



NG-CDF

National Government Constituencies Development Fund
Thika Town Constituency
Section 9
P.O Box 461-01000
THIKA
Email: cdfthikatown@ngcdf.go.ke

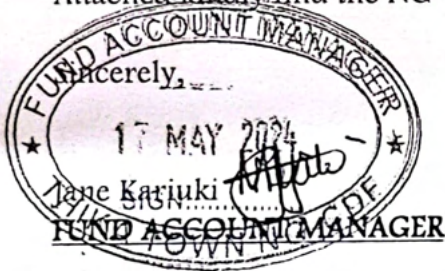
Friday, 17th May 2024

TKA/TOWN/NG-CDFB/FY 023/024/006
THE CHIEF EXECUTIVE OFFICER
NG-CDF BOARD
P.O BOX 46682-00100
NAIROBI.

RE: SUBMISSION OF FY 2023/2024 PROJECTS PROPOSAL – KSHS. 187,291,693

Thika Town NG-CDFC in their meeting held on 12th February 2024 deliberated and approved project proposal for FY 2023/2024 as shown by the attached minutes (MIN 8/NG-CDFC/12/02/FY 2023/2024)

Attached kindly find the NG-CDF minutes and the relevant schedules for your perusal



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

CONSTITUENCY NO. 114

CONSTITUENCY NAME: THIKA TOWN

FINANCIAL YEAR: 2023-2024

| SERIAL | NAME OF PROJECT | AMOUNT ALLOCATED (KSHS) |
|-------------|---|-------------------------|
| 114/AP1 | Administration/Recurrent | 10,517,796.00 |
| 114/AP2 | Monitoring and evaluation/Capacity Building | 5,260,000.00 |
| 114/2640100 | Bursary/Mocks/Cats | 50,459,400.00 |
| 114/2640200 | Emergency Projects | 9,229,569.00 |
| 114/2630204 | Primary School Projects | 55,413,983.00 |
| 114/2630205 | Secondary School Projects | 32,708,445.00 |
| 114/2630206 | Tertiary Institution Projects | 10,000,000.00 |
| 114/2640507 | Security Projects | 12,822,500.00 |
| 114/2640510 | Environmental Projects | 880,000.00 |
| TOTAL | | 187,291,693.00 |

Ephraim Macharia

Chairman



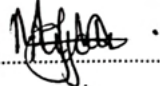
Signature

17, 05, 2024

Date

Jane Karuki

Fund Manager



Signature

17, 05, 2024

Date

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

Constituency No 114
 Constituency Name THIKA TOWN County Kiambu
 Project Number AP1
 Project Title Administration/Recurrent
 Sector Administration & Recurrent

Status of projects

Brief statement on project status at time of submission

Financial year 2023-07-01 to 2024-06-30

Original Cost Estimates, in Ksh 10,517,796.00 dated

Amount allocated last financial year dated

Sub projects

| Project Name | Project Code | Activity | Original Status | Amount (Ksh) |
|----------------------------------|-------------------------------------|---|-----------------|--------------|
| Contractual employees | 4-0022-114-2110000-100-2023-2024-1 | Payment of staff basic salaries for seven employees | New Project | 2,198,040.00 |
| Casual labour and internship | 4-0022-114-2110202-100-2023-2024-2 | Payment to staff basic wages on casual and internship (5 interns @ Kshs.20,000 per month for three months) | New Project | 300,000.00 |
| NSSF | 4-0022-114-2120101-100-2023-2024-3 | Employer contribution to NSSF for seven employees | New Project | 90,720.00 |
| Gratuity-Contractual employees | 4-0022-114-2710102-100-2023-2024-4 | Payment of gratuity to seven NG-CDFC staffs | New Project | 682,000.00 |
| House allowance | 4-0022-114-2110301-100-2023-2024-5 | Payment of house allowance to seven NG-CDF staffs | New Project | 435,000.00 |
| Housing Levy | 4-0022-114-2110301-100-2023-2024-6 | Employer contribution to the housing levy for the seven employees | New Project | 45,000.00 |
| Transport allowance | 4-0022-114-2110314-100-2023-2024-7 | Transport allowance for the seven NG-CDF staffs | New Project | 240,000.00 |
| Office rent | 4-0022-114-2210104-100-2023-2024-8 | Payment of office rent | New Project | 900,000.00 |
| Contracted Professional Services | 4-0022-114-2211305-100-2023-2024-9 | Payment to the contracted professional services | New Project | 660,000.00 |
| General office supplies (papers, | 4-0022-114-2211101-100-2023-2024-10 | Purchase of General Office Supplies (papers, pencils, forms, | New Project | 1,000,000.00 |

National Government Constituencies Development Fund
Fourth Schedule Report

| | | | | |
|---|-------------------------------------|---|-------------|----------------------|
| pencils, forms, small office equipments etc) | | small office equipment) | | |
| Bank Service commission charges | 4-0022-114-2211301-100-2023-2024-11 | Payment of Bank service commission and charges | New Project | 193,036.00 |
| Refined Fuels and lubricants | 4-0022-114-2211201-100-2023-2024-12 | Purchase of refined fuels and lubricants | New Project | 480,000.00 |
| Hire of transport | 4-0022-114-2210604-100-2023-2024-13 | Payment of Hire of Transport | New Project | 60,000.00 |
| Catering services (receptions) Accommodations, Gifts, Food and Drinks | 4-0022-114-2210801-100-2023-2024-14 | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks | New Project | 200,000.00 |
| Internet connection | 4-0022-114-2210202-100-2023-2024-15 | Payment of Internet Connections | New Project | 84,000.00 |
| Maintenance of Office Furniture and Equipment | 4-0022-114-2220202-100-2023-2024-16 | Payment of Maintenance of Office Furniture and Equipment | New Project | 100,000.00 |
| NG-CDFC Allowances | 4-0022-114-2210811-100-2023-2024-17 | Payment of NGCDFC allowance charges (8 members at Kshs 5,000 each for 24 meetings, chairman at Kshs. 7,000. other stake holders (adhoc) 2 persons @ Kshs.5000 | New Project | 1,368,000.00 |
| Sanitary and Cleaning Materials, Supplies and Services | 4-0022-114-2211103-100-2023-2024-18 | Purchase of Sanitary and Cleaning Materials, Supplies and Services | New Project | 50,000.00 |
| Travel Costs (airlines, bus, railway, mileage allowances etc) | 4-0022-114-2210301-100-2023-2024-19 | Payment of Transport Expenses | New Project | 100,000.00 |
| Other committee expenses | 4-0022-114-2210802-100-2023-2024-20 | Payment of Other committee expenses | New Project | 1,332,000.00 |
| TOTAL: | | | | 10,517,796.00 |

Person completing form

SIGNATURE: _____

[Handwritten Signature]

DATE: _____

17 / 05 / 2024

NAME: _____

Jane Kariuki

POSITION: _____

Fund Account Manager

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

Constituency No 114
 Constituency Name THIKA TOWN County Kiambu
 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 2023-07-01 to 2024-06-30

Original Cost Estimates, in Ksh 5,260,000.00 dated

Amount allocated last financial year dated

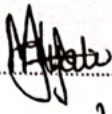
Sub projects

| Project Name | Project Code | Activity | Original Status | Amount (Ksh) |
|---|------------------------------------|--|-----------------|--------------|
| Accommodation Allowance | 4-0022-114-2210710-111-2023-2024-1 | Payment of Accommodation Allowance of NGCDFC, National Government officers, Staffs and PMC trainings | New Project | 1,450,000.00 |
| Hire of training facilities and equipment | 4-0022-114-2210701-111-2023-2024-2 | hire of training facilities and equipment (NGCDFC, National Government Officers, staffs, PMCs) | New Project | 100,000.00 |
| Daily Subsistence Allowance | 4-0022-114-2210403-111-2023-2024-3 | Payment of daily subsistence allowance | New Project | 300,000.00 |
| Catering Services (receptions), Accommodation, Gifts, Food and Drinks | 4-0022-114-2210801-111-2023-2024-4 | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks | New Project | 180,000.00 |
| Refined Fuels and lubricants for Transport | 4-0022-114-2211201-111-2023-2024-5 | Payment for fuel and lubricants for the transport of members during M/E and forums | New Project | 280,000.00 |
| NGCDFC allowance | 4-0022-114-2210811-111-2023-2024-6 | Payment of NGCDFC allowance charges | New Project | 1,200,000.00 |
| Other committee expenses | 4-0022-114-2210802-111-2023-2024-7 | Payment of Other committee expenses | New Project | 800,000.00 |
| Travel Allowance on training | 4-0022-114-2210701-111-2023-2024-8 | Payment of Travel Allowance of NGCDFC, National Government officers, staffs, PMC trainings | New Project | 400,000.00 |

National Government Constituencies Development Fund
Fourth Schedule Report

| | | | | |
|-----------------------------|-------------------------------------|--|---------------|---------------------|
| Remuneration to instructors | 4-0022-114-2210702-111-2023-2024-9 | Remuneration to instructors and contract based Training services | New Project | 500,000.00 |
| Hire of transport | 4-0022-114-2210604-111-2023-2024-10 | Payment of Hire of Transport | New Project | 50,000.00 |
| | | | TOTAL: | 5,260,000.00 |

Person completing form

SIGNATURE:  DATE: 17, 05, 2024
NAME: Jane Karuki POSITION: Fund Account Manager

FOURTH SCHEDULE (s. 30)
PROJECT DESCRIPTION FORM

Constituency No 114
Constituency Name THIKA TOWN County Kiambu
Project Number 2640100
Project Title Bursary/Mocks/Cats
Sector Bursary

Status of projects

Brief statement on project status at time of submission

Financial year 2023-07-01 to 2024-06-30

Original Cost Estimates, in Ksh 50,459,400.00 dated

Amount allocated last financial year dated

Sub projects

| Project Name | Project Code | Activity | Original Status | Amount (Ksh) |
|---------------------------------------|------------------------------------|--|-----------------|---------------|
| Bursary secondary schools | 4-0022-114-2640101-103-2023-2024-1 | Payment of bursary to needy students in secondary schools | New Project | 33,000,000.00 |
| Bursary Tertiary Institutions | 4-0022-114-2640102-103-2023-2024-2 | Payment of bursary to needy students in tertiary institutions | New Project | 15,000,000.00 |
| Bursary Special Institutions | 4-0022-114-2640105-103-2023-2024-3 | Payment of bursary to needy students in special institutions | New Project | 2,000,000.00 |
| Thika Town Constituency Education day | 4-0022-114-2640103-103-2023-2024-4 | Seminar with primary and secondary teachers and other relevant education stake holders provision of services of sitting arrangement by the service provider during the education day | New Project | 459,400.00 |
| TOTAL: | | | | 50,459,400.00 |

Person completing form

SIGNATURE: Jane Karuki DATE: 17, 05, 2024
NAME: Jane Karuki POSITION: Fund Account Manager

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

Constituency No 114
Constituency Name THIKA TOWN County Kiambu
Project Number 2640200
Project Title Emergency projects
Sector Emergency
Status of projects

Brief statement on project status at time of submission

Financial year 2023-07-01 to 2024-06-30
Original Cost Estimates, in Ksh 9,229,569.00 dated
Amount allocated last financial year dated
Sub projects

| Project Name | Project Code | Activity | Original Status | Amount (Ksh) |
|---------------|------------------------------------|---|-----------------|--------------|
| Emergency | 4-0022-114-2640200-101-2023-2024-1 | To cater for any unforeseen occurrences in the constituency during the financial year | New Project | 9,229,569.00 |
| TOTAL: | | | | 9,229,569.00 |

Person completing form

SIGNATURE: [Signature] DATE: 17, 05, 2024
NAME: Jane Karuki POSITION: Fund Account Manager

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

Constituency No 114

Constituency Name THIKA TOWN

County Kiambu

Project Number 2630204

Project Title Primary School Projects

Sector Education

Status of projects

Brief statement on project status at time of submission

Financial year 2023-07-01 to 2024-06-30

Original Cost Estimates, in Ksh 55,413,983.00 dated

Amount allocated last financial year dated

Sub projects

| Project Name | Project Code | Activity | Original Status | Amount (Ksh) |
|----------------------------|------------------------------------|---|-----------------|--------------|
| Queen of Rosary Pry School | 4-0022-114-2630204-104-2023-2024-1 | Construction to completion of 2 classrooms with staircase, flat roof and tiles for JSS | New Project | 5,000,000.00 |
| Gatuanyaga primary School | 4-0022-114-2630204-104-2023-2024-2 | Construction to completion of 45 students capacity science laboratory structure 1st storey with roof slab (Kshs.6,126,000) and equipping to completion-works entailing Installation of laboratory sinks, benches, plumbing works (water and gas installation), electrical works, fume chambers and external drainage(ksh 2,300,000) | New Project | 8,426,000.00 |
| Gatumaini pry school | 4-0022-114-2630204-104-2023-2024-3 | Construction to completion of 2 classrooms with staircase, flat roof and tiles | New Project | 5,000,000.00 |
| Umoja Primary school | 4-0022-114-2630204-104-2023-2024-4 | Construction to completion of 45 student capacity science laboratory structure 1st storey with roof slab (Ksh6,126,000) and Equipping to completion-works entailing Installation of laboratory sinks, benches, plumbing works(water and gas installation), electrical works, fume chambers and external drainage(ksh | New Project | 8,426,000.00 |

National Government Constituencies Development Fund
Fourth Schedule Report

| | | 2,300,000) | | |
|--------------------------|------------------------------------|--|-------------|----------------------|
| Kenyatta Primary School | 4-0022-114-2630204-104-2023-2024-5 | Cabro installation 3237 square metre- Site clearing, ground stripping, levelling and hard-core hand packing, blinding, installation of channels and shallow drains | New Project | 8,447,435.00 |
| Kianjahi Primary school | 4-0022-114-2630204-104-2023-2024-6 | Renovation to completion of 6 classrooms- flooring and tiling, re-roofing, fixing window panes and painting | New Project | 3,540,000.00 |
| Powerline Primary School | 4-0022-114-2630204-104-2023-2024-7 | Additional fund for completion of 4 classrooms with roof slab, tiled floor, staircase and ramp work entails ramp, tiling, Plastering, Painting, staircase finishes with terrazzo surface, doors, windows, flat roof finishes and electrical works | New Project | 4,644,665.00 |
| Kenyatta Primary School | 4-0022-114-2630204-104-2023-2024-8 | Construction to completion of 45 student capacity science laboratory structure(Ksh3,700,000) and Equipping to completion-works entailing Installation of laboratory sinks, benches, plumbing works(water and gas installation), electrical works, fume chambers and external drainage(ksh 2,300,000) | New Project | 5,964,941.00 |
| Magogoni Primary School | 4-0022-114-2630204-104-2023-2024-9 | Construction to completion of 45 student capacity science laboratory structure(Ksh3,700,000) and Equipping to completion-works entailing Installation of laboratory sinks, benches, plumbing works(water and gas installation), electrical works, fume chambers and external drainage(ksh 2,300,000) | New Project | 5,964,942.00 |
| TOTAL: | | | | 55,413,983.00 |

Person completing form

SIGNATURE: _____

DATE: _____

NAME: _____

POSITION: _____

Jane Karuki

17, 05, 2024

Jane Karuki

Fund Account Manager

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

Constituency No 114

Constituency Name THIKA TOWN

County Kiambu

Project Number 2630205

Project Title Secondary School Projects

Sector Education

Status of projects

Brief statement on project status at time of submission

Financial year 2023-07-01 to 2024-06-30

Original Cost 32,708,445.00 dated

Amount allocated last financial year dated


Sub projects

| Project Name | Project Code | Activity | Original Status | Amount (Ksh) |
|--|------------------------------------|---|-----------------|---------------|
| Salvation Army Thika High School for the Blind | 4-0022-114-2630205-104-2023-2024-1 | Construction to completion of 50 students capacity Dormitory with flat roof, tiled floor and a ramp | New Project | 12,805,000.00 |
| Chania Girls High School | 4-0022-114-2630205-104-2023-2024-2 | Construction to completion of 3 Classrooms on 1st floor through under pinning foundation (removal of existing roof) with roof slab, tiled floor and staircase | New Project | 10,786,000.00 |
| Chania Boys High School | 4-0022-114-2630205-104-2023-2024-3 | Additional fund for completion of 1st storey administration block with 6 offices, reception, waiting area, pantry/kitchen, 4 no doors ablution block, staircase and ramp work entails tiling. Plastering, Painting, staircase & ramp finishes with terrazzo surface, Plumbing & mechanical works and electrical works | New Project | 3,963,870.00 |
| Kenyatta Girls Sec School | 4-0022-114-2630205-104-2023-2024-4 | Additional fund for completion of 1,000 students capacity dining hall work entails Tiling. Plastering, painting, work tops, sinks & fixing of 6no cylindrical boilers in the kitchen section. Rain water disposal goods (gutters) plumbing & mechanical works and electrical works | Ongoing Project | 3,599,700.00 |

National Government Constituencies Development Fund
Fourth Schedule Report

| | | | | |
|--------------------|------------------------------------|---|-------------|---------------|
| Jamhuri Sec School | 4-0022-114-2630205-104-2023-2024-5 | Additional amount for completion of 3no. classrooms with roof slab through underpinning foundation work entails Plastering, painting, floor screeding & Tiling, Flat roof water proofing & protective screed, staircase balustrading & railing and electrical works | New Project | 1,553,875.00 |
| | | | TOTAL: | 32,708,445.00 |

Person completing form

SIGNATURE:  DATE: 17, 05, 2024
 NAME: Jane Kariuki POSITION: Fund Account Manager

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

Constituency No 114

Constituency Name THIKA TOWN

County Kiambu

Project Number 2630206

Project Title Tertiary Institution Projects

Sector Education

Status of projects

Brief statement on project status at time of submission

Financial year 2023-07-01 to 2024-06-30

Original Cost Estimates, in Ksh 10,000,000.00 dated

Amount allocated last financial year dated

Sub projects

| Project Name | Project Code | Activity | Original Status | Amount (Ksh) |
|--|------------------------------------|---|-----------------|---------------|
| Thika Town Constituency Technical and Vocational College (TVC) | 4-0022-114-2630206-104-2023-2024-1 | Construction of Thika Town Constituency TVC facility Co-funding with State Department for Technical Vocational Education and Training (TVET) | New Project | 10,000,000.00 |
| TOTAL: | | | | 10,000,000.00 |

Person completing form

SIGNATURE: 

DATE: 17, 05, 2024

NAME: Jane Kariuki

POSITION: Fund Account Manager

FOURTH SCHEDULE (s. 30)
PROJECT DESCRIPTION FORM

Constituency No 114
Constituency Name THIKA TOWN County Kiambu
Project Number 2640507
Project Title Security Projects
Sector Security

Status of projects

Brief statement on project status at time of submission

Financial year 2023-07-01 to 2024-06-30
Original Cost Estimates, in Ksh 12,822,500.00 dated
Amount allocated last financial year dated
Sub projects

| Project Name | Project Code | Activity | Original Status | Amount (Ksh) |
|-------------------------|------------------------------------|---|-----------------|---------------|
| Ngoingwa Police Station | 4-0022-114-2640507-113-2023-2024-1 | Construction to completion of Ngoingwa police Station 1st floor with roof slab comprising of 8 offices, boardroom, armoury, 4 cells, 6 doors ablution block with 2 doors catering for PWDs, kitchen, exhibit room, archives, staircase and ramp | New Project | 12,822,500.00 |
| TOTAL: | | | | 12,822,500.00 |

Person completing form

SIGNATURE: [Signature] DATE: 17, 05, 2024
NAME: Jane Karuki POSITION: Fund Account Manager

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

Constituency No 114
 Constituency Name THIKA TOWN County Kiambu
 Project Number 2640510
 Project Title Environmental Projects
 Sector Environment/Climate Change Mitigation activities

Status of projects

Brief statement on project status at time of submission

Financial year 2023-07-01 to 2024-06-30
 Original Cost Estimates, in Ksh 880,000.00 dated
 Amount allocated last financial year dated
 Sub projects

| Project Name | Project Code | Activity | Original Status | Amount (Ksh) |
|---|------------------------------------|--|-----------------|--------------|
| Thika Town constituency Environment Project | 4-0022-114-2640510-110-2023-2024-1 | Planting of different types of trees in 8 public schools at Kshs. 110,000 per school (Purchase of the assorted trees seedlings - Kshs. 90,000, labour for the preparation and planting of trees - Kshs. 20,000 - Kiganjo Pry, Kamenu Pry, Umoja Pry, Gatumaini Pry, Thika Pry, Kisiwa Pry, Kenyatta Pry and St. Patricks Pry schools | New Project | 880,000.00 |
| TOTAL: | | | | 880,000.00 |

Person completing form

SIGNATURE: [Signature] DATE: 17.05.2024
 NAME: Jane Kariuki POSITION: Fund Account Manager

**MINUTES OF THE NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND
COMMITTEE MEETING HELD ON 12TH FEBRUARY 2024 AT NG-CDF BOARDROOM**

Members Present

| | |
|---------------------|-------------|
| 1. Ephraim Macharia | Chairperson |
| 2. Nancy Makena | Secretary |
| 3. Pamela Jahenda | Member |
| 4. Simon Wanjohi | Member |
| 5. Lydia Gituru | Member |
| 6. Stephen Ngige | Member |
| 7. Godffrey Mugeru | Member |
| 8. Naomi Kamau | Member |
| 9. James Wanyoike | Member |
| 10. Jane Kariuki | FAM |

In attendance

| | |
|-------------------|---|
| 1. Maurice Sifuna | Thika West Sub County Director of Education |
|-------------------|---|

AGENDA

1. Preliminaries
2. Reading and confirmation of minutes of the last meeting
3. Matters arising from minutes of the previous meeting
4. Review of FY 2023/2024 projects proposal and the guiding circulars
5. Approved projects for FY 2023/2024
6. Consideration of ongoing projects
7. Consideration of Junior Secondary Matching Funds with the Ministry
8. Approval of Projects Proposal for the Financial Year 2023/2024
9. Sorting and typing of bursary forms applicants
10. M/E Exercise
11. Adjournment

MIN 1/NG-CDFC/12/02/FY 2023/2024: PRELIMINARIES

The meeting was called to order by the Chairman, at 10:10am. Godfrey Mugeru led the opening prayers.

Signed.....
Chairman

Signed.....
Secretary

MIN 2/NG-CDFC/12/02/FY 2023/2024: READING AND CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING.

The Secretary took the members through the reading of minutes of the previous meeting. The members endorsed as a true copy of what was discussed. The minutes were proposed by Pamela Jahenda and seconded by Stephen Ngige

MIN 3/NG-CDFC/12/02/FY 2023/2024: MATTERS ARISING FROM PREVIOUS MINUTES.

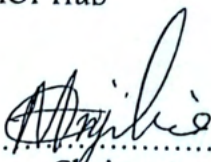
There were no matters arising from the previous minutes

MIN 4/NG-CDFC/12/02/FY 2023/2024: REVIEW OF FY 2023/2024 PROJECTS PROPOSAL AND THE GUIDING CIRCULARS

The members were reminded that the total allocation for the F/Y 2023/024 is **Kshs.175,361,810**. There is also an amount of **Kshs. 11,929,883** meant for infrastructure Development for Junior Secondary School. The Fund Account Manager took the members through the Board circular ref.**NG-CDFB/CEO/NG-CDF CIRCULARS/ VOL.11 (034)** dated 29th August 2023 and **NG-CDFB-CEO/MOE/VOL 1 (046)** dated 16th October, 2023 which gives guideline on preparation and submission of constituency project proposals for the FY 2023/024 and infrastructure development for Junior Secondary Schools respectively. The members were informed that though they had approved the FY 2023/2024 projects proposal on the meeting held on 23rd November 2023, there are some amendment needed. This is due to the fact that the National Assembly enacted the NG-CDF (Amendment Act) 2023 which introduced fundamental changes that have implications on the projects fundable under the Act. Therefore there is need to realign the earlier proposed projects with the new legal position. In particular, the Fund Account Manager took the members through the board circular ref; **NG-CDFB/CEO/NG-CDF CIRCULARS/VOL II (035)** dated 4th January 2024 which gives guideline for alignment of constituency projects proposal for FY 2023/2024 with NG-CDF (Amendment) Act 2023

In summary, the following highlights were noted;

1. The Constituency Oversight Committee was repealed
2. The sports allocation was repealed
3. Environment was substituted with climate change mitigation with a ceiling of 5 %
4. Bursary ceiling increased to 40% that will include school social programs
5. ICT Hubs to be allocated a ceiling of 3 % to include the operational cost and recurrent for the ICT Hub


Signed.....
Chairman

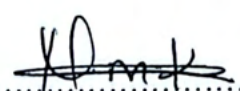
Signed.....
Secretary

MIN 5/NG-CDFC/12/02/FY 2023/2024: APPROVED PROJECTS FOR FY 2023/2024

The Fund Account Manager informed the members that the Board had only approved the Administration Fund, Bursary and emergency kitty as was proposed by the members. The approved code list is as shown below;

| Project Name | Project Activity | Amount Allocated | Status |
|---|--|------------------|--------|
| ADMINISTRATION AND RECURRENT EXPENDITURE | | | |
| COMPENSATION OF EMPLOYEES | | | |
| Contractual employees | Payment of staff Basic salaries for seven employees | 2,198,040 | New |
| Casual labour and Internship | Payment of staff Basic Wages for 5 interns | 300,000 | New |
| NSSF | Employer contribution to NSSF for seven employees | 90,720 | New |
| Gratuity-contractual employees | Payment of gratuity to seven NG-CDFC staffs | 682,000 | New |
| House allowance | Payment of House allowances to seven NG-CDFC staffs | 435,000 | New |
| Housing Levy | Employer contribution to housing levy for the seven employees | 45,000 | New |
| Transport allowance | Payment of Transport allowances for the seven NG-CDFC staffs | 240,000 | New |
| USE OF GOODS AND SERVICES | | | |
| Office Rent | Payment of office rent | 900,000 | New |
| Contracted Professional services | Payment to the Contracted professional services | 660,000 | New |
| General Office Supplies | Purchase of General Office Supplies (papers, pencils, forms, small office equipment) | 1,000,000 | New |
| Bank service commission charges | Payment of Bank service commission and charges | 193,036 | New |
| Refined Fuels and lubricants | Purchase of refined fuels and lubricants for GK vehicles | 480,000 | |
| Hire of Transport | Payment for Hire of Transport | 60,000 | New |
| Catering Services (receptions), Accommodation, Gifts, Food and Drinks | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks | 200,000 | New |
| Internet Connections | Payment of Internet Connections expenses | 84,000 | New |

Signed.....

Chairman

Signed.....

Secretary

| | | | |
|--|---|-------------------|-----|
| Maintenance of Office Furniture and Equipment | Payment of Maintenance of Office Furniture and Equipment | 100,000 | New |
| NG-CDFC allowance | Payment of NG-CDFC allowance charges | 1,368,000 | New |
| Other committee expenses | Payment of Other committee expenses | 1,332,000 | New |
| Sanitary and Cleaning Materials, Supplies and Services | Purchase of Sanitary and Cleaning Materials, Supplies and Services | 50,000 | New |
| Travel costs | Payment of transport expenses | 100,000 | New |
| EDUCATION BURSARY AND SOCIAL SECURITY PROGRAMS | | | |
| Bursary Secondary Schools | Payment of bursary to needy students in secondary schools | 33,000,000 | New |
| Bursary Tertiary Institutions | Payment of bursary to needy students in tertiary institutions | 15,000,000 | New |
| Bursary Special Institutions | Payment of bursary to needy students in special schools | 2,000,000 | New |
| EMERGENCY RESERVE | | | |
| Emergency Reserve | To cater for any unforeseen occurrences in the constituency during the financial year | 9,229,569 | New |
| | Sub Total | 69,747,365 | |

MIN 6/NG-CDFC/12/02/FY 2023/2024: CONSIDERATION OF ONGOING PROJECTS

The member considered the below ongoing projects as a priority in the FY 2023/2024 Projects proposal. The said projects have been tendered for through open tender method (PIIP Portal) and the contract sum reflected is for the lowest evaluated bidder

| Project Name | Entire Scope of the projects | Initial Approved Activities | Pending Activities Requiring Funding | Contract Sum (Kshs.) | Cumulative allocation to the project (Kshs.) | | Balance to complete |
|-------------------------|--|---|---|----------------------|--|------------------|---------------------|
| | | | | | FY | Amount Allocated | |
| Chania Boys High School | Construction of one storey administration block with roof slab comprising of 6 offices, reception, waiting area, pantry/kitchen, 5 no doors ablution block, staircase and ramp | Construction of storey administration block with roof slab comprising of 6 offices, reception area, 5 no doors ablution block; Substructure, superstructure walling and | Plastering, Painting, staircase & ramp finishes with terrazzo surface, Plumbing & mechanical works and electrical works | 12,563,870 | 2021/022 | 4,000,000 | 3,963,870 |
| | | | | | 2022/023 | 4,600,000 | |

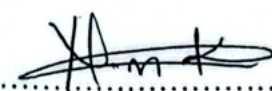
Signed.....
Chairman

Signed.....
Secretary

| | | | | | | | |
|--------------------------|--|---|--|-------------------|----------------------|------------------------|------------------|
| | | concrete, installing of doors, windows and finishes | | | | | |
| Keatta Girls Sec School | Construction to completion of 1000 students capacity dining hall with kitchen area, cateress office, dry and perishable food stores; Substructure, Superstructure, Tiling, Plastering, painting, work tops, sinks & fixing of 6no cylindrical boilers in the kitchen section, Rain water disposal goods (gutters) plumbing & mechanical and electrical works | Construction to completion of 1000 students capacity dining hall wing-Substructure, Superstructure concrete & walling, doors, windows & roofing | Completion of 1000 students capacity dining hall wing-work entails Tiling, Plastering, painting, work tops, sinks & fixing of 6no cylindrical boilers in the kitchen section, Rain water disposal goods (gutters) plumbing & mechanical and electrical works | 10,599,700 | 2020/021 2022/023 | 4,000,000 3,000,000 | 3,599,700 |
| Jamhuri Sec School | Construction of 3no. classrooms with roof slab, tiled floor and staircase through underpinning foundation | Construction of 3no. classrooms with roof slab, tiled floor and staircase through underpinning foundation | Plastering, painting, floor screeding & Tiling, Flat roof water proofing & protective screed, staircase balustrading & railing and electrical works | 8,853,875 | 2022/023 | 7,300,000 | 1,553,875 |
| Pc Online Primary School | Construction of 4 classrooms with roof slab, tiled floor, staircase and ramp | Construction of 4 classrooms with roof slab, tiled floor, staircase and ramp; foundation framework and walling | Completion of 4 classrooms with roof slab, tiled floor, staircase and ramp; Ramp, floor screeding and tiling, Plastering, Painting, staircase finishes with terrazzo surface, doors, windows, flat roof finishes and electrical works | 13,868,665 | 2022/023 | 9,224,000 | 4,644,665 |
| | | | TOTAL | 32,017,445 | | 22,900,000 | 9,117,445 |

Signed.....

 Chairman

Signed.....

 Secretary

MIN 7/NG-CDFC/12/02/FY 2023/2024: CONSIDERATION OF JUNIOR SECONDARY MATCHING FUNDS WITH THE MINISTRY

Reference was made to the Boards circular dated 16th October, 2023 on the match funding with the Ministry of Education on infrastructure development of junior secondary schools. Members were informed that the Ministry allocated Thika Town Constituency Kshs.11,696,283 and the committee is required to match the allocation a shilling for a shilling. In consultation with the Sub County Education Officer who attended the meeting, members proposed that the funding be channelled towards the two schools shown below. The projects were incorporated in the main project proposal for the FY 2023/2024.

| Project Name | Project Activity | Original Cost | Cumulative Allocation | Amount Allocated | Current Status |
|---|---|-------------------|-----------------------|-------------------|----------------|
| FUNDING BY NG-CDF COMMITTEE | | | | | |
| Queen of Rosary Pry School | Construction to completion of 2 classrooms with staircase, flat roof and tiles for JSS | 5,000,000 | | 5,000,000 | New |
| Gatuanyaga primary School | Construction to completion of 45 student capacity science laboratory structure 1 st storey with roof slab (Ksh6,126,000) and equipping to completion-works entailing; Installation of laboratory sinks, benches, plumbing works(water and gas installation), electrical works, fume chambers and external drainage(kshs.2,300,000) | 8,426,000 | | 8,426,000 | New |
| TOTAL | | 13,426,000 | | 13,426,000 | |
| FUNDING BY THE MINISTRY OF EDUCATION | | | | | |
| Kenyatta Primary School | Construction to completion of 45 student capacity science laboratory structure(Ksh3,700,000) and Equipping to completion-works entailing; Installation of laboratory sinks, benches, plumbing works(water and gas installation), electrical works, fume chambers and external drainage(ksh 2,300,000) | 6,000,000 | | 5,964,941 | New |
| Magogoni Primary School | Construction to completion of 45 student capacity science laboratory structure(Ksh3,700,000) and Equipping to completion-works entailing; Installation of | 6,000,000 | | 5,964,942 | New |

Signed.....
Chairman

Signed.....
Secretary

| | | | | |
|--------------|---|-------------------|-------------------|--|
| | laboratory sinks, benches, plumbing works(water and gas installation), electrical works, fume chambers and external drainage(ksh 2,300,000) | | | |
| TOTAL | | 12,000,000 | 11,929,882 | |

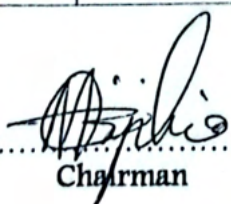
MIN 8/NG-CDFC/12/02/FY 2023/2024: APPROVAL OF THE PROJECT PROPOSAL FOR THE FINANCIAL YEAR 2023/2024

The total funds available for budgeting is Kshs. **187,291,693** which comprises of Kshs. **175,361,810** being the annual allocation from the NG-CDF Board and Kshs, **11,929,883** being allocation for infrastructure development for Junior Secondary Schools.

The committee approved for funding the below listed projects totalling to Kshs. **187,291,693**

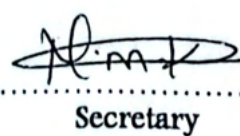
| Project Name | Project Activity | Original Cost | Cumulative Allocation | Amount Allocated |
|---|--|---------------|-----------------------|------------------|
| ADMINISTRATION AND RECURRENT EXPENDITURE | | | | |
| COMPENSATION OF EMPLOYEES | | | | |
| Contractual employees | Payment of staff Basic salaries for seven employees | 2,198,040 | | 2,198,040 |
| Casual labour and Internship | Payment of staff Basic Wages for 5 interns | 300,000 | | 300,000 |
| NSSF | Employer contribution to NSSF for seven employees | 90,720 | | 90,720 |
| Gratuity-contractual employees | Payment of gratuity to seven NG-CDFC staffs | 682,000 | | 682,000 |
| House allowance | Payment of House allowances to seven NG-CDFC staffs | 435,000 | | 435,000 |
| Housing Levy | Employer contribution to housing levy for the seven employees | 45,000 | | 45,000 |
| Transport allowance | Payment of Transport allowances for the seven NG-CDFC staffs | 240,000 | | 240,000 |
| USE OF GOODS AND SERVICES | | | | |
| Office Rent | Payment of office rent | 900,000 | | 900,000 |
| Contracted Professional services | Payment to the Contracted professional services | 660,000 | | 660,000 |
| General Office Supplies | Purchase of General Office Supplies (papers, pencils, forms, small office equipment) | 1,000,000 | | 1,000,000 |

Signed.....



Chairman

Signed.....



Secretary


| | | | | |
|---|--|-----------|--|-----------|
| Bank service commission charges | Payment of Bank service commission and charges | 193,036 | | 193,036 |
| Refined Fuels and lubricants | Purchase of refined fuels and lubricants for GK vehicles | 480,000 | | 480,000 |
| Hire of Transport | Payment for Hire of Transport | 60,000 | | 60,000 |
| Catering Services (receptions), Accommodation, Gifts, Food and Drinks | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks | 200,000 | | 200,000 |
| Internet Connections | Payment of Internet Connections expenses | 84,000 | | 84,000 |
| Maintenance of Office Furniture and Equipment | Payment of Maintenance of Office Furniture and Equipment | 100,000 | | 100,000 |
| NG-CDFC allowance | Payment of NG-CDFC allowance charges | 1,368,000 | | 1,368,000 |
| Other committee expenses | Payment of Other committee expenses | 1,332,000 | | 1,332,000 |
| Sanitary and Cleaning Materials, Supplies and Services | Purchase of Sanitary and Cleaning Materials, Supplies and Services | 50,000 | | 50,000 |
| Travel costs | Payment of transport expenses | 100,000 | | 100,000 |
| MONITORING, EVALUATION AND CAPACITY BUILDING | | | | |
| Accommodation Allowance | Payment of Accommodation Allowance of NGCDFC, National Government officers, Staffs and PMC trainings | 1,450,000 | | 1,450,000 |
| Hire of training facilities and equipment | hire of training facilities and equipment (NGCDFC, National Government Officers, staffs, PMCs) | 100,000 | | 100,000 |
| Daily Subsistence Allowance | Payment of daily subsistence allowance | 300,000 | | 300,000 |
| Catering Services (receptions), Accommodation, Gifts, Food and Drinks | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks | 180,000 | | 180,000 |
| Refined Fuels and lubricants for Transport | Payment for fuel and lubricants for the transport of members during M/E and forums | 280,000 | | 280,000 |
| NGCDFC allowance | Payment of NGCDFC allowance charges | 1,200,000 | | 1,200,000 |
| Other committee expenses | Payment of Other committee expenses | 800,000 | | 800,000 |

Signed.....
Chairman


Signed.....
Secretary

| | | | | |
|---|--|------------|--|------------|
| Travel Allowance on training | Payment of Travel Allowance of NGCDFC, National Government officers, staffs, PMC trainings | 400,000 | | 400,000 |
| Remuneration to instructors | Remuneration to instructors and contract based Training services | 500,000 | | 500,000 |
| Hire of transport | Payment of Hire of Transport | 50,000 | | 50,000 |
| EDUCATION BURSARY AND SOCIAL SECURITY PROGRAMS | | | | |
| Bursary Secondary Schools | Payment of bursary to needy students in secondary schools | 33,000,000 | | 33,000,000 |
| Bursary Tertiary Institutions | Payment of bursary to needy students in tertiary institutions | 15,000,000 | | 15,000,000 |
| Bursary Special Institutions | Payment of bursary to needy students in special schools | 2,000,000 | | 2,000,000 |
| Thika Town Constituency Education day | Seminars with primary and secondary teachers and other relevant education stake holders; sitting arrangements, catering, appreciation | 459,400 | | 459,400 |
| EMERGENCY RESERVE | | | | |
| Emergency Reserve | To cater for any unforeseen occurrences in the constituency during the financial year | 9,229,569 | | 9,229,569 |
| CLIMATE CHANGE MITIGATION PROJECTS | | | | |
| Thika Town constituency Environment Project | Planting of different types of trees in 8 public schools at Kshs. 110,000 per school; (Purchase of the assorted trees seedlings - Kshs. 90,000, labour for the preparation and planting of trees - Kshs. 20,000 - Kiganjo Pry, Kamenu Pry, Umoja Pry, Gatumaini Pry, Thika Pry, Kisiwa Pry, Kenyatta Pry and St. Patricks Pry schools. | 880,000 | | 880,000 |
| PRIMARY SCHOOL PROJECTS | | | | |
| NG-CDF JSS PROJECTS | | | | |
| Queen of Rosary Pry School | Construction to completion of 2 classrooms with staircase, flat roof and tiles for JSS | 5,000,000 | | 5,000,000 |
| Gatwanyaga primary School | Construction to completion of 45 students' capacity science laboratory structure 1st storey with roof slab (Kshs.6,126,000) and equipping to completion-works entailing; Installation of laboratory sinks, benches, plumbing works (water and gas installation), electrical works, fume chambers and external drainage(ksh 2,300,000) | 8,426,000 | | 8,426,000 |
| OTHER PRIMARY SCHOOL PROJECTS | | | | |
| Gatumaini pry school | Construction to completion of 2 classrooms with staircase, flat roof and tiles | 5,000,000 | | 5,000,000 |

Signed.....


 Chairperson

Signed.....


 Secretary

| | | | | | |
|--|---------|--|------------|-----------|------------|
| Umoja school | Primary | Construction to completion of 45 student capacity science laboratory structure 1st storey with roof slab (Ksh6,126,000) and Equipping to completion-works entailing; Installation of laboratory sinks, benches, plumbing works(water and gas installation), electrical works, fume chambers and external drainage(ksh 2,300,000) | 8,426,000 | | 8,426,000 |
| Kenyatta School | Primary | Cabro installation 3237 square metre- Site clearing, ground stripping, levelling and hard-core hand packing, blinding, installation of channels and shallow drains | 8,447,435 | | 8,447,435 |
| Kianjahi school | Primary | Renovation to completion of 6 classrooms- flooring and tiling, re-roofing, window panes and painting | 3,600,000 | | 3,540,000 |
| Powerline School | Primary | Additional fund for completion of 4 classrooms with roof slab, tiled floor, staircase and ramp; work entails ramp, tiling, Plastering, Painting, staircase finishes with terrazzo surface, doors, windows, flat roof finishes and electrical works | 13,868,665 | 9,224,000 | 4,644,665 |
| SECONDARY SCHOOL PROJECTS | | | | | |
| Salvation Army Thika High School for the Blind | Army | Construction to completion of 50 students capacity Dormitory with flat roof, tiled floor and a ramp | 12,805,000 | | 12,805,000 |
| Chania Girls High School | High | Construction to completion of 3 Classrooms on 1st floor through under pinning foundation (removal of existing roof) with roof slab, tiled floor and staircase | 10,786,000 | | 10,786,000 |
| Chania Boys High School | High | Additional fund for completion of 1st storey administration block with 6 offices, reception, waiting area, pantry/kitchen, 4 no doors ablution block, staircase and ramp; work entails tiling, Plastering, Painting, staircase & ramp finishes with terrazzo surface, Plumbing & mechanical works and electrical works | 12,563,870 | 8,600,000 | 3,963,870 |
| Kenyatta Girls Sec School | Sec | Additional fund for completion of 1,000 students capacity dining hall; work entails Tiling, Plastering, painting, work tops, sinks & fixing of 6no cylindrical boilers in the kitchen section, Rain water disposal goods (gutters) plumbing & mechanical works and electrical works | 10,599,700 | 7,000,000 | 3,599,700 |
| Jamhuri Sec School | Sec | Additional amount for completion of 3no. classrooms with roof slab through underpinning foundation; work entails Plastering, painting, floor screeding & Tiling, Flat roof water proofing & protective screed, staircase balustrading & railing and electrical works | 8,853,875 | 7,300,000 | 1,553,875 |
| SECURITY PROJECTS | | | | | |

Signed.....

Chairman

Signed.....

Secretary


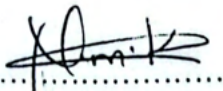
| | | | | |
|--|---|--------------------|-------------------|--------------------|
| Ngoingwa Police Station | Construction to completion of Ngoingwa police Station 1st floor with roof slab comprising of 8 offices, boardroom, armoury, 4 cells, 6 doors ablution block with 2 doors catering for PWDs, kitchen, exhibit room, archives, staircase and ramp | 15,835,200 | 3,000,000 | 12,822,500 |
| TERTIARY INSTITUTIONS | | | | |
| Thika Town Constituency Technical and Vocational College (TVC) | Construction of Thika Town Constituency TVC facility; Co-funding with State Department for Technical Vocational Education and Training (TVET) | 10,000,000 | | 10,000,000 |
| Sub Total | | 228,057,590 | 35,124,000 | 175,361,810 |
| CONDITIONAL GRANT MOE | | | | |
| Kenyatta Primary School | Construction to completion of 45 student capacity science laboratory structure(Ksh3,700,000) and Equipping to completion-works entailing; Installation of laboratory sinks, benches, plumbing works(water and gas installation), electrical works, fume chambers and external drainage(ksh 2,300,000) | 6,000,000 | | 5,964,941 |
| Magogoni Primary School | Construction to completion of 45 student capacity science laboratory structure(Ksh3,700,000) and Equipping to completion-works entailing; Installation of laboratory sinks, benches, plumbing works(water and gas installation), electrical works, fume chambers and external drainage(ksh 2,300,000) | 6,000,000 | | 5,964,942 |
| Grand Total | | 240,057,590 | 35,124,000 | 187,291,693 |

MIN 9/NG-CDFC/12/02/FY 2023/2024: SORTING AND TYPING OF FY 2023/2024 BURSARY APPLICATION FORMS

Approximately 17,000 bursary forms were issued in the recent concluded bursary forms issuance. After a lengthy discussion, members approved engagement of services for casual clerks to help in sorting and typing of returned forms. The engaged casuals shall be compensated at a rate of Ksh. 1,500 per day, to cater for transport and lunch allowance

MIN 10/NG-CDFC/12/02/FY 2023/2024: M/E EXERCISE

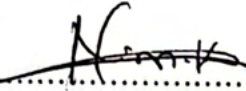
The members approved two days M/E for the month February 2024 ie on 26th and 27th February 2024. Apart from the NG-CDFC members and staffs, the technical persons shall also take part in the exercise.

Signed.......... Signed..........
Chairman Secretary

MIN 11/NG-CDFC/12/02/FY 2023/2024: ADJOURNMENT

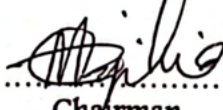
There being no other business to discuss, the chair adjourned the meeting at 1:20pm with a word of prayer from Lydia Gituru

Compiled by;

Signed.....  Date.. 22/03/2024

Secretary

Confirmed by:

Signed.....  Date.. 22/03/2024

Chairman

Signed..... Signed.....
Chairman Secretary