Delivery and Management	Roads Management	Construction of Pipe Culverts on selected roads in Kasoa					287,0 0.05				X		MURD	ASEMA
Infrastructure Delivery and Management	Transport and Traffic Management	Construction of Speed humps on selected roads in Kasoa					119,1 76.30				X		MURD	ASEMA
		Construction of 3x3 double cell box culvert and filling of approaches								380,000.00				ASEMA
Infrastructure Delivery and Management	Physical and Spatial Planning						GOG	IGF	DACF/ DCF-RFG	OTHE RS(GS CSP)				
		Continuation of Street Naming and Property Addressing (ie ground truthing for 90 days and digitizing at Ofaakor, Akweley and Obom)								123,000.00	X		PPD	ASEMA
		Public Sensitization on LUPMP & Permitting							3,000.00		X		PPD	ASEMA

		Trianing of Physical Planning Staff on Quantum GIS (QGIS)							23,703.09	X		Consultant	PPD/ASEMA
		Revision of Local Plans (i.e Sector 7- (Krispol city, Asamoah town, Assemblies, Karpi Sector 6- Old soldier, American Town, ST Patrick Sector 13-Blue kiosk, Teacher block factory, Mawuli, Dankyi, VAT							20,000.00	X		Consultant	PPD/ASEMA
		Organize 12 Spatial Planning Committee meeting							30,000.00	X		PPD	ASEMA
		Organize 12 Technical Sub Committee meeting					59,400.00			X		PPD	ASEMA
		Data Collection on Temporary Structures						35,000.00		X		PPD	ASEMA
		Routine maintenance of Landscape areas					11,000.00			X		ASEMA	
		Public Education or Awareness on the importance of green environment							21,000.00	X		ASEMA	
		Development of Municipal Drainage Master Plan							25,000.00	X		ASEMA	
		Procurement of GPS to support activities of Works Department							10,000.00			ASEMA	
THEMATIC AREA: GOVERNANCE, CORRUPTION AND ACCOUNTABILITY													
Programme (PPB)	Sub-programme (PBB)	Broad Activities	Timeframe				Cost				Programme Status	Implementing Inst./Dept.	

			Q1	Q2	Q3	Q4	GoG	IGF	DACF/D ACF- RFG	Others	New	Ongoing	Lead	Coll.
Management and Administration	Human Resource Management	Train Office front liners on customer care and effective client service.						1700.00			X		ASEMA	
		Submission of Updated staff list and Promotion Register quarterly to RCC.						800.00			X		ASEMA	
		Validate staff salaries monthly via Electronic Salary Payment Voucher (ESPV) system						600.00			X		ASEMA	
		Conduct staff performance appraisal for staff across various departments						200.00			X		ASEMA	
		Training of internal Audit Staff in the Municipality						8,000			X		ASEMA	
Staff Training	Software training	Train staff on the use of SPSS and STATA for data analysis						15,000			X		ASEMA	
		Hold quarterly Staff Durbar						1700.00			X		ASEMA	
		Monitoring out station officers (Environmental Health Officers, Agric. Extension Officers, etc. at various area councils and Zonals)						800.00				X	ASEMA	
		Honorarium for panel for recruiting IGF staff						2,000.00			X		ASEMA	
		Attend end of year performance Review at RCC						300.00			X		ASEMA	

		Organize 1 study tour to sister MMDAs/MDAs on HR best practices					11,000.00			X		ASEMA	
		Capacity building on applicable software including; basic and advanced micro soft word, power point and excel and basic computer networking.							20,000.00			ASEMA	
		Train MMDAs (Social Welfare, Planning officers, district statisticians, budget officers, MIS Officer-Education etc) on metadata and data collection templates for effctive Database management including those on vulnerable groups					5,000					ASEMA	
Staff Training	Software training	Train staff on the use of SPSS and STATA for data analysis							10,000			Statistics	
Support for Accountability Mechanism	Strengthening accountability mechanisms through working CSO and Marginalized groups	Dissemination of summarized Auditor General Reports (Media, Audit committee meetings, General Assembly Meeting, MPCU, etc.)					1,500.00	66,579.85		X		Internal Audit Unit	ASEMA
		Train assembly members and sub-structures on their roles and responsibilities with focus on planning and budgeting. (Acts and L.I.)					3,000.00				X	Internal Audit	

		Review of SAC plan for 2023											ASEMA	
		Social Audit Committee selected project monitoring (engagements to include marginalised groups)				3,000							ASEMA	
		To examine the Medium-Term Development plan (2021-2024) of the Municipal Assembly to ascertain if issues of inclusive education have been mainstreamed				500							ASEMA	
		Compile report on issues of inclusive education captured in the Medium-Term				500							ASEMA	
		Review of APR				500							ASEMA	
To Improve and strengthen budget preparation and implementation process		Organize stakeholders meeting on RFF and Composite Budget					55,000	40,000			X		ASEMA	
Determine expenditure on social services		Develop a Public Expenditure Tracking (PET) tool					10,200				X		ASEMA	
		Organise Public Hearing.				30,000						X	ASEMA	
		Organise MPCU meeting				15,000						X	ASEMA	
		Organise budget committee meeting				20,000						X	ASEMA	
	Statistics													
		Data on temporary structures												

Public Sensitization	Radio talkshow	Communicate data collection findings on air to the populace											Statistics	
	Office administrative work	Procure reflectors, printer, swivel chair, TNT											Statistics	
THEMATIC AREA: GHANA'S ROLE IN INTERNATIONAL AFFAIRS														
	Promote Ghana's political and economic interests abroad	Engage in sister city relationship with two cities						20,000	50,000.00				X	ASEMA
GRAND TOTAL														
33,686,758.03														