



Kisauni National Government Constituencies Development Fund
Opposite Jocham Hospital, KarisaMaitha Road
Old Malindi Highway(zamzam stage)
P.O Box 87910-80100
Mombasa, Kenya
CELL:0723441676

Email: cdfkisauni@ngcdf.go.ke | Website: www.Kisauni-ng-cdf.co.ke

OUR REF: KIS/NG-CDF/BOARD/2024-2025/004 2nd December 2024

**THE CHIEF EXECUTIVE OFFICER,
NG-CDF BOARD SECRETARIAT
P.O BOX 46682-00100,
NAIROBI.**

Dear Sir,

REF: NG-CDF KISAUNI PROJECT PROPOSAL

In reference to the above mentioned subject, find the attached minutes, third schedules, fourth schedule and ward report.

Thank you for your cooperation and consideration.

Yours Sincerely,

**Monica Mwai
Fund Account Manager
NG-CDF Kisauni**



THIRD SCHEDULE(ss. 25(6),(11) and 29(1)) CONSTITUENCY PROJECTS SUBMISSION FORM

CONSTITUENCY NO. 003

CONSTITUENCY NAME: KISAUNI

FINANCIAL YEAR: 2024-2025

SERIAL	NAME OF PROJECT	AMOUNT ALLOCATED (KSHS)
003/AP1	Administration/Recurrent	11,843,169.00
003/AP2	Monitoring and evaluation/Capacity Building	5,921,584.00
003/2640100	Bursary/Mocks/Cats	70,954,460.19
003/2640200	Emergency Projects	10,388,744.73
003/2640510	Environmental Projects	1,136,000.00
003/3110202	CDFC offices	8,000,001.00
003/2630209	Capital Grants to Primary Schools	47,092,191.00
003/2630210	Capital Grants to Secondary Schools	42,050,000.00
TOTAL		197,386,149.92

Abraham Owaro

Chairman

[Signature]

Signature

02/12/2024

Date

MONICA MWAI

Fund Manager

[Signature]

Signature

02/12/2024

Date



**FOURTH SCHEDULE (s. 30)
PROJECT DESCRIPTION FORM**

Constituency No 003
 Constituency Name KISAUNI County Mombasa
 Project Number AP1
 Project Title Administration/Recurrent
 Sector Administration & Recurrent

Status of projects

Brief statement on project status at time of submission

Financial year 2024-07-01 to 2025-06-30

Original Cost Estimates, in Ksh 11,843,169.00 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Contractual Employees	4-0001-003-2110000-100-2024-2025-1	Payment of Staff Basic Salaries to 12 NG-CDFC Staff	New Project	4,104,600.00
Housing Levy	4-0001-003-2110201-100-2024-2025-2	Employers contribution to Housing levy for 12 NG-CDFC STAFF	New Project	86,150.00
SOCIAL HEALTH INSURANCE FUND (SHIF)	4-0001-003-2120201-100-2024-2025-3	Employees contribution towards SHIF for 12 NGCDFC Staff	New Project	157,941.00
Leave Allowances	4-0001-003-2110320-100-2024-2025-4	Payment of Leave Allowances to 12 NGCDFC staff	New Project	100,000.00
House Allowances	4-0001-003-2110301-100-2024-2025-5	Payment of House Allowance to 12 NG-CDFC staff	New Project	1,038,720.00
Transport Allowance	4-0001-003-2110314-100-2024-2025-6	Payment of transport allowance to 12 NGCDFC staff	New Project	600,000.00
Gratuity - contractual employees	4-0001-003-2710102-100-2024-2025-7	Payment of gratuity of NGCDFC Staff	New Project	1,272,426.00
NSSF	4-0001-003-2120101-100-2024-2025-8	Employers contribution to NSSF for 12 NGCDFC staffs	New Project	275,964.00
Medical Insurance	4-0001-003-2210910-100-2024-2025-9	Payment of Medical Insurance to 12 NGCDFC Staff	New Project	800,000.00
NG-CDFC Allowances	4-0001-003-2210811-100-2024-2025-10	Payment of NGCDFC Allowances	New Project	1,128,000.00

National Government Constituencies Development Fund
Fourth Schedule Report

Electricity charges	4-0001-003-2210101-100-2024-2025-11	Payment of Payment of Electricity charges	New Project	150,000.00
Water & sewerage charges	4-0001-003-2210102-100-2024-2025-12	Payment of Water & sewerage charges	New Project	60,000.00
Telephone, Telex, Facsimile and Mobile Phone Service	4-0001-003-2210201-100-2024-2025-13	Payment of Telephone, Telex, Facsimile and Mobile Phone Service	New Project	240,000.00
Internet Connections	4-0001-003-2210202-100-2024-2025-14	Payment of Internet Connections	New Project	50,000.00
Courier and Postal Services	4-0001-003-2210203-100-2024-2025-15	Payment of Courier and Postal Services	New Project	10,000.00
Publishing and Printing Services	4-0001-003-2210502-100-2024-2025-16	Payment of Publishing and Printing Services	New Project	250,000.00
Office Rent	4-0001-003-2210104-100-2024-2025-17	Payment of Office Rent	New Project	432,000.00
Catering Services (receptions), Accommodation, Food and Drinks	4-0001-003-2210801-100-2024-2025-18	Payment of Catering Services (receptions), Food and Drinks	New Project	69,368.00
Supplies and Accessories for Computers and Printers	4-0001-003-2211102-100-2024-2025-19	Payment of Supplies and Accessories for Computers and Printers	New Project	150,000.00
Sanitary and Cleaning Materials, Supplies and Services	4-0001-003-2211103-100-2024-2025-20	Payment of Sanitary and Cleaning Materials, Supplies and Services	New Project	60,000.00
Travel Costs (airlines, bus, railway, mileage allowances, etc.)	4-0001-003-2210301-100-2024-2025-21	Payment of Transport Expenses	New Project	180,000.00
Daily Subsistence Allowance	4-0001-003-2210303-100-2024-2025-23	Payment of Daily Subsistence Allowance for the staff, FAM and other Government officers	New Project	70,000.00
Sundry Items	4-0001-003-2210404-100-2024-2025-24	Payment of Telesundry items (e.g. airport tax, taxis, expenses)	New Project	60,000.00
General Office Supplies (papers, pencils, forms, small office equipment)	4-0001-003-2211101-100-2024-2025-26	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	New Project	186,000.00
Bank service commission and charges	4-0001-003-2211301-100-2024-2025-27	Payment of Bank service commission and charges	New Project	150,000.00
Maintenance of Expenses for office furniture and equipment	4-0001-003-2220202-100-2024-2025-28	Payment of Maintenance of Expenses for office furniture and equipment	New Project	60,000.00
Maintenance of Expenses for buildings and stations non-residential	4-0001-003-2220205-100-2024-2025-29	Payment of Maintenance of Expenses for buildings and stations non-residential	New Project	50,000.00
Motor Cycle	4-0001-003-2210904-100-2024-2025-30	Payment of Motor cycle	New Project	40,000.00

National Government Constituencies Development Fund
Fourth Schedule Report

Insurance		Insurance of registration number GKA 933Y		
Payment of Other fuels (Wood, Charcoal, Cooking gas expenses)	4-0001-003-2211204-100-2024-2025-31	Payment of Other fuels (Wood, Charcoal, Cooking gas expenses)	New Project	12,000.00
TOTAL:				11,843,169.00

Person completing form

SIGNATURE: _____

[Handwritten Signature]

DATE: _____

02, 12, 2024

NAME: _____

MONICA MWAI

POSITION: _____

FAM

NG-CDF KISAUNI
 P. O. Box 87910-201 N. MURABA
 - 2 DEC 2024
 Mob: 011 846 463 / 011 2700 744
 Email: cd/kisauni@ngcdf.kenya

FOURTH SCHEDULE (s. 30) PROJECT DESCRIPTION FORM

Constituency No 003

Constituency Name KISAUNI County Mombasa

Project Number AP1

Project Title Monitoring and Evaluation

Sector Monitoring & Evaluation

Status of projects

Brief statement on project status at time of submission

Financial year 2024-07-01 to 2025-06-30

Original Cost Estimates, in Ksh 5,921,584.00 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Telephone, Telex, Facsimile and Mobile Phone Service	4-0001-003-2210201-111-2024-2025-1	Payment of Telephone, Telex, Facsimile and Mobile Phone Service	New Project	100,000.00
Remuneration of Instructors and Contract based Training Services.	4-0001-003-2210702-111-2024-2025-2	Payment of Remuneration of Instructors and Contract based Training Services.	New Project	180,000.00
Hire of training Facilities and equipment	4-0001-003-2210704-111-2024-2025-4	Hire of training Facilities and equipment for NG-CDFC,PMC and Staffs	New Project	540,000.00
Catering Services (receptions), Accommodation Food and Drinks	4-0001-003-2210801-111-2024-2025-6	Payment of Catering Services (receptions), Accommodation Food and Drinks	New Project	614,384.00
Travel Cost (airline, bus, railway, mileage allowances etc)	4-0001-003-2210401-111-2024-2025-8	Payment of Transport Expenses	New Project	100,000.00
Daily Subsistence Allowance	4-0001-003-2210303-111-2024-2025-10	Payment of Daily Subsistence Allowance to NGCDF Staff, FAM and National Government Officers during training	New Project	550,000.00
Travel allowances	4-0001-003-2210701-111-2024-2025-11	Payment of travel allowances of to NGCDF Staff, FAM and National Government Officers	New Project	500,000.00

National Government Constituencies Development Fund
Fourth Schedule Report

		during training.		
Sundry items	4-0001-003-2210304-111-2024-2025-12	Payment of Tele sundry items (e.g. airport tax, taxis, expenses)	New Project	80,000.00
Hire of Transport	4-0001-003-2210604-111-2024-2025-13	Payment of Hire of Transport	New Project	200,000.00
NGCDFC allowances	4-0001-003-2210811-111-2024-2025-14	Payment of NGCDFC allowances	New Project	600,000.00
General Office Supplies (papers, pencils, forms, small office equipment)	4-0001-003-2211101-111-2024-2025-15	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	New Project	100,000.00
Other committee expenses	4-0001-003-2210802-111-2024-2025-16	Payment of Other committee expenses	New Project	1,300,000.00
Accommodation Allowance	4-0001-003-2210402-111-2024-2025-17	Payment of Accommodation to NGCDFC during training	New Project	907,200.00
Purchase of Uniforms and Clothings- Staff	4-0001-003-2211016-111-2024-2025-18	Purchase of Uniforms and Clothings for NG-CDFC Staffs	New Project	150,000.00
TOTAL:				5,921,584.00

Person completing form

SIGNATURE: _____

[Handwritten Signature]

DATE: _____

02/12/2024

NAME: _____

MONICA MWAI

POSITION: _____

FAM



**FOURTH SCHEDULE (s. 30)
PROJECT DESCRIPTION FORM**

Constituency No 003
Constituency Name KISAUNI County Mombasa
Project Number 2640200
Project Title Emergency projects
Sector Emergency

Status of projects

Brief statement on project status at time of submission

Financial year 2024-07-01 to 2025-06-30
Original Cost Estimates, in Ksh 10,388,744.73 dated
Amount allocated last financial year dated
Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Emergency	4-0001-003-2640200-101-2024-2025-1	To cater for any unforeseen occurrences in the constituency during the financial year	New Project	10,388,744.73
TOTAL:				10,388,744.73

Person completing form

SIGNATURE: [Signature] DATE: 02/12/2024
NAME: MONICA MWAI POSITION: FAM



**FOURTH SCHEDULE (s. 30)
PROJECT DESCRIPTION FORM**

Constituency No 003
 Constituency Name KISAUNI County Mombasa
 Project Number 2640100
 Project Title Bursary/Mocks/Cats
 Sector Bursary

Status of projects

Brief statement on project status at time of submission

Financial year 2024-07-01 to 2025-06-30


Original Cost Estimates, in Ksh 70,954,460.19 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Bursary Secondary Schools	4-0001-003-2640101-103-2024-2025-1	Payment of bursary to needy students in secondary schools	New Project	46,104,460.19
Bursary Tertiary Institutions	4-0001-003-2640102-103-2024-2025-2	Payment of bursary to needy students in tertiary institutions	New Project	24,500,000.00
Bursary Special Schools	4-0001-003-2640105-103-2024-2025-3	Payment of bursary to special students	New Project	350,000.00
TOTAL:				70,954,460.19

Person completing form

SIGNATURE:  DATE: 02 / 12 / 2024

NAME: MONICA MWAL POSITION: F.A.M



FOURTH SCHEDULE (s. 30) PROJECT DESCRIPTION FORM

Constituency No 003
 Constituency Name KISAUNI County Mombasa
 Project Number 2630210
 Project Title Capital Grants to Secondary Schools
 Sector Transfer to Other Government Entities

Status of projects

Brief statement on project status at time of submission

Financial year 2024-07-01 to 2025-06-30
 Original Cost Estimates, in Ksh 42,050,000.00 dated
 Amount allocated last financial year dated
 Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Mtopanga Secondary School	4-0001-003-2630210-263-2024-2025-1	Conversion of 2 classrooms to 2 functional laboratories of 45 students capacity each with countertops and sinks with a storage store for chemicals	New Project	4,300,000.00
Karisa Maitha Secondary School.	4-0001-003-2630210-263-2024-2025-2	Electrical wiring and power connection into the school.	New Project	1,000,000.00
Mwakirunge Secondary School	4-0001-003-2630210-263-2024-2025-3	Purchase of 2 acre of land for expansion of Mwakirunge Secondary School as per attached land documents.	New Project	3,750,000.00
Shanzu High School	4-0001-003-2630210-263-2024-2025-4	Completion of one storey building fully fledged modern school consisting of 8 classrooms, 2 laboratories, an Administration block and eight door modern toilet block with two toilets catering for Persons with Disabilities and external drainage i.e. soak pit and septic tank construction of substructure, superstructure, walling and finishes of classrooms, 2 laboratories and ablution blocks up to the 2nd floor slab level.	Ongoing Project	33,000,000.00
TOTAL:				42,050,000.00

National Government Constituencies Development Fund
Fourth Schedule Report

Person completing form

SIGNATURE: [Signature] DATE: 02/12/2024
NAME: MONICA MWAH POSITION: FAM

NG-CDF KISAUNI
P.O. Box 29010 NAIROBI
- 2 DEC 2024
Mob: 011 2546400 / 0753 760 741
Email: cdfkisauni@ngcdf.go.ke

**FOURTH SCHEDULE (s. 30)
PROJECT DESCRIPTION FORM**

Constituency No 003
 Constituency Name KISAUNI County Mombasa
 Project Number 2630209
 Project Title Capital Grants to Primary Schools
 Sector Transfer to Other Government Entities

Status of projects

Brief statement on project status at time of submission

Financial year 2024-07-01 to 2025-06-30

Original Cost Estimates, in Ksh 47,092,191.00 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Majaoni Primary School	4-0001-003-2630209-263-2024-2025-1	Construction to completion of two classrooms on the ground floor with a storey building foundation walling and finishes up to the first-floor slab	New Project	5,400,000.00
Mdengerekeni Primary School	4-0001-003-2630209-263-2024-2025-2	Construction to completion of one classroom on the ground floor with a storey building foundation up to the first-floor slab and construction of five door flushable toilets with external drainage i.e. soak pit and septic tank on the ground floor with an iron sheets roof with one door catering for person with disabilities	New Project	3,663,709.00
Shimo La Tewa Primary School	4-0001-003-2630209-263-2024-2025-3	Renovation to completion of 6 classrooms involving reroofing, floor screeding, electrical fittings, window fixing and paintworks.	New Project	4,150,000.00
Makumba Primary School	4-0001-003-2630209-263-2024-2025-4	Completion of one storey building fully fledged modern school consisting of construction of 10 classrooms, an administration block, eight door modern toilets and external drainage i.e. soak pit and septic tank with two cubicles catering for Persons with Disabilities	Ongoing Project	33,878,482.00

National Government Constituencies Development Fund
Fourth Schedule Report

	construction of the substructure, superstructure, walling and finishes of seven classrooms and ablution block up to 2nd floor slab level.		
TOTAL:			47,092,191.00

Person completing form

SIGNATURE: _____

DATE: _____

02.12.2024

NAME: _____

MONICA MUTHAI

POSITION: _____

FAM



FOURTH SCHEDULE (s. 30) PROJECT DESCRIPTION FORM

Constituency No 003

Constituency Name KISAUNI County Mombasa

Project Number 3110202

Project Title CDFC offices

Sector Others

Status of projects

Brief statement on project status at time of submission

Financial year 2024-07-01 to 2025-06-30

Original Cost Estimates, in Ksh 8,000,001.00 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Kisauni NG-CDF Office	4-0001-003-3110202-108-2024-2025-1	Additional funds for construction of one storey building NG-CDF office comprising of reception, Boardroom, FAMs office (Ensuite), staff offices, constituency Digital Hub, kitchenette, registry, store, Mps Office (ensuite), MPs boardroom, MPs staff offices and eight door modern flushable toilets to completion on the ground floor Finishes of NG-CDF office which includes plastering, floor screeding, tiling, windows installation and door fittings.	Ongoing Project	8,000,001.00
TOTAL:				8,000,001.00

Person completing form

SIGNATURE:  DATE: 02/12/2024

NAME: MONICA MWAI POSITION: FAM



KISAUNI NG-CDF COMMITTEE MINUTES



MINUTES OF THE 7TH MEETING OF KISAUNI NG-CDFC MEETING HELD ON 18TH NOVEMBER 2024 AT THE NG-CDF OFFICE BOARDROOM AT 9.20AM

MEMBERS PRESENT

- | | | |
|---------------------|---|-------------------------|
| 1. Rev. Allan Owano | - | Chairman |
| 2. Ratibu Mehbuba | - | Secretary |
| 3. Jamlek M. Mbuba | - | DCC - Ex-Officio Member |
| 4. Monica Mwai | - | FAM – Ex-officio Member |
| 5. Mohamed Yusuf | - | Member |
| 6. Tumaini Ngumbao | - | Member |
| 7. Kingi Ian Yaa | - | Member |
| 8. Luciana Mwangemi | - | Member |
| 9. George Omondi | - | Member |
| 10. Sauda Khamis | - | Member |

IN ATTENDANCE

- | | | |
|---------------|---|------------------------|
| 1. John Kiiru | - | Regional Works Officer |
|---------------|---|------------------------|

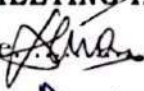
AGENDA

1. Preliminaries
 - a. Prayers
 - b. Welcoming remarks from the Chairs
 - c. Recognition of in attendance (public works) if any
2. Adoption of the Agenda
3. Declaration of Interest
4. Reading and confirmation of previous minutes
5. Matters arising
6. Projects proposals for financial year 2024/2025
7. A.O.B
8. Adjournment

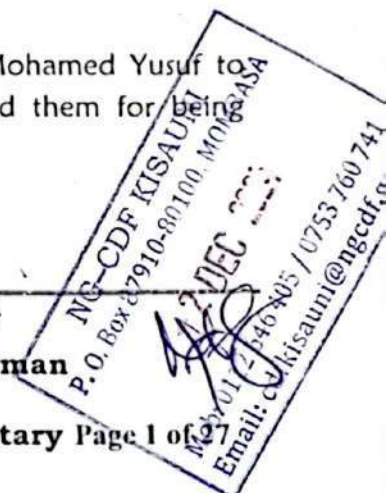
MIN 1/ KISAUNI NG-CDFC/07/2024/2025: PRELIMINARIES

The chairman called the meeting to order at 09.40am and requested Mr. Mohamed Yusuf to offer a word of prayer. The Chairman welcomed all members and thanked them for being punctual.

1 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature  Date... 02/12/2024 Chairman

Name: Ratibu Mehbuba Signature  Date... 02/12/2024 Secretary





KISAUNI NG-CDF COMMITTEE MINUTES

MIN 2/ KISAUNI NG-CDFC/07/2024/2025: ADOPTION OF THE AGENDA

The chairman invited the secretary to take members through the agenda as was circulated. Members after deliberation adopted the agenda without amendments as was proposed by M/s. Monica Mwai and seconded by Mr. George Omondi.

MIN 3/ KISAUNI NG-CDFC/07/2024/2025: DECLARATION OF INTEREST

The members were asked to declare any interest they had in the agenda of the day. There being no declaration of interest the meeting continued.

MIN 4/ KISAUNI NG-CDFC/07/2024/2025: READING AND CONFIRMATION OF PREVIOUS MINUTES

The Secretary took the members through the Minutes of the previous meeting. The minutes were confirmed to be the true copy of the previous meeting held on 11th November 2024 by M/s. Tumaini Ngumbao and seconded by M/s. Luciana Mwangemi.

MIN 5/ KISAUNI NG-CDFC/07/2024/2025: MATTERS ARISING

There were no matters arising from the previous Minutes.

MIN 6/ KISAUNI NG-CDFC/07/2024/2025: PROJECT PROPOSALS FOR FINANCIAL YEAR 2024/2025

The Fund manager brought to the attention of members the provisions of the Board's circular Ref No: NG-CDFB/CEO/NG-CDF CIRCULARS/VOL III (001) dated 22nd October 2024 on the preparation and submission of constituency project proposals for 2024/2025 financial year. She informed members that the constituency had been allocated a total of Kshs. 197,386,149.92 for the current Financial Year and that the following key guiding areas as per the circular shall guide the preparation and submission of the proposals to the Board for consideration:

1. Project identification through ward forums
2. Consultation with the appropriate agencies on realistic project cost estimates
3. Consideration of ongoing projects
4. Budgeting of administration and Monitoring expenses
5. Consideration of climate change mitigation and adaptation activities
6. Construction of NG-CDFC offices
7. Procurement of NG-CDFC Motor vehicle
8. Aligning Projects to BETA, Constituency Strategic Plan and other National Policies

a. Deliberation on the Ward Report

The Chair tabled to members the ward reports prepared from the wards meeting that were conducted between 4th November and 11th November 2024 from the report, the communities

2 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature: *[Signature]* Date: 02/12/2024 Chairman

Name: Ratibu Mehbuba Signature: *[Signature]* Date: 02/12/2024 Secretary Page 2 of 27



KISAUNI NG-CDF COMMITTEE MINUTES



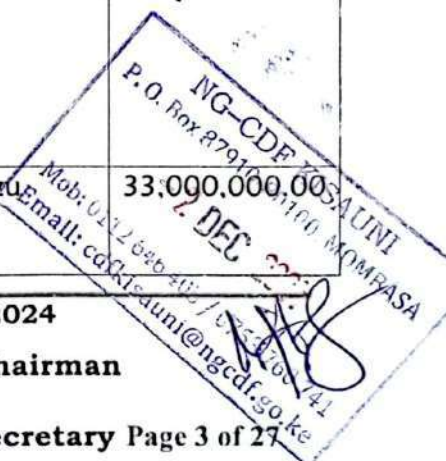
were guided on types of projects and the basis of consideration which included the amount allocated to the constituencies, constituency strategic plan and the National Government guiding policies. Each ward came up with at least 6 to 12 projects majorly in education, security and climate change areas as captured in the ward report (annex 3). Summary of the projects considered from the ward report per ward is as below;

No	Project Name	Proposed activities	Ward	Estimated Amount
1.	Majaoni Primary School	Construction to completion of two classrooms on the ground floor with a storey building foundation walling and finishes up to the first-floor slab	Bamburi	5,400,000.00
2.	Mdengerekeni Primary School	Construction to completion of one classrooms on the ground floor with a storey building foundation up to the first floor slab and construction of five door flushable toilets with external drainage i.e. soak pit and septic tank on the ground floor with an iron sheets roof with one door catering for person with disabilities	Bamburi	3,514,709.00
3.	Mtopanga Secondary School	Conversion of 2 classrooms to 2 functional laboratories of 45 students capacity each with countertops and sinks with a storage store for chemicals.	Mtopanga	4,300,000.00
4.	Shimo La Tewa Primary School	Renovation to completion of 6 classrooms involving reroofing, floor screeding, electrical fittings, window fixing and paintworks.	Shanzu	4,150,000.00
5.	Karisa Maitha Secondary School.	Electrical wiring and power connection into the school.	Mwakirunge	1,000,000.00
6.	Kisauni NG-CDF Office	Additional funds for construction of one storey building NG-CDF office comprising of reception, Boardroom, FAMs office (Ensuite), staff offices, kitchenette, registry, store, Mp's Office (ensuite), MP's boardroom, Mps staff offices and eight door modern flushable toilets to completion on the ground floor; Finishes of NG-CDF office which includes plastering, floor screeding, tiling, windows installation and door fittings.	Mjambere	8,000,001.00
7.	Shanzu High School	Completion of one storey building fully fledged modern school consisting of 8 classrooms, 2 laboratories, an	Shanzu	33,000,000.00

3 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/12/2024 Chairman

Name: Ratibu Mehbuba Signature:  Date: 02/12/2024 Secretary Page 3 of 27





KISAUNI NG-CDF COMMITTEE MINUTES

		Administration block and eight door modern toilet block with two toilets catering for Persons with Disabilities and external drainage i.e. soak pit and septic tank; construction of substructure, superstructure, walling and finishes of classrooms, 2 laboratories and ablution blocks up to the 2 nd floor slab level at shimo la Tewa primary school land		
8.	Makumba Primary School	Completion of one storey building fully fledged modern school consisting of construction of 10 classrooms, an administration block, eight door modern toilets and external drainage i.e. soak pit and septic tank with two cubicles catering for Persons with Disabilities; construction of the substructure, superstructure, walling and finishes of seven classrooms and ablution block up to 2 nd floor slab level.	Junda	33,878,482.00
9.	Mwakirunge Secondary School	Purchase of 2 acre of land for construction of a new primary school at Junda ward	Mwakirunge	3,750,000.00
10.	Maunguja Primary School	Planting of 20 trees each Kshs.300 Purchase and Installation of 10,000 litres water tank Kshs. 108,000, construction of tank base at Kshs. 120,000 installation of pipes, gutters and taps Kshs. 50,000	Mwakirunge	284,000.00
11.	Mdengerekeni Primary School	Planting of 20 trees each Kshs.300 Purchase and Installation of 10,000 litres water tank Kshs. 108,000, construction of tank base at Kshs. 120,000 installation of pipes, gutters and taps Kshs. 50,000	Bamburi	284,000.00
12.	Concordia Primary School	Planting of 20 trees each Kshs.300 Purchase and Installation of 10,000 litres water tank Kshs. 108,000, construction of tank base at Kshs. 120,000 installation of pipes, gutters and taps Kshs. 50,000	Mtopanga	284,000.00
13.	Utange Primary School	Planting of 20 trees each Kshs.300 Purchase and Installation of 10,000 litres water tank Kshs. 108,000, construction of tank base at Kshs. 120,000 installation of pipes, gutters and taps Kshs. 50,000	Shanzu	284,000.00

4 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature... Date... 02/11/2024 Chairman

Name: Ratibu Mehbuba Signature... Date... 02/11/2024 Secretary

NG-CDF KISAUNI
P.O. Box 87910-80100 MOMBASA
- 2 -
Mob: 0112 646 407 / 0752 760 74
Email: cdckisauni@ngcdf.go

KISAUNI NG-CDF COMMITTEE MINUTES



b. Realistic Project cost estimates

The members were informed that the regional works officer was in attendance of the meeting to aid in ensuring realistic cost estimates and in preparation of bills of quantities required for the project while considering the following factors: -

- Specific Project activities and scope
- Market price adjustments on materials, labour and transport
- Technical reports such as bills of quantities, project verification reports for ongoing projects
- Projects designs
- User department preference

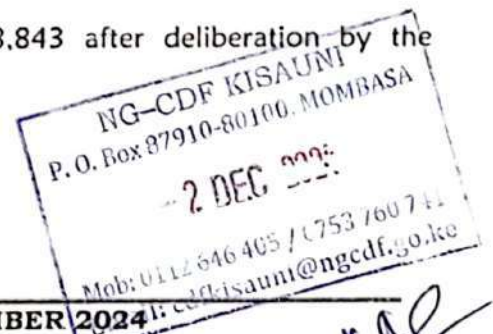
The committee considered the above in determining the realistic costs of the infrastructural projects that were finally submitted to the Board for consideration and approval.

NOTE: Attach all the BQs, designs and any technical report on the same especially for mega projects

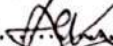
c. Ongoing Projects

The manager table a summary of the Monitoring reports that capture the status of all the projects and summary of the ongoing report that was submitted to the Board earlier. From the report, 3 of projects were reported as ongoing. Some of the projects were meant to be completed, however due to cost variations as advised by the public works, the projects needed more funds. Other projects were to be funded in different phases and required additional funds to either complete a phase or final phase. The manager reminded members that funding of ongoing projects takes precedence and must be done within three financial years.

The tabled list of ongoing projects amounting to Kshs. 77,848,843 after deliberation by the committee is as tabulated below



5 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/12/2024 Chairman

Name: Ratibu Mehbuba Signature:  Date: 02/12/2024 Secretary Page 5 of 27



KISAUNI NG-CDF COMMITTEE MINUTES

N	Name of the Project	Year(s) Funded	Pending activities	Estimated Cost	Previous allocation(s)	Amount required to complete	Amount allocated	Balance	Remarks
1	Shanzu High School	2	Construction of superstructure, walling and finishes of laboratories and classrooms from 1st floor slab up to the 2nd Floor slab level	63,000,000	30,000,000	33,000,000	33,000,000	0	Funding to complete the project
2	Makumba Primary School	2	Construction of superstructure, walling, finishes of 7 classrooms, ramp and staircase access to the first-floor slab and abluion block from the first-floor slab to the second-floor slab to completion	43,000,000	9,121,518	33,848,842	33,848,842	0	Funding to complete the project
3	Kisauni NG-CDF Office	3	construction of superstructure, walling and finishes of MPs office(Ensuite), Registry, MPs boardroom MPs staff offices and four door modern flushable toilets (1 for PWDs) and ramp access to the first floor	25,000,000	13,999,999	11,000,001	8,000,001	3,000,000	More funds to be allocated in 2025/2026 financial year

6 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature... Date... 09/12/2024... Chairman

Name: Ratibu Mehbuba Signature... Date... 09/12/2024... Secretary Page 6 of 27





KISAUNI NG-CDF COMMITTEE MINUTES

d. Statutory ceilings for administration and Monitoring and Evaluation

The manager briefed members of the key guidelines by the Board and informed members that the Board laid more emphasis on the following areas;

- Provision of a detailed budget with clear breakdown of each component towards funds for administration and recurrent expenditure
- Allocation of funds to staff salaries to be informed by a documented staffing structure approved by the Committee with clear job description for each employee and must conform to the government guidelines on minimum wage.
- Consideration of other statutory deductions such as housing levy, National Social Security Fund (NSSF) and Social Health Insurance Fund (SHIF)
- Costing of the funds allocated to Monitoring and Evaluation to be informed by a proper work plan as provided in annex 2.

The said budgets were tabled by the manager and upon deliberations having considered the constituency allocation and the needs of the community, the committee members approved as provided in annex 1:

e. Climate change mitigation and adaptation activities

The manager tabled a guideline on climate change issues by the Board. The committee after deliberation considered funding of tree planting in 4 schools that had requested for the same as per the tabled letters received from the beneficiary institutions. Members deliberated on the above and unanimously agreed to fund the 4 school that had requested tree planting as follows:

Planting of 20 trees each Kshs.300 Purchase and Installation of 10,000 litres water tank Kshs. 108,000, construction of tank base at Kshs. 120,000 installations of pipes, gutters and taps Kshs. 50,000 at Mdengerekeni, Concordia, Utange and Maunguja Primary Schools.

f. NG-CDFC Office and Constituency Digital Hubs

The manager informed the members that the total amount required for construction to completion of NG-CDF Office was estimated at Kshs. 25,000,000.00, we had allocated Kshs. 13,999,999 in the last financial year and an additional funding of Kshs. 11,000,001 is required for completion. Members

7 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature.....Date..02/12/2024..Chairman

Name: Ratibu Mehbuba Signature.....Date..02/12/2024..Secretary

NG-CDF KISAUNI
 P. O. BOX 87910-80100 MOMBASA
 2 DEC 2024
 Mob: 0112 646 405 / 0753 706 744
 Email: cd@kisauni@ngcdf.org



KISAUNI NG-CDF COMMITTEE MINUTES

deliberated and resolved to fund the project within three financial years. They unanimously agreed to allocate Kshs. 8,000,001.00 as additional funds for construction of NG-CDF office and the balance of Kshs. 3,000,000.00 to be funded in the next financial year 2025/2026.

The Fund Account Manager also tabled the guidelines on Constituency Digital Hubs but due to lack of public utility land in Kisauni Constituency, members resolved to convert one NG-CDF office into a Digital Hub. This will be Phase one – Basic Model which will involve building a Digital Hub from scratch with all necessary facilities. Members resolved to equip the digital hub with furniture and equipment's in the next financial year 2025-2026.

g. Procurement of NG-CDFC Motor vehicle

The manager informed the members that all constituencies with no vehicles are required to allocate funds for purchase. After a lengthy deliberation members resolved that the current office is not safe in parking the vehicle due to high risk of vandalism in Kisauni. They unanimously committed to allocate funds for purchase of Motor Vehicle in the next financial year 2025-2026 once the ongoing construction of NG-CDF Office is complete as we will have a safe and reliable parking area.

h. JSS Funded Projects

The manager tabled to members a report by the Ministry of Education on the need to fund Junior Secondary School especially construction of Grade 8/9 classrooms. As per the Ministry of Education, the below schools required additional classrooms.

SCHOOL	GRADE 8 ENROLLMENT	CLASSROOMS
Kisauni	245	6
Bamburi	55	1
	SUBTOTAL	7

The committee deliberated on the above matter and after consideration of the availability of funds and other needy projects, it finally agreed to consider funding the above schools in the subsequent financial years.

The schools funded in the last financial year 2023/2024 were Bedzimba Primary School, Concordia Primary School and Baraka Vroni Primary School – construction of two ground floor classrooms storey building which are complete.

8 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature..... Date... 02/12/2024... **Chairman**

Name: Ratibu Mehbuba Signature..... Date... 02/12/2024... **Secretary** Page 8 of 27



KISAUNI NG-CDF COMMITTEE MINUTES



I. Final project proposed with list of all prioritized projects

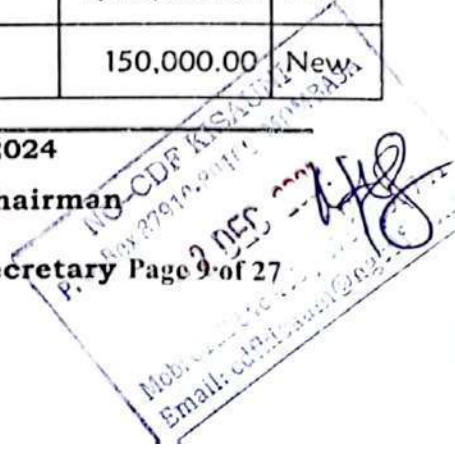
After a lengthy deliberation and consideration all areas as advised by the Board including but not limited to public participation, adequate consultation with public works, ongoing project, work plan and budgets for administration and monitoring vote, aligning project to BETA, constituency strategic plan and other National Government Policies, the committee agreed on the below listed projects to be forwarded to the Board for consideration and approval.

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
ADMINISTRATION AND RECURRENT EXPENDITURE					
Contractual Employees	Payment of staff Basic Salaries to 12 NG-CDFC staff	4,104,600.00		4,104,600.00	New
Housing Levy	Employers contribution to Housing Levy for 12 NG-CDFC staffs	86,150.00		86,150.00	New
Social Health Insurance Fund (SHIF)	Employees contribution towards SHIF for 12 NG-CDFC staffs	157,941.00		157,941.00	New
Leave Allowances	Payment of Leave Allowance to 12 NGCDFC Staff	100,000.00		100,000.00	New
House Allowance	Payment of House Allowance to 12 NG-CDFC staff	1,038,720.00		1,038,720.00	New
Transport Allowance	Payment of transport allowance to 12 NG-CDFC staff	600,000.00		600,000.00	New
Gratuity-contractual employees	Payment of gratuity to NGCDFC staff	1,272,426.00		1,272,426.00	New
NSSF	Employer's contribution to NSSF for 12 NG-CDFC staffs	275,964.00		275,964.00	New
Medical Insurance	Payment of Medical Insurance to 12 NGCDFC staff	800,000.00		800,000.00	New
NG-CDF allowances	Payment of NG-CDF Allowances	1,128,000.00		1,128,000.00	New
Electricity charges	Payment of Payment of Electricity charges	150,000.00		150,000.00	New

9 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/12/2024 **Chairman**

Name: Ratibu Mehbuba Signature:  Date: 02/12/2024 **Secretary** Page 9 of 27





KISAUNI NG-CDF COMMITTEE MINUTES

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Water & sewerage charges	Payment of Water & sewerage charges	60,000.00		60,000.00	New
Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone, Telex, Facsimile and Mobile Phone Service	240,000.00		240,000.00	New
Internet Connections	Payment of Internet Connections	50,000.00		50,000.00	New
Courier and Postal Services	Payment of Courier and Postal Services	10,000.00		10,000.00	New
Publishing and Printing Services	Payment of Publishing and Printing Services	250,000.00		250,000.00	New
Office rent	Payment of Office Rent	432,000.00		432,000.00	New
Catering Services (receptions), Food and Drinks	Payment of Catering Services (receptions), Food and Drinks	69,368.00		69,368.000	New
Supplies and Accessories for Computers and Printers	Payment of Supplies and Accessories for Computers and Printers	150,000.00		150,000.00	New
Sanitary and Cleaning Materials, Supplies and Services	Payment of Sanitary and Cleaning Materials, Supplies and Services	60,000.00		60,000.00	New
Travel Costs (airlines, bus, railway, mileage allowances, etc.)	Payment of Transport Expenses	180,000.00		180,000.00	New
Daily Subsistence Allowance	Payment of Daily Subsistence Allowance for the staff, FAM and other government officers	70,000.00		70,000.00	New
Sundry Items (e.g. airport tax, taxi...)	Payment of Tele sundry items (e.g. airport tax, taxis, expenses)	60,000.00		60,000.00	New
General Office Supplies (papers, pencils, forms, small office equipment)	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	186,000.00		186,000.00	New

10 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/12/2024 Chairman

Name: Ratibu Mehbuba Signature:  Date: 02/12/2024 Secretary Page 10 of 27



KISAUNI NG-CDF COMMITTEE MINUTES



Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
equipment)					
Bank service commission and charges	Payment of Bank service commission and charges	150,000.00		150,000.00	New
Maintenance of Expenses for office furniture and equipment	Payment of Maintenance of Expenses for office furniture and equipment	60,000.00		60,000.00	New
Maintenance of Expenses for buildings and stations non-residential	Payment of Maintenance of Expenses for buildings and stations non-residential	50,000.00		50,000.00	New
Motor Cycle Insurance	Payment of Motor cycle Insurance of registration number GKA 933Y	40,000.00		40,000.00	New
Other fuels (Wood, Charcoal, Cooking gas etc)	Payment of Other fuels (Wood, Charcoal, Cooking gas expenses	12,000.00		12,000.00	New
SUBTOTAL				11,843,169	
MONITORING AND EVALUATION AND CAPACITY BUILDING					
Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone, Telex, Facsimile and Mobile Phone Service	100,000.00		100,000.00	New
Remuneration of Instructors and Contract based Training Services.	Payment of Remuneration of Instructors and Contract based Training Services.	180,000.00		180,000.00	New
Hire of training Facilities and Equipment	Hire of training Facilities and equipment for NG-CDFC, PMC and Staffs	540,000.00		540,000.00	New
Catering Services (receptions), Food and Drinks	Payment of Catering Services (receptions), Food and Drinks	614,384.00		614,384.00	New
Travel Costs (airlines, bus, railway, mileage allowances, etc.)	Payment of Transport Expenses	100,000.00		100,000.00	New

11 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature  Date: 02/12/2024 **Chairman**

Name: Ratibu Mehbuba Signature  Date: 02/12/2024 **Secretary** Page 11 of 27





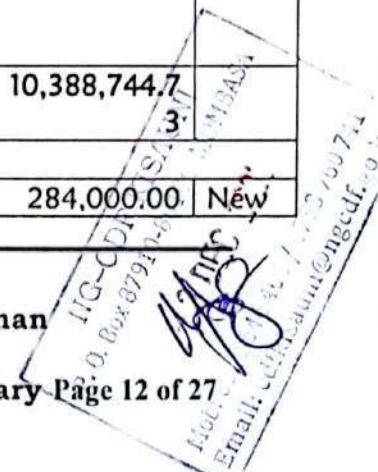
KISAUNI NG-CDF COMMITTEE MINUTES

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Daily Subsistence Allowance	Payment of Daily Subsistence Allowance to NGCDF Staff, FAM and National Government Officers during training	550,000.00		550,000.00	New
Travel Allowance on Training	Payment of travel allowances of to NGCDF Staff, FAM and National Government Officers during training.	500,000.00		500,000.00	New
Sundry Items (e.g. airport tax, taxis, etc...)	Payment of Tele sundry items (e.g. airport tax, taxis, expenses	80,000.00		80,000.00	New
Hire of Transport	Payment of Hire of Transport	200,000.00		200,000.00	New
NGCDFC Allowance	Payment of NGCDFC allowances	600,000.00		600,000.00	New
General Office Supplies (papers, pencils, forms, small office equipment etc)	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	100,000.00		100,000.00	New
Other committee expenses	Payment of Other committee expenses	1,300,000.00		1,300,000.00	New
Accommodation Allowance	Payment of Accommodation to NG-CDFC during training	907,200.00		907,200.00	New
Purchase of Uniforms and Clothings- Staff	Purchase of Uniforms and Clothing for NG-CDFC Staffs	150,000.00		150,000.00	New
SUBTOTAL				5,921,584.00	
EMERGENCY					
Emergency	To cater for any unforeseen occurrences in the constituency during the financial year	10,388,744.73		10,388,744.73	New
SUBTOTAL				10,388,744.73	
CLIMATE CHANGE MITIGATION AND ADAPTATION ACTIVITIES					
Maunguja	Planting of 20 trees each	284,000.00		284,000.00	New

12 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/11/2024 Chairman

Name: Ratibu Mehbuba Signature:  Date: 02/11/2024 Secretary Page 12 of 27



KISAUNI NG-CDF COMMITTEE MINUTES

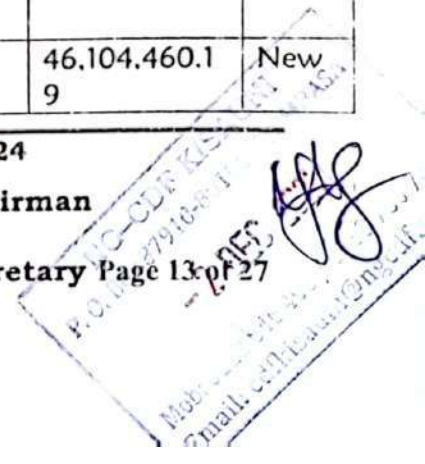


Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Primary School	Kshs.300 Purchase Kshs 6,000 and Installation of 10,000 litres water tank Kshs. 108,000, construction of tank base at Kshs. 120,000 installations of pipes, gutters and taps Kshs. 50,000				
Mdengerekeni Primary School	Planting of 20 trees each Kshs.300 Purchase Kshs 6,000 and Installation of 10,000 litres water tank Kshs. 108,000, construction of tank base at Kshs. 120,000 installations of pipes, gutters and taps Kshs. 50,000	284,000.00		284,000.00	New
Concordia Primary School	Planting of 20 trees each Kshs.300 Purchase Kshs 6,000 and Installation of 10,000 litres water tank Kshs. 108,000, construction of tank base at Kshs. 120,000 installations of pipes, gutters and taps Kshs. 50,000	284,000.00		284,000.00	New
Utange Primary School	Planting of 20 trees each Kshs.300 Purchase Kshs 6,000 and Installation of 10,000 litres water tank Kshs. 108,000, construction of tank base at Kshs. 120,000 installations of pipes, gutters and taps Kshs. 50,000	284,000.00		284,000.00	New
SUBTOTAL				1,136,000.00	
BURSARY AND SOCIAL SECURITY PROGRAMS					
Bursary Tertiary Institutions	Payment of bursary to needy students in tertiary institutions	24,500,000.00		24,500,000.00	New
Bursary Secondary	Payment of bursary to needy students in	46,104,460.19		46,104,460.19	New

13 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/12/2024 Chairman

Name: Ratibu Mehbuba Signature:  Date: 02/12/2024 Secretary Page 13 of 27





KISAUNI NG-CDF COMMITTEE MINUTES

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Schools	secondary schools				
Bursary Special Schools	Payment of bursary to special students	350,000.00		350,000.00	New
SUBTOTAL				70,954,460.19	
PRIMARY SCHOOLS PROJECTS					
Majaoni Primary School	Construction to completion of two classrooms on the ground floor with a storey building foundation walling and finishes up to the first-floor slab	5,400,000.00		5,400,000.00	New
Mdengerekeni Primary School	Construction to completion of one classroom on the ground floor with a storey building foundation up to the first-floor slab and construction of five door flushable toilets with external drainage i.e. soak pit and septic tank on the ground floor with an iron sheets roof with one door catering for person with disabilities	3,663,709.00		3,663,709.00	New
Shimo La Tewa Primary School	Renovation to completion of 6 classrooms involving reroofing, floor screeding, electrical fittings, window fixing and paintworks.	4,150,000.00		4,150,000.00	New
Makumba Primary School	Completion of one storey building fully fledged modern school consisting of construction of 10 classrooms, an administration block, eight door modern toilets and external drainage i.e. soak pit and septic tank with two cubicles catering for Persons with Disabilities;	43,000,000.00	9,121,518	33,878,482.0	Ongoing

14 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature: *[Signature]* Date: 02/12/2024 Chairman

Name: Ratibu Mehbuba Signature: *[Signature]* Date: 02/12/2024 Secretary Page 14 of 27

NG-CDF KISAUNI
 P.O. Box 87, 10-80100, MOMBASA
 DEC 2024
 Mob: 011 2 646 405 / 4753 760 741
 Email: cdfkisauni@ngcdf.go.ke



KISAUNI NG-CDF COMMITTEE MINUTES

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
	construction of the substructure, superstructure, walling and finishes of seven classrooms and ablution block up to 2 nd floor slab level.				
SUBTOTAL				47,092,191.00	
SECONDARY SCHOOLS PROJECTS					
Mtopanga Secondary School	Conversion of 2 classrooms to 2 functional laboratories of 45 students' capacity each with countertops and sinks with a storage store for chemicals	4,300,000.00		4,300,000.00	New
Karisa Maitha Secondary School.	Electrical wiring and power connection into the school.	1,000,000		1,000,000	New
Shanzu High School	Completion of one storey building fully fledged modern school consisting of 8 classrooms, 2 laboratories, an Administration block and eight door modern toilet block with two toilets catering for Persons with Disabilities and external drainage i.e. soak pit and septic tank; construction of substructure, superstructure, walling and finishes of classrooms, 2 laboratories and ablution blocks up to the 2 nd floor slab level.	63,000,000	30,000,000	33,000,000	Ongoing
Mwakirunge Secondary School	Purchase of 2 acre of land for expansion of Mwakirunge Secondary School as per attached land documents.	3,750,000.00		3,750,000.00	New
SUBTOTAL				42,050,000.00	

15 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature: Date: 02/12/2024 **Chairman**

Name: Ratibu Mehbuba Signature: Date: 02/12/2024 **Secretary**

P.O. BOX 37910-80101 MUMIRASA
 NG-CDFC KISAUNI
 2 DEC 2024
 Mob: 0112 64 405 / 0112 64 406
 Email: cdfkisauni@kisauni.go.ke

KISAUNI NG-CDF COMMITTEE MINUTES



Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
OTHER PROJECTS					
Kisauni NG-CDF Office	Additional funds for construction of one storey building NG-CDF office comprising of reception, Boardroom, FAMs office (Ensuite), staff offices, constituency Digital Hub, kitchenette, registry, store, Mp's Office (ensuite), MP's boardroom, MPs staff offices and eight door modern flushable toilets to completion on the ground floor; Finishes of NG-CDF office which includes plastering, floor screeding, tiling, windows installation and door fittings.	25,000,000	13,999,999	8,000,001	Ongoing
SUBTOTAL				8,000,001.00	
TOTAL ALLOCATION FOR THE YEAR				197,386,149.92	

MIN 7/ NG-CDFC/07/2024/2025: ANY OTHER BUSINESS

The members were asked if they had any other business which had not been mentioned in the agenda but they said they had no other business.

MIN 8/ NG-CDFC/07/2024/2025: ADJOURNMENT

There being no other business the meeting ended with a word of prayer from M/s. George Omondi at 2.00 PM.



16 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature... *[Signature]* ...Date... 02/12/2024 **Chairman**

Name: Ratibu Mehbuba Signature... *[Signature]* ...Date... 02/12/2024 **Secretary** Page 16 of 27

KISAUNI NG-CDF COMMITTEE MINUTES



Annex 1

Budget on administration and recurrent expenditure

Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
Basic salary	Clerk of Works	CSG 9	1	41,770.00	41,770.00	501,240.00	Project coordinator Preparing of Bill of Quantities, Drawings, mne reports and PIS report
	Accounts Assistant I	CSG 10	1	49,590.00	49,590.00	595,080.00	Maintain duplicate vote book, other accounting books and all accounting works
	Accounts Assistant II	CSG 10	1	41,770.00	41,770.00	501,240.00	Assisting Accounts assistant, I in all accounting works and managing VBMS and MIS system.
	Information Communication Technology Assistant	CSG 12	1	31,430.00	31,430.00	377,160.00	Managing risk management system and all social media accounts and all computer works.
	Front Office Desk	CSG 12	1	30,170.00	30,170.00	362,040.00	Responsible for receiving and directing visitors, handle clients complains and maintaining visitors books
	Administrative officer	CSG 13	1	24,580.00	24,580.00	294,960.00	Secretarial services and administrative work, ensure security of office documents
	Rider/messenger	CSG 13	1	21,500.00	21,500.00	258,000.00	Messengerial duties and drives and clean motorcycle.
	Office Assistant	CSG 13	1	21,500.00	21,500.00	258,000.00	Handle complains, assist in clerical tasks and perform messengerial duties
	Project Clerk	CSG 13	1	21,500.00	21,500.00	258,000.00	Assisting the clerk of works , keep records of PMC and maintain project files
	Records Management	CSG 13	1	21,500.00	21,500.00	258,000.00	Maintain records of all files, effective filling , responsible

17 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/12/2024 **Chairman**

Name: Ratibu Mehbuba Signature:  Date: 02/12/2024 **Secretary**


 NG-CDF KISAUNI
 P.O. Box 87910-80100 MOMBASA
 Tel: 020 446 405 / 0753
 Email: cd/kisauni@ngcdf.go.ke
 Page 17 of 27


KISAUNI NG-CDF COMMITTEE MINUTES



Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
	Assistant						for management of all registers
	NGCDF Office security Guard	CSG 14	1	19,850.00	19,850.00	238,200.00	Security of the office and notifies the manager of any situation requiring prompt action
	Tea Girl	CSG 14	1	16,890.00	16,890.00	202,680.00	Cleaning the entire office ,ensure sundries needed in the washroom are always available, prepares and serves tea .
Sub-Total			12			4,104,600	
House Allowance							
	Clerk of Works	CSG 9	1	22,000.00	22,000.00	264,000.00	Project coordinator Preparing of Bill of Quantities, Drawings , mne reports and PIS report
	Accounts Assistant I	CSG 10	1	12,800.00	12,800.00	153,600.00	Maintain duplicate vote book, other accounting books and all accounting works
	Accounts Assistant II	CSG 10	1	12,800.00	12,800.00	153,600.00	Assisting Accounts assistant I in all accounting works and managing VBMS and MIS system.
	Information Communication Technology Assistant	CSG 12	1	4,500.00	4,500.00	54,000.00	Managing risk management system and all social media accounts and all computer works.
	Front Office Desk	CSG 12	1	4,500.00	4,500.00	54,000.00	Responsible for receiving and directing visitors, handle clients complains and maintaining visitors books
	Administrative officer	CSG 13		4,500.00	4,500.00	54,000.00	Secretarial services and administrative work, ensure security of office documents
	Rider/messenger	CSG 13		4,500.00	4,500.00	54,000.00	Messengerial duties and drives and clean motorcycle.
	Office Assistant	CSG 13		4,500.00	4,500.00	54,000.00	Handle complains , assist in clerical tasks and perform

18 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/12/2024 **Chairman**

Name: Ratibu Mehbuba Signature:  Date: 02/12/2024 **Secretary** Page 18 of 27


 NG-CDFC KISAUNI
 P. O. Box 979
 Mob: 0744 644 644
 Email: cdfkisauni@ngc



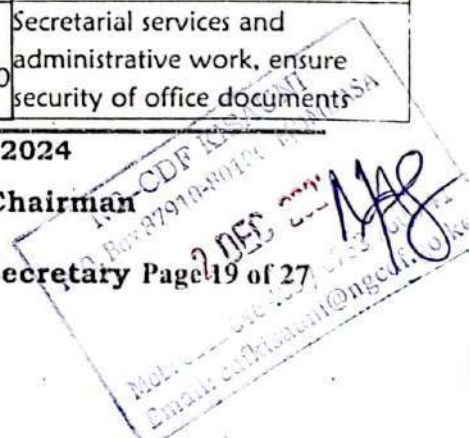
KISAUNI NG-CDF COMMITTEE MINUTES

Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
							messengerial duties
	Project Clerk	CSG 13	1	4,500.00	4,500.00	54,000.00	Assisting the clerk of works , keep records of PMC and maintain project files
	Records Management Assistant	CSG 13	1	4,500.00	4,500.00	54,000.00	Maintain records of all files, effective filling , responsible for management of all registers
	NGCDF Office security Guard	CSG 14	1	3,730.00	3,730.00	44,760.00	Security of the office and notifies the manager of any situation requiring prompt action
	Tea Girl	CSG 14	1	3,730.00	3,730.00	44,760.00	Cleaning the entire office ,ensure sundries needed in the washroom are always available, prepares and serves tea .
Sub-Total						1,038,720	
Transport Allowances							
	Clerk of Works	CSG 9	1	6,000.00	6,000.00	72,000.00	Project coordinator Preparing of Bill of Quantities, Drawings , mne reports and PIS report
	Accounts Assistant I	CSG 10	1	5,000.00	5,000.00	60,000.00	Maintain duplicate vote book, other accounting books and all accounting works
	Accounts Assistant II	CSG 10	1	5,000.00	5,000.00	60,000.00	Assisting Accounts assistant I in all accounting works and managing VBMS and MIS system.
	Information Communication Technology Assistant	CSG 12	1	4,000.00	4,000.00	48,000.00	Managing risk management system and all social media accounts and all computer works.
	Front Office Desk	CSG 12	1	4,000.00	4,000.00	48,000.00	Responsible for receiving and directing visitors, handle clients complains and maintaining visitors books
	Administrative officer	CSG 13		4,000.00	4,000.00	48,000.00	Secretarial services and administrative work, ensure security of office documents

19 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/12/2024 **Chairman**

Name: Ratibu Mehbuba Signature:  Date: 02/12/2024 **Secretary** Page 19 of 27



KISAUNI NG-CDF COMMITTEE MINUTES



Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
	Rider/messenger	CSG 13		4,000.00	4,000.00	48,000.00	Messengerial duties and drives and clean motorcycle.
	Office Assistant	CSG 13		4,000.00	4,000.00	48,000.00	Handle complains , assist in clerical tasks and perform messengerial duties
	Project Clerk	CSG 13	1	4,000.00	4,000.00	48,000.00	Assisting the clerk of works , keep records of PMC and maintain project files
	Records Management Assistant	CSG 13	1	4,000.00	4,000.00	48,000.00	Maintain records of all files, effective filling , responsible for management of all registers
	NGCDF Office security Guard	CSG 14	1	3,000.00	3,000.00	36,000.00	Security of the office and notifies the manager of any situation requiring prompt action
	Tea Girl	CSG 14	1	3,000.00	3,000.00	36,000.00	Cleaning the entire office ,ensure sundries needed in the washroom are always available, prepares and serves tea .
Sub-Total						600,000	
Leave Allowances	Clerk of Works	CSG 9	1	13,000		13,000.00	Project coordinator Preparing of Bill of Quantities, Drawings , mne reports and PIS report
	Accounts Assistant I	CSG 10	1	13,000		13,000.00	Maintain duplicate vote book, other accounting books and all accounting works
	Accounts Assistant II	CSG 10	1	12,000		12,000.00	Assisting Accounts assistant I in all accounting works and managing VBMS and MIS system.
	Information Communication Technology Assistant	CSG 12		10,000		10,000.00	Managing risk management system and all social media accounts and all computer works.
	Front Office Desk	CSG 12		10,000		10,000.00	Responsible for receiving and directing visitors, handle clients complains and maintaining

20 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/12/2024 **Chairman**

Name: Ratibu Mehbuba Signature:  Date: 02/12/2024 **Secretary** Page 20 of 27



KISAUNI NG-CDF COMMITTEE MINUTES

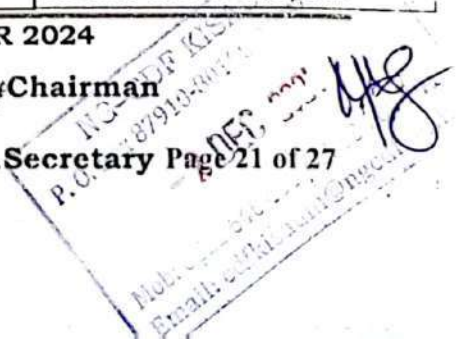


Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
							visitors books
	Administrative officer	CSG 13		8,000		8,000.00	Secretarial services and administrative work, ensure security of office documents
	Rider/messenger	CSG 13	1	6,000		6,000.00	Messengerial duties and drives and clean motorcycle.
	Office Assistant	CSG 13	1	6,000		6,000.00	Handle complains , assist in clerical tasks and perform messengerial duties
	Project Clerk	CSG 13	1	6,000		6,000.00	Assisting the clerk of works , keep records of PMC and maintain project files
	Records Management Assistant	CSG 13	1	6,000		6,000.00	Maintain records of all files, effective filling , responsible for management of all registers
	NGCDF Office security Guard	CSG 14	1	5,000		5,000.00	Security of the office and notifies the manager of any situation requiring prompt action
	Tea Girl	CSG 14	1	5,000		5,000.00	Cleaning the entire office ,ensure sundries needed in the washroom are always available, prepares and serves tea .
Sub-Total						100,000	
Payment of Staff Gratuity (31% of basic salary)	Clerk of Works	CSG 9	1	12,948.70	12,948.70	155,384.40	Project coordinator Preparing of Bill of Quantities, Drawings , mne reports and PIS report
	Accounts Assistant I	CSG 10	1	15,372.90	15,372.90	184,474.80	Maintain duplicate vote book, other accounting books and all accounting works
	Accounts Assistant II	CSG 10	1	12,948.70	12,948.70	155,384.40	Assisting Accounts assistant I in all accounting works and managing VBMS and MIS system.
	Information Communication Technology	CSG 12		9,743.30	9,743.30	116,919.60	Managing risk management system and all social media accounts and all computer

21 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature  Date... 02/12/2024 **Chairman**

Name: Ratibu Mehbuba Signature  Date... 02/12/2024 **Secretary** Page 21 of 27



KISAUNI NG-CDF COMMITTEE MINUTES

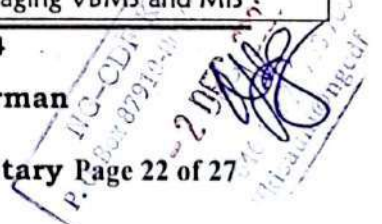


Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
	Assistant						works.
	Front Office Desk	CSG 12		9,352.70	9,352.70	112,232.40	Responsible for receiving and directing visitors, handle clients complains and maintaining visitors books
	Administrative officer	CSG 13		7,619.80	7,619.80	91,437.60	Secretarial services and administrative work, ensure security of office documents
	Rider/messenger	CSG 13	1	6,665.00	6,665.00	79,980.00	Messengerial duties and drives and clean motorcycle.
	Office Assistant	CSG 13	1	6,665.00	6,665.00	79,980.00	Handle complains , assist in clerical tasks and perform messengerial duties
	Project Clerk	CSG 13	1	6,665.00	6,665.00	79,980.00	Assisting the clerk of works , keep records of PMC and maintain project files
	Records Management Assistant	CSG 13	1	6,665.00	6,665.00	79,980.00	Maintain records of all files, effective filling , responsible for management of all registers
	NGCDF Office security Guard	CSG 14	1	6,153.50	6,153.50	73,842.00	Security of the office and notifies the manager of any situation requiring prompt action
	Tea Girl	CSG 14	1	5,235.90	5,235.90	62,830.80	Cleaning the entire office ,ensure sundries needed in the washroom are always available, prepares and serves tea .
Sub -Total			10			1,272,426	
Employer's contribution towards housing levy	Clerk of Works	CSG 9	1	1,046.55	1,046.55	12,558.60	Project coordinator Preparing of Bill of Quantities, Drawings , mne reports and PIS report
	Accounts Assistant I	CSG 10	1	1,010.85	1,010.85	12,130.20	Maintain duplicate vote book, other accounting books and all accounting works
	Accounts Assistant II	CSG 10	1	893.55	893.55	10,722.60	Assisting Accounts assistant I in all accounting works and managing VBMS and MIS

22 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/12/2024 **Chairman**

Name: Ratibu Mehbuba Signature:  Date: 02/12/2024 **Secretary** Page 22 of 27


 KISAUNI NG-CDFC
 P. Box 87912
 Nairobi
 02/12/2024

KISAUNI NG-CDF COMMITTEE MINUTES



Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
							system.
	Information Communication Technology Assistant	CSG 12	1	598.95	598.95	7,187.40	Managing risk management system and all social media accounts and all computer works.
	Front Office Desk	CSG 12		580.05	580.05	6,960.60	Responsible for receiving and directing visitors, handle clients complains and maintaining visitors books
	Administrative officer	CSG 13		496.20	496.20	5,954.40	Secretarial services and administrative work, ensure security of office documents
	Rider/messenger	CSG 13		450.00	450.00	5,400.00	Messengerial duties and drives and clean motorcycle.
	Office Assistant	CSG 13	1	450.00	450.00	5,400.00	Handle complains , assist in clerical tasks and perform messengerial duties
	Project Clerk	CSG 13	1	450.00	450.00	5,400.00	Assisting the clerk of works , keep records of PMC and maintain project files
	Records Management Assistant	CSG 13	1	450.00	450.00	5,400.00	Maintain records of all files, effective filling , responsible for management of all registers
	NGCDF Office security Guard	CSG 14	1	398.70	398.70	4,784.40	Security of the office and notifies the manager of any situation requiring prompt action
	Tea Girl	CSG 14	1	354.30	354.30	4,251.60	Cleaning the entire office ,ensure sundries needed in the washroom are always available, prepares and serves tea .
	Sub- Total					86,149.8	
Employer's contribution towards NSSF	Clerk of Works	CSG 9	1	2,160.00	2,160.00	25,920.00	Project coordinator Preparing of Bill of Quantities, Drawings , mne reports and PIS report
	Accounts Assistant I	CSG 10	1	2,160.00	2,160.00	25,920.00	Maintain duplicate vote book, other accounting books and all

23 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature..... Date...02/12/2024...Chairman

Name: Ratibu Mehbuba Signature..... Date...02/12/2024...Secretary


P.O. Box 87912
 Nairobi, Kenya
 Email: comfisa@nssf.or.ke

KISAUNI NG-CDF COMMITTEE MINUTES

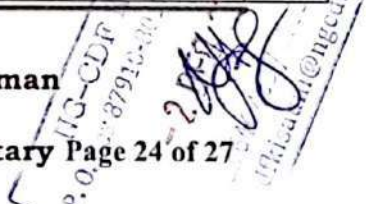


Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
							accounting works
	Accounts Assistant II	CSG 10	1	2,160.00	2,160.00	25,920.00	Assisting Accounts assistant I in all accounting works and managing VBMS and MIS system.
	Information Communication Technology Assistant	CSG 12	1	1,595.00	1,595.00	19,140.00	Managing risk management system and all social media accounts and all computer works.
	Front Office Desk	CSG 12		1,985.00	1,985.00	23,820.00	Responsible for receiving and directing visitors, handle clients complains and maintaining visitors books
	Administrative officer	CSG 13		2,160.00	2,160.00	25,920.00	Secretarial services and administrative work, ensure security of office documents
	Rider/messenger	CSG 13		1,800.00	1,800.00	21,600.00	Messengerial duties and drives and clean motorcycle.
	Office Assistant	CSG 13	1	1,800.00	1,800.00	21,600.00	Handle complains , assist in clerical tasks and perform messengerial duties
	Project Clerk	CSG 13	1	1,800.00	1,800.00	21,600.00	Assisting the clerk of works , keep records of PMC and maintain project files
	Records Management Assistant	CSG 13	1	1,800.00	1,800.00	21,600.00	Maintain records of all files, effective filling , responsible for management of all registers
	NGCDF Office security Guard	CSG 14	1	2,160.00	2,160.00	25,920.00	Security of the office and notifies the manager of any situation requiring prompt action
	Tea Girl	CSG 14	1	1,417.00	1,417.00	17,004.00	Cleaning the entire office ensure sundries needed in the washroom are always available, prepares and serves tea .
	Sub- Total					275,964	
Employee's contribution	Clerk of Works	CSG 9	1	1,918.68	1,918.68	23,024.10	Project coordinator Preparing of Bill of Quantities,

24 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/12/2024 **Chairman**

Name: Ratibu Mehbuba Signature:  Date: 02/12/2024 **Secretary** Page 24 of 27


 P.O. Box 8791, Kisumu
 kisauni@ngcdf.or.ke



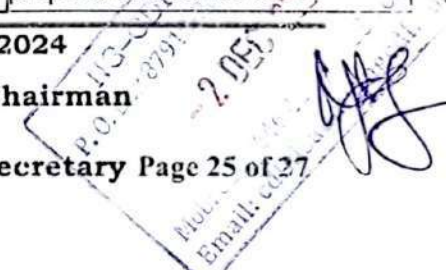
KISAUNI NG-CDF COMMITTEE MINUTES

Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
Towards SHIF							Drawings , mne reports and PIS report
	Accounts Assistant I	CSG 10	1	1,853.23	1,853.23	22,238.70	Maintain duplicate vote book, other accounting books and all accounting works
	Accounts Assistant II	CSG 10	1	1,638.18	1,638.18	19,658.10	Assisting Accounts assistant I in all accounting works and managing VBMS and MIS system.
	Information Communication Technology Assistant	CSG 12	1	1,098.08	1,098.08	13,176.90	Managing risk management system and all social media accounts and all computer works.
	Front Office Desk	CSG 12		1,063.43	1,063.43	12,761.10	Responsible for receiving and directing visitors, handle clients complains and maintaining visitors books
	Administrative officer	CSG 13		909.70	909.70	10,916.40	Secretarial services and administrative work, ensure security of office documents
	Rider/messenger	CSG 13		825.00	825.00	9,900.00	Messengerial duties and drives and clean motorcycle.
	Office Assistant	CSG 13	1	825.00	825.00	9,900.00	Handle complains , assist in clerical tasks and perform messengerial duties
	Project Clerk	CSG 13	1	825.00	825.00	9,900.00	Assisting the clerk of works , keep records of PMC and maintain project files
	Records Management Assistant	CSG 13	1	825.00	825.00	9,900.00	Maintain records of all files, effective filling , responsible for management of all registers
	NGCDF Office security Guard	CSG 14	1	730.95	730.95	8,771.40	Security of the office and notifies the manager of any situation requiring prompt action
	Tea Girl	CSG 14	1	649.55	649.55	7,794.60	Cleaning the entire office, ensure sundries needed in the washroom are always available, prepares and serves tea.

25 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02/12/2024 **Chairman**

Name: Ratibu Mehbuba Signature:  Date: 02/12/2024 **Secretary** Page 25 of 27



KISAUNI NG-CDF COMMITTEE MINUTES



Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
	Medical cover for 12 staffs					800,000.00	Project coordinator Preparing of Bill of Quantities, Drawings, mne reports and PIS report
Sub- Total						957,941.3	

Item	Description	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)
NG-CDF Office					
Committee Expenses					
Payment of allowances	NG-CDFC Members	7	5,000.00	70,000.00	840,000.00
	NG-CDFC Chair	1	7,000.00	14,000.00	168,000.00
	Other National Government Officers	1	5,000.00	10,000.00	120,000.00
Sub-Total					1,128,000.00
TOTAL					

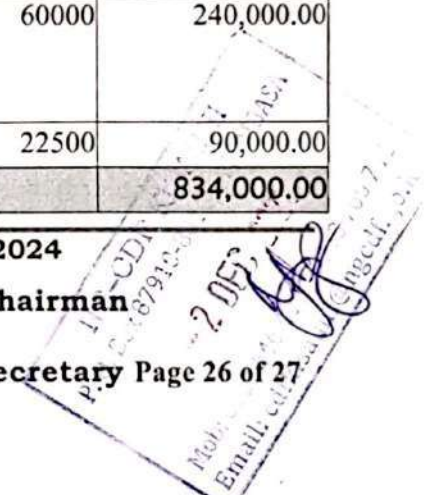
Budget for Monitoring and Evaluation/Capacity Building

Item	Description	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)
NG-CDF Office					
Committee Expenses					
Payment of allowances	NG-CDFC Members	7	5000	105000	420,000.00
	NG-CDFC Chair	1	7000	21000	84,000.00
	Other National Government Officers	4	5000	60000	240,000.00
	NG-CDFC Staff	3	2500	22500	90,000.00
Sub-Total					834,000.00

26 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature:  Date: 02.11.2024 **Chairman**

Name: Ratibu Mehbuba Signature:  Date: 02.11.2024 **Secretary** Page 26 of 27



KISAUNI NG-CDF COMMITTEE MINUTES



Item	Description	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)
TOTAL					

27 | KISAUNI NG-CDFC - 7TH MEETING HELD 18TH NOVEMBER 2024

Name: Rev. Allan Owano Signature.....*[Signature]*.....Date..02/12/2024...Chairman

Name: Ratibu Mehbuba Signature.....*[Signature]*.....Date..02/12/2024...Secretary Page 27 of 27

KISAUNI NG-CDFC
 P.O. Box 12291
 Nairobi, Kenya
 Tel: 011-254 254 254
 Email: info@kisauni.org

[Handwritten Signature]



NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND

KISAUNI CONSTITUENCY

WARD PUBLIC FORUM

REPORT

2024/2025 FINANCIAL YEAR

IEBC NUMBER 003

SUBMITTED

Date: 25TH NOVEMBER 2024

Contents Page

1.0 Introduction

1.1 About NG-CDF

1.2 About Kisauni NG-CDF

1.2.1 Overview of Fundable Projects under NG-CDF

2.0 Documentation of the Ward Reports

3.0 Ward Meetings

3.1 NOTICE OF THE MEETINGS

3.2 Ward I:

Name of the ward

3.2.1 Members Present

3.2.2 Preliminaries

3.2.3 Comments by the Area Chiefs

3.2.4 Comments by the Assistant County Commissioner

3.2.5 Comments by the Fund Account Manager

3.2.6 Comments by the NG-CDFC Chairman

3.2.7 Comments by the Area Member of National Assembly

3.2.8 Project Priorities Identified in Junda Ward

3.2.9 Challenges

3.2.10 Way Forward

3.3.0 Ward II:

Name of the Ward

3.3.1 Members Present

3.3.2 Preliminaries

3.3.3 Comments by the Assistant County Commissioner

3.3.4 Comments by the Fund Account Manager

3.3.5 Comments by the NG-CDFC Chairman

3.3.6 Comments by the Area Member of National Assembly

3.3.7 Project Priorities Identified in Bamburi Ward

3.3.8 Challenges

3.3.9 Way Forward

3.4 Ward III:

Name of the Ward

3.4.1 Members Present

3.4.2 Preliminaries / Comments by the Area Chief

3.4.3 Comments by the Assistant County Commissioner

3.4.4 Comments by the Area Member of County Assembly

- 3.4.5 Comments by the Fund Account Manager
- 3.4.6 Comments by the NG-CDFC Chairman
- 3.4.7 Comments by the Area Member of National Assembly
- 3.4.8 Project Priorities Identified in Mtopanga Ward
- 3.4.9 Challenges
- 3.4.10 Way Forward

3.5.0 Ward IV:

Name of the Word

- 3.5.1 Members Present
- 3.5.2 Preliminaries
- 3.5.3 Comments by the Fund Account Manager
- 3.5.4 Comments by the NG-CDFC Chairman
- 3.5.5 Comments by the Area Member of National Assembly
- 3.5.6 Project Priorities Identified in Shanzu Ward
- 3.5.7 Challenges
- 3.5.8 Way Forward

3.6.0 Ward V:

Name of the Word

- 3.6.1 Members Present
- 3.6.2 Preliminaries
- 3.6.3 Comments by the Fund Account Manager
- 3.6.4 Comments by the NG-CDFC Chairman
- 3.6.5 Comments by the Area Member of National Assembly
- 3.6.6 Project Priorities Identified in Magogoni Ward
- 3.6.7 Challenges
- 3.6.8 Way Forward

3.7.0 Ward VI:

Name of the Word

- 3.7.1 Members Present
- 3.7.2 Preliminaries
- 3.7.3 Comments by the Fund Account Manager
- 3.7.4 Comments by the NG-CDFC Chairman
- 3.7.5 Comments by the Area Member of National Assembly
- 3.7.6 Project Priorities Identified in Mwakirunge Ward
- 3.7.7 Challenges
- 3.7.8 Way Forward

3.8.0 Ward VII:

Name of the Word

- 3.8.1 Members Present
- 3.8.2 Preliminaries
- 3.8.3 Comments by the Fund Account Manager
- 3.8.4 Comments by the NG-CDFC Chairman

- 3.8.5 Comments by the Area Member of National Assembly
- 3.8.6 Project Priorities Identified in Mjambere Ward
- 3.8.7 Challenges
- 3.8.8 Way Forward

3.9 CONCLUSION

1.0 Introduction

1.1 *Overview of NG-CDF*

The National Government Constituencies Development Fund (NG-CDF) is established under Section 4(1) of the NG-CDF Act, 2015 as amended in 2023, as a National Fund consisting of monies of an amount not less than 2.5% (two and half per centum) of all National Government's share of revenue as divided by the annual Division of Revenue Act enacted pursuant to Article 218 of the Constitution; and additionally comprises any monies accruing to or received by the Board from any other source. The main purpose of the Fund is to address the socio-economic development of the people at the constituency level to reduce poverty and enhance regional equity.

The main mandate of the Board is to approve project proposals submitted by various constituencies, timely and efficient disbursement of funds to Constituencies with respect to approved project proposals, to ensure efficient management of the Fund and to encourage best practices in the implementation of the projects. This is aimed at reducing poverty and enhancing regional equity at the Constituency level. The Fund is administered by the National Government Constituencies Development Fund Board (NG-CDFB) at the National level and managed by National Government Constituency Development Fund Committee (NG-CDFC) at the Constituency level. The Fund is domiciled within the ministry in charge of National Economic Policy & Planning, currently The National Treasury and Planning.

1.2 About Kisauni Constituency

Background History (brief)

Kisauni Constituency is an electoral constituency in Kenya. It is one of the six constituencies in Mombasa County.

The current Member of Parliament is **Hon. Rashid Bedzimba**

The fund has addressed most of the development programs planned by the NG-CDFC in Kisauni Constituency within its mandate which are also in line with three pillars of Vision 2030 flagship which are economic, social and political covering construction of schools, hospitals, roads, training, water, bursaries, social amenities, lighting systems amongst others

When it was delineated

Kisauni is the original constituency that carved out Nyali Constituency following the promulgation of the new constitution in August 2010

Number of wards, population, area size, administration structure etc

Kisauni Constituency is the most populous constituency in Mombasa County with a Population of 194,065 people.

It is also the vastest constituency in Mombasa with a geographical area of 88.70sq.Km.

Kisauni Constituency is made up of seven wards and two locations namely;

1. Bamburi
2. Shanzu
3. Magogoni
4. Mjambere
5. Mtopanga
6. Mwakirunga
7. Junda

LOCATIONS: -

1. Kisauni
2. Bamburi

Constituency Mission and Vision

Mission

To provide leadership and policy direction for effective and efficient management of the fund.

Vision

Equitable socio-economic development countrywide

1.2.1 Overview of Fundable Projects under NG-CDF

NGCDF Funds projects falling within the functions of the National Government as outlined in the constitution of Kenya. The eligible project fundable by NG-CDF as stipulated in section 24 of the NG-CDF (Amendment) Acts 2016 as those that are in:

- Respects of works and services falling within the function of the National Government under the constitution

- Must be community best to ensure that the prospective benefits are available to a wide spread cross- section of the inhabitants of a particular area.

1.1.1 The ineligible projects include:

- Projects support religious bodies or religious activities
- Project supporting political bodies or political activities
- Recurrent costs of completed projects
- Personal awards
- Projects targeting a specific club or group of people to the exclusion of others
- Projects addressing devolved functions as outlined in the fourth schedule of the constitution of Kenya

The major sectors of eligible projects under NG-CDF is outlined below;

1. Education – Primary, secondary and tertiary government institutions
2. Security – Chief’s office and police stations
3. Climate change mitigation – afforestation, reforestation, grassroots sensitization and tree seedling production.
4. Social security Programme- SHIF for vulnerable families and BURSARY (Tertiary, secondary and Special students)
5. Constituency Innovation Hubs -

2.0 Documentation of the Ward report

The documentation of the ward report for Kisauni Constituency highlights key engagements and outcomes from the ward-level meetings. The meetings aimed to assess development needs, identify priority projects, and enhance community involvement in decision-making processes.

The main purpose for the public forum is to;

- Sensitize the community on matters NG-CDF especially on the key mandate and functions adducible to the Fund
- Give the community opportunity to deliberate on development matters in the wards and in the constituency.

Each ward's report includes details of attendance, project proposals, feedback from residents, and recommendations aligned with the NG-CDF's objectives.

The documentation process involved:

1. **Compilation of Attendance Lists:** Recording the names, roles, and affiliations of participants.
2. **Identification of Community Needs:** Highlighting specific development areas such as education, security, climate change, and social amenities.
3. **Project Proposal Summaries:** Outlining projects proposed by ward residents.
4. **Action Points and Recommendations:** Documenting actionable steps and prioritizing initiatives for funding.

The ward reports provide a foundation for the NG-CDFC to make informed decisions on project approvals and implementation within the constituency.

1.0 ward meetings

The ward meetings were held across all seven wards in Kisauni Constituency to foster community participation and gather insights for developmental planning. Below is the schedule:

Monday, 4/11/2024: Junda Ward

Venue: Bedzimba Primary School

Tuesday, 5/11/2024: Bamburi Ward

Venue: Valerye McMillan

Wednesday, 6/11/2024: Mtopanga Ward

Venue: Mtopanga Catholic Church

Thursday, 7/11/2024: Shanzu Ward

Venue: Shanzu Maweni

Friday, 8/11/2024: Magogoni Ward

Venue: Kishada Ground

Saturday, 9/11/2024: Mwakirunge Ward

Venue: Chief's Office

Monday, 11/11/2024: Mjambere Ward

Venue: Mjambere Primary School

Each meeting focused on engaging residents to discuss priority projects, challenges, and suggestions for the efficient utilization of NG-CDF resources.

1.1 Notices of the meetings.

The notices for the ward meetings were disseminated through multiple channels to ensure maximum participation and inclusivity. Key details included the date, venue, time, and purpose of each meeting.

Methods of Notification:

1. Public Announcements: Using local radio stations and public address systems.
2. Print Media: Posters and flyers distributed in strategic locations within the wards.
3. Social Media and Messaging Apps: Sharing meeting details through constituency social media pages and WhatsApp groups.
4. Local Administration: Chiefs and assistant chiefs mobilized residents during barazas (community forums).
5. Schools and Religious Institutions: Notices were placed in schools, mosques, and churches to reach diverse community members.

The notices emphasized the importance of community participation in shaping development initiatives and encouraged attendance from all demographics, including youth, women, and vulnerable groups.

3.2 JUNDA WARD 1

The meeting was done on 4th November 2024 at Bedzimba Primary School. The members present are from the various categories including: NG-CDF Committee, Area Member of National Assembly, Area Member of County Assembly, Deputy County Commissioner, Area Chiefs, Area Elders, Secondary Schools Head Teachers, Primary Schools Heads Teachers, Religious leaders and Invited Stakeholders. The following were present during the meeting:

MEMBERS PRESENT

- | | | |
|-------------------------------|---|------------------------------|
| 1. Rev. Allan Owano | - | Chairman |
| 2. Ratibu Mehebuba Mohamed | - | Secretary |
| 3. SaudaKhamis | - | Member |
| 4. TumainiNgumbao | - | Member |
| 5. Luciana Mwangemi | - | Member |
| 6. Mohamed Yusuf | - | Member |
| 7. George Omondi | - | Member |
| 8. Monica Mwai | - | FAM |
| 9. JamlekImbuba | - | District County Commissioner |
| 10. Hon. Rashid Juma Bedzimba | | |
| 11. Khatibu Juma | | |
| 12. Albert Ramtu | | |
| 13. Chief Perris | | |
| 14. Staffs | | |
| 15. Village elders | | |
| 16. Junda ward residents | | |

a) Preliminaries / Comments by the Area Chief

The area chief of Junda Ward welcomed members to the meeting after an opening prayer. He thanked the people present for attending the important development forum. He introduced the ward development committee and appreciated their efforts towards development on the area.

b) Comments by the Deputy County Commissioner

He explained to the meeting the history of rural development funding in Kenya Since independence in 1963 aimed at fighting poverty at the grassroots level has been one of the key agendas of the Kenyan government. The government has initiated various rural development programmes including Special Rural Development Programme, District Development Planning, Rural Development Fund and the District Focus for Rural Development Strategy with the aim of improving people's wellbeing.

However, most of these programmes failed to address the needs of local people due to lack of political will, inadequate government funding, lack of appropriate technology, neglect of institutional development, lack of beneficiary participation and poor coordination from top to

the bottom. However, in 2003 the government introduced Constituency Development Fund (CDF), to fight poverty at the grassroots and since its inception; NG-CDF has had tremendous impact among the rural communities in Kenya

c) Comments by the Fund Account Manager

She enlightened the members on the eligible projects fundable by NG-CDF and ineligible projects which are fundable by devolved systems, and also briefed the meeting on the statutory ceilings specified in the NG-CDF Act 2015 which guide the NG-CDFC during projects funding. She also stressed that after the exercise in all the wards the NGCDFC will rank the projects in order of priority and that the on-going projects shall take precedence over all other projects.

d) Comments by the NG-CDFC Chairman

The chairman appreciated the members concern for development. He highlighted that NGCDF has achieved a lot towards development in the constituency, and the overall aim of this is to ensure active participation of people in the achievement of sustainable development.

e) Comments by the Area Member of National Assembly

He mentioned that if the public is involved in the full decision-making process during projects identification, their concerns may be met early on in the planning process when changes may be easier to make, rather than late in the process when even small changes may cost both time and money.

He informed the meeting that NG-CDF was established with the aim of improving service delivery, alleviating poverty, enhancing economic governance, and ultimately to spur development in the constituencies thereby contributing to socio-economic development of all the constituencies.

h) Project Priorities Identified in Junda Ward

The project priorities were presented per location as tabled below:

NO.	NAME OF PROPOSER	PROPOSED PROJECTS	AREA/VILLAGE
1.	Elizabeth Kitsao	Six classrooms 200 desks 200 lockers and chair for the Junior Secondary school Renovation of the sewage system	Bedzimba Primary School
2.	Ferninand Ndoro	Construction of a new school	Makumba

3.	Charity Chilumo	New School Streetlights	Kadzonzo
4.	Robert Juma	New public primary and secondary school Streetlights Water harvesting in public schools	Kajiweni
5.	Douglus Mangale	Maintenance of street lights installed in manyani area New public primary and secondary school More allocation to bursary award fund especially tertiary level	Manyani
6.	Karani Jilo	Football playground Streetlights Lockers and chairs for Bedzimba Primary School Junior Secondary School	Bengala

f) Challenges

Late disbursement of project funds leads to projects not being implemented in time which lead to rise in project costs due to factors like inflation due to time value of money and bursaries not awarded to students when the schools open, hence students and pupils retention in learning institutions is greatly affected negatively.

g) Way Forward

The NG-CDF Board should facilitate timely disbursement of funds to constituencies in order to fast track development initiatives



3.3 BAMBURI WARD II

The meeting was done on 5th November 2024 at Vallery Mcmillan Hall. The members present are from the various categories including: NG-CDF Committee, Area Member of National Assembly, Area Member of County Assembly, Deputy County Commissioner, Area Chiefs, Area Elders, Secondary Schools Head Teachers, Primary Schools Heads Teachers, Religious leaders and Invited Stakeholders. The following were present during the meeting:

MEMBERS PRESENT

- | | | |
|----------------------------|---|------------------------------|
| 1. Rev. Allan Owano | - | Chairman |
| 2. Ratibu Mehbuba Mohamed | - | Secretary |
| 3. SaudaKhamis | - | Member |
| 4. TumainiNgumbao | - | Member |
| 5. Luciana Mwangemi | - | Member |
| 6. Mohamed Yusuf | - | Member |
| 7. George Omondi | - | Member |
| 8. Monica Mwai | - | FAM |
| 9. Jamlek Imbuba | - | District County Commissioner |
| 10. Staffs | | |
| 11. Village elders | | |
| 12. Bamburi ward residents | | |

a) Preliminaries

The area chief welcomed members to the meeting after an opening prayer, he thanked the NG-CDFC for presenting the constituents with an opportunity of identify projects to be funded by NG-CDF, for this was going to promote ownership of the projects before, during and after implementation.

b) Comments by the Fund Account Manager

She mentioned to the meeting the relevance of the forum as stipulated in the NG-CDF Act 2015, and the nature of projects fundable by NG-CDF, to include projects that are communal and benefit a wide cross section of the inhabitants, leaving out projects that benefit individuals, supporting political and religious bodies and those that are in respect of works and services falling within the devolved functions of the county government.

c) Comments by the NG-CDFC Chairman

He enlightened the meeting of the various devolved funds in the constituency, and stressed the need of all the stakeholders to come together during planning to avoid duplication and double funding of projects. He called upon the County Government to share their development projects publicly to enable the constituents be aware of projects being implemented in their areas.

d) Comments by the Area Member of National Assembly

The Member of Parliament impressed upon the members present to continue sensitizing the public, on bursary application and focus on development issues by putting politics at bay. He further informed the members that all the projects cannot be implemented at once but gradually hence the need of setting priorities.

e) Project Priorities Identified In Bamburi Ward

The Ward Development secretary presented the priorities as table below.

NO.	NAME OF PROPOSER	PROPOSED PROJECTS	AREA/VILLAGE
1.	Rhoda Katana	Three extra classrooms	Majaoni Primary School
2.	Mwanaidi Chivatsi	2 classrooms	Mdengerekeni Primary School
3.	Christine Kahonzi	More classrooms Administration Block Toilets Trees in school Streetlights	Kiembeni Estate Primary School
4.	Kashani Secondary School	8 more Classrooms Furniture: Lab stools, School lockers and chairs, teachers table and chairs and boardroom tables and chairs School bus School Library Boundary wall Multi- purpose Hall CCTV Title deed for the school	Kashani Secondary School
5.	David Wamalwa	More classrooms at Majaoni Primary School New Public Secondary School at Majaoni School desks Playground and street lights	Majaoni primary
6.	Samuel Mwabili	New public secondary School More classrooms at Majaoni Primary School	Kashani
7.	Martin Ngao Baya	Modernize Majaoni Primary School	St Elizabeth Academy

		Jss classrooms Jss science lab in all junior secondary schools	
8.	Peter Sigal	more funds in bursary sector especially boarders and tertiary students	Mdengerekeni

F) Challenges

Entrenching NG-CDF in the new constitutional dispensation, since it is facing a lot of legal challenges and currently there is an ongoing case at the High Court.

G) Way Forward

The meeting resolved that funding of projects that have been devolved should be avoided as per the NG-CDF Act 2015; hence the area Member of County Assembly should also organize a forum where the constituents will propose the projects that the county government can implement in their areas.



Figure 2: Public participation in Bamburi Ward

3.4 MTOPANGA WARD III

The meeting was done on 6th November 2024 at Mtopanga Catholic Church. The members present are from the various categories including: NG-CDF Committee, Area Member of National Assembly, Area Member of County Assembly, Deputy County Commissioner, Area Chiefs, Area Elders, Secondary Schools Heads Representative, Primary Schools Heads Representative and Invited Stakeholders. The following were present during the meeting:

MEMBERS PRESENT

- | | | |
|-----------------------------|---|------------------------------|
| 1. Rev. Allan Owano | - | Chairman |
| 2. Ratibu Mehebuba Mohamed | - | Secretary |
| 3. SaudaKhamis | - | Member |
| 4. TumainiNgumbao | - | Member |
| 5. Luciana Mwangemi | - | Member |
| 6. Mohamed Yusuf | - | Member |
| 7. George Omondi | - | Member |
| 8. Monica Mwai | - | FAM |
| 9. JamlekImbuba | - | District County Commissioner |
| 10. Staffs | | |
| 11. Village elders | | |
| 12. Mtopanga ward residents | | |

a) Preliminaries

The area chief called the meeting to order and called upon one volunteer to lead in opening prayers.

b) Comments by the Area Chiefs

The meeting was attended by two chiefs from Bamburi and Kisauni locations in the ward who jointly thanked the NG-CDF for organizing a forum where the public have the opportunity to front the projects that they would like NG-CDF to implement within their framework.

c) Comments by the Deputy County Commissioner

He commended the participants for their attendance and appealed to the participants to actively participate in all development programs. He encouraged everyone to develop a positive attitude and dedication towards development, since development cannot be initiated and owned by foreigners but by the residents themselves.

d) Comments by the Fund Account Manager

She informed the meeting on the nature of eligible projects fundable by NG-CDF as community based to ensure that the prospective benefits are available to a widespread cross-section of the inhabitants of a particular area and those in respect of works and services falling within the functions of the National Government under the constitution.

Further she also highlighted the ineligible projects which include: Projects supporting religious bodies or religious activities, projects supporting political bodies or political activities, recurrent costs of a completed projects, personal projects, private projects and projects targeting a specific club or group of people to the exclusion of others.

e) Comments by the NG-CDFC Chairman

The chairman thanked the constituents for attending the meeting. He explained the relevance of the meeting and the need for NG-CDFC to convene open forum public meetings in every ward within the constituency to deliberate on development matters and project priorities in the ward and the constituency.

f) Comments by the Area Member of National Assembly

He reiterated on the need of equitable distribution of resources as opposed to equal distribution, to enable all the areas in the constituency get the requisite development initiatives for better livelihood and stressed on stewardship of funds by the community members since they are the development consumers and community watch dogs.

g) Project Priorities Identified in Mtopanga Ward

The project priorities were presented per location as tabled below

NO.	NAME OF PROPOSER	PROPOSED PROJECTS	AREA/VILLAGE
1.	Evans Mwachia	120 school desks 2 smart television 2 projectors Removal of asbestos	Mtopanga Comprehensive School
2.	NeemaNgumbao	Laboratory 6 classrooms 21 toilets Library Playfield Multipurpose hall School bus	Concordia Secondary School
3.	Mtopanga Chiefs office	Perimeter wall Burglar grills Water connection	Mtopanga Primary School

		Solar panels	
4.	Donald odera	Social hall in schools Youth polytechnic JSS Lab and classrooms	Concordia
5.	Arthur Muaka	More allocation to college and university students More allocation to students with special needs Driving for the youth	Manooni
6.	Pauline Tunge	Science lab Equipping of the labs	Mtopanga

h) Challenges

Members expressed concern on the restrictive nature of the projects fundable by NG-CDF, especially in the agricultural, health and roads sectors, but the area member of national assembly urged them to forward the projects to the area member of county assembly who was also present in the meeting.

i) Way Forward

The meeting resolved that all the funds disbursed to projects be spent judiciously to promote value for money and boost the livelihood of the residents.



Figure 3:Public participation in Mtopanga Ward

3.5 SHANZU WARD IV

The meeting was done on 7th November 2024 at Shanzu Maweni. The members present are from the various categories including: NG-CDF Committee, Area Member of National Assembly, Area Member of County Assembly, Deputy County Commissioner, Area Chiefs, Area Elders, Secondary Schools Head Teachers, Primary Schools Heads Teachers, Religious leaders and Invited Stakeholders. The following were present during the meeting:

MEMBERS PRESENT

- | | | |
|----------------------------|---|------------------------------|
| 1. Rev. Allan Owano | - | Chairman |
| 2. Ratibu Mehebuba Mohamed | - | Secretary |
| 3. SudaKhamis | - | Member |
| 4. TumainiNgumbao | - | Member |
| 5. Luciana Mwangemi | - | Member |
| 6. Mohamed Yusuf | - | Member |
| 7. George Omondi | - | Member |
| 8. Monica Mwai | - | FAM |
| 9. Jamlek Imbuba | - | District County Commissioner |
| 10. Staffs | | |
| 11. Village elders | | |
| 12. Shanzuward residents | | |

a) Preliminaries / Comments by the Area Chief

The meeting was attended by two chiefs from Shanzu ward in the ward who jointly thanked the NG-CDF for organizing a forum where the public have the opportunity to front the projects that they would like NG-CDF to implement within their framework.

b) Comments by the Deputy County Commissioner

He explained to the meeting the history of rural development funding in Kenya Since independence in 1963 aimed at fighting poverty at the grassroots level has been one of the key agendas of the Kenyan government. The government has initiated various rural development programmes including Special Rural Development Programme, District Development Planning, Rural Development Fund and the District Focus for Rural Development Strategy with the aim of improving people's wellbeing.

However, most of these programmes failed to address the needs of local people due to lack of political will, inadequate government funding, lack of appropriate technology, neglect of institutional development, lack of beneficiary participation and poor coordination from top to

the bottom. However, in 2003 the government introduced Constituency Development Fund (CDF), to fight poverty at the grassroots and since its inception; NG-CDF has had tremendous impact among the rural communities in Kenya

c) Comments by the Fund Account Manager

She enlightened the members on the eligible projects fundable by NG-CDF and ineligible projects which are fundable by devolved systems, and also briefed the meeting on the statutory ceilings specified in the NG-CDF Act 2015 which guide the NG-CDFC during projects funding. She also stressed that after the exercise in all the wards the NGCDFC will rank the projects in order of priority and that the on-going projects shall take precedence over all other projects.

d) Comments by the NG-CDFC Chairman

The chairman appreciated the members concern for development. He highlighted that NGCDF has achieved a lot towards development in the constituency, and the overall aim of this is to ensure active participation of people in the achievement of sustainable development.

e) Comments by the Area Member of National Assembly

He mentioned that if the public is involved in the full decision-making process during projects identification, their concerns may be met early on in the planning process when changes may be easier to make, rather than late in the process when even small changes may cost both time and money.

He informed the meeting that NG-CDF was established with the aim of improving service delivery, alleviating poverty, enhancing economic governance, and ultimately to spur development in the constituencies thereby contributing to socio-economic development of all the constituencies.

h) Project Priorities Identified in Shanzu Ward

The project priorities were presented per location as tabled below:

NO.	NAME OF PROPOSER	PROPOSED PROJECTS	AREA/VILLAGE
1.	Mutiso Mbinda	Cabro pavements in the school access road to tuition block	Shimo La Tewa School
2.	Justus Chifuka	More Classrooms for the junior secondary school Desks Trees planting and water tank	Utange primary school
3.	Lydia Mbetsa	Perimeter wall all round mwembelegeza	Mwembelegeza

		primary and Secondary school More classrooms at mwembelegeza Primary school	
4.	Said ali	Renovation of classrooms at shimo la tewa primary school Removal of asbestos Painting of classrooms	Shimo la Tewa
5.	Abbas Babusa	New secondary school	Shanzu
6.	Chome Mwamuye	School desks, lockers and chairs in all public schools More allocation in bursary award funds	Mikoroshoni
7.	Suleiman mwamreko	More Classrooms More Toilets Trees in public schools in Hassan Joho Girls secondary	Utange

H) Challenges

Entrenching NG-CDF in the new constitutional dispensation, since it is facing a lot of legal challenges and currently there is an ongoing case at the High Court.

I) Way Forward

The meeting resolved that funding of projects that have been devolved should be avoided as per the NG-CDF Act 2015; hence the area Member of County Assembly should also organize a forum where the constituents will propose the projects that the county government can implement in their areas.



3.6 MAGOGONI WARD III

The meeting was done on 8th November 2024 at Kishada Ground The members present are from the various categories including: NG-CDF Committee, Area Member of National Assembly, Area Member of County Assembly, Deputy County Commissioner, Area Chiefs, Area Elders, Secondary Schools Head Teachers, Primary Schools Heads Teachers, Religious leaders and Invited Stakeholders. The following were present during the meeting:

MEMBERS PRESENT

- | | | |
|-----------------------------|---|------------------------------|
| 1. Rev. Allan Owano | - | Chairman |
| 2. Ratibu Mehebuba Mohamed | - | Secretary |
| 3. SaudaKhamis | - | Member |
| 4. TumainiNgumbao | - | Member |
| 5. Luciana Mwangemi | - | Member |
| 6. Mohamed Yusuf | - | Member |
| 7. George Omondi | - | Member |
| 8. Monica Mwai | - | FAM |
| 9. Jamlekmbuba | - | District County Commissioner |
| 10. Staffs | | |
| 11. Village elders | | |
| 12. Magogoni ward residents | | |

A) Preliminaries

The area chief welcomed members to the meeting after an opening prayer, he thanked the NG-CDFC for presenting the constituents with an opportunity of identify projects to be funded by NG-CDF, for this was going to promote ownership of the projects before, during and after implementation.

B) Comments by the Fund Account Manager

She mentioned to the meeting the relevance of the forum as stipulated in the NG-CDF Act 2015, and the nature of projects fundable by NG-CDF, to include projects that are communal and benefit a wide cross section of the inhabitants, leaving out projects that benefit individuals, supporting political and religious bodies and those that are in respect of works and services falling within the devolved functions of the county government.

C) Comments by the NG-CDFC Chairman

He enlightened the meeting of the various devolved funds in the constituency, and stressed the need of all the stakeholders to come together during planning to avoid duplication and double funding of projects. He called upon the County Government to share their development projects publicly to enable the constituents be aware of projects being implemented in their areas.

D) Comments by the Area Member of National Assembly

The Member of Parliament impressed upon the members present to continue sensitizing the public, on bursary application and focus on development issues by putting politics at bay. He further informed the members that all the projects cannot be implemented at once but gradually hence the need of setting priorities.

E) Project Priorities Identified In Magogoni Ward

The Ward Development secretary presented the priorities as table below.

NO.	NAME OF PROPOSER	PROPOSED PROJECTS	AREA/VILLAGE
1.	Rebecca Arogo	More classrooms Lockers and chairs Water tank	Magogoni primary school
2.	Said Khamis	Public secondary schools	Manooni
3.	Lemmy Anichi	Bursary More classrooms at Magogoni primary School	Blue bench
4.	Rose Njoki	More Classrooms for the junior secondary New public school Trees in Magogoni Primary School	Kishada
5.	Sauda Khamis	Chief office More classrooms at Magogoni Primary School	Manooni
6.	Abdul ali	More Classrooms for the junior secondary playground Sports	Mwandoni

j) Challenges

Members expressed concern on the restrictive nature of the projects fundable by NG-CDF, especially in the health and roads sectors, but the area member of national assembly urged them to forward the projects to the area member of county assembly who was also present in the meeting.

k) Way Forward

The meeting resolved that all the funds disbursed to projects be spent judiciously to promote value for money and boost the livelihood of the residents.



Figure 5: Public participation in Magogoni Ward

3.7 MWAKIRUNGE WARD IV

The meeting was done on 9th November 2024 at Mwakirunge Chiefs Office. The members present are from the various categories including: NG-CDF Committee, Area Member of National Assembly, Area Member of County Assembly, Deputy County Commissioner, Area Chiefs, Area Elders, Secondary Schools Head Teachers, Primary Schools Heads Teachers, Religious leaders and Invited Stakeholders. The following were present during the meeting:

MEMBERS PRESENT

- | | | |
|-------------------------------|---|------------------------------|
| 1. Rev. Allan Owano | - | Chairman |
| 2. Ratibu Mehebuba Mohamed | - | Secretary |
| 3. SoudaKhamis | - | Member |
| 4. TumainiNgumbao | - | Member |
| 5. Luciana Mwangemi | - | Member |
| 6. Mohamed Yusuf | - | Member |
| 7. George Omondi | - | Member |
| 8. Monica Mwai | - | FAM |
| 9. JamlekImbuba | - | District County Commissioner |
| 10. Staffs | | |
| 11. Village elders | | |
| 12. Mwakirunge ward residents | | |

a) Preliminaries

The area chief called the meeting to order and called upon one volunteer to lead in opening prayers.

b) Comments by the Area Chiefs

The meeting was attended by three chiefs from Mwakirunge ward- voroni, mwakirunge Centre and Marimani who jointly thanked the NG-CDF for organizing a forum where the public have the opportunity to front the projects that they would like NG-CDF to implement within their framework.

c) Comments by the Deputy County Commissioner

He commended the participants for their attendance and appealed to the participants to actively participate in all development programs. He encouraged everyone to develop a positive attitude and dedication towards development, since development cannot be initiated and owned by foreigners but by the residents themselves.

d) Comments by the Fund Account Manager

She informed the meeting on the nature of eligible projects fundable by NG-CDF as community

based to ensure that the prospective benefits are available to a widespread cross-section of the inhabitants of a particular area and those in respect of works and services falling within the functions of the National Government under the constitution.

Further she also highlighted the ineligible projects which include: Projects supporting religious bodies or religious activities, projects supporting political bodies or political activities, recurrent costs of a completed projects, personal projects, private projects and projects targeting a specific club or group of people to the exclusion of others.

e) Comments by the NG-CDFC Chairman

The chairman thanked the constituents for attending the meeting. He explained the relevance of the meeting and the need for NG-CDFC to convene open forum public meetings in every ward within the constituency to deliberate on development matters and project priorities in the ward and the constituency.

f) Comments by the Area Member of National Assembly

He reiterated on the need of equitable distribution of resources as opposed to equal distribution, to enable all the areas in the constituency get the requisite development initiatives for better livelihood and stressed on stewardship of funds by the community members since they are the development consumers and community watch dogs.

g) Project Priorities Identified in Mwakirunge Ward

The project priorities were presented per location as tabled below

NO.	NAME OF PROPOSER	PROPOSED PROJECTS	AREA/VILLAGE
1.	Henry Alango	Girls Toilet Administration Block	Baraka Vroni Primary School
2.	Mariam Odero	2 classrooms	Mdengerekeni Primary School
3.	Ramadhani Rashid Hamis	Toilet renovation on water system and electricity Jss lab building and facilities School perimeter wall Classroom electricity installation and wiring School van School computer Classroom renovation and removal of asbestos	Maunguja Primary School

4.	Samson Kaingu Karisa	Removal of asbestos Painting of classrooms Renovation of floor Furniture (desks and chairs) Toilet	Mwakirunge Primary school
5.	Kioko Muthengi	9 classrooms Laboratory Office block School bus 2 toilet block Kitchen Purchase of land	Mwakirunge Secondary School
6.	Dickson Chinando Gogo	Student toilet Staff toilet Sciences lab Three classrooms Administration block Modern kitchen	Marimani Secondary School
7.	Kioko Muthengi	Ablution block for teachers and students Electricity connection Painting of the school Administration block Perimeter wall Tree planting in public schools Cabro paving at the school	KarisaMaitha Secondary School
8.	Mohamed Kingi	Furniture for Mwakirunge chiefs office Renovation of all public schools classrooms especially	Mwakirunge centre

		removal of asbestos.	
9.	Said Mwinga	Renovation of classrooms and roof Toilet block Tree planting Water tank and water harvesting at Maunguja Primary School	Maunguja

Challenges

- Few resource and many projects needed to be implement in mwakirunge ward
- Entrenching NG-CDF in the new constitutional dispensation, since it is facing a lot of legal challenges and currently there is an ongoing case at the High Court.

Conclusion/way forward

The meeting resolved that all the funds disbursed to projects be spent judiciously to promote value for money and boost the livelihood of the residents.



Figure 6: Public participation in Mwakirunge Ward

3.8 MJAMBERE WARD II

The meeting was done on 11th November 2024 at Mjambere Primary School. The members present are from the various categories including: NG-CDF Committee, Area Member of National Assembly, Area Member of County Assembly, Deputy County Commissioner, Area Chiefs, Area Elders, Secondary Schools Head Teachers, Primary Schools Heads Teachers, Religious leaders and Invited Stakeholders. The following were present during the meeting:

PRESENT

- | | | |
|-----------------------------|---|------------------------------|
| 1. Rev. Allan Owano | - | Chairman |
| 2. Ratibu Mehebuba Mohamed | - | Secretary |
| 3. SudaKhamis | - | Member |
| 4. TumainiNgumbao | - | Member |
| 5. Luciana Mwangemi | - | Member |
| 6. Mohamed Yusuf | - | Member |
| 7. George Omondi | - | Member |
| 8. Monica Mwai | - | FAM |
| 9. Jamlekmbuba | - | District County Commissioner |
| 10. Staffs | | |
| 11. Village elders | | |
| 12. Mjambere ward residents | | |

f) Preliminaries / Comments by the Area Chief

The area chief of Junda Ward welcomed members to the meeting after an opening prayer. He thanked the people present for attending the important development forum. He introduced the ward development committee and appreciated their efforts towards development on the area.

g) Comments by the Deputy County Commissioner

He explained to the meeting the history of rural development funding in Kenya Since independence in 1963 aimed at fighting poverty at the grassroots level has been one of the key agendas of the Kenyan government. The government has initiated various rural development programmes including Special Rural Development Programme, District Development Planning, Rural Development Fund and the District Focus for Rural Development Strategy with the aim of improving people's wellbeing.

However, most of these programmes failed to address the needs of local people due to lack of political will, inadequate government funding, lack of appropriate technology, neglect of institutional development, lack of beneficiary participation and poor coordination from top to the bottom. However, in 2003 the government introduced Constituency Development Fund (CDF), to fight poverty at the grassroots and since its inception; NG-CDF has had tremendous impact among the rural communities in Kenya

h) Comments by the Fund Account Manager

She enlightened the members on the eligible projects fundable by NG-CDF and ineligible projects which are fundable by devolved systems, and also briefed the meeting on the statutory ceilings specified in the NG-CDF Act 2015 which guide the NG-CDFC during projects funding. She also stressed that after the exercise in all the wards the NGCDFC will rank the projects in order of priority and that the on-going projects shall take precedence over all other projects.

i) Comments by the NG-CDFC Chairman

The chairman appreciated the members concern for development. He highlighted that NGCDF has achieved a lot towards development in the constituency, and the overall aim of this is to ensure active participation of people in the achievement of sustainable development.

j) Comments by the Area Member of National Assembly

He mentioned that if the public is involved in the full decision-making process during projects identification, their concerns may be met early on in the planning process when changes may be easier to make, rather than late in the process when even small changes may cost both time and money.

He informed the meeting that NG-CDF was established with the aim of improving service delivery, alleviating poverty, enhancing economic governance, and ultimately to spur development in the constituencies thereby contributing to socio-economic development of all the constituencies.

h) Project Priorities Identified in Mjambere Ward

The project priorities were presented per location as tabled below

NO.	NAME OF PROPOSER	PROPOSED PROJECTS	AREA/VILLAGE
1.	Susan Oloo	Six classrooms Ten toilets 100 desks 10 tables and chairs Borehole Water tank	Mjambere Primary School

2.	Susan Oloo	Furniture for the school School lockers and chairs Lab stools	Mjambere Secondary School
3.	Felix Mundu	Toilets for mjambere Primary School JSS Lab JSS classrooms	Kadongo
4.	Solomon Chebos	Computers Printers Furniture for mjambere Police Station	Mjambere police station
5.	Samoe Abdalla	Bursary allocation to be increased Driving bursary Sports (playing ground)	Kadogo Ground
6.	Halfan Ismail	Water tanks for the new public schools	Barani

f) Challenges

- It was noted that there is overreliance on NG-CDF funds by the community.
- Public Utility Land

g) Way Forward

Projects promoting youth's involvement should also be funded. The meeting resolved that all the funds disbursed to projects be spent judiciously to promote value for money and boost the livelihood of the residents.



Figure 7: Public participation in Mjambere Ward

CONCLUSION

The meeting vested the area member of national assembly with the responsibility of appealing to the NG-CDF Board to release funds to the constituency in time within the financial year to help projects development and payment of school fees to bright but needy students.

- Frequent development forums should be held to give the public information concerning the development initiatives being undertaken by all the development partners and the various funding agencies.
- There should be a joint forum where NG-CDF, County Government and other development stakeholders plan together to avoid duplication of projects.
- The meetings resolved that ongoing project shall be given precedence, to fast track their utilization to enable the beneficiaries get value for money.
- Allocations to projects should also be adequate, to enable completion of project once started, since if completion is delayed the project cost rises due to factors like inflation and wear and tear.

Report compiled by:

Abraham Ousoro NG-CDFC Chairman [Signature]

Name Designation Sign.

25/11/2024

Date

MONICA MWAI Fund Account Manager [Signature]

Name Designation Sign.

25/11/2024

Date

J. W. UBISA DCC Sub-County [Signature]

Name Designation Sign.

25/11/2024

Date

COMMISSIONER KISAUNI
DEPUTY COUNTY COMMISSIONER KISAUNI

