

KABUCHAI

IEBC NUMBER 218

NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND

PROJECT PROPOSAL

2023/2024 FINANCIAL YEAR

SUBMITTED

JANUARY 2024

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**MINUTES OF KABUCHAI NGCDFC MEETING HELD ON 23RD JANUARY, 2024 AT KABUCHAI
NG CDF BOARDROOM**

Members Present

<u>Name</u>	<u>Designation</u>
1. Charles Sirengo	Chairman
2. Douglas Munyasia	Secretary
3. Roselyne Barasa	Member
4. Felix Makasi	Member
5. Janet Wanambuko	Member
6. Florence Wabuke	Member
7. John Masanga W	Member
8. Maximilla Wanyonyi	Member
9. Aaron Mulwa	ACC
10. Joyce Wanjala	FAM

Inattendance

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| 1. Mr Onduru Kennedy Kuru | Sub County Director of Education |
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Agenda

1. Preliminaries
2. Reading & Confirmation of Previous Minutes
3. Matters Arising
4. NG CDF Board circulars on project proposals
5. Consideration of ongoing projects
6. Presentation of Administration and M&E budgets
7. Consideration of Junior secondary matching funds
8. Approval of Project Proposals - 2023/2024 FY Kshs.. 166,593,720
9. Reports
10. A.O.B

MIN 1 NG CDFC/23/01/2024: PRELIMINARIES.

The chairman called the meeting to order at 1030 hours with a word of prayer from Maximilla Wanyonyi. The Chairperson welcomed members present thanking each one of them for taking time to attend the meeting.

MIN 2 NG CDFC/23/01/2024: READING & CONFIRMATION OF PREVIOUS MINUTES.

The Secretary took the committee through the minutes of previous meeting which were proposed by Felix Makasi and seconded by Roselyne Barasa as a true record of the previous proceedings.



MIN 3 NG CDFC/23/01/2024: MATTERS ARISING.

The chairman called upon members to go through minutes one by one for the matters arising agenda. There was no matters arising.

MIN 4 NG CDFC/23/01/2024: NGCDF BOARD CIRCULARS ON PROJECT PROPOSALS

The FAM informed members that the constituency was in receipt of different circulars from the NG CDF Board concerning the project proposals for the financial year 2023/2024. The 1st circular received in September indicted the ceiling for every constituency across the country. The ceiling for the Kabuchai NG CDF for the F/Y was Kshs.. 166,593,720. The amount is inclusive of the Emergency fund of Kshs. 8,768,091.

The Committee was to identify priority projects in the constituency for the financial year 2023/2024. This should include the 6% administration cost, the 3% M&e, the 35% bursary, and 1% COC, 2% Sports, and 2% Environmental activities.

In October, 2023, the Board issued another circular on the Infrastructure Development for Junior Secondary schools. The Board had been allocated a conditional grant towards the Junior Secondary schools infrastructure in conjunction with the ministry of Education. The circular indicated the varying allocations for every constituency and dictated that there should be a matching shilling for a shilling based on the allocation. The Kabuchai NG CDF was allocated Kshs. 17,408,533. The Committee was to identify the JSS projects equivalent to the said amount and consult with the director for the one shilling match projects.

In January 2024, the Board issued another circular after the project had been submitted. The circular with the amendments in the NG CDF Act dictated that all proposal be returned and submitted in accordance with the new amendments. The amendments removed the sports and COC activities from the list of eligible projects. The Environmental activities changing to climate mitigation activities.

The members deliberated and agreed to comply with the NG CDF Board circulars.

MIN 5 NG CDFC/23/01/2024: CONSIDERATION OF ONGOING PROJECTS

The chairman informed members that the Board insists of financing projects to completion. The constituency reported two ongoing projects; in Busakala primary and Chebukaka secondary. This projects require more funding to be completed.

The Chebukaka girls' secondary school project was identified as a high impact project in the constituency. However, after the allocation of the 1st 10 million shillings, the school management requested to partner with NG CDF through the ministry and PTA to consider a bigger project due to the limited space. The committee is in the process of establishing the clear activities for the NG CDF in order to allocate more funds. Members agreed to include the extra funding if any in the Budget for the FY 2024/2025.



After deliberations, members resolved to allocate funds to the following project.

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Financial Year when the project was first funded	Project Name	Entire Scope of the projects	Initial Approved Activities	Pending Activities Requiring Funding	Contract Sum/ Estimated Cost (Kshs.s.) of the entire project	Cumulative allocation to the project (Kshs.s.)		Balance to complete the project (Kshs.s.) - (contract sum less cumulative allocation)
						Financial Year	Amount Allocated	
2023/2024	Busakala primary school	Construction of one storey building comprising of 6 classrooms and administration block (Principal office, staffroom, bursar office, secretary office)	Construction of one storey building comprising of 6 classrooms and administration block (Principal office, staffroom, bursar office, secretary office) Activities; substructure, concrete frame work, 1 st floor slab casting, and walling to lintel level	Roofing, shatters, flooring, plastering, painting, guard rails	19,000,000	2022/2023	10,000,000	9,000,000

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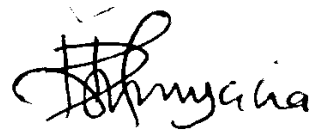
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2024/2025	Chebukak a girls secondary school	Construction of one storey building comprising of 6 classrooms and administration block (Principal office, staffroom, bursar office, secretary office)	Construction of one storey building comprising of 6 classrooms and administration block (Principal office, staffroom, bursar office, secretary office) Activities; substructure, concrete frame work, 1 st floor slab casting, and walling to lintel level	Roofing, shatters, flooring, plastering, painting, guard rails	19,000,000	2022/2023	10,000,000	9,000,000
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MIN 6 NG CDFC/23/01/2024: PRESENTATION OF ADMINISTRATION AND M&E BUDGETS

The FAM informed members the conditions given by the Board on the statutory ceilings;

1. Committee to provide a detailed budget with clear breakdown on each component to justify allocation for the administration and recurrent expenditure, monitoring and evaluation/capacity building.
2. The committee to factor in the Housing Levy as guided

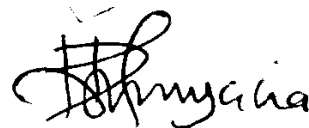
3. The committee to factor in the new rates of NSSF as guided.

The said budgets were tabled by the manager and upon deliberations having considered the constituency allocation and the needs of the community, the committee members approved them as annexed herein.

MIN 7 NG CDFC/23/01/2024: PROJECT PROPOSALS 2023/2024 FY

The manager also reminded members of 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 Kabuchai constituency Kshs. 17, 408,533 and the committee is required to match the allocation a shilling for a shilling. In consultation with the sub county director of Education who was in attendance during the meeting, members proposed that the funding be channeled towards a number of projects. The projects were incorporated in the main project listings as shown below;

Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Status
BUSAKALA PRIMARY SCHOOL	Additional funds for the construction of four classrooms on the 1st floor of NG CDF funded classrooms at the school.	9,000,000	-	9,000,000	New
SICHEI FYM PRIMARY SCHOOL	Construction of 2 classroom classrooms to completion Kshs 2,000,000.	2,000,000		2,000,000	New
SAMITA PRIMARY SCHOOL	Construction to completion of one classroom and equipping with 45 desks @2967.40 each, Ksh 133,533	1,133, 533		1,133,533	New
ST THOMAS PRIMARY SCHOOL	Construction to completion of 2 classroom to completion and equipping with 90 desks @ 3000 each, Ksh 270,000	2,270,000		2,270,000	New
LUFUTU PRIMARY SCHOOL	Construction of 2 classrooms to completion 2m.	2,000,000		2,000,000	New

NAKITUMBA PRIMARY SCHOOL	Construction of 1 classroom to completion Kshs 1,000,000.	1,000,000		1,000,000	New
SUB TOTAL		28,300,000	10,000,000	17,408,533	
JUNIOR SECONDARY SCHOOL CONDITIONAL GRANT FROM THE MINISTRY OF EDUCATION					
Ngalasia Primary school	Construction of one classroom to completion Kshs.s 1,000,000.	1,000,000	-	1,000,000	New
Chekulo Baptist primary school	Construction of one classroom to completion Kshs.s 1,000,000.	1,000,000	-	1,000,000	New
Lurende primary school	Construction of one classroom to completion Kshs. 1,000,000.	1,000,000	-	1,000,000	New
Nangili primary school	Construction of one classroom to completion Kshs. 1,000,000.	1,000,000	-	1,000,000	New
sirare primary school	Construction of one classroom to completion Kshs. 1,000,000.	1,000,000	-	1,000,000	New
Musokho primary school	Construction of one classroom to completion Kshs. 1,000,000.	1,000,000	-	1,000,000	New
Nangwe primary school	Construction of one classroom to completion Kshs. 1,000,000.	1,000,000	-	1,000,000	New
Nalondo primary school	Construction of one classroom to completion Kshs. 1,000,000.	1,000,000	-	1,000,000	New
Nairumbi primary school	Construction of one classroom to completion Kshs. 1,000,000.	1,000,000	-	1,000,000	New
Namilama primary school	Construction of one classroom to completion Kshs. 1,000,000.	1,000,000	-	1,000,000	New

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Sanandiki FYM primary school	Construction of one classroom to completion Kshs. 1,000,000.	1,000,000	-	1,000,000	New
Walukaya primary school	Construction of one classroom to completion Kshs. 1,000,000.	1,000,000	-	1,000,000	New
Makhonge SA primary school	Construction of one classroom to completion and equipping with 45 desks @ kshs 3,026 each ksh 136,170	1,136,170	-	1,136,170	New
Lukhome primary school	Construction of one classroom to completion and equipping with 45 desks @ kshs 3,026 each ksh 136,170	1,136,170	-	1,136,170	New
Chenjeni primary school	Construction of one classroom to completion Kshs. 1,000,000.	1,000,000	-	1,000,000	New
Baraki primary school	Construction of one classroom to completion Kshs. 1,000,000.	1,000,000	-	1,000,000	New
Lukhuna primary school	Construction of one classroom to completion and equipping with 45 desks @ kshs 3,026.50 each ksh 136,193	1,136,193	-	1,136,193	New
SUB TOTAL		17,408,533	-	17,408,533	
GRAND TOTAL		45,708,533	10,000,000	34,817,066	

MIN 8 NG CDFC/23/01/2024: PROJECT PROPOSALS 2023/2024 FY

As noted earlier noted herein, Kabuchai Constituency was allocated **Kes. 166,593,720** in 2023/2024 financial year. The FAM tabled the ward consultative report from the last financial year, the strategic plan, project implementation status report & ongoing projects report that were adopted by the committee.

After a lengthy discussion it was unanimously agreed that the following budget which includes the matching funding of the junior secondary schools from the ministry of Education, be forwarded to the NG CDF Board for consideration, approval and subsequent funding.

S/No.	Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	
	ADMINISTRATION AND RECURRENT EXPENDITURE					
1.	Accommodation - Domestic Travel	Payment of accommodation on domestic travel	200,000	-	200,000	Ongoing
2.	Advertising, Awareness and Publicity Campaigns	Payment of Advertising, Awareness and Publicity Campaigns	60,000	-	60,000	Ongoing
3.	Bank service commission and charges	Payment of Bank service commission and charges	60,000	-	60,000	Ongoing
4.	Contractual employees	Payment of 10 no. NG-CDFC staff Basic salaries.	3,831,320	-	3,831,320	Ongoing
5.	Housing Levy	Employer contribution to Housing levy for 10 NGCDF Staff	88,152	-	88,152	Ongoing
6.	Catering Services (receptions), Accommodation, Gifts, Food and Drinks	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	120,000	-	120,000	Ongoing
7.	Courier and Postal Services	Payment of Courier and Postal Services	50,000	-	50,000	Ongoing
8.	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	530,000	-	530,000	Ongoing
9.	Electricity	Payment of Electricity charges	70,000	-	70,000	Ongoing
10.	General Office Supplies (papers, pencils, forms, small office equipment etc)	Purchase of General Office Supplies (fuel, papers, pencils, forms, small office equipment)	1,107,469	-	1,107,469	Ongoing
11.	Gratuity-contractual employees	Payment of gratuity to 10 no. NGCDFC staff.	911,277	-	911,277	Ongoing

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12.	Maintenance Expenses - Motor Vehicles	Payment of Maintenance Expenses - NGCDFC Motor Vehicles, motorcycles and other transport equipment	250,000	-	250,000	Ongoing
13.	NGCDFC allowance	Payment of NGCDFC allowance charges	1,248,000	-	1,248,000	Ongoing
14.	NSSF	Employer contribution to NSSF	150,000	-	150,000	Ongoing
15.	Other committee expenses	Payment of Other committee expenses	600,000	-	600,000	Ongoing
16.	Office furniture	Payment for purchase of office chair (sofa set) 125,000, executive table 85,000, 4 office chairs @15,000 = 60,000, office desk 55,000	325,000		325,000	Ongoing
17.	Sanitary and Cleaning Materials, Supplies and Services	Purchase of Sanitary and Cleaning Materials, Supplies and Services	226,311	-	226,311	Ongoing
18.	Water & sewerage charges	Payment of Water & sewerage charges	112,800	-	112,800	Ongoing
	SUB TOTAL		9,940,329	-	9,940,329	
MONITORING, EVALUATION AND CAPACITY BUILDING						
19.	Accommodation Allowance	Payment of Accommodation Allowance of NGCDFC, National Government officers and PMC(NGCDFC & STAFF Training)	650,000	-	650,000	Ongoing
20.	Accommodation - Domestic Travel	Payment of accommodation on domestic travel	581,412	-	581,412	Ongoing

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21.	Catering Services (receptions), Accommodation, Gifts, Food and Drinks	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	440,000	-	440,000	Ongoing
22.	Hire of Training Facilities and Equipment	Hire of Training Facilities and Equipment (NGCDFC, STAFF &PMC Training)	120,000	-	120,000	Ongoing
23.	Hire of Transport	Payment of Hire of Transport	180,000	-	180,000	Ongoing
24.	NGCDFC allowance	Payment of NGCDFC allowance	1,200,000	-	1,200,000	Ongoing
25.	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport of GK vehicles	1,000,000	-	1,000,000	Ongoing
26.	Remuneration of Instructors and Contract Based Training Services	Payment of Instructors and Contract Based Training Services (NG-CDFC, STAFF &PMC Training)	200,000	-	200,000	Ongoing
27.	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone expenses	76,400	-	76,400	Ongoing
28.	Travel Allowance on training	Payment of Travel Allowance of NGCDFC, National Government officers and PMC (NGCDFC, STAFF &PMC Training)	180,000	-	180,000	Ongoing
29.	CSR project monitoring allowances	Payment for CSR project facilitation allowances	120,000	-	120,000	Ongoing
	SUB TOTAL		4,747,812	-	4,747,812	
EDUCATION BURSARY AND SOCIAL SECURITY PROGRAMS						
30.	Bursary Secondary Schools	Payment of bursary to needy students in secondary schools	27,208,266	-	27,208,266	Ongoing

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31.	Bursary Tertiary Institutions	Payment of bursary to needy students in tertiary institutions	22,060,447	-	22,060,447	Ongoing
32.	Bursary Special Institutions	Payment of bursary to needy students in special Institutions	2,000,000	-	2,000,000	Ongoing
	SUB TOTAL		51,268,713	-	51,268,713	
	EMERGENCY RESERVE					
33.	Emergency Reserve	To cater for any unforeseen occurrences in the constituency during the financial year	8,768,091	-	8,768,091	Ongoing
			8,768,091	-	8,768,091	
	CLIMATE CHANGE MITIGATION ACTIVITIES					
34.	Kabuchai Constituency NG CDF Office	Purchase and planting of 2,250 indigenous tree seedlings @200 each on the NG CDF 2 acres land, transportation kshs 28,342 for climate change and mitigation. The NG CDF compound has drilled water for maintenance of the seedlings.	478,342	-	478,342	New
	SUB TOTAL		478,342		478,342	
	PRIMARY SCHOOL PROJECTS – JSS NG-CDF					
35.	Busakala primary school	Additional funds for the construction of four classrooms on the 1 st floor of NG CDF funded classrooms at the school.	9,000,000	-	9,000,000	New
36.	Sichei fym primary school	Construction to completion of 2 classroom classrooms	2,000,000		2,000,000	New

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37.	Samita primary school	Construction to completion of one classroom and equipping with 50 desks @2918.10 each, Ksh 145,905	1,145,905		1,145,905	
38.	St thomas primary school	Construction to completion of 2 classroom to completion and equipping with 90 desks @ 2918.10 each, Ksh 262,629	2,262,629		2,262,629	New
39.	Lufutu primary school	Construction to completion of 2 classrooms	2,000,000		2,000,000	New
40.	Nakitumba primary school	Construction to completion of 1 classroom	1,000,000		1,000,000	New
	SUB TOTAL		28,300,000	10,000,000	17,408,533	
JUNIOR SECONDARY SCHOOL CONDITIONAL GRANT FROM THE MINISTRY OF EDUCATION						
1	Ngalasia Primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
2	Chekulo Baptist primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
3	Lurende primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
4	Nangili primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New

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5	sirare primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
6	Musokho primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
7	Nangwe primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
8	Nalondo primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
9	Nairumbi primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
10	Namilama primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
11	Sanandiki FYM primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
12	Walukaya primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
13	Makhonge SA primary school	Construction to completion of one classroom and equipping with 50 desks @2918.10 each, Ksh 145,905	1,145,905	-	1,145,905	New
14	Lukhome primary school	Construction to completion of one classroom and equipping with 50 desks @2918.10 each, Ksh 145,905	1,145,905	-	1,145,905	New

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15	Chenjeni primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
16	Baraki primary school	Construction of one classroom to completion	1,000,000	-	1,000,000	New
17	Lukhuna primary school	Construction of one classroom to completion and equipping with 40 desks @ kshs 2,918.10 each ksh 116,724	1, 116,724	-	1, 116,724	New
	SUB TOTAL		17,408,533	-	17,408,533	
	PRIMARY SCHOOL PROJECTS					
41.	Luucho primary school	One off purchase of one acre of land Kshs 900,000 and process title deed @ Kshs 100,000.	1,000,000	-	1,000,000	New
42.	Chekwanada primary school	One off Purchase of 3/4 acre land Kshs. 750,000 and title deed processing Kshs. 50,000.	800,000		800,000	New
43.	Khalaba primary school	Renovation to completion of 6 classrooms; reroofing, wall reinforcement, ring beam, re-plastering, re-flooring, re-painting and shutters.	3,500,000	-	3,500,000	New

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44.	Sawali primary school	Construction to completion of 6 door modern latrines. with1 Chamber to cater for PWD	1,000,000		1,000,000	New
45.	Lufutu primary school	Construction to completion of 3 door modern latrines. with1 Chamber to cater for PWD	500,000		500,000	New
46.	Nangubo primary school	One off purchase of 1 acre land Kshs. 900,000 and title deed processing Kshs. 100,000.	1,000,000		1,000,000	New
47.	Makhonge primary school	Renovation to completion of 6 classrooms; reroofing, wall reinforcement, ring beam, re-plastering, re-flooring, re-painting and shutters.	3,000,000		3,000,000	New
48.	Samita primary school	Renovation to completion of 4 classrooms; reroofing, wall reinforcement, ring beam, re-plastering, re-flooring, re-painting, verandah and shutters Kshs. 2,400,000.	2,400,000		2,400,000	New
49.	Kisiwa primary school	Renovation to completion of 5 classrooms; reroofing, wall reinforcement, ring beam, re-plastering, re-flooring, re-painting and shutters.	2,500,000		2,500,000	New

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50.	Bwake primary school	Renovation to completion of 5 classrooms; reroofing, wall reinforcement, ring beam, re-plastering, re-flooring, re-painting, verandah, and shutters.	3,000,000		3,000,000	New
51.	St thomas primary school	One off purchase of 1 acres land 900,000 and title deed processing Kshs. 100,000.	1,000,000		1,000,000	New
52.	Namusimbi primary school	One off purchase of 1 acre land Kshs. 900,000 and title deed processing Kshs. 100,000.	1,000,000		1,000,000	New
53.	Namusimbi primary school	Construction to completion of 3 door pit latrines with 1 chamber to cater for PWD	400,000		400,000	New
54.	Chepsitati primary school	Construction to completion of 1 classroom	1,200,000		1,200,000	New
55.	Chekulo fym primary	Construction to completion of 6 door modern latrines. with1 Chamber to cater for PWD	1,000,000		1,000,000	New
		SUB TOTAL	23,300,000	~	23,300,000	0
SECONDARY SCHOOL PROJECTS						
56.	Makhonge secondary school	One off Purchase of New Isuzu FRR90, 46-seater semi-luxury school bus. Quotation Attached	9,762,300		9,762,300	New

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57.	Sikulu secondary school	One off PURCHASE OF 1 ACRE LAND Kshs. 900,000 and title deed processing Kshs. 100,000.	1,000,000		1,000,000	New
58.	Sikulu secondary school	Renovation of 4 classrooms; Reroofing, wall reinforcement, ring beam, plastering, flooring, painting and shutters.	2,000,000		2,000,000	New
59.	Lukhome secondary school	One off Purchase of New Isuzu FRR90, 46-seater semi-luxury school bus. Quotation attached	9,762,300		9,762,300	New
60.	Kiboochi secondary school	Construction to completion of 5 door pit latrines one door disability friendly Ksh 800,000.	800,000		800,000	New
61.	Kiboochi secondary school	Fencing of one acre land with poles and barbed wire Kshs. 200,000 to completion.	200,000		200,000	New
62.	Kiboochi secondary school	Construction to completion of 3 classrooms	3,000,000		3,000,000	
63.	Sikata secondary school	Construction to completion of 5 door pit latrines one door disability friendly Ksh 800,000	800,000		800,000	New
64.	Sikata secondary school	Fencing of one acre land with poles and barbed wire Kshs. 200,000 to completion.	200,000		200,000	New
65.	Sichei secondary school	Renovation of 1000 student capacity dining hall; re-flooring, re-plastering, re-painting,	1,500,000		1,500,000	New
66.	Marobo boys high school	Renovation to completion of 9 classrooms; reroofing, wall reinforcement, ring beam, re-plastering, re-flooring, re-painting	4,500,000		4,500,000	New

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		and shutters. BOQ Attached but not certified.				
67.	Lukhuna secondary school	One off purchase of 1 acre land Kshs. 900,000 and title deed processing Kshs. 100,000.	1,000,000		1,000,000	New
68.	Lukhuna secondary school	Construction to completion OF 2 classrooms	2,000,000		2,000,000	New
69.	Nangwe secondary school	Construction of dormitory of capacity to hold 150 students. Substructure, and super structure to roofing level.	7,500,000		2,400,000	New
70.	Wabukhonyi sec school	One off Purchase of New Isuzu FRR90, 46 seater semi-luxury school bus. Quotation Attached	9,762,300		9,762,300	New
	SUB TOTAL		48,686,900	~	48,686,900	
	SECURITY					
71.	Luuya assistant chief office	Construction to completion of chief office comprising of chief's office, waiting area, secretary office	1,000,000	-	1,000,000	New
72.	Sikusi chief office	Construction to completion of chief office comprising of chiefs office, waiting area, secretary office	1,000,000	-	1,000,000	New
	SUB TOTAL		2,000,000	~	2,000,000	
	GRAND TOTAL				184,002,253	
	NGCDF FUNDING				166,593,720	
	JSS FUNDING				17,408,533	
	GRAND TOTAL				184,002,253	

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Note:

1. Chebukaka girl's secondary school was allocated Kshs. 10,000,000 in the financial 2022/2023 as phase one funding for the storey building. The school management had allocated additional funds to the same project and additional activities. The school has resolved that the NG CDF will cater for the 6 classrooms on the 2nd and 3rd floor, 3 on each floor. The NG CDF Committee members agreed to allocate the additional funds in the next financial year 2024/2025 in full to complete the project.
2. The ACC Mr. Mulwa on behalf of the DCC requested for the consideration of security projects. The Committee members deliberated and agreed to consider the construction of the Luuya assistant chief office, and the Sikusi chief office. The other projects to be considered the next financial year, ie, the construction of the ACC office Chwele division.



MIN 9 NG CDFC/23/01/2024: REPORTS

The FAM tabled the Project Implementation Status, Financial, Monitoring & Evaluation reports and after discussions they were later adopted by the committee.

MIN 10 NG CDFC/23/01/2024: A.O.B

There being no other business the meeting was adjourned at 1210hours with a word of closing prayer from Ms. Maximilla Wanyonyi.

Minutes confirmed by:



CHAIRMAN

CHARLIES SIRENGO



SECRETARY

JOYCE WANJALA



EXPENDITURES**Contractual employees**

Description	Scale	Number	Rate	Total amount pm	Total amount pa
Accounts Assistant	CSG 11	1	26,230.00	26,230.00	419,680.00
Clerk of Works	CSG 11	1	26,230.00	26,230.00	419,680.00
ICT Officer		1	26,230.00	26,230.00	419,680.00
Clerical officer		1	18,580.00	18,580.00	297,280.00
Records Management Assistant	CSG 12	1	21,230.00	21,230.00	339,680.00
Receptionist		1	18,580.00	18,580.00	297,280.00
Driver	CSG 13	1	22,217.00	22,217.00	355,472.00
Office Assistant	CSG 14	1	16,890.00	16,890.00	270,240.00
Office admin. & M&E Officer		1	35,000.00	35,000.00	560,000.00
SECURITY		1	16,890.00	16,890.00	270,240.00
Security	CSG 14	1	16,890.00	16,890.00	270,240.00
		11	244,967.00	244,967.00	3,919,472.00
Gratuity-Contractual Employees					
Accounts Assistant	CSG 11	1	8,131.30	8,131.30	97,575.60
Clerk of Works	CSG 11	1	8,131.30	8,131.30	97,575.60
ICT Officer		1	8,131.30	8,131.30	97,575.60
Clerical officer		1	5,759.80	5,759.80	69,117.60
Records Management Assistant	CSG 12	1	6,581.30	6,581.30	78,975.60




Receptionist		1	5,759.80	5,759.80	69,117.60	
Driver	CSG 13	1	6,887.27	6,887.27	82,647.24	
Office Assistant	CSG 14	1	5,235.90	5,235.90	62,830.80	
M&E Officer		1	10,850.00	10,850.00	130,200.00	
Security	CSG 14	1	5,235.90	5,235.90	62,830.80	
SECURITY		1	5,235.90	5,235.90	62,830.80	
		11	75,939.77	75,939.77	911,277.24	
Committee Expenses						
Other Committee Expenses						
NGCDFC Allowance	Members	9	5,000.00	24.00	1,080,000	
	Chair	1	7,000.00	24.00	168,000	
					1,248,000	
Committee Expenses			No	Rate	Month	A/ Amount
NG CDFC Allowance	168,000	Chair	1.00	14,000.00	12.00	168,000
NGCDFC Allowance	1,080,000	Members	9.00	10,000.00	12.00	1,080,000

Jmengo

Thuygia