



**NG-CDF**

National Government Constituencies Development Fund  
Maara Constituency  
P.O Box 301-60401  
Chogoria

Email: [cdfmaara@ngcdf.go.ke](mailto:cdfmaara@ngcdf.go.ke) |

11/01/2024

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

**RE: PROJECT PROPOSALS FOR 2023/2024 FINANCIAL YEAR**

Attached find the NG-CDFC minutes in support of the proposals.

Yours



Anthony Muchangi kariuki  
Fund Manager  
MAARA NGCDF



**MAARA CONSTITUENCY  
IEBC NUMBER 060**

**NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND**

**PROJECT PROPOSAL**

**2023/2024 FINANCIAL YEAR**

**SUBMITTED**

**JANUARY, 2024**

**MAARA NG-CDF COMMITTEE MEETING HELD ON 10TH JANUARY 2024 AT THE OFFICE BOARDROOM FROM 8:00 AM**

**MEMBERS PRESENT**

PHILIPHINE KATHURE	CHAIRLADY
BOSCOW MUGO	SECRETARY
JASPER KIAMBI M'RITHAA	MEMBER
PATRICK MUTEMBEI	MEMBER
CATHERINE NDIGA	MEMBER
DOMINIC MWITI	MEMBER
EMIS KAARI MUKWANJERU	MEMBER
ANTHONY M. KARIUKI	FAM
GATHUNGU MACHIRA	MEMBER(DCC)
LILIAN ACHIENG	MEMBER

**PRESENT BY INVITATION**

1. TIMOTHY KINEGENI	OVERSIGHT COMMITTEE MEMBER
2. MURUNGI FRANCIS	SUB-COUNTY ACCOUNTANT
3. JOHN MUTHEE	SUB-COUNTY DIRECTOR OF EDUCATION

**AGENDA**

1. PRELIMINARIES
2. READING AND CONFIRMATION OF PREVIOUS MINUTE
3. MATTERS ARISING
4. ONGOING PROJECTS
5. JUNIOR SECONDARY FUNDING
6. WARD REPORT
7. PROJECTS OUTSIDE THE WARD REPORT
8. PROJECT PROPOSALS
9. BURSARY PROCESS
10. BURSARY BENEFICIARIES
11. AOB

**MIN1-10/01/2024 PRELIMINARIES**

The chair lady welcomed the members and called the meeting to order at 8.00 AM and requested Catherine Ndiga to lead in prayers.

**MIN 2-10/01/2024 READING AND CONFIRMATION OF PREVIOUS MINUTES.**

The minutes of the previous meeting held on 20/12/2023 were read and confirmed as true deliberations of the meeting. The confirmation was proposed and seconded by Patrick Mutembei and Emis Kaari respectively.

**MIN 3-10/01/2024 MATTERS ARISING.**

There were no matters arising from the minutes.

Chairperson ..... *Philippine Kathure* ..... Signature *[Signature]* ..... Date *11/01/2024*

Secretary *Boscow M. Mugo* ..... Signature *[Signature]* ..... Date *11/01/2024*

#### MIN 4 -10/01/2024 ON-GOING PROJECTS

The NG-CDF committee was prioritizing and allocating the funds for the projects, the FAM reminded the Committee to always give priority to any ongoing Projects. After the analysis, they were happy to note that they had no any ongoing Project. They all agreed to allocate the funds to the new projects.

#### MIN 5-10/01/2024 JUNIOR SECONDARY FUNDING

The manager informed members that there is a guideline from the board on the funding of Junior secondary schools to match the funding module with the Ministry of Education. He further informed members that the Ministry-allocated Maara constituency was Kshs. 10,462,583 where they are required to match the same shilling for a shilling. The manager therefore invited the chair to brief members on the status of the Junior secondary schools in the constituency as captured in the report after the visit of the same by members. The chairlady informed members that twenty-five schools with junior secondary programs had been visited. Thirteen of these had classrooms that can temporarily be used as laboratories and the remaining twelve will be funded as follows;

After a lengthy deliberation, members approved the funding of the junior secondary schools as a matching with the Ministry as tabled below;

#### MAARA NGCDF COMPONENT

PROJECT	ACTIVITY	AMOUNT	STATUS
Ntumu Primary school School	Renovation to completion of ten classrooms; reroofing, fixing of doors, fixing of window panes, plastering, verandah and painting	3,000,000	NEW
St Augustine Majira Primary School	Construction to completion of one classroom at Kshs.1,200,000 and equipping with 40 lockers each @ Kshs.4,000 and 40 chairs each @ Kshs.2,000 (Kshs.240,000) and purchase of one 10,000 liters tank at kshs.100,000 and installation of gutter at kshs.100,000	1,640,000	NEW
Kairuni Primary School	Construction to completion of one classroom (Kshs.1,200,000) and equipping with 40 lockers each @ 4,000 and 40 chairs each @ Kshs.2,000 (Kshs.240,000), purchase of additional furniture for two classes- 80 lockers @ 4,000(kshs 320,000) and 80 chairs@ 2,000(kshs 160,000)	1,920,000	NEW
Kieni Primary School	Renovation to completion of four classrooms; reroofing at kshs.700,000 fixing floor, plastering, fixing of	1,500,000	NEW

Chairperson Shulupaine Katture Signature [Signature] Date 11/01/2024

Secretary Boscow M. Mugo Signature [Signature] Date 11/01/2024

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PROJECT	ACTIVITY	AMOUNT	STATUS
	window panes, fixing of doors, verandah and painting at kshs 800,000		
Nturiri primary School	Renovation to completion of four classrooms; fixing floor, plastering, fixing window panes, fixing of doors, verandah and painting	1,000,000	NEW
Bishop Ezekiel Primary School	Construction to completion of one classroom at Kshs.1,200,000 and equipping with 40 lockers each @ Kshs.4,000 and 40 chairs each @ Kshs.2,000 (Kshs.240,000) and purchase of one 10,000 liters tank at kshs.100,000 and installation of gutter at kshs.100,000	1,640,000	NEW
SUB-TOTAL		10,700,000	

**MINISTRY OF EDUCATION COMPONENT**

Ruguta Primary School	Construction to completion of a 200-capacity dining hall and kitchen comprising of three rooms.	2,500,000	NEW
Chogoria Complex Primary School	Construction to completion of one classroom (Kshs.1,200,000) and equipping with 40 lockers @4,000 and 40 chairs@2,000(Kshs.240,000)	1,440,000	NEW
Kabaikubu Primary School	Renovation to completion of three classrooms; reroofing (kshs 500,000) fixing floor, plastering, fifteen windows with window panes, fixing three doors, verandah and painting (kshs 900,000)	1,400,000	NEW
Muraga Primary School	Construction to completion of one classroom (Kshs.1,200,000) and quipping with 40 lockers @4,000 and 40 chairs@2,000(Kshs.240,000)	1,440,000	NEW
Gitare Primary School	Construction to completion of a 45-student capacity laboratory	2,500,000	NEW
Kagongo Primary School	Renovation to completion of four classrooms; fixing floor, plastering, fixing window panes, fixing of doors, verandah and painting	1,182,583	NEW
SUB-TOTAL		10,462,583	

Chairperson ..... *Philipine Katture* ..... Signature *[Signature]* ..... Date *11/01/2024*

Secretary *Bosco M. Mugo* ..... Signature *[Signature]* ..... Date *11/01/2024*

### MIN 6-10/01/2024 WARD REPORT

The fund Account Manager tabled the report on ward meetings held on 13<sup>th</sup> and 14<sup>th</sup> December 2022. Members deliberated on the report and on consideration of coverage of all wards came up with the following new projects to be incorporated in the proposals.

PROJECT NAME	ACTIVITY	AMOUNT	WARD
KAJIUNDUTHI DAY SECONDARY SCHOOL	Construction of a laboratory from foundation to completion	2,500,000	Muthambi
GIAMPAMPO DAY SECONDARY SCHOOL	Construction to completion of a kitchen comprising of three rooms and a 200-capacity dining hall	2,500,000	mitheru
IKAME DAY SECONDARY SCHOOL	Construction to completion of a laboratory	2,500,000	mitheru
MUNGA DAY SECONDARY SCHOOL	Construction to completion of a laboratory	3,200,000	Chogoria
NTURIRI BOYS SECONDARY SCHOOL	Construction to completion of a laboratory	2,500,000	Chogoria
KIRIANI DAY SECONDARY SCHOOL	Fencing to completion of one acre piece of land with concrete posts, chain link and barbed wire	1,000,000	Chogoria
KIRARO DAY SECONDARY SCHOOL	construction to completion of a 200-capacity dormitory	2,500,000	Chogoria
IGANGARA SECONDARY SCHOOL	construction to completion of an administration block comprising of five rooms and staffroom	3,000,000	Mitheru
GITUNTU PRIMARY SCHOOL	Renovation to completion of ten classrooms; reroofing (kshs 1,700,000) fixing floor, fixing ten doors, fixing fifty windows with window panes, fixing verandah and painting (kshs 1,740,600)	3,440,600	Mitheru
KAIRUNI SPECIAL SCHOOL	Construction to completion of a kitchen comprising of three rooms and a 200-capacity dining hall	2,500,000	Chogoria
KAARE PRIMARY SCHOOL	construction to completion of an administration block comprising of four rooms and staffroom	2,000,000	Mwimbi
IRUMA PRIMARY SCHOOL	Purchase of 360 lockers@4,000(kshs 1,440,000) and 360 chairs@2,000(kshs 720,000)	2,160,000	Mwimbi
MURAGARA PRIMARY SCHOOL	Renovation to completion of five classrooms; plastering, fixing floor,	1,400,000	Mitheru

Chairperson Phillippine Katture ..... Signature [Signature] ..... Date 11/01/2024

Secretary Boscos M. Mugo ..... Signature [Signature] ..... Date 11/01/2024

PROJECT NAME	ACTIVITY	AMOUNT	WARD
ST PETERS KERIANI PRIMARY SCHOOL	fixing window panes and painting Renovation to completion of five classrooms; reroofing (kshs 900,000) fixing the floor, fixing six doors, fixing thirty windows with window panes, fixing verandah, and painting (kshs 730,000)	1,630,000	Ganga
GAKETHA PRIMARY SCHOOL	Construction to completion of a kitchen comprising of three rooms and a 200-capacity dining hall	2,500,000	mitheru
KIRARO PRIMARY SCHOOL	Purchase of 15 dining tables each @ Kshs. 15,000(Kshs. 225,000) and 15 benches each @ Kshs. 5,000(Kshs.75,000)	300,000	chogoria
MURAGA TECHNICAL TRAINING INSTITUTE	Construction to completion of modern ablution block with 16 doors reserving four chambers for people with disability	2,600,000	Muthambi
WIRU ASSISTANT CHIEF OFFICE	Construction to completion of three roomed office (kshs 1,100,000), Purchase of office furniture two tables with drawers @ Kshs.15,000, one cabinet @ Kshs.20,000 and ten chairs each @ Kshs.5,000 (kshs 100,000) and construction to completion two toilets with urinal construction and a reservation of one chamber for person With Disability (kshs 200,000)	1,400,000	Chogoria
MWIMBI ACC HALL	purchase of 300 chairs @ 1,500(kshs 450,000) and two tables@ 25,000 (kshs 50,000)	500,000	Mwimbi
MUTHAMBI ACC HALL	purchase of 300 chairs @ 1,500(kshs 450,000) and two tables@ 25,000 (kshs 50,000)	500,000	Muthambi

#### MIN 7-10/01/2024 PROJECTS OUTSIDE THE WARD REPORT

Members were informed that after the ward report had been prepared, some institutions did not present their proposals while other circumstances had propelled need for new projects. Members discussed such projects and came up with the following very critical projects which the committee requests the NGCDF Board allow for funding as they are critical. These projects and their reasons for omission in the ward report are as follows;

Chairperson ... Philipine Kithure ..... Signature [Signature] ..... Date 11/01/2024

Secretary Bosco M. Mugo ..... Signature [Signature] ..... Date 11/01/2024

PROJECT NAME	ACTIVITY	AMOUNT	WARD	REASON FOR COMMISSION FROM WARD REPORT
MAARA LAW COURT	Phase one construction of Maara law courts comprising two chambers and twelve offices	20,000,000	Constituency project	Residents thought that the courts department would build the law courts. The residents have been calling for the same in every community meeting necessitating NG-CDFC to take up the matter and include it in proposals
MAGUMA PRIMARY SCHOOL	construction to completion of an administration block comprising four rooms and a staffroom	2000000	Mwimbi	The school had a new teacher who was not aware of the requirements to submit the proposals at the right time
KANINI PRIMARY SCHOOL	Renovation to completion of six classrooms; reroofing (kshs 900,000) fixing floor, fixing six doors, fixing thirty windows with window panes, fixing verandah and painting (kshs 600,000)	1,500,000	Mwimbi	The school had a new teacher who was not aware of the requirements to submit the proposals at the right time
MUTHAMBI DEPUTY COUNTY COMMISSIONER	Construction to completion of six toilets with one chamber for persons with disability	700000	Muthambi subcounty	There were new ACC who didn't submit the proposals. Creation of a new sub-county (Muthambi from Maara) has created the need for the project.
MUTHAMBI DCC RESIDENCE	Renovation to completion of DCC residence; reroofing (kshs 400,000), plastering, painting, fixing 2 doors and five windows(kshs 200,000)	600000	Muthambi subcounty	There were new ACC who didn't submit the proposals. Creation of a new sub-county (muthambi from Maara) has created the need for the project.

Chairperson Philipine Kattwe Signature [Signature] Date 11/01/2024

Secretary Bosco M. Mugo Signature [Signature] Date 11/01/2024



MITHERU HALL	ACC	Construction to completion of a 300-capacity hall	7,500,000	Mitheru	There were new ACC who didn't submit the proposals. The hall will be holding NGCDFC ward forums
GANGA HALL	ACC	Construction to completion of a 300-capacity hall	7,500,000	Ganga	There were new ACC who didn't submit the proposals. The hall will be holding NGCDFC ward forums

### MIN SG-10/01/2024 RPROJECT PROPOSALS

Chairlady informed members that the NG-CDF Board had issued a circular NG-CDFB/CEO/NG-CDF CIRCULARS/VOL II (035) DATED 4<sup>th</sup> January 2024 on realignment of constituencies projects proposals for the 2023/2024 financial year with NG-CDF (amendment ACT 2023 and shared the contents of the circular with the members. The members were further informed that this year budget was **kshs 175,361,810 plus kshs 10,462,583** being the ministry of education funding towards Junior secondary schools making a total of **kshs 185,824,393**. In line with the circular the following projects were proposed and agreed upon.

Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
<b>ADMINISTRATION AND RECURRENT EXPENDITURE</b>					
Contractual Employees	Payment of Basic salaries to 7 staff	2,100,000		2,100,000	New
House Allowance	Payment of House allowances to 7 NG-CDFC staff	336,000		336,000	New
Leave Allowance	Payment of Leave allowances to 7 NG-CDFC staff	28,000		28,000	New
NSSF	Employer contribution to NSSF for 7 NG-CDFC staff	90,720		90,720	New
Gratuity-Contractual Employees	Payment of gratuity for 7 NG-CDFC staff	532,236		532,236	New
Affordable Housing Development Levy	Employer contribution to Affordable Housing Development Levy for 7 NG-CDFC staff	47,016		47,016	New
Electricity	Payment of Electricity charges	20,000		20,000	New

Chairperson Phillippine Wathure Signature [Signature] Date 11/01/2024

Secretary Boscrow M. Mugo Signature [Signature] Date 11/01/2024

Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Telephone, Telex, Facsimile, and Mobile Phone Service	Payment of Telephone Expenses	120,000		120,000	New
Internet Connections	Payment of Internet Connections Expenses	50,000		50,000	New
Courier and Postal Services	Payment of Courier and Postal Services	400,000		400,000	New
Travel Costs	Payment of Travel Costs	50,000		50,000	New
Accommodation - Domestic Travel	Payment of Accommodation on Domestic Travel	100,000		100,000	New
Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	1,100,000		1,100,000	New
Subscriptions to Newspapers, Magazines and Periodicals	Payment of Subscriptions to Newspapers, Magazines and Periodicals	30,000		30,000	New
Advertising, Awareness and Publicity Campaigns	Payment of Advertising, Awareness and Publicity Campaigns	150,000		150,000	New
Catering Services	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	400,000		400,000	New
Other Committee Expenses	Payment of Other committee expenses	1,368,000		1,368,000	New
NG-CDFC Allowance	Payment of NG-CDFC allowances	1,368,000		1,368,000	New
Purchase of Uniforms and Clothing - Staff	Purchase of Uniforms and Clothing for NG-CDFC Staff	150,000		150,000	New
General Office Supplies	Purchase of General Office Supplies; papers, pencils, forms, and small office equipment	400,000		400,000	New

Chairperson Philippine Vatture Signature [Signature] Date 11/01/2024

Secretary Boscow M. Mugo Signature [Signature] Date 11/01/2024


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Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Supplies and Accessories for Computers and Printers	Payment of Supplies and Accessories for Computers and Printers	350,000		350,000	New
Sanitary and Cleaning Materials, Supplies and Services	Payment of Sanitary and Cleaning Materials, Supplies and Services	200,000		200,000	New
Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport for Toyota Hilux double cab GKB 694F	400,000		400,000	New
Bank Service Commission and Charges	Payment of Bank service commission and charges	30,000		30,000	New
Maintenance Expenses - Motor Vehicles	Payment of Maintenance Expenses - Motor Vehicles for Toyota Hilux double cab GK B694F	300,000		300,000	New
Maintenance of Office Furniture and Equipment	Payment of Maintenance of Office Furniture and Equipment	200,000		200,000	New
Maintenance of Buildings and Stations - Non-Residential	Payment of Maintenance of Buildings and Stations - Non-Residential	194,336		194,336	New
<b>Sub Total</b>		<b>10,514,308</b>		<b>10,514,308</b>	
<b>MONITORING EVALUATION AND CAPACITY BUILDING</b>					
Telephone, Telex, Facsimile, and Mobile Phone Service	Payment of Telephone Expenses	150,000		150,000	New
Travel Costs	Payment for Travel Costs	50,000		50,000	New
Accommodation - Domestic Travel	Payment of 10 members Accommodation - Domestic Travel	100,000		100,000	New

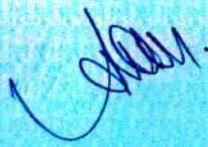
Chairperson Phillippine Katture Signature [Signature] Date 11/01/2022

Secretary Boscow M. Mugo Signature [Signature] Date 11/01/2022

Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Daily Subsistence Allowance	Payment of 10 members Daily Subsistence Allowance	240,000		240,000	New
Hire of Transport	Payment of Hire of Transport	150,000		150,000	New
Travel Allowance	Payment of Travel Allowance for NG-CDF Staff & NG-CDFC	100,000		100,000	New
Remuneration of Instructors and Contract Based Training Services-	Remuneration of Instructors and Contract Based Training Services during NG-CDF Staff, NG-CDFC and PMCs Training	150,000		150,000	New
Production and Printing of Training Materials	Payment of Production and Printing of Training Materials	100,000		100,000	New
Hire of Training Facilities and Equipment	Payment of Hire of Training Facilities and Equipment	150,000		150,000	New
Accommodation Allowance	Payment of Accommodation Allowance for NG-CDF Staff & NG-CDFC	200,000		200,000	New
Catering Services (Receptions), Accommodation, Gifts, Food and Drinks	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	400,000		400,000	New
Other Committee Expenses	Payment of Other committee expenses	1,026,000		1,026,000	New
Committee allowances	Payment of committee allowances	1,140,000		1,140,000	New
General Office Supplies	Purchase of General Office Supplies; papers, pencils, forms, and small office equipment	354,800		354,800	New
Supplies and Accessories for Computers and Printers	Payment of Supplies and Accessories for Computers and Printers	250,000		250,000	New

Chairperson Philippine Kantuse Signature  Date 11/01/2024

Secretary Boscow M. Muga Signature  Date 11/01/2024



Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Printers					
Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport for Toyota Hilux double cab GK B694F	400,000		400,000	New
Maintenance Expenses - Motor Vehicles	Payment of Maintenance Expenses - Motor Vehicles for Toyota Hilux double cab GK B694F	300,000		300,000	new
<b>Sub Total</b>		<b>5,260,800</b>		<b>5,260,800</b>	
<b>EDUCATION BURSARY AND SOCIAL SECURITY PROGRAMS</b>					
Bursary Secondary Schools	Payment of bursary to needy students in secondary schools	29,500,000		29,500,000	New
Bursary Tertiary Institutions	Payment of bursary to needy students in tertiary institutions	16,399,828		16,399,828	New
Bursary Special Schools	payment of bursary to needy students in special schools	300,000		300,000	New
NG-CDFC Social Security Programmes	Provision of annual medical insurance cover for 1000 vulnerable families including Orphans and Vulnerable Children (OVCs), poor older persons, Persons with Disabilities (PWDs) and destitute families in partnership with NHIF as shall be identified within the Constituency.	6,000,000		6,000,000	New
<b>Sub Total</b>		<b>52,199,828</b>		<b>52,199,828</b>	
<b>EMERGENCY RESERVE (5%)</b>					
Emergency Reserve	To cater for any unforeseen occurrences in the constituency during the financial year	9,229,569.00		9,229,569.00	New

Chairperson Phillippine Katture Signature [Signature] Date 11/01/2024

Secretary Bosco M. Nugo Signature [Signature] Date 11/01/2024

Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
<b>CLIMATE MITIGATION PROJECTS (2%)</b>					
NTURIRI PRIMARY SCHOOL	Purchase of two energy-saving jikos each @ Kshs.250,000 (kshs 500,000) and installation of 2 jikos (kshs 100,000)	600,000		600,000	New
MWIMBI HILLS	Purchase and Planting 15,000 indigenous trees(kshs.4,500,000), transporting trees to planting sites, digging holes planting and bush clearing(kshs.1,026,705) in partnership with KFS	5,026,165		5,026,165	New
<b>Sub Total</b>		<b>5,626,165</b>		<b>5,626,165</b>	
<b>PRIMARY SCHOOLS PROJECTS</b>					
Maguma Primary School	Construction to completion of an administration block comprising of four rooms and staffroom	2,000,000.00		2,000,000.00	New
Gituntu Primary School	Renovation to completion of ten classrooms; reroofing (kshs 1,700,000) fixing floor, fixing ten doors, fixing fifty windows with window panes, fixing verandah and painting (kshs 1,741,140)	3,441,140.00		3,441,140.00	New
Kairuni Special School	Construction to completion of a 200-capacity dining hall with kitchen comprising of three rooms	2,500,000		2,500,000	New
Kaare Primary School	Construction to completion of an administration block comprising of four rooms and staffroom	2,000,000		2,000,000	New

Chairperson ..... Philipine Kattur ..... Signature [Signature] ..... Date 11/01/2024


Secretary ..... Bosco M. Mugo ..... Signature [Signature] ..... Date 11/01/2024


Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Iruma Primary School	Purchase of 360 lockers each @ Kshs.4,000(kshs 1,440,000) and 360 chairs each @ Kshs.2,000 (kshs 720,000)	2,160,000		2,160,000	New
Kanini Primary School	Renovation to completion of six classrooms; reroofing (kshs 900,000) fixing floor, fixing six doors, fixing thirty windows with window panes, fixing verandah and painting (kshs 600,000)	1,500,000		1,500,000	New
Muragara Primary School	Renovation to completion of five classrooms; plastering, fixing floor, fixing window panes and painting	1,400,000		1,400,000	New
St Peters Keriani Primary School	Renovation to completion of five classrooms; reroofing (kshs 900,000) fixing floor, fixing six doors, fixing thirty windows with window panes, fixing verandah and painting (kshs 730,000)	1,630,000		1,630,000	New
Gaketha Primary School	Construction to completion of a 200-capacity dining hall with kitchen comprising of three rooms	2,500,000		2,500,000	New
Kiraro Primary School	Purchase of 15 dining tables each @ Kshs. 15,000(Kshs. 225,000) and 15 benches each @ Kshs.5,000 (Kshs.75,000)	300,000		300,000	New

Chairperson Phillipine Katture Signature [Signature] Date 11/01/2024

Secretary Basco Mr. Mugo Signature [Signature] Date 11/01/2024


Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Ndumbini primary school	Construction to completion of seven toilets with two chambers for persons with disability  Correct description ie seven doors toilet	800,000		800,000	New
Ndintune primary school	Construction to completion of six toilets with one chamber for persons with disability  Correct description ie six doors toilet	600,000		600,000	New
<b>Sub Total</b>		<b>20,831,140</b>		<b>20,831,140</b>	
<b>JUNIOR SECONDARY SCHOOLS SPONSORED BY NG-CDF</b>					
Ntumu Primary School	Renovation to completion of ten classrooms; reroofing, fixing of doors, fixing of window panes, plastering, verandah and painting	3,000,000		3,000,000	New
St Augustine Majira Primary School	Construction to completion of one classroom at Kshs.1,200,000 and equipping with 40 lockers each @ Kshs.4,000 and 40 chairs each @ Kshs.2,000 (Kshs.240,000) and purchase of one 10,000 litres tank at kshs.100,000 and installation of gutter at kshs.100,000	1,640,000		1,640,000	New


Chairperson Phillexie Wakhwe Signature  Date 11/01/2024

Secretary Bosco M. Mugo Signature  Date 11/01/2024



Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Kairuni Primary School	Construction to completion of one classroom (Kshs.1,200,000) and equipping with 40 lockers each @ 4,000 and 40 chairs each @ Kshs.2,000 (Kshs.240,000), purchase of additional furniture for two classes- 80 lockers @ 4,000(kshs 320,000) and 80 chairs@ 2,000(kshs 160,000)	1,920,000		1,920,000	New
Kieni Primary School	Renovation to completion of four classrooms; reroofing at Kshs.700,000 fixing the floor, plastering, fixing window panes, fixing of doors, verandah, and painting at kshs 800,000	1,500,000		1,500,000	New
Nturiri Primary School	Renovation to completion of four classrooms; fixing floor, plastering, fixing window panes, fixing of doors, verandah and painting	1,000,000		1,000,000	New
Bishop Ezekiel Primary School	Construction to completion of one classroom at Kshs.1,200,000 and equipping with 40 lockers each @ Kshs.4,000 and 40 chairs each @ Kshs.2,000 (Kshs.240,000) and purchase of one 10,000 litres tank at kshs.100,000 and installation of gutter at kshs.100,000	1,640,000		1,640,000	New
<b>Sub Total</b>		<b>10,700,000</b>		<b>10,700,000</b>	
<b>SECONDARY SCHOOL PROJECTS</b>					

Chairperson Phillippine Katture Signature  Date 11/01/2024

Secretary Bosco M. Mugo Signature  Date 11/01/2024

Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Kajiunduthi Day Secondary School	Construction to completion of a 45-student capacity laboratory	2,500,000.00		2,500,000.00	New
Giampampo Day Secondary School	Construction to completion of a 200-capacity dining hall with a kitchen comprising of three rooms	2,500,000.00		2,500,000.00	New
Ikame Day Secondary School	Construction to completion of a 45-student capacity laboratory. <i>The land topography is a bit flat with the red soil, hence less cost when it comes to excavation and laying of the foundation works.</i>	2,500,000		2,500,000	New
Munga Day Secondary School	Construction to completion of a 45-student capacity laboratory. <i>The land topography is a bit high with a rocky basement hence the higher cost of excavation and laying of the foundation works.</i>	3,200,000		3,200,000	New
Nturiri Boys Secondary School	Construction to completion of a 45-student capacity laboratory	2,500,000		2,500,000	New
Kiriani Day Secondary School	Fencing to completion of one acre piece of land with concrete posts, chain link and barbed wire	1,000,000		1,000,000	New
Kiraro Day Secondary School	construction to completion of a 200-student capacity dormitory	2500000		2500000	New

Chairperson Phillippine Katuru Signature [Signature] Date 11/01/2024


Secretary Boscow M. Mugo Signature [Signature] Date 11/01/2024


Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Igangara Secondary School	construction to completion of an administration block comprising of five rooms and staffroom	3,000,000		3,000,000	New
<b>Sub Total</b>		<b>19,700,000</b>		<b>19,700,000</b>	
<b>TERTIARY INSTITUTION PROJECTS</b>					
Muraga Technical Training Institute	Construction to completion of modern ablution block with 16 doors reserving four chambers for people with disability	2,600,000		2,600,000	New
<b>Sub Total</b>		<b>2,600,000</b>		<b>2,600,000</b>	
<b>SECURITY PROJECTS</b>					
Maara Law Court	Construction to completion of Maara law courts comprising two courtrooms and twelve roomed offices	20,000,000		20,000,000	New
Wiru Assistant Chief's Office	Construction to completion of three-roomed office (kshs 1,100,000), Purchase of office furniture two tables with drawers @ Kshs.15,000, one cabinet @ Kshs.20,000 and ten chairs each @ Kshs.5,000 (kshs 100,000) and construction to completion two toilets with urinal construction and a reservation of one chamber for a person With Disability (kshs 200,000)	1,400,000		1,400,000	New
Muthambi Deputy County	Construction to completion of six toilets	700,000		700,000	New

Chairperson Phillipine Vastue Signature [Signature] Date 11/01/2024

Secretary Bosco M. Mugo Signature [Signature] Date 11/01/2024

Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Commissioner	with one chamber for persons with disability				
Muthambi Deputy County Commissioner Residence	Renovation to completion of Deputy County Commissioner's residence; reroofing (kshs 400,000), plastering, painting, fixing 2 doors and five windows(kshs 200,000)	600,000		600,000	New
Mwimbi Assistant County Commissioner's Social Hall	Purchase of 300 plastic chairs at kshs 450,000 and two tables at kshs 50,000	500,000		500,000	New
Muthambi Assistant County Commissioner's Social Hall	Purchase of 300 plastic chairs at kshs 450,000 and two tables at kshs 50,000	500,000		500,000	New
Mitheru Assistant County Commissioner's Social Hall	Construction to completion of a 300-capacity hall	7,500,000		7,500,000	New
Ganga Assistant County Commissioner's Social Hall	Construction to completion of a 300-capacity hall	7,500,000		7,500,000	New
<b>Sub Total</b>		<b>38,700,000</b>		<b>38,700,000</b>	
<b>Total Allocation</b>		<b>175,361,810</b>		<b>175,361,810</b>	
<b>JUNIOR SECONDARY SCHOOLS SPONSORED BY MOE</b>					
Ruguta Primary School	Construction to completion of a 200-capacity dining hall and kitchen comprising three rooms.	2,500,000		2,500,000	New
Chogoria Complex Primary School	Construction to completion of one classroom	1,440,000		1,440,000	New

Chairperson Phillippine Vathure ..... Signature  ..... Date 11/01/2024

Secretary Boscow M. Mugo ..... Signature  ..... Date 11/01/2024

Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
	(Kshs.1,200,000) and equipping with 40 lockers @4,000 and 40 chairs@2,000(Kshs.240,000)				
Kabaikubu Primary School	Renovation to completion of three classrooms; reroofing (kshs 500,000) fixing floor, plastering, fifteen windows with window panes, fixing three doors, verandah, and painting (kshs 900,000)	1,400,000		1,400,000	New
Muraga Primary School	Construction to completion of one classroom (Kshs.1,200,000) and equipping with 40 lockers @4,000 and 40 chairs@2,000(Kshs.240,000)	1,440,000		1,440,000	New
Gitare Primary School	Construction to completion of a 45-student capacity laboratory	2,500,000		2,500,000	New
Kagongo Primary School	Renovation to completion of four classrooms; fixing floor, plastering, fixing window panes, fixing of doors, verandah and painting	1,182,583		1,182,583	New
<b>Sub Total</b>		<b>10,462,583</b>		<b>10,462,583</b>	
<b>NGCDFB ALLOCATION</b>				<b>175,361,810</b>	
<b>JSS MOE</b>				<b>10,462,583</b>	
<b>TOTAL ALLOCATION</b>				<b>185,824,393</b>	


#### ANNEXES

#### ADMINISTRATION AND RECURRENT EXPENDITURE IN REGARD TO STAFF

Chairperson Philippe Kattwe Signature [Signature] Date 11/01/2024

Secretary Bosco M. Mugo Signature [Signature] Date 11/01/2024

Item	Description	Scale	Number	Rate	Total Amount pm	Total Amount pa
	<b>Contractual Employees</b>					
	Accounts Assistant	CSG 11	1	30,170	30,170	362,040
	Clerk of Works	CSG 11	1	32,000	32,000	384,000
	Information Communication Technology Assistant	CSG 12	1	32,000	32,000	384,000
	Records Management Assistant	CSG 12	1	27,000	27,000	324,000
	Driver	CSG 13	1	27,000	27,000	324,000
	clerical officer		1	30,000	30,000	360,000
	Office Assistant	CSG 14	1	27,000	27,000	324,000
	less kshs 362040 budgeted for account assistant under 2022/23 FY as the account assistant has been employed this financial year					-362,040
<b>Sub Total</b>			<b>7</b>			<b>2,100,000</b>
	<b>Casual Labour and Internship</b>					
<b>Sub Total</b>						
	<b>House Allowance</b>					
	Accounts Assistant	CSG 11	1	4,000	4,000	48,000
	Clerk of Works	CSG 11	1	4,000	4,000	48,000
	Information Communication Technology Assistant	CSG 12	1	4,000	4,000	48,000
	Records Management Assistant	CSG 12	1	4,000	4,000	48,000
	Driver	CSG 13	1	4,000	4,000	48,000
	clerical officer		1	4,000	4,000	48,000
	Office Assistant	CSG 14	1	4,000	4,000	48,000
<b>Sub Total</b>			<b>7</b>			<b>336,000</b>
	<b>Transport Allowance</b>					
	Accounts Assistant	CSG 11	1	4,000	4,000	48,000
	Clerk of Works	CSG 11	1	4,000	4,000	48,000
	Information Communication Technology Assistant	CSG 12	1	4,000	4,000	48,000
	Records Management Assistant	CSG 12	1	4,000	4,000	48,000
	clerical officer		1	4,000	4,000	48,000
	Driver	CSG 13	1	4,000	4,000	48,000
	Office Assistant	CSG 14	1	4,000	4,000	48,000

Chairperson *Phillipine Katuru* ..... Signature  ..... Date *11/01/2024*

Secretary *Roseau M. Mugo* ..... Signature  ..... Date *11/01/2024*

<b>Sub Total</b>						<b>336,000</b>
	<b>Leave Allowance</b>					
	Accounts Assistant	CSG 11	1		4,000	4,000
	Clerk of Works	CSG 11	1		4,000	4,000
	Information Communication Technology Assistant	CSG 12	1		4,000	4,000
	Records Management Assistant	CSG 12	1		4,000	4,000
	Driver	CSG 13	1		4,000	4,000
	clerical officer		1		4,000	4,000
	Office Assistant	CSG 14	1		4,000	4,000
<b>Sub Total</b>						<b>28,000</b>
	<b>Gratuity-Contractual Employees</b>					
	Accounts Assistant	CSG 11	1	9,353	9,353	112,236
	Clerk of Works	CSG 11	1	6,400	6,400	76,800
	Information Communication Technology Assistant	CSG 12	1	6,400	6,400	76,800
	Records Management Assistant	CSG 12	1	5,400	5,400	64,800
	Driver	CSG 13	1	5,400	5,400	64,800
	clerical officer		1	6,000	6,000	72,000
	Office Assistant	CSG 14	1	5,400	5,400	64,800
<b>Sub Total</b>						<b>532,236</b>
	<b>Employer Contribution to NSSF</b>					
	Accounts Assistant	CSG 11	1	1,080	1,080	12,960
	Clerk of Works	CSG 11	1	1,080	1,080	12,960
	Information Communication Technology Assistant	CSG 12	1	1,080	1,080	12,960
	Records Management Assistant	CSG 12	1	1,080	1,080	12,960
	Driver	CSG 13	1	1,080	1,080	12,960
	clerical officer		1	1,080	1,080	12,960
	Office Assistant	CSG 14	1	1,080	1,080	12,960
<b>Sub Total</b>						<b>90,720</b>
	<b>Employer Contribution to AHL</b>					
	Accounts Assistant	CSG 11	1	573	573	6,876
	Clerk of Works	CSG 11	1	600	600	7,200
	Information Communication Technology Assistant	CSG 12	1	600	600	7,200
	Records Management Assistant	CSG 12	1	525	525	6,300

Chairperson Phillippine Kothwe Signature [Signature] Date 11/01/2024

Secretary Bosco M. Mugo Signature [Signature] Date 11/01/2024

	Driver	CSG 13	1	525	525	6,300
	clerical officer		1	570	570	6,840
	Office Assistant	CSG 14	1	525	525	6,300
<b>Sub Total</b>						<b>47,016</b>
	<b>Committee Expenses</b>					
		Members	10	10,000	100,000	1,200,000
2210802	Other Committee Expenses	Chair	1	14,000	14,000	168,000
		Members	10	10,000	100,000	1,200,000
2210811	NGCDFC Allowance	Chair	1	14,000	14,000	168,000
<b>Sub Total</b>						<b>2,736,000</b>

### MONITORING EVALUATION AND CAPACITY BUILDING

Item	Description	Scale	Number	Rate	Total Amount pm	Total Amount pa
	<b>Communication, Supplies, and Services</b>					
2210201	Telephone, Telex, Facsimile, and Mobile Phone Service					150,000
	<b>Domestic Travel and Subsistence &amp; Other Transport Costs</b>					
2210301	Travel Costs (Airlines, Bus, Railway, Mileage Allowances, etc.)	Persons	10	5,000	50,000	50,000
2210302	Accommodation - Domestic Travel	Persons	10	10,000	100,000	100,000
2210303	Daily Subsistence Allowance	Persons	10	2,000	20,000	240,000
	<b>Rentals of produced assets</b>					
2210604	Hire of transport					150,000
	<b>Training Expenses</b>					
2210701	Travel Allowance					100,000
2210702	Remuneration of Instructors and Contract Based Training Services					150,000
2210703	Production and Printing of Training Materials					100,000
2210704	Hire of Training Facilities and Equipment					150,000
2210710	Accommodation Allowance					200,000
	<b>Hospitality Supplies and Services</b>					

Chairperson Phillippine Kattauri.....Signature  Date 4/10/2024

Secretary Boscow M. Mugo.....Signature  Date 4/10/2024



**MONITORING EVALUATION AND CAPACITY BUILDING**

NO.	TEAM LEADER	WARD	DATE	TIME
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Item	Description	Scale	Number	Rate	Total Amount pm	Total Amount pa
2210801	Catering Services (Receptions), Accommodation, Gifts, Food and Drinks					400,000
	<b>Committee Expenses</b>					
2210802	Other Committee Expenses	Members	10	10,000	100,000	900,000
		Chair	1	14,000	14,000	126,000
2210811	NGCDFC Allowance	Members	10	10,000	100,000	1,000,000
		Chair	1	14,000	14,000	140,000
	<b>Office and General Supplies and Services</b>					
2211101	General Office Supplies (Papers, Pencils, Forms, Small Office Equipment etc.)					354,800
2211102	Supplies and Accessories for Computers and Printers					150,000
	<b>Fuel, Oil &amp; Lubricants</b>					
2211201	Refined Fuels and Lubricants for Transport					500,000
	<b>Routine maintenance- vehicles and other transport equipment</b>					
2220101	maintenance expenses- motor vehicle					300,000
<b>TOTAL</b>						<b>5,260,800</b>

**MIN 8-10/01/2024 BURSARY TRAINING PROGRAMME**

Members went through the proposed bursary training programme, deliberated on it and after making changes came up with the following programme;

Chairperson Philipine Katture Signature [Signature] Date 11/01/2024

Secretary Boscow M. Mugo Signature [Signature] Date 11/01/2024

[Signature]

1.	PHILLIPHINE KATHURE BOSCOW MUGO EMIS MUNENE BF DCC	MWIMBI WARD	18 <sup>TH</sup> JANUARY 2024	9.00AM-12.00AM
		CHOGORIA LOCATION	19 <sup>TH</sup> JANUARY 2024	9.00AM-12.00AM
2.	PA KINEGENI MAWIRA SAVIO LILIAN FAM	MUTHAMBI WARD	18 <sup>TH</sup> JANUARY 2024	9.00AM-12.00AM
		MITHERU WARD	19 <sup>TH</sup> JANUARY 2024	9.00AM-12.00AM
3.	KIAMBI SIMIYU CATE KATHEE SCA	GANGA WARD	18 <sup>TH</sup> JANUARY 2024	9.00AM-12.00AM
		MURUGI LOCATION	19 <sup>TH</sup> JANUARY 2024	9.00AM-12.00AM

**MIN 9-10/01/2024 BURSARY BENEFICIARIES**

Members were informed of the following students who required urgent bursary assistance:

NAME	SCHOOL	ADMNO
BENITTO MUGAMBI	TECHNICAL UNIVERSITY OF MOMBASA	BTHM/103J/2023
BRENDA KANGAI MBAE	CHOGORIA GIRLS	9784
CHALTU MOHAMED JARSO	ZETECH UNIVERSITY	DCS/01/0048/2022
FRANCIS KITHINJI	MOUNT KENYA UNIVERSITY	BBA/2021/44850
JULIET WAITHIRA	THIKA GIRLS KARIBARIBI SEC SCHOOL	1569
KIRAITHE KAGENDO ANNITTE	KARAMUGI SECONDARY SCHOOL	2366
KITHINJI NICHOLUS KIMATHI	CLIVE IRVINE COLLEGE OF HEALTH SCIENCES	NUR/0175/2021
LINET WAMBUI KIRAGU	GITWE GIRLS SECONDARY SCHOOL	9239

Chairperson Phillippine Kathure Signature [Signature] Date 11/01/2024

Secretary Boscow M. Mugo Signature [Signature] Date 11/01/2024

LINUS MAWIRA	KENYA METHODIST UNIVERSITY	EDA/1/6780/3/2022
MURANGIRI	URUKU GIRLS SECONDARY SCHOOL	2245
NANCY MWENDE	CLIVE IRVINE COLLEGE OF HEALTH SCIENCES	NUR/012M/2024
NELSON KIMATHI	MOUNT KENYA UNIVERSITY - THIKA	DBM/2023/41886
MWUE	CHUKA BOYS HIGH SCHOOL	12041
RAHAB NJAMBI	NDAGONI GIRLS SECONDARY SCHOOL	2363
SAMUEL MUNENE	BISHOP NJIRU GIRLS KANGETA	5777
MUCHUI		
SANDRA GAKII		
MUGAMBI		
VALERY KATHAMBI		

After deliberations they awarded bursary to the students as follows:-

NAME	SCHOOL	AMOUNT AWARDED	ADMNO
BENITTO MUGAMBI	TECHNICAL UNIVERSITY OF MOMBASA	20000	BTHM/103J/2023
BRENDA KANGAI MBAE	CHOGORIA GIRLS	10000	9784
CHALTU MOHAMED JARSO	ZETECH UNIVERSITY MOUNT KENYA	20000	DCS/01/0048/2022
FRANCIS KITHINJI	THIKA GIRLS KARIBARIBI SEC SCHOOL	10000	BBA/2021/44850
JULIET WAITHIRA	KARAMUGI SECONDARY SCHOOL	10000	1569
KIRAITHE KAGENDO ANNITTE	CLIVE IRVINE COLLEGE OF HEALTH SCIENCES	10000	2366
KITHINJI NICHOLUS KIMATHI	CLIVE IRVINE COLLEGE OF HEALTH SCIENCES	10000	NUR/0175/2021
LINET WAMBUI	GITWE GIRLS SECONDARY SCHOOL	10000	9239
KIRAGU	KENYA METHODIST UNIVERSITY	20000	EDA/1/6780/3/2022
LINUS MAWIRA	URUKU GIRLS SECONDARY SCHOOL	10000	2245
MURANGIRI	CLIVE IRVINE COLLEGE OF HEALTH SCIENCES	10000	NUR/012M/2024
NANCY MWENDE	MOUNT KENYA UNIVERSITY - THIKA	10000	DBM/2023/41886
NELSON KIMATHI			
MWUE			
RAHAB NJAMBI			

Chairperson ..... *Phelipine Wanjau* ..... Signature ..... *[Signature]* ..... Date ..... *11/01/2024*

Secretary *Bosco M. Mugo* ..... Signature ..... *[Signature]* ..... Date ..... *11/01/2024*

SAMUEL MUNENE MUCHUI	CHUKA BOYS HIGH SCHOOL	20000	12041
SANDRA GAKII MUGAMBI	NDAGONI GIRLS SECONDARY SCHOOL	10000	2363
VALERY KATHAMBI	BISHOP NJIRU GIRLS KANGETA	20000	5777
		<b>200000</b>	

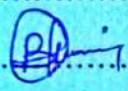
**MIN 10-10/01/2024 ADJOURNMENT**

There being no other matters for discussion the meeting ended at 4.15 pm with closing prayers by Dominic Nyaga.

**Minutes compiled by**

Name Boscon M. Mugo

Designation SECRETARY

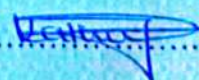
Sign  date 11/01/2024

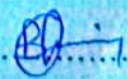
**Minutes confirmed by**

Name Phillippine Kothure

Designation Chairman

Sign ..... date 11/01/2024

Chairperson Phillippine Kothure Signature  Date 11/01/2024

Secretary Boscon M. Mugo Signature  Date 11/01/2024

*Edan*