**KABETE NG-CDFC MEETING HELD ON 1ST FEBRUARY2023 AT NG - CDF OFFICE**

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| **NO.** | **NAME** | **DESIGNATION** |
| 1. | PAUL KINYANJUI GITAU | NG CDFC CHAIRMAN |
| 2. | ISABELLA N. MWANGI | FUND ACCOUNTS MANAGER/SECRETATY |
| 3. | GEORGE THANDI NDIHO | MEMBER  |
| 4. | CAROLINE WANGARI KARORI | MEMBER |
| 5. | EVANSON BORO KIGOMO | MEMBER |
| 6. | DEDAN MAINA NGUGI | MEMBER |
| 7. | EUNICE WANGARI MUGO | MEMBER |
| 8. | CAROLYN IMAYA | MEMBER(DCC) |
| 9 | BEATRICE WANJIKU GATHONI | MEMBER |
| 10. | EMILY NJOKI MUKUE  | MEMBER |

**AGENDA**

1. Confirmation of Previous Meeting Minutes
2. NG-CDF projects prioritization per ward
3. NG-CDF Projects Proposal for Financial Year 2022/2023
4. A.O.B.

**MIN: 01/01/2023: CONFIRMATION OF PREVIOUS MEETING MINUTES**

The meeting was started with the word of prayer by Emily Mukue, the Chairman welcomed all members and thanked them for being punctual and he urged members to contribute to the meeting agendas. The secretary read through the minutes of the previous meeting. The minutes were confirmed to be true copy of the deliberations held by Evans Boro who was seconded by Eunice Wangari.

**MIN: 02/01/2023: SUMMARY OF PROJECTS DISTRIBUTION PER WARD.**

The chairman read to the committee all the prioritized projects from the five wards. After lengthy deliberations, the committee agreed to fund the following projects in each ward:

1. **Kabete Ward**

|  |  |  |  |
| --- | --- | --- | --- |
| **S/No** | **Project Name** | **Project Activity**  | **Amount** |
|  | Kingeero Primary School |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  |
|  | Kibichiku Primary School | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  |
|  | Kabete High School | Completion of a dormitory: Electrification, plumbing works & bathroom tiling, external escape stair case.  |  2,000,000.00  |
|  | Kibichiku Primary School | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms (How many classrooms?) at Kshs.100,000 |  300,000.00  |
|  | Kibichiku secondary school | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms at Kshs.100,000 |  260,000.00  |
|  | Ndongoro Primary School |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  |
| **TOTAL** | **9,060,000.00** |

1. **Muguga Ward**

|  |  |  |  |
| --- | --- | --- | --- |
| **S/No** | **Project Name** | **Project Activity**  | **Amount** |
|  | Muguga Model Primary School |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  |
|  | Kamuguga Primary School | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  |
|  | Muguga Primary School | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  |
|  | Kahuho Primary School | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  |
|  | Wangige Primary School | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  |
|  | Muguga Primary School | Phase 1-Construction of a perimeter wall a distance of 150M |  3,000,000.00  |
|  | Wangige Secondary School | Construction to completion of a perimeter wall- i.e 130M |  2,600,000.00  |
|  | Kamuguga Police Station | (2nd phase) completion of 1st floor: Plastering (inside &outside) , painting, tiling and electrification |  8,000,000.00  |
|  | Muguga Primary School | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms at Kshs.100,000 |  300,000.00  |
|  | Wangige Primary School | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms (How many classrooms?) at Kshs.100,000 |  300,000.00  |
|  | Wangige secondary school | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms (How many classrooms?) at Kshs.100,000 |  300,000.00  |
|  | St Kevin,s secondary School | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms (How many classrooms?) at Kshs.100,000 |  300,000.00  |
|  | Wangige Secondary School | Renovation of existing block to 50 capacity laboratory: Internal & external plastering, tiling , painting, plumbing, gas piping and fixing of benches |  2,000,000.00  |
| **TOTAL** | **21,800,000.00** |

1. **Gitaru Ward**

|  |  |  |  |
| --- | --- | --- | --- |
| **S/No** | **Project Name** | **Project Activity**  | **Amount** |
|  | Ngure Primary School |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00** upto slab level(Phase 1) |  3,000,000.00  |
|  | Ndurarua Primary School |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  |
|  | Rukubi Primary School |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  |
|  | Kanyariri Primary School | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  |
|  | Gataara Primary School | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  |
|  | Rungiri Primary School | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  |
|  | Kanjeru Primary School | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  |
|  | Gataara Primary School | Phase 1-Construction of a perimeter wall a distance of 150M |  3,000,000.00  |
|  | Cura Primary School | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 5 classrooms at Kshs.**38,248.00** |  241,752.00  |
|  | Kanjeru girls secondary School | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms (How many classrooms?) at Kshs.100,000 |  300,000.00  |
| **TOTAL** | **14,541,752.00** |

1. **Nyathuna Ward**

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| --- | --- | --- | --- |
| **S/No** | **Project Name** | **Project Activity**  | **Amount** |
|  | St Mary,s Kaimba primary school | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms at Kshs.100,000 |  300,000.00  |
|  | St. Marys Kaimba Primary School |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  |
|  | Karura Ka Nyungu Primary School |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  |
|  | Kibiku Primary School |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  |
|  | Mahia-ini Primary School |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  |
|  | Nyathuna Primary School | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  |
|  | Kirangari Primary School | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  |
|  | Kirangari Primary School | Phase 1-Construction of a perimeter wall a distance of 150M |  3,000,000.00  |
|  | Nyathuna Primary School | Phase 1-Construction of a perimeter wall a distance of 150M |  3,000,000.00  |
| **TOTAL** | **19,300,000.00** |

1. **Uthiru Ward**

|  |  |  |  |
| --- | --- | --- | --- |
| **S/No** | **Project Name** | **Project Activity**  | **Amount** |
| 1. | Uthiru Day Secondary School | Refurbishment of an existing 1 classroom for a 50 capacity laboratory: gas piping, plumbing and fixing of benches |  500,000.00  |
| 2. | Uthiru Primary School | Phase 1-Construction of a perimeter wall a distance of 150M |  3,000,000.00  |
| 3. | Uthiru Primary School |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  |
| 4. | Uthiru Primary School | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms at Kshs.100,000 |  300,000.00  |
| **TOTAL** | **6,800,000.00** |

**MIN: 03/01/2023: PROJECTS PROPOSAL BUDGET FOR FINANCIAL YEAR 2022/2023**

The Chairman briefed members that the committee is required to submit project proposals for the financial year 2022/2023 in time to get funds, the Fund Account Manager told members that the NG- CDF Committee is supposed to submit projects proposals to the NG - CDF Board as per the guidelines of the National Government projects.

The Fund Account Manager informed members that the constituency had been allocated a total of **Kshs.145,057,603.00.**The Fund Account Manager briefed members on the guidelines for project proposal presentation and also informed members on the eligible projects.

The committee members agreed to prioritize on ongoing projects i.e Kamuguga Police Station, Wangige secondary school, NG-CDF office and Kabete High school as per the implementation status..

After lengthy deliberations the NG- CDF committee agreed on the following projects to be funded in the Financial Year 2022 – 2023 in all the five wards in the Constituency as per the ward reports.

| **Project Name**  | **Original Cost**  | **Cumulative allocation**  | **Project activity**  | **Amount Allocated** | **Current Status**  |
| --- | --- | --- | --- | --- | --- |
| **ADMINISTRATION AND RECURRENT EXPENDITURE** |
|  |
| Accommodation - Domestic Travel |  564,000.00  | 0.00 | Payment of accommodation on domestic travel  |  564,000.00  | New |
| Advertising, Awareness and Publicity Campaigns |  100,000.00  | 0.00 | Payment of Advertising, Awareness and Publicity Campaigns |  100,000.00  | New |
| Bank service commission and charges |  80,000.00  | 0.00 | Payment of Bank service commission and charges |  80,000.00  | New |
|  Contractual employees |  1,740,000.00  | 0.00 | Payment of 5 staff Basic salaries |  1,740,000.00  | New |
| Contracted Guards and Cleaning Services |  200,000.00  | 0.00 | Payment of Contracted Guards and Cleaning Services |  200,000.00  | New |
| Daily Subsistence Allowance |  100,000.00  | 0.00 | Payment of Daily Subsistence Allowance |  100,000.00  | New |
| Buildings Insurance |  40,000.00  | 0.00 | Payment of Buildings Insurance to NG-CDFC Office |  40,000.00  | New |
| Catering Services (receptions), Accommodation, Gifts, Food and Drinks | 3,00,000.00 | 0.00 | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks | 3,00,000.00 | New |
|  Casual labour and Internship  |  80,000.00  | 0.00 | Payment of 4 interns Basic Wages |  80,000.00  | New |
| Electricity |  80,000.00  | 0.00 | Payment of Electricity charges |  80,000.00  | New |
| General Office Supplies (papers, pencils, forms, small office equipment etc) |  483,056.00  | 0.00 | Purchase of General Office Supplies (papers, pencils, forms, small office equipment) |  483,056.00  | New |
| Gratuity-contractual employees |  539,400.00  | 0.00 | Payment of gratuity to 5 NGCDFC staff |  539,400.00  | New |
| Hire of Training Facilities and Equipment |  300,000.00  | 0.00 | Hire of Training Facilities and Equipment |  300,000.00  | New |
| Hire of Transport |  200,000.00  | 0.00 | Payment of Hire of Transport  |  200,000.00  | New |
| Internet Connections |  80,000.00  | 0.00 | Payment of Internet Connections |  80,000.00  | New |
| Maintenance of Office Furniture and Equipment |  50,000.00  | 0.00 | Payment of Maintenance of Office Furniture and Equipment |  50,000.00  | New |
| National Celebrations |  20,000.00  | 0.00 | Payment of National Celebrations Expenses(Refreshments) |  20,000.00  | New |
| NGCDFC allowance |  1,128,000.00  | 0.00 | Payment of NGCDFC allowance charges |  1,128,000.00  | New |
|  NSSF  |  64,800.00  | 0.00 | Employer contribution to NSSF |  64,800.00  | New |
| Other committee expenses  |  720,000.00  | 0.00 | Payment of Other committee expenses  |  720,000.00  | New |
| Other Fuels (wood, charcoal, cooking gas etc…) |  48,000.00  | 0.00 | Payment of of other fuels (wood, charcoal, cooking gas expenses |  48,000.00  | New |
| Production and Printing of Training Materials |  50,000.00  | 0.00 | Payment of Production and Printing of Training Materials |  50,000.00  | New |
| Publishing and Printing Services | 100,000.00 | 0.00 | Payment of Publishing and Printing Services |  100,000.00  | New |
| Purchase of Workshop Tools, Spares and Small Equipment |  20,000.00  | 0.00 | Purchase of Workshop Tools, Spares and Small Equipment for NGCDFC Office |  20,000.00  | New |
| Remuneration of Instructors and Contract Based Training Services |  500,000.00  | 0.00 | Payment of Instructors and Contract Based Training Services |  500,000.00  | New |
| Sanitary and Cleaning Materials, Supplies and Services |  40,000.00  | 0.00 | Purchase of Sanitary and Cleaning Materials, Supplies and Services |  40,000.00  | New |
| Subscriptions to Newspapers, Magazines and Periodicals |  30,000.00  | 0.00 | Payment of Subscriptions to Newspapers, Magazines and Periodicals |  30,000.00  | New |
| Supplies and Accessories for Computers and Printers |  150,000.00  | 0.00 | Purchase of Supplies and Accessories for Computers and Printers |  150,000.00  | New |
| Telephone, Telex, Facsmile and Mobile Phone Service |  200,000.00  | 0.00 | Payment of Telephone expenses |  200,000.00  | New |
|  Transport allowance  |  100,000.00  | 0.00 | Payment of Transport allowances to NGCDFC staff |  100,000.00  | New |
| Travel Allowance on training |  50,000.00  | 0.00 | Payment of Travel Allowance |  50,000.00  | New |
| Travel Costs (airlines, bus, railway, etc.) |  500,000.00  | 0.00 | Payment of Transport Expenses  |  500,000.00  | New |
| Water & sewerage charges |  48,000.00  | 0.00 | Payment of Water & sewerage charges |  48,000.00  | New |
| **TOTAL** |  |  |  | **8,705,256.00** |  |
| **MONITORING AND EVALUATION** |
| Accommodation - Domestic Travel |  1,150,000.00  | 0.00 | Payment of accommodation on domestic travel  |  1,150,000.00  | New |
| Catering Services (receptions), Accommodation, Gifts, Food and Drinks |  450,000.00  | 0.00 | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks |  450,000.00  | New |
| Daily Subsistence Allowance |  150,000.00  | 0.00 | Payment of Daily Subsistence Allowance |  150,000.00  | New |
| General Office Supplies (papers, pencils, forms, small office equipment etc) |  150,000.00  | 0.00 | Purchase of General Office Supplies (papers, pencils, forms, small office equipment) |  150,000.00  | New |
| Hire of Training Facilities and Equipment |  100,000.00  | 0.00 | Hire of Training Facilities and Equipment on NGCDF regulations |  100,000.00  | New |
| Hire of Transport |  100,000.00  | 0.00 | Payment of Hire of Transport  |  100,000.00  | New |
| NGCDFC allowance |  400,000.00  | 0.00 | Payment of NGCDFC allowance  |  400,000.00  | New |
| Other committee expenses  |  202,628.00  | 0.00 | Payment of Other committee expenses  |  202,628.00  | New |
| Production and Printing of Training Materials |  50,000.00  | 0.00 | Payment of Production and Printing of Training Materials (PMC training) |  50,000.00  | New |
| Publishing and Printing Services |  50,000.00  | 0.00 | Payment of Publishing and Printing Services |  50,000.00  | New |
| Remuneration of Instructors and Contract Based Training Services |  1,000,000.00  | 0.00 | Payment of Instructors and Contract Based Training Services on Benchmarking with other constituencies |  1,000,000.00  | New |
| Sundry Items (e.g. airport tax, taxis, etc…) |  50,000.00  | 0.00 | Payment of sundry items (e.g. airport tax, taxis, expenses |  100,000.00  | New |
| Telephone, Telex, Facsmile and Mobile Phone Service |  50,000.00  | 0.00 | Payment of Telephone expenses | 50,000.00 | New |
| Travel Allowance on training | 100,000.00 | 0.00 | Payment of Travel Allowance of NGCDFC, National Government officers and PMC on benchmarking with other Constituencies | 100,000.00 | New |
| Travel Costs (airlines, bus, railway, mileage allowances, etc.) |  300,000.00 | 0.00 | Payment of Transport Expenses  |  300,000.00  | New |
| **TOTAL** |  |  |  | **7,543,135.00** |  |
| **CONSTITUENCY OVERSIGHT COMMITTEE**  |
| Constituency Oversight Committee sitting allowances |  300,000.00  | 0.00 | Payment of Constituency Oversight Committee sitting allowances |  300,000.00  | New |
| Constituency Oversight Committee transport |  400,000.00  | 0.00 | Payment of Constituency Oversight Committee transport |  400,000.00  | New |
| Constituency Oversight Committee conferences  |  350,000.00  | 0.00 | Payment of Constituency Oversight Committee conferences  |  350,000.00  | New |
| Constituency Oversight Committee Trainings |  400,000.00  | 0.00 | Hire of Training Facilities and Equipment on NGCDF regulations |  400,000.00  | New |
| **EDUCATION BURSARY AND SOCIAL SECURITY PROGRAMS (RECOMMENDED 35%)** |
| Bursary Secondary Schools | 16,000,000.00 | 0.00 | Payment of bursary to needy students in secondary schools | 16,000,000.00 | New |
| Bursary Tertiary Institutions |  8,500,000.00  | 0.00 | Payment of bursary to needy students in tertiary institutions |  8,500,000.00  | New |
| Bursary Special Institutions |  1,938,025.00  | 0.00 | Payment of bursary to needy students in special Institutions |  1,938,025.00  | New |
| NG-CDFC Social Security Programmes |  9,402,000.00  | 0.00 | Provision of annual medical insurance cover for 1567 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. |  9,402,000.00  | New |
| **SUB TOTAL** |  |  |  | **35,840,025.00** |  |
| **EMERGENCY**  |
| Emergency Reserve | 7,636,190.00 | 0.00 | To cater for any unforeseen occurrences in the constituency during the financial year  |  7,636,190.00  | New |
| **ENVIRONMENT** |
| Cura Primary School | 241,752.00 | 0.00 | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 5 classrooms at Kshs.**38,248.00** |  241,752.00  | New |
| Muguga Primary School | 300,000.00 | 0.00 | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms at Kshs.100,000 |  300,000.00  | New |
| Kibichiku Primary School | 300,000.00 | 0.00 | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms (How many classrooms?) at Kshs.100,000 |  300,000.00  | New |
| Uthiru Primary School | 300,000.00 | 0.00 | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms at Kshs.100,000 |  300,000.00  | New |
| Wangige Primary School | 300,000.00 | 0.00 | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms (How many classrooms?) at Kshs.100,000 |  300,000.00  | New |
| St Mary,sKaimba primary school | 300,000.00 | 0.00 | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms at Kshs.100,000 |  300,000.00  | New |
| Kibichiku secondary school | 260,000.00 | 0.00 | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms at Kshs.100,000 |  260,000.00  | New |
| Wangige secondary school | 300,000.00 | 0.00 | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms (How many classrooms?) at Kshs.100,000 |  300,000.00  | New |
| Kanjeru girls secondary School |  300,000.00  | 0.00 | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms (How many classrooms?) at Kshs.100,000 |  300,000.00  | New |
| St Kevin,s secondary School |  300,000.00  | 0.00 | Purchase of 5,000 litres water tank at Kshs.8**0,000.00**, construction of tank base at Kshs. 120**,000.00** and Installation of gutters, 10 classrooms (How many classrooms?) at Kshs.100,000 |  300,000.00  | New |
| **SUB TOTAL** |  |  |  | **2,901,752.00** |  |
| **SPORTS** |
| Sports activities-Constituency  |  1,320,876.00  | 0.00 | Carry out Constituency Football Sports tournament and the winning teams/Schools to be awarded with trophies, balls, goal nets and games kits |  1,320,876.00  | New |
| Sports activities-Constituency  |  1,280,876.00  | 0.00 | Organising of music and drama competion where winning teams will be awarded with uniforms and equipment |  1,280,876.00  | New |
| Sports activities-Constituency  |  300,000.00  | 0.00 | Carry out Regional Football Sports tournament and the winning teams/Schools to be awarded with trophies, balls, goal nets and games kits | 300,000.00 | New |
| **NG-CDF OFFICE** |
| NG-CDF Office | 8,000,000.00 | 0.00 | Construction of 4th and 5th floor ie. Walling and slab roof  |  8,000,000.00  | Ongoing |
|  |  |  |  |  |  |
| **PRIMARY SCHOOLS** |
| Ngure Primary School | 3,000,000.00 | 0.00 |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00** upto slab level(Phase 1) |  3,000,000.00  | New |
| Ndurarua Primary School | 3,000,000.00 | 0.00 |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  | New |
| Rukubi Primary School | 3,000,000.00 | 0.00 |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  | New |
| Muguga Model Primary School | 3,000,000.00 | 0.00 |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  | New |
| St. Marys Kaimba Primary School | 3,000,000.00 | 0.00 |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  | New |
| KaruraKaNyungu Primary School |  3,000,000.00  | 0.00 | Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  | New |
| Kibiku Primary School |  3,000,000.00  | 0.00 |  Construction of a Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1)**1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  | New |
| Mahia-ini Primary School |  3,000,000.00  | 0.00 | Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  | New |
| Ndongoro Primary School |  3,000,000.00  |  |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  | New |
| Kingeero Primary School |  3,000,000.00  | 0.00 |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  | New |
| Uthiru Primary School |  3,000,000.00  | 0.00 |  Construction of a storeyed building consisting of a 45 capacity laboratory @ K**sh 2,000,000 .00** and 45 capacity classroom @ K**sh 1,000,000.00 upto slab level** (Phase 1) |  3,000,000.00  | New |
| Kanyariri Primary School |  500,000.00  | 0.00 | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  | New |
| Gataara Primary School |  500,000.00  | 0.00 | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  | New |
| Rungiri Primary School | 500,000.00 | 0.00 | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches | 500,000.00 | New |
| Kanjeru Primary School |  500,000.00  | 0.00 | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  | New |
| Kamuguga Primary School | 500,000.00 | 0.00 | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  | New |
| Muguga Primary School |  500,000.00  | 0.00 | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  | New |
| Kahuho Primary School |  500,000.00  | 0.00 | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  | New |
| Wangige Primary School |  500,000.00  | 0.00 | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  | New |
| Nyathuna Primary School | 500,000.00 | 0.00 | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  | New |
| Kirangari Primary School | 500,000.00 | 0.00 | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  | New |
| Kibichiku Primary School |  500,000.00  | 0.00 | Renovation of existing classroom of 50 pupils to laboratory for junior secondary schools: gas piping, plumbing and fixing of benches |  500,000.00  | New |
| Gataara Primary School |  3,000,000.00  | 0.00 | Phase 1-Construction of a perimeter wall a distance of 150M |  3,000,000.00  | New |
| Kirangari Primary School |  3,000,000.00  | 0.00 | Phase 1-Construction of a perimeter wall a distance of 150M |  3,000,000.00  | New |
| Muguga Primary School |  3,000,000.00  | 0.00 | Phase 1-Construction of a perimeter wall a distance of 150M |  3,000,000.00  | New |
| Uthiru Primary School |  3,000,000.00  | 0.00 | Phase 1-Construction of a perimeter wall a distance of 150M |  3,000,000.00  | New |
| Nyathuna Primary School |  3,000,000.00  | 0.00 | Phase 1-Construction of a perimeter wall a distance of 150M |  3,000,000.00  |  |
| **SUB TOTAL** |  |  |  | **53,500,000.00** |  |
| **SECONDARY SCHOOLS**  |
| Kabete High School |  2,000,000.00  | 0.00 | Completion of a dormitory: Electrification, plumbing works & bathroom tiling, external escape stair case.  |  2,000,000.00  | Ongoing |
| Wangige Secondary School |  2,600,000.00  | 0.00 | Construction to completion of a perimeter wall- i.e 130M |  2,600,000.00  | Ongoing |
| Wangige Secondary School |  2,000,000.00  | 0.00 | Renovation of existing block to 50 capacity laboratory: Internal & external plastering, tiling , painting, plumbing, gas piping and fixing of benches |  2,000,000.00  | New |
| Uthiru Day Secondary School |  500,000.00  | 0.00 | Refurbishment of an existing 1 classroom for a 50 capacity laboratory: gas piping, plumbing and fixing of benches |  500,000.00  | New |
|  |  |  |  | **7,100,000.00** | New |
| **SECURITY PROJECTS** |
| Kamuguga Police Station | 8,000,000.00 | 0.00 | (2nd phase) completion of 1st floor: Plastering (inside &outside) , painting, tiling and electrification |  8,000,000.00  | Ongoing |
| **STRATEGIC PLAN** |
| Strategic Plan | 3,500,000.00 | 0.00 | To facilitate in preparation, facts collection designing, typesetting and printing of Kabete NG-CDF Strategic plan for the period between 2023-2027 |  3,500,000.00  | New |
| Public Address System | 1,200,000.00 | 0.00 | Purchase of a Public Address System |  1,200,000.00  | New |
|  |  |  |  |  |  |

**ANNEX.**

**Contractual Employees’– Annex 1**

|  |  |  |  |
| --- | --- | --- | --- |
| **Description**  | **Rate**  | **Number of Months** | **Total amount (PA)** |
| Security Officer | 25,000.00 | 12 | 300,000.00 |
| Office Ass. –Front Office | 35,000.00 | 12 | 420,000.00 |
| Office Administrator | 40,000.00 | 12 | 480,000.00 |
| Office Assistant -Hospitality | 30,000.00 | 12 | 360,000.00 |
| Office Cleaner | 15,000.00 | 12 | 180,000.00 |
| **TOTAL** | **145,000.00** | **12 Months** | **1,740,000.00** |

**Gratuity**

**Annex 2**

|  |  |  |  |
| --- | --- | --- | --- |
| **Description**  | **Rate**  | **Number of Months** | **Total amount (PA)** |
| Security Officer | 7,750 | 12 | 93,000.00 |
| Office Ass. –Front Office | 10,850 | 12 | 130,200.00 |
| Office Administrator | 12,400 | 12 | 148,800.00 |
| Office Assistant -Hospitality | 9,300 |  | 111,600.00 |
| Office Cleaner | 4,650 | 12 | 55,800.00 |
| **TOTAL** |  | **12 Months** | **539,400.00** |

**NG – CDFC Allowances (Administration – Annex 3)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description** | **Rate** | **No. of meetings per month** | **Amount** | **Total Amount (PA)** |
| 8 Members | 5,000.00 | 2 | 10,000.00 | 960,000.00 |
| 1 Member | 7,000.00 | 2 | 14,000.00 | 168,000.00 |
| **TOTAL** | **1,128,000.00** |

**NG – CDFC Allowances (Monitoring & Evaluation – Annex 4)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description** | **Rate** | **No. of meetings per year** | **Quarters**  | **Total Amount (PA)** |
| 9 Members | 5,000.00 | 9 | 4 | **400,000.00** |
|  | **400,000.00** |

**NG – CDFC Allowances (Accommodation – Annex 5)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description** | **Rate** | **No. of days** | **Amount** | **Total Amount (PA)** |
| 10 Members | 5,000.00 | 6 | 5,000.00 | 300,000.00 |
| **TOTAL** | **300,000.00** |

**Budget for COC Members – Annex 6**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description** | **Members** | **Rate** | **No. of meetings per month** | **Total Amount (PA)** |
| Sitting Allowance | 5 Members | 5,000.00 | 2 | 300,000.00 |
| Daily Subsistence Allowance | 5 Members | 10,000.00 | 6 | 300,000.00 |
| Travel cost | 5 Members | 4,000.00 | 6 | 240,000.00 |
| Hire of training facilities | 210,000.00 |
| Payment of catering services | 250,000.00 |
| Payment of instructors | 150,000.00 |
| **Total**  | **1,450,000.0** |

The committee members requested the Fund Account Manager to do the necessary documentation for project proposal approval by NG-CDF board. The committee also requested the Area Member of Parliament to follow up with the board for fast approval of the projects.

**MIN 04/01/2023 A.O.B.**;

The committee agreed to re-issue the unrepresented cheques reconciling in the bank reconciliation to needy and deserving students who had appealed in the office.

There being no other business the meeting ended with a word of prayer from Beatrice Wangari.

**Minutes Compiled by;Minutes Confirmed by;**

**The Secretary The Chairperson**

Signature…………………………………. Signature………………..........

Date…………………………………………. Date……………….................