



National Government Constituencies Development Fund Board  
Laikipia North Constituency  
P.O. Box 21 - 10401  
**DOLDOL**  
Cell: 0720 907 270  
Email: [laikipianorthcdf@gmail.com](mailto:laikipianorthcdf@gmail.com) | Website: [www.ngcdf.go.ke](http://www.ngcdf.go.ke)

NG-CDF/LKPN/BOARD/01/07/2023

Wednesday July 05, 2023

The Chief Executive Officer  
National Government Constituencies Development Fund  
P.O. Box 46682 - 00100  
**NAIROBI**

Dear Sir,

**RE: REALLOCATION OF EMERGENCY AND TERTIARY BURSARY BALANCES FOR FY 2022/2023**

NG - Laikipia North CDFC held a meeting on 4<sup>th</sup> July 2023 and reallocated the Emergency and tertiary bursary balances totalling to Kshs 6,824,082.00.

Attached find the NG-CDFC minutes and required schedules on the same.

Thanks in advance.

Yours faithfully,

Isaak Hassan Adan

**Fund Account Manager NG - Laikipia North CDF**





**National Government Constituencies Development Fund**

Laikipia North Constituency

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**MINUTES OF LAIKIPIA NORTH NG-CDFC HELD AT CDF BOARDROOM DOLDOL ON 04/07/2023 AS FROM 10:00AM**

**MEMBERS PRESENT**

- |                                |                            |
|--------------------------------|----------------------------|
| 1. Maria Adeket Iyanai         | Chairperson                |
| 2. Isaak Hassan Adan           | Fund account manager       |
| 3. Bernard George Otieno       | Deputy county commissioner |
| 4. Dickson Makin Leshepa       | Secretary                  |
| 5. Charles Kimotho Ndungu      | Member                     |
| 6. Naundoi Lomoni Rukinyi      | Member                     |
| 7. Julia Nyambura Wachira      | Member                     |
| 8. Daniel Kimalel Matunge      | Member                     |
| 9. Julia Cheporwas Lochingamoi | Member                     |
| 10. Rapasi Henry Naiputari     | Co opted Member            |

**AGENDAS**

1. Confirmation of previous minutes
2. Emergency And Tertiary Bursary Balance Reallocation for FY 2022/2023
3. AIE Forwarding
4. A.O.B

**MIN 01/07/2023 CONFIRMATION OF PREVIOUS MINUTES**

The meeting started with a word of prayer from Naundoi Lomoni a member. The Chairperson called the meeting to order at 10.30 am, she requested the Secretary to read the previous

Vision: To be a leading public institution in the effective and efficient management of devolved funds

Secretary *[Signature]*  
Chairperson *[Signature]*



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minutes. The minutes were confirmed to be true copy of deliberations held by Julia Nyambura who was seconded by Daniel Kimalel.

The Chairperson asked members if there was any matter arising from previous minutes whereby members had none.

The Chairperson introduced the days agenda and requested members to contribute freely to the agendas.

### MIN 02/07/2023 EMERGENCY AND TERTIARY BURSARY BALANCE REALLOCATION FOR FY 2022/2023

The Fund Account Manager informed the members that there is need to reallocate the Emergency balance for the FY 2022/2023. The emergency balance is supposed to be reallocated by the end of the financial year. The unspent Emergency is Kshs 5,786,190.00.

The Fund Account manager informed the committee that the bursary for secondary schools was not enough to cater for all the secondary school applicants. For the tertiary institutions the bursary was enough for all the applicants and a balance of Kshs 1,037,892.00 was left as balance. The committee agreed the Kshs 1,037,892.00 unspent tertiary bursary to be reallocated to secondary schools to cater for the applicants who had not received initially.

After lengthy deliberations the committee agreed to reallocate the Kshs 6,824,082.00 that is the total for emergency and tertiary bursary as follows:-

1. Bursary secondary schools – payment of bursary to needy students in secondary schools – Kshs 2,314,082.00
2. Laikipia north strategic plan – preparation of 5 year constituency strategic plan – Kshs 1,300,000.00
3. Survey secondary school – construction of 4 latrines (one to cater for PWDs) to completion – Kshs 300,000.00
4. Amani sosian high school – purchase of 35 lockers each @ Kshs 3,000.00 and 35 chairs each @ Kshs 3,000.00 – Kshs 210,000.00
5. Mbombo chiefs office – purchase of office furniture – Kshs 300,000.00
6. Mukima chiefs office – construction of 4 door pit latrines (one to cater for PWDs) to completion – Kshs 290,000.00
7. Mia moja primary school – construction of 2 pit latrines (one to cater for PWDs) and urinal to completion – Kshs 157,400.00

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Secretary  
Chairperson



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8. Naibor Amani primary school - purchase of office furniture – Kshs 300,000.00
9. Irura primary school – purchase of 30 lockers each @ Kshs 3,000.00 and 30 chairs each @ Kshs 3,000.00 – Kshs 180,000.00
10. Sirat primary school – construction of 4 door pit latrines (one to cater for PWDs) to completion – Kshs 300,000.00
11. Lera primary school – construction of 4 door pit latrines (one to cater for PWDs) to completion – Kshs 300,000.00
12. Sherston Musul primary school – purchase of office furniture – Kshs 300,000.00
13. Soitoudo primary school – purchase of office furniture – Kshs 272,600.00
14. Ndunyu primary school – construction of 4 door pit latrines (one to cater for PWDs) to completion – Kshs 300,000.00

The committee requested the Fund Account manager to do the necessary documentation so that the reallocations can be approved by the NG-CDF Board in good time.

### MIN 03/07/2023 AIE FORWARDING

The Fund account manager informed members that the Constituency has received an AIE of Kshs 16,000,000.00 from the NG-CDF Board.

After deliberations the committee agreed to allocate the Kshs 16,000,000.00 as follows:-

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Project Name	Project activity	Amount Allocated	GFS CODE
Contractual Employees	Payment of staff salaries	400,000	2110201
NG-CDFC Allowances (Administration and Recurrent)	Payment of NG-CDFC allowances	200,000	2210811
Fuel / Lubricants	Payment of fuel for GK B 216 F	100,000	2211201
NG-CDFC Allowances (Monitoring and Evaluation)	Payment of NG-CDFC allowances	220,000	2210811
Travel Allowance (Monitoring and Evaluation)	Payment of travel allowance of NG-CDFC on NG-CDFC training	200,000	2210701
St Ann Nosirai Primary School	Construction to completion of one classroom at Kshs 1,200,000 and purchase of 30 desks each @ Kshs 6,000.00	1,380,000	2630209
Tiamamut Primary School	Construction to completion of two classrooms to completion at Kshs 2,400,000.00	2,400,000	2630209
Kandutura Primary School	Construction to completion of one classroom at Kshs.1,200,000	1,200,000	2630209
Reteti Primary School	Construction to completion of a 2 roomed staff house at Kshs 1,500,000.00	1,500,000	2630209
Magadi Primary School	Construction to completion of one classroom	1,200,000	2630209
Olkinyei Primary School	Construction to completion of a 2 roomed staff house at Kshs 1,500,000.00	1,500,000	2630209
Jikaze Primary School	Construction to completion of one classroom at Kshs 1,200,000.00	1,200,000	2630209
Sieku Primary School	Construction to completion of a 2 roomed staff house at Kshs 1,500,000.00	1,500,000	2630209

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Kurum Day Secondary School	Construction to completion of one classroom at Kshs 1,200,000.00	1,200,000	2630210
Ngarengiro Police Station	Construction to completion of one staff house comprising of 3 rooms	1,800,000	2640507
	<b>GRAND TOTAL</b>	<b>16,000,000</b>	


### A.O.B

The committee agreed on the following:

1. Committee sitting allowance for the meeting totalling Kshs 52,000 to be paid.
2. Office stationery, postage, electricity and other office expenses to be paid as per the receipts and invoices.
3. The Fund Account Manager and other committee members to be paid night outs allowances while on official duties outside the constituency as per the SRC rates
4. The committee agreed the Fund Account Manager, the NG-CDFC Chairperson and the sub county accountant to be paid night outs for the days they will attend the Vote Book Management System workshop and IPSAS workshop at normal SRC rates.

There being no any other agenda the meeting ended with a word of prayer from Naundoi Lomoni at 12.40 pm. Next meeting will be held on notice.

Minutes Compiled by – NG-CDFC Secretary – Dickson Makin  ..... Date 04/07/2023

Minutes Confirmed by – NG-CDFC Chairperson – Maria Adeket  ..... Date 4/7/23

## FIRST SCHEDULE (S. 6) (5)

## CONSTITUENCY PROJECTS RE – ALLOCATION FORM

CONSTITUENCY NO: 165 CONSTITUENCY NAME: LAIKIPIA NORTH FINANCIAL YEAR: 2022/2023

PROJECT NO.	PROJECT TITLE	AMOUNT ALLOCATED (KSH)	AMOUNT DISBURSED (KSH)	BALANCE (KSH)	UNSPENT TO BE RE – ALLOCATED (KSH)
001	Emergency	7,636,190.00	1,850,000.00	5,786,190.00	5,786,190.00
002	Bursary Tertiary Institutions	13,099,492.00	12,061,600.00	1,037,892.00	1,037,892.00
				TOTAL	6,824,082.00

Signature: .....



Date: .....

05/07/2023

Name: .....

ISAAQ HASSAN

Position: .....

FAM - UKPW



National Government Constituencies Development Fund

2015

THIRD SCHEDULE

(ss. 25 (6), 11 and, 29(1))

CONSTITUENCY PROJECTS SUBMISSION FORM

CONSTITUENCY NO: 165 CONSTITUENCY NAME: LAIKIPIA NORTH FINANCIAL YEAR: 2022/2023

Chairperson NG- CDFC Committee: ..... MARIA ADEKEI *Atun* Date: ..... 5/7/23 .....

SERIAL NO.	NAME OF PROJECT	AMOUNT ALLOCATED
001/2630209	Primary School Project	2,110,000.00
001/2640101	Bursary Secondary Schools	2,314,082.00
001/2640507	Security	590,000.00
001/2211310	Strategic Plan	1,300,000.00
001/2630210	Secondary School Project	510,000.00
	<b>Total</b>	<b>6,824,082.00</b>

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

Date: ..... 05/07/2023 .....

Name: ..... ISAAC HASSAN .....

Position: ..... FAM - (IKP N) .....





National Government Constituencies Development Fund

FOURTH SCHEDULE

(s. 30)

PROJECT DESCRIPTION FORM

Constituency No: **165** Constituency Name: **Laikipia North** County: **Laikipia**

Project Number: **001/2630209**

Project Title: **Primary Education Projects**

Sector: **Education**

Status of projects (Tick one)

New.....Extension.....Ongoing........

Rehabilitation.....

Brief Statement on progress at time of submission

**Towards the construction of latrines, Purchase of lockers and Purchase of furniture**

Financial year under reference **1<sup>st</sup> July 2022 – 30<sup>th</sup> June 2023**

Original Cost Estimates in **Kshs. 2,110,000.00** Date... ..

Amount allocated last financial year **Kshs.40,350,000.00**

Amount allocated this financial year **Kshs. 2,110,000.00**

Project Name	Activity	Project Number	Amount allocated
Mia Moja Primary School	Construction of 2 door pit latrines (one to cater for PWDs) and urinal to completion	4-0031-165-2630209-263-2022-2023-22	157,400.00
Naibor Amani Primary School	Purchase of office furniture i.e 9 teachers desks each @ Kshs 10,700.00, 9 teachers desks each @ Kshs 3,000, 1 executive desk @ Kshs 25,000, 1 executive chair @ Kshs 18,000, 2 cabinets each	4-0031-165-2630209-263-2022-2023-23	300,000.00



	@ Kshs 20,000, 6 classroom tables each @ Kshs 10,517 and 60 grade one kids chairs each @ 510		
Irura Primary School	Purchase of 30 lockers each @ Kshs 3,000.00 and 30 chairs each @ Kshs 3,000.00	4-0031-165-2630209-263-2022-2023-24	180,000.00
Sirat Primary School	Construction of 4 door pit latrines ( one to cater for PWDs ) to completion	4-0031-165-2630209-263-2022-2023-1	300,000.00
Lera Primary School	Construction of 4 door pit latrines ( one to cater for PWDs ) to completion	4-0031-165-2630209-263-2022-2023-9	300,000.00
Musul Primary School	Purchase of office furniture i.e 10 teachers desks each @ Kshs 10,700.00, 10 teachers desks each @ Kshs 3,000, 1 executive desk @ Kshs 25,000, 1 executive chair @ Kshs 18,000, 4 cabinets each @ Kshs 20,000 and 2 sets of waiting chair each @ 20,000	4-0031-165-2630209-263-2022-2023-25	300,000.00
Soitoudo Primary School	Purchase of office furniture i.e 8 teachers desks each @ Kshs 10,700.00, 8 teachers desks each @ Kshs 3,000, 1 executive desk @ Kshs 25,000, 1 executive chair @ Kshs 18,000, 4 cabinets each @ Kshs 20,000 and 2 sets of waiting chair each @ 20,000	4-0031-165-2630209-263-2022-2023-26	272,600.00
Ndunyu Primary School	Construction of 4 door pit latrines ( one to cater for PWDs ) to completion	4-0031-165-2630209-263-2022-2023-27	300,000.00
<b>Total</b>			<b>2,110,000.00</b>

Signature: .....

*SAAR HASSAN*

Date: .....

*05/07/2023*

*SAAR HASSAN - FAM - IKPN*



National Government Constituencies Development Fund

FOURTH SCHEDULE

(s. 30)

PROJECT DESCRIPTION FORM

Constituency No: 165 Constituency Name: Laikipia North County: Laikipia

Project Number: 001/2640101

Project Title: Bursary Secondary Schools

Sector: Bursary

Status of projects (Tick one)

New.....Extension.....Ongoing...✓.....

Rehabilitation.....

Brief Statement on progress at time of submission

Towards Payment of school fees for needy students in secondary schools

Financial year under reference 1<sup>st</sup> July 2022 – 30<sup>th</sup> June 2023

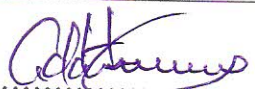
Original Cost Estimates in Kshs. 2,314,082.00 Date.....

Amount allocated last financial year Kshs. 34,000,000.00

Amount allocated this financial year Kshs. 2,314,082.00

Financial year under reference 1<sup>st</sup> July 2022 – 30<sup>th</sup> June 2023

PROJECT NAME	PROJECT ACTIVITY	PROJECT NUMBER	AMOUNT ALLOCATED
Bursary Secondary Schools	Payment of bursary to needy students in secondary schools	4-0031-165-2640101-103-2022-2023-1	2,314,082.00
<b>Total</b>			<b>2,314,082.00</b>

Signature: 

Date: 05/07/2023

Name: ISAK HASSAN

Position: FUND ACCOUNT MANAGER



National Government Constituencies Development Fund

FOURTH SCHEDULE

(s. 30)

PROJECT DESCRIPTION FORM

Constituency No: 165 Constituency Name: Laikipia North County: Laikipia

Project Number: 001/2640507

Project Title: Security

Sector: security

Status of projects (Tick one)

New.....Extension.....Ongoing...✓.....

Rehabilitation.....

Brief Statement on progress at time of submission

**Towards construction of latrines and purchase of office furniture**

Financial year under reference 1<sup>st</sup> July 2022 – 30<sup>th</sup> June 2023

Original Cost Estimates in Kshs. 590,000.00 Date... ..

Amount allocated last financial year Kshs. 5,800,000.00


Amount allocated this financial year Kshs. 590,000.00

Financial year under reference 1<sup>st</sup> July 2022 – 30<sup>th</sup> June 2023

PROJECT NAME	PROJECT ACTIVITY	PROJECT NUMBER	AMOUNT ALLOCATED
Mbombo Chiefs Office	Purchase of office furniture i.e 2 Executive desks each @ Kshs 25,000, 2 Executive seats each @ Kshs 18,000, 2 office tables each @ Kshs 20,000, 16 office chairs each @ Kshs 3,000, 3 file	4-0031-165-2640507-113-2022-2023-5	300,000.00



	cabinets each @ Kshs 20,000, 1 conference table @ Kshs 38,000 and 2 sets reception waiting chairs each @ Kshs 20,000		
Mukima Chiefs Office	Construction of 4 door pit latrines ( one to cater for PWDs ) to completion	4-0031-165-2640507-113-2022-2023-6	290,000.00
<b>Total</b>			<b>590,000.00</b>

Signature: .....  .....  
Name: ..... **SAAK HASSAN** .....

Date: ..... **05/07/2023** .....  
Position: ..... **FAM - MKPW** .....



National Government Constituencies Development Fund

FOURTH SCHEDULE

(s. 30)

PROJECT DISCRIPTION FORM

Constituency No: 165 Constituency Name: Laikipia North County: Laikipia

Project Number: 001/2211310

Project Title: Strategic Plan

Sector: Others

Status of projects (Tick one)

New.....Extension.....Ongoing...✓.....

Rehabilitation.....

Brief Statement on progress at time of submission

Towards the Preparation of 5 year constituency strategic plan

Financial year under reference 1<sup>st</sup> July 2022 – 30<sup>th</sup> June 2023

Original Cost Estimates in Kshs. 1,300,000.00 Date.....

Amount allocated last financial year Kshs.2,200,000.00

Amount allocated this financial year Kshs. 1,300,000.00

Financial year under reference 1<sup>st</sup> July 2022 – 30<sup>th</sup> June 2023

PROJECT NAME	PROJECT ACTIVITY	PROJECT NUMBER	AMOUNT ALLOCATED
Laikipia North Strategic Plan	Preparation of 5 year constituency strategic plan	4-0031-165-2211310-108-2022-2023-1	1,300,000.00
Total			1,300,000.00

Signature: [Signature]  
Name: ISAAK HASSAN

Date: 05/07/2023  
Position: FAM - LKN



National Government Constituencies Development Fund

FOURTH SCHEDULE

(s. 30)

PROJECT DESCRIPTION FORM

Constituency No: **165** Constituency Name: **Laikipia North** County: **Laikipia**

Project Number: **001/2630210**

Project Title: **Secondary Education Projects**

Sector: **Education**

Status of projects (Tick one)

New.....Extension.....Ongoing........

Rehabilitation.....

Brief Statement on progress at time of submission

**Towards the construction of latrines and purchase of lockers**

Financial year under reference **1<sup>st</sup> July 2022 – 30<sup>th</sup> June 2023**

Original Cost Estimates in **Kshs. 510,000.00** Date... ..

Amount allocated last financial year **Kshs.21,000,000.00**

Amount allocated this financial year **Kshs. 510,000.00**

Financial year under reference **1<sup>st</sup> July 2022 – 30<sup>th</sup> June 2023**

PROJECT NAME	PROJECT ACTIVITY	PROJECT NUMBER	AMOUNT ALLOCATED
Survey Secondary School	Construction of 4 latrines ( one to cater for PWDs ) to completion	4-0031-165-2630210-263-2022-2023-6	300,000.00
Amani Sosian High School	Purchase of 35 lockers each @ Kshs 3,000.00 and 35 chairs each @ Kshs 3,000.00	4-0031-165-2630210-263-2022-2023-10	210,000.00
<b>Total</b>			<b>510,000.00</b>



Signature: Isaac Hassan

Date: 05/07/2023

Name: ISAAC HASSAN

Position: FAM - UKPN

