



National Government Constituency Development Fund  
Msambweni Constituency  
Next to Millennium Park Lodges, Along Likoni-Lungalunga  
Road

P.O Box 243-80400  
Ukunda

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**MINUTES FOR THE NG -CDFC MEMBERS HELD ON 16<sup>TH</sup> SEPTEMBER 2020**

**AT THE NG-CDF OFFICE AT 10.00 A.M**

**MEMBERS PRESENT**

1. MUHSIN KITWANA - NG-CDFC CHAIRMAN
2. SALIMU KIRINZO - NG-CDFC SECRETARY
3. SITA MWAGOGO - NG-CDFC MEMBER
4. SAID EDWARD - NG-CDFC MEMBER
5. THABIT MCHAMBI - NG-CDFC MEMBER
6. ROSE M. KAMENE - NG-CDFC MEMBER
7. MWANAISHA RASHID - NG-CDFC MEMBER
8. RAMA MWACHIBIBO - NG-CDFC MEMBER
9. KENNETH AMANYA - FUND ACCOUNT MANAGER
10. JAMES KOSKEY - DCC MSAMBWENI

**AGENDA**

1. PRELIMINARIES
2. READING & CONFIRMATION OF PREVIOUS MINUTES
3. MATTERS ARISING
4. PROJECTS PROPOSAL FOR FINANCIAL YEAR 2021-2022
5. ANY OTHER BUSINESS

**NG- CDFC MIN 01/16/09/2021; PRELIMINARIES**

The chairman called the meeting to order at 10.15a.m and asked Mr. Rama Mwachibibo to lead in the opening prayers. He then officially opened the meeting by thanking all members for their attendance.

**NG-CDFC MIN 02/16/09/2021; READING & CONFIRMATION OF PREVIOUS MINUTES**

The Chairman asked the Secretary to read the previous minutes. Minutes were read and confirmed as the true reflection of the previous meeting. They were proposed by Ms. Rose Matheka and seconded by Mr. Said Edward.

NG-CDFC MIN 03/16/09/2021; MATTERS ARISING

There were no matters that arose in the previous minutes.

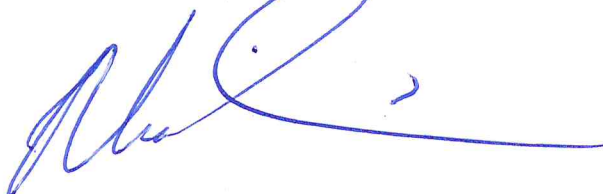
NG-CDFC MIN 04/16/09/2021; PROJECT PROPOSALS FINANCIAL YEAR 2021-2022

The FAM informed the committee members that in the Financial Year 2021-2022, NG-CDF Msambweni Constituency had been allocated a total sum of **Kshs137, 088,879.00** which was similar to all other constituencies Nationwide. After brief explanations on the amount allocated, he advised that priority should be given to ongoing projects for completion before allocating funds to new projects.

He also informed members that proposals should be considered based on the ward projects proposals secured during the project identification exercise. He informed members that NG-CDFC should prioritize only projects eligible under the NG-CDF ACT 2015. For clarity the chairman requested the Secretary to read through the ward report for members prepared after the project identification exercise held as from 6<sup>th</sup> to 10<sup>th</sup> September 2021 in all the four wards within the constituency.

Out of all the projects proposed, the following were prioritized from each Ward and will be forwarded for approval in the project proposal for the financial year 2021-2022.

Proposed projects for the financial year 2021-2022 are as per the table below.



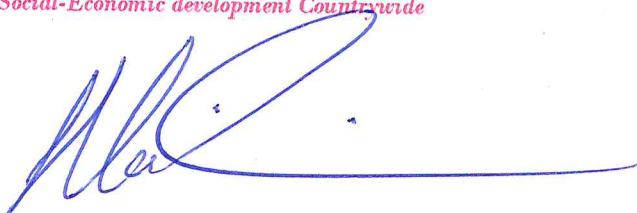
Project Name	Original Cost	Cumulative allocation	Project activity	Amount Allocated	Current Status
Employees' Salaries	3,863,404.20	3,863,404.20	Payment of 7 No. staff salaries @ kshs 3,240,267.00/=	3,240,267.00	New
Employees' Gratuity	623,137.20	623,137.20	Payment of gratuity to 7 No. staff.	623,137.20	New
Goods and Services	2,853,288.56	2,853,288.56	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, catalogues	2,853,288.54	New
NSSF	181,440.00	181,440.00	Payment of NSSF Deductions for 7 No staff.	181,440.00	New
NHIF	79,200.00	79,200.00	Payment of NHIF Deductions for 7 No. staff.	79,200.00	New
Committee Expenses	1,248,000.00	1,248,000.00	Payment of Committee sitting allowances, transport, conferences	1,248,000.00	New
<b>Sub Total</b>				<b>8,225,332.74</b>	
<b>Emergency</b>	<b>7,192,207.00</b>	<b>7,192,207.00</b>	To cater for any unforeseen occurrences in the Constituency during the financial year	<b>7,192,207.00</b>	New
<b>MONITORING, EVALUATION &amp; CAPACITY BUILDING</b>					
Goods and Services	200,000.00	200,000.00	Purchase of fuel, repairs and maintenance, printing, Airtime, travel and subsistence	200,000.00	New
Committee Expenses	1,750,000.00	1,750,000.00	Payment of Committee sitting allowances, transport, conferences	1,750,000.00	New
NG-CDFC/PMC Capacity Building	2,162,666.37	2,162,666.37	Undertake Training of the PMCs/NG-CDFCs on NG-CDF Related issues & Benchmarking of NG-CDFC	2,162,666.37	New

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<b>Sub Total</b>				<b>4,112,666.37</b>	
<b>ENVIRONMENT PROJECTS</b>					
Madago Primary School	100,000.00	100,000.00	Purchase of 500 Mkasuarina tree seedlings	100,000.00	New
Mwamanga Primary School	100,000.00	100,000.00	Purchase of 500 Mkasuarina tree seedlings	100,000.00	New
Mkwambani Primary School	100,000.00	100,000.00	Purchase of 500 Mkasuarina tree seedlings	100,000.00	New
Duncan Ndegwa Primary School	100,000.00	100,000.00	Purchase of 500 Mkasuarina tree seedlings	100,000.00	New
Kilulu Primary School	100,000.00	100,000.00	Purchase of 500 Mkasuarina tree seedlings	100,000.00	New
<b>SUB TOTAL</b>				<b>500,000.00</b>	
<b>BURSARY</b>					
Bursary Secondary Schools	31,000,000.00	31,000,000.00	Payment of bursary fund to needy students in secondary schools	31,000,000.00	New
Bursary Tertiary Institutions	12,000,000.00	12,000,000.00	Payment of bursary fund to needy students in secondary schools	12,000,000.00	New
<b>SUB TOTAL</b>				<b>43,000,000.00</b>	
<b>Sports Activities</b>	2,741,777.58	2,741,777.58	To carry out Constituency Sports Tournaments where the winning Teams will be awarded with Balls, Uniforms and Trophies.	2,741,777.58	New
<b>SUB TOTAL</b>				<b>2,741,777.58</b>	
<b>PRIMARY SCHOOL PROJECTS</b>					
Mkwakwani Primary School	7,452,250.00	7,452,250.00	Purchase of new Isuzu school bus (46 seater with PWD seats)	7,452,250.00	New

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Jomo Kenyatta Primary School	7,452,250.00	7,452,250.00	Purchase of new Isuzu school bus (46 seater with PWD seats)	7,452,250.00	New
Mwakigwena Primary School	5,200,000.00	5,200,000.00	Construction of 2 No. Classrooms block with reinforced concrete roof ramp & staircase to completion and purchase of 40 No. Desks at kshs 5000 each.	5,200,000.00	New
Vingujini Primary School	5,200,000.00	5,200,000.00	Construction of 2 No. Classrooms block with reinforced concrete roof ramp & staircase to completion and purchase of 40 No. Desks at kshs 5000 each.	5,200,000.00	New
Malalani Primary School	2,200,000.00	2,200,000.00	Construction of administration block to completion that includes Head teachers office, deputy head teachers office, 15 No Capacity staffroom and reception	2,200,000.00	New
Mivumoni Primary School	1,300,000.00	1,300,000.00	Construction of 1 classroom to completion and purchase of 20 Desks @Kshs 5,000	1,300,000.00	New
Mivumoni Primary School	500,000.00	500,000.00	Construction of a 3 door pit toilet to completion that will also cater for PWDs.	500,000.00	New
Makongeni Primary School	2,600,000.00	2,600,000.00	Construction of a 2 No. Classrooms to completion and purchase of 40 No. desks at kshs 5,000/= per Desk.	2,600,000.00	New
Bodo Primary School	500,000.00	500,000.00	Renovation of 1 classroom to completion; flooring, fixing of doors, windows, plastering, painting, ceiling, and re-roofing	500,000.00	New

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Munje Primary School	2,600,000.00	2,600,000.00	Construction of a 2 No. Classrooms to completion and purchase of 40 No. desks at kshs 5,000/= per Desk.	2,600,000.00	New
<b>Sub Total</b>				<b>35,004,500.00</b>	
<b>SECONDARY SCHOOL PROJECTS</b>					
Kiranga Secondary School	3,500,000.00	3,500,000.00	Construction of Dormitory with 80 No students capacity to completion.	3,500,000.00	New
Madago Secondary School	3,500,000.00	3,500,000.00	Construction of Dormitory with 80 No students capacity to completion.	3,500,000.00	New
Kingwede Secondary School	2,700,000.00	2,700,000.00	Construction of 2 No. Classrooms to completion and purchase of 50 sets of desks and chairs at kshs6,000/= per set	2,700,000.00	New
Mvindenii Secondary School	5,300,000.00	5,300,000.00	Construction of 2 No. Classrooms block with reinforced concrete roof ramp and staircase to completion and purchase of 50 No. Set of desks& chairs at kshs 6000 per set.	5,300,000.00	New
Mivumoni Secondary School	2,416,895.31	2,416,895.31	Construction of administration block that includes Head teacher's office, deputy head teacher's office, 15 No Capacity staffroom and reception to completion.	2,416,895.31	New
Dori Girls Secondary School	300,000.00	300,000.00	Construction of a 10,000 liters septic tank to completion.	300,000.00	New
<b>Sub Total</b>				<b>17,716,895.31</b>	

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<b>TERTIARY SCHOOL PROJECTS</b>					
Msambweni Youth & Opportunity Centre	14,095,500.00	14,095,500.00	Completion of youth opportunity center i.e. Conference hall, shops , classrooms, library, staffroom,  Ablution block, computer lab, studio, gate & guard house which entails measured extra works not done.	14,095,500.00	Ongoing
<b>Sub Total</b>				<b>14,095,500.00</b>	
<b>SECURITY PROJECTS</b>					
Bongwe Sub-Location Assistant Chief's Office	1,500,000.00	1,500,000.00	Construction of chiefs office comprising of 2 offices, one Board Room with an internal modern Asian toilet plus soak pit of 1.5 meters diameter & 9 meters depth to completion	1,500,000.00	New
Kingwede Sub-Location Assistant Chief's Office	1,500,000.00	1,500,000.00	Construction of chiefs office comprising of 2 offices, one Board Room with an internal modern Asian toilet plus soak pit of 1.5 meters diameter & 9 meters depth to completion	1,500,000.00	New
Gombato Sub-Location Assistant Chief's Office	1,500,000.00	1,500,000.00	Construction of chiefs office comprising of 2 offices, one Board Room with an internal modern Asian toilet plus soak pit of 1.5 meters diameter & 9 meters depth to completion	1,500,000.00	New

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Sub Total				4,500,000.00	
GRAND TOTAL				137,088,879.00	

**NG-CDFC MIN 05/16/09/2021; ANY OTHER BUSINESS**

The chairman Mr. Muhsin Kitwana thanked the members for their cooperation and emphasized on full commitment to NG-CDF functions. The meeting ended with a word of prayer from Mr. Salim Kirinzo at 4.05pm.

**Confirmation of minutes**

**Chairman; Muhsin Abdallah Kitwana**

Signature:  .....Date 17<sup>TH</sup> September 2021

**Secretary; Salim Mohammed Kirinzo**

Signature:  .....Date 17<sup>Th</sup> September 2021