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| CDF logo 4 MsWord  **NG-CDF** | **National Government Constituencies Development Fund**  **Gilgi**l **Constituency**  P.O Box 524  GILGIL  **Tel:**……………………………………………… | **Cell**: …………………………..  **Email**: [………………………..](http://………………………..) | **Website:**[……………………….](http://www.cdf.go.ke) |

**MINUTES OF GILGIL NG-CDFC MEETING HELD ON 16TH OCTOBER, 2019 AT THE NG-CDF OFFICES:**

**MEMBERS PRESENT:**

1. John Michuki - CDF Chairman
2. Peter Chege - Secretary
3. Miriam Naini - F.A.M
4. Ndambuki Muthike - DCC
5. Jane Wairimu - Member
6. Silas Wahome - Member
7. Helen Macharia - Member
8. Bony Saruni - Member
9. Markus Adongo - Member
10. Hannah Njeri - Member

**AGENDA:**

1. Preliminaries
2. Financial year 2019/2020 Projects Proposal
3. Adjournment

**GIL/NG-CDFC/MIN 158/2019 – PRELIMINARIES:**

The Chairman welcomed the members and introduced the main agenda of the meeting after a prayer by Hannah Njeri.

**GIL/NG-CDFC/MIN 159/2019 – FINACIAL YEAR 2019/2020 PROJECTS PROPOSAL**

The fund account manager informed members that all the constituencies have been allocated Ksh137, 367,724.14. The Chairman guided members on the percentage allocation per the allowed vote head as follows;

|  |  |  |  |
| --- | --- | --- | --- |
| **NO** | **VOTE** | **%** | **AMOUNT** |
| 1 | ADMINISTRATION | 6% | 8,000,000.00 |
| 2 | MONITORING & EVALUATION | 3% | 4,100,000.00 |
| 3 | ENVIROMENT | 2% | 1,000,000.00 |
| 4 | SPORTS | 2% | 2,100,000.00 |
| 5 | BURSARY | 28% | 35,119,482.76 |
| 6 | PROJECTS | 54% | 79,850,000.00 |
| 7 | EMERGENCY | 5% | 7,198,241.38 |
| **TOTAL** |  |  | **137,367,724.14** |

The following projects were prioritized;

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name** | **Project Number** | **Project activity** | **Amount Allocated** |
| **Administration & Recurrent** | | | |
| Employees’ Salaries | 4-032-169-2110000-100-2019/20-001 | Payment of staff salaries and gratuity | 3,000,000.00 |
| Goods and Services | 4-032-169-2210000-100-2019/20-002 | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea. | 2,182,000.00 |
| Purchase of office furniture | 4-032-169-3111003-100-2019/20-003 | Purchase of furniture, (4 big wooden cabinets, 2 kitchen cabinets, office desk and shredder | 500,000.00 |
| NSSF | 4-032-169-2120500-100-2019/20-004 | Payment of NSSF deductions(Employers Contribution) | 18,000.00 |
| Committee Allowance | 4-032-169-2210802-100-2019/20-005 | Payment of committee sitting allowances, transport | 2,300,000.00 |
| **Sub-Total** |  |  | **8,000,000** |
| **MONITORING AND EVALUATION** |  |  |  |
| Goods and Services | 4-032-169-2210000-111-2019/20-001 | Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence. | 600,000.00 |
| Committee Allowance | 4-032-169-2210802-111-2019/20-002 | Payment of committee field visits allowances | 2,300,000.00 |
| NG-CDFC/PMC CAPACITY BUILDING | 4-032-169-2210700-111-2019/20-003 | Undertake training of the PMC/CDFCs on NGCDF related issues | 1,200,000.00 |
| **Sub-Total** |  |  | **4,100,000** |
| **EMERGENCY** |  |  |  |
| EMERGENCY | 4-032-169-2640200-101-2019/20-001 | To cater for any unforeseen occurrences in the constituency during the financial year | 7,198,241.38 |
| **Sub-Total** |  |  | **7,198,241.38** |
| **SPORTS** |  |  |  |
| **Constituency Sports Tournament** | 4-032-169-2640509-112-2019/20-001 | Carry out constituency sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits | 1,500,000.00 |
| **Sub-Total** |  |  | **1,500,000.00** |
| **Environmental Activities** |  |  |  |
| Malewa Primary School | 4-032-169-2640510-110-2019/20-001 | Purchase of a 10,000 ltrs plastic water tank for water harvesting, construction of tank stand & guttering | 120,000.00 |
| Nderit Primary School | 4-032-169-2640510-110-2019/20-002 | Purchase of a 10,000 ltrs plastic water tank for water harvesting, construction of tank stand & guttering | 120,000.00 |
| Itherero Secondaryondary School | 4-032-169-2640510-110-2019/20-004 | Purchase of a 10,000 ltrs plastic water tank for water harvesting, construction of tank stand & guttering | 120,000.00 |
| Elementaita Primary School | 4-032-169-2640510-110-2019/20-005 | Purchase of a 10,000 ltrs plastic water tank for water harvesting, construction of tank stand & guttering | 120,000.00 |
| Oldubei Primary school | 4-032-169-2640508-112-2019/20-006 | Purchase of a 10,000 ltrs plastic water tank for water harvesting, construction of tank stand & guttering | 120,000.00 |
| Murindu Primary School | 4-032-169-2640510-110-2019/20-007 | Purchase of a 10,000 ltrs plastic water tank for water harvesting, construction of tank stand & guttering | 100,000.00 |
| Kapkures Primary School | 4-032-169-2640510-110-2019/20-008 | Purchase of a 10,000 ltrs plastic water tank for water harvesting, construction of tank stand & guttering | 120,000.00 |
| Munanda Police | 4-032-169-2640510-110-2019/20-010 | Purchase of a 5,000 ltrs plastic water tank for water harvesting, construction of tank stand & guttering | 60,000.00 |
| Kongasis Police | 4-032-169-2640510-110-2019/20-011 | Purchase of a 5,000 ltrs plastic water tank for water harvesting, construction of tank stand & guttering | 60,000.00 |
| Karunga Police | 4-032-169-2640510-110-2019/20-012 | Purchase of a 5,000 ltrs plastic water tank for water harvesting, construction of tank stand & guttering | 60,000.00 |
| **Sub-Total** |  |  | **1,000,000** |
| **BURSARY** |  |  |  |
| BURSARY SECONDARYONDARY SCHOOLOOLS | 4-032-169-2640101-103-2019/20-001 | Payment of bursary to needy students | 13,500,000.00 |
| BURSARY SPECIAL SCHOOLOOLS | 4-032-169-2640101-103-2019/20-002 | Payment of bursary to needy students | 1,500,000.00 |
| BURSARY TERTIARY INSTITUTIONS (COLLEGES& UNIVERSITIES) | 4-032-174-2640102-103-2019/20-001 | Bursary for the needy -Tertiary level courses | 20,119,482.76 |
| **Sub-Total** |  |  | **35,119,482.76** |
| **PRIMARY** |  |  |  |
| Utumishi Primary School | 4-032-169-2630204-104-2019/20-001 | Construction of two classrooms (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 2,000,000.00 |
| Ngomongo Primary School | 4-032-169-2630204-104-2019/20-002 | Construction of two classrooms (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 2,000,000.00 |
| DEB Primary School | 4-032-169-2630204-104-2019/20-003 | Renovation of three classrooms (flooring, plastering, painting and change roofing) | 1,000,000.00 |
| Teachers Primary School | 4-032-169-2630204-104-2019/20-004 | Construction of four doors latrine with urinal(Foundation, walling, roofing, plastering, painting, branding & doors) | 600,000.00 |
| NYS Primary School | 4-032-169-2630204-104-2019/20-005 | Renovation of 1 classrooms(plastering, change of roofing, ceiling, flooring and painting) @350,000 and 100,000 for purchase of 20 desks | 450,000.00 |
| St. Patricks Primary School | 4-032-169-2630204-104-2019/20-006 | Electricity Connection- 8 classrooms | 100,000.00 |
| Cura Primary School | 4-032-169-2630204-104-2019/20-007 | Construction of two classrooms (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) @ Ksh. 2,200,000 and completion of one classroom (Window panes, Electrical works and painting) @ Ksh. 100,000 | 2,300,000.00 |
| Nuthu Primary School | 4-032-169-2630204-104-2019/20-008 | Construction of one classroom (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 1,050,000.00 |
| Kigogo Primary School | 4-032-169-2630204-104-2019/20-009 | Construction of One classroom to completion @Ksh. 1,050,000 and purchase of 60 desks @ Ksh. 300,000 | 1,350,000.00 |
| Morop Primary School | 4-032-169-2630204-104-2019/20-010 | Construction of one classroom (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 1,050,000.00 |
| Kolifar Primary School | 4-032-169-2630204-104-2019/20-011 | Construction of two classrooms (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 2,100,000.00 |
| Nderit Primary School | 4-032-169-2630204-104-2019/20-012 | Renovation of 4 classrooms (plastering, change of roofing, ceiling, flooring and painting) | 1,400,000.00 |
| Olesirwa Primary School | 4-032-169-2630204-104-2019/20-013 | Construction of one classroom (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) @Ksh. 1,200,000 and purchase of 30 desks @ Ksh. 150,000 | 1,350,000.00 |
| Oljorai Primary School | 4-032-169-2630204-104-2019/20-014 | Construction of two classrooms (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 1,650,000.00 |
| Cypress Primary School | 4-032-169-2630204-104-2019/20-015 | Construction of two classrooms (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) @ Ksh. 2,100,000 and Purchase of 20 desks @ Ksh. 100,000 | 2,200,000.00 |
| Kiungururia Primary School | 4-032-169-2630204-104-2019/20-016 | Renovation of 2 classrooms(plastering, change of roofing, ceiling, flooring and painting) @700,000 and construction of 6 doors pit latrine @700,000 | 1,400,000.00 |
| Itherero Primary School | 4-032-169-2630204-104-2019/20-017 | Construction of two classrooms (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 2,100,000.00 |
| Marula Primary School | 4-032-169-2630204-104-2019/20-018 | Construction of one classroom (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 1,050,000.00 |
| Loldia Primary School | 4-032-169-2630204-104-2019/20-019 | Construction of two classrooms (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) @2,200,000 and purchase of 20 desks @ 100,000 | 2,300,000.00 |
| Malewa Primary School | 4-032-169-2630204-104-2019/20-020 | Renovation of 2 classrooms (plastering, change of roofing, ceiling, flooring and painting). | 700,000.00 |
| Meli Primary Schoolool | 4-032-169-2630204-104-2019/20-021 | Completion of an Administration Block six offices ( Finishing Works, roofing, Ceiling, Plastering, flooring) @1,900,000 and Purchase of 30 Desks @150,000 | 2,050,000.00 |
| Munanda Primary School | 4-032-169-2630204-104-2019/20-022 | Construction of one classroom (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes)@950,000 Purchase of 30 desks @150,000 and completion of one classroom (Plastering, flooring, ceiling, window panes and painting)@250,000 | 1,350,000.00 |
| Gwachati Primary School | 4-032-169-2630204-104-2019/20-023 | Renovation of 1 classroom (plastering, change of roofing, ceiling, flooring and painting). | 350,000.00 |
| Muriricua Primary School | 4-032-169-2630204-104-2019/20-024 | Renovation of 4 classrooms(plastering, change of roofing, ceiling, flooring and painting) @1,400,000, Construction of four doors latrine with urinal(Foundation, walling, roofing, plastering, painting, branding & doors) @ 700,000 and Purchase of 50 desks @ 250,000 | 2,350,000.00 |
| Mbombo Primary School | 4-032-169-2630204-104-2019/20-025 | Renovation of 2 classrooms (plastering, change of roofing, ceiling, flooring and painting). | 700,000.00 |
| Ndibai Primary School | 4-032-169-2630204-104-2019/20-026 | Construction of four doors latrine (Foundation, walling, roofing, plastering, tiles, painting, branding & doors) | 500,000.00 |
| Kapkures Primary School | 4-032-169-2630204-104-2019/20-027 | Construction of Administration block (Foundation, walling & roofing) phase 1 four offices | 1,000,000.00 |
| Twendane Primary School | 4-032-169-2630204-104-2019/20-029 | Completion of a staff house 2 units two bedroomed houses self-contained (plastering, painting, windows, ceiling, window panes and doors) | 1,200,000.00 |
| Kangari Primary School | 4-032-169-2630204-104-2019/20-030 | Completion of renovation three classrooms (plastering, flooring, window panes, doors, and painting) started f/y 2018/19 | 500,000.00 |
| Muthaiti Primary School | 4-032-169-2630204-104-2019/20-031 | completion of 4 classrooms ( Plastering, flooring, windows & window panes, branding, ceiling, electrical works & painting) started f/y 2017/18/19 | 1,000,000.00 |
| Murindu Primary School | 4-032-169-2630204-104-2019/20-033 | Construction of one classroom (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 1,050,000.00 |
| Oldubei Primary school | 4-032-169-2630204-104-2019/20-034 | Construction of five doors latrine (Foundation, walling, roofing, plastering, tiles, painting, branding & doors) | 600,000.00 |
| Elementaita Primary School | 4-032-169-2630204-104-2019/20-035 | Renovation of 2 classrooms (plastering, change of roofing, ceiling, flooring and painting). | 1,050,000.00 |
| **Sub-Total** |  |  | **41,850,000.00** |
| **SECONDARYONDARY** |  |  |  |
| Gilgil Girls Secondary | 4-032-169-2630205-104-2019/20-001 | Completion of a dining hall (plastering, ceiling, windows, window panes, doors electrical works& painting capacity of 2,000 students started f/y 2017/18/19 | 1,500,000.00 |
| munanda Secondary School | 4-032-169-2630205-104-2019/20-001 | Construction of two classrooms (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 2,100,000.00 |
| Utumishi Girls Secondary | 4-032-169-2630205-104-2019/20-002 | Purchase of 100 desks | 500,000.00 |
| NYS Secondary School | 4-032-169-2630205-104-2019/20-003 | Completion of two classrooms (roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes)  Started 2018/19 by parents | 800,000.00 |
| Karunga Secondary School | 4-032-169-2630205-104-2019/20-004 | Construction of one classroom (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 1,050,000.00 |
| Thugunui Secondary School | 4-032-174-2630205-104-2019/20-006 | Construction of one classroom (Foundation, walling, roofing, plastering ,painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 1,050,000.00 |
| Eburru Secondary School | 4-032-174-2630205-104-2019/20-007 | Construction of a Dormitory phase (walling to lintel)-365 students | 1,000,000.00 |
| Morop Secondary School | 4-032-174-2630205-104-2018/19-008 | Construction of two classrooms (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 2,100,000.00 |
| LadyAnne Secondary School | 4-032-169-2630205-104-2019/20-009 | Purchase of 50 double deck Beds | 400,000.00 |
| Kamathatha Secondary School | 4-032-169-2630205-104-2019/20-011 | Construction of two classrooms (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 2,100,000.00 |
| Mugaa Secondary School | 4-032-169-2630205-104-2019/20-012 | Purchase and installation of a Treatment plant and solar panel to an already drilled borehole funded in the previous year 2017/18/19 (the water yielded is not safe for consumption before being treated) | 2,000,000.00 |
| St. Andrew Secondary School | 4-032-169-2630205-104-2019/20-013 | Construction of a bus garage | 300,000.00 |
| Gitare Secondary School | 4-032-169-2630205-104-2019/20-014 | Construction of two classrooms (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 2,100,000.00 |
| **Sub-Total** |  |  | **17,000,000.00** |
| **SECURITY** |  |  |  |
| Elementaita Police Station | 4-032-169-2640507-113-2019/20-001 | Completion of assistant police Admin block, 3 cells, 4 offices 1 Armory (window panes, ceiling plastering, flooring & painting) @1,100,000 and construction a permanent (stone) fence and gate (front face, 100 mtrs) @350,000 | 1,450,000.00 |
| Kiptangwanyi Police Post | 4-032-169-2640507-113-2019/20-002 | Construction of police Admin Block three offices (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) Phase 1 | 1,000,000.00 |
| Gilgil Police (Base Commander) station | 4-032-169-2640507-113-2019/20-003 | Purchase of office furniture, executive chairs 3, executive tebles 2, 2 waiting benches | 100,000.00 |
| DCC Gilgil | 4-032-169-2640507-113-2019/20-004 | Purchase of office furniture (executive chair, seven seater sofa and waiting bench @100,000 and construction of permanent stone fence and gate (front face, 100 mtrs) @400,000 | 500,000.00 |
| DCIO Gilgil | 4-032-169-2640507-113-2019/20-005 | Construction of DCIO office(Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) phase 1 | 1,000,000.00 |
| Kikopey Police | 4-032-169-2640507-113-2019/20-006 | renovation of office (Flooring, OB desk, toilet doors, and painting)@250,000, fencing (barbed wire, Concrete posts (50x100 plot)@ 170,000 and Purchase of furniture (2 Executive Chair, 2 Table, 10 Plastic chairs, 2 waiting benches, 2 pairs of curtains @80,000 | 500,000.00 |
| Karunga Police post | 4-032-169-2640507-113-2019/20-006 | Construction of Admin Block (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes)Phase 1 | 1,000,000.00 |
| Chokeriria ACC's office | 4-032-169-2640507-113-2019/20-007 | Construction of Admin Block three offices (Foundation, walling, roofing, plastering, painting, windows, window panes and doors, branding, electrical works, ceiling & external finishes) | 1,500,000.00 |
| Kongasis Police post | 4-032-169-2640507-113-2019/20-008 | Construction of three doors latrine (Foundation, walling, roofing, plastering, painting, branding & doors)@300,000 and Electricity connection in the offices @100,000 | 400,000.00 |
| Thome Police post | 4-032-169-2640507-113-2019/20-009 | Construction of four doors latrine (Foundation, walling, roofing, plastering, tiles, painting, branding & doors) | 500,000.00 |
| Kasarani Police post | 4-032-169-2640507-113-2019/20-010 | Subdivision of office (Women and Men cells, crime office). | 300,000.00 |
| Mitimingi Chief's office | 4-032-169-2640507-113-2019/20-011 | Completion of Chief's office 3 offices (Plastering, flooring, Windows and window panes, doors, electrical works, ceiling, branding and painting)@850,000 | 850,000.00 |
| Gitare Chief's office | 4-032-169-2640507-113-2019/20-012 | Construction of Chief's office 2 units (Plastering, flooring, Windows and window panes, doors, electrical works, ceiling, branding and painting) | 850,000.00 |
| Kiungururia Police post | 4-032-169-2640507-113-2019/20-013 | Construction of AP Post 2 units (Foundation, walling, roofing, Plastering, flooring, Windows and window panes, doors, electrical works, branding and painting) | 950,000.00 |
| Kikopey Chief's Office | 4-032-169-2640507-113-2019/20-013 | Renovation of office (Still doors 3, windows Grills, plastering and Painting) @130,000, Purchase of Furniture (1 Executive chair, 10 plastic chairs, 1 Cabinet) and transfer of ownership @ 70,000 | 200,000.00 |
| Elementaita OCS | 4-032-169-2640507-113-2019/20-013 | Purchase of office furniture (7 chair, 7 tables, Armory reinforcement Kiambogo) | 100,000.00 |
| **Sub-Total** |  |  | **11,200,000.00** |
| **Others** |  |  |  |
| Elementaita Ward Education office - Kiambogo | 4-032-169-2211311-108-2019/2020-001 | Renovation of the office (flooring, plastering, window panes, grills and painting) | 400,000.00 |
| **Sub-Total** |  |  | **400,000.00** |
| Gilgil TTI | 4-032-169-2630206-104-2019/2020-001 | Construction of TTI (laying foundation) Construction of one workshop measuring 11m×16m, three lecture rooms each one measuring 8m×6m and an office space measuring 5.5m×5.4m all located on the ground floor as per ministry guidance. | 10,000,000.00 |
| **Sub-Total** |  |  | **10,000,000.00** |
| **TOTAL** |  |  | **137,367,724.14** |

**GIL/NG-CDFC/MIN 160/2019 – ADJOURNMENT**

The meeting was adjourned at 3.30pm with a word of prayer from Silas Wahome.

**Prepared by;**

**Peter Chege** (Secondary) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Confirmed by;**

**John Michuki** (Chairman) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_