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NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD

**MATHARE CONSTITUENCY**

**IEBC NO**.290

PROJECT PROPOSAL BUDGET & WARD REPORTS

FINANCIAL YEAR 2019/2020

OCTOTBER- 2019

**MINUTES OF THE MEETING HELD ON THE 18th October 2019 AT THE NG-CDF HALL MATHARE AT 11:00AM (Min-002F/Y 2019/20)**

**P.O. Box 38670-00623 Nairobi**

**MEMBERS PRESENT**

1. ELIZABETH OMBEDHO – SECRETARY NGCDF
2. FELECIA OMUREMBE – CHAIR LADY
3. MOSES AKALO – MEMBER
4. MAGDALENE MASILA – MEMBER
5. BONIFACE ODUOR – MEMBER
6. MORRIS OKIWI – MEMBER
7. ADAN ALI JIRA – MEMBER
8. KENNEDY OTAYI – OVERSIGHT
9. ALPHONSE NTHENGE – OVERSIGHT
10. GEORGE OTIENO – OVERSIGHT
11. KEVIN MCAKECH – FAM
12. JACOB MWAURA-DCC

**Agenda:**

1. Open remarks by chairman
2. Reading and confirmation of previous minutes
3. FY 2019-2020-Project Proposal Budget
4. Explanatory notes on the Budget.
5. Any Other Business

**Preliminaries**

The meeting began with a word of prayer from Mr. Adan Jira. The chairlady begun by thanking members for attending the session in time and their commitment in serving the people of Mathare. He urged the members to focus in the agenda of the day to enable completion of the core business.

**Min. MATHARE 1/28/10/2019 Reading and Confirmation of minutes of the previous meeting**

Minutes of the meeting held on Friday 18th October 2020 were read and confirmed by Ms. Felesia Omurumbe. Mr. Adan Jira an Ng-cdf member confirmed the minutes to be true confirmation of what was discussed in the previous meeting. Morris Okiwi seconded.

The minute was unanimously adopted by the committee as true record of those sitting’s and deliberations.

**Min. MATHARE 2/28/10/2019 Matters arising from minutes of previous meetings**

The bursary committee met in there meeting to evaluate the forms that came back to the office for the provision of tertiary bursary so fa only 304 forms were approved for payment by the bursary committee.

Chair informed the committee that all the projects should be aligned to the Strategic Plan for Mathare and the public Participation reports which were done on the 23rd October 2019 and 24th October 2019 at the Huruma social Hall and Deputy County Commissioner Office in mabatini as per the advertisement below:-

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**MATHARE NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND**

**TANGAZO! TANGAZO! TANGAZO!**

KAMATI YA MATHARE NG-CDF INAWATANGAZIA MABARAZA YA KUPOKEA MAPENDEKEZO YA MIRADI KUTOKA KWA WANAINCHI ITAKAYOFADHILIWA NA PESA ZA NG-CDF KATIKA MWAKA WA SERIKALI WA **2019/2020**

**RATIBA YA MABARAZA HAYO NI KAMA IFUATAVYO**

|  |  |  |  |
| --- | --- | --- | --- |
| **TAREHE/DATE** | **KATA/WARD** | **MAHALI/PLACE** | **SAA/TIME** |
|  23/10/2019 | NGEI WARDKIAMAKO WARDHURUMA WARD | HURUMA HALL | MBILI ASUBUHINANE MCHANA |
|  24/10/2019 | MABATINI WARDHOSPITAL WARDMLANGO KUBWA | MABATINI A.P CAMP | MBILI ASUBUHINANE MCHANA |

\***MAONI YAKO NA UKUEPO WAKO KWA MIKUTANO HAYA INAMAANA KWA UTEKELEZAJI WA MIRADI KATIKA KATA LAKO.**

**Min. MATHARE 3/28/10/2019 Project Proposal 2019/20**

The Chairman briefed members that the committee is required to submit projects proposals for the financial year 2019/2020 in time to get funds. The Fund Account Manager informed members that the constituency had been allocated a total of **137,367,724.14.** He then briefed members on the guidelines for project proposal presentation. He also informed members on the eligible projects as he read out the circular from the NG-CDF Board on preparation and submission of project proposal for 2019/2020 FY. The Manager informed members that all the on-going projects should be prioritized in project proposal preparation to ensure their timely completion so that they benefit the intended parties.

Guided by the data collected from the six (6) wards during the project proposal public Baraza, the committee allocated funds to projects as follow;

**MIN. MATHARE 4/28/10/2019 EXPLANATORY NOTE ON THE BUDGET**

The fund manager gave explanatory notes on the on the budget as follows:-

The issue of the accrued gratuity that the previous employees have been following up was to be paid in bits to enable the Mathare NG-CDF operate effectively. The Fund manager indicated in the budget that an amount of Kshs.1, 200,000.00 was to take care of the final payment in the financial year. It was to be applied on a pro-rata basis to the employees as indicated in the hand over report.

On procurement the Fund manager advised that from this financial year 2019/2020 all procurements will be done in the respective entities and that the evaluation teams will include the users and the technical department together with the oversight in the constituency.

The office was tasked to fine the project proposal to meet the NG-CDF Board’s standard format and submit to the NGCDF Board before the deadline which had already passed

**MIN.MATHARE 5/28/10/2019 PAYMENT OF SALARIESAND COMMITTEE ALLOWANCES FOR THE MONTH OF OCTOBER 2019**

The committee agreed that their allowances be issued at the end of the month to enable the Fund manager process them together with the employees’ salaries. The Fund manager agreed and obliged to institute the resolution in payment of staff allowances and salaries.

The fund manager also expressed the need of an imprest to enable execution and ease of work in various operation. The committee passed a resolution for fund manager to have a running imprest to facilitate the operations.

**MIN.MATHARE 5/28/10/2019 Any other Business (A.O.B)**

There being no other business for deliberation, the meeting ended at 01:30hrs with a word of prayer from the Chairperson.

**Minute taken by:**

Secretary…………………………………………Signature……………………………………..

**Minutes Confirmed by:**

Chairperson…………………………………….Signature……………………………………..

2015 National Government Constituencies Development Fund No.30

THIRD SCHEDULE (s.15)

CONSTITUENCY PROJECTS SUBMISSION FORM

Constituency No.**290** Constituency Name **MATHARE CONSTITUENCY** Financial Year 2019/20

|  |  |  |
| --- | --- | --- |
| **Serial** | **Name of Project** | **Amount Allocated** |
| 290/AP1 | Administration & Recurrent | 8,242,663.45 |
| 290/AP2 | Monitoring & Evaluation and Capacity Building | 4,121,031.72 |
| 290/2640100 | Bursary  | 48,078,703.45 |
| 290/2630204 | Education-Primary School Projects | 25,411,604.54 |
| 290/2630204 | Education-Secondary School Projects | 25,080,369.84 |
| 290/2640507 | Security Projects | 8,219,491.94 |
| 290/2640509 | Sports | 2,747,354.48 |
| 290/2640505 | Environment  | 2,419,491.94 |
| 290/2640200 | Emergency Reserve  | 7,198,241.38 |
| 290/2211311 | Others | 5,848,771.40 |
| **TOTAL** |  | **137,367,724.14** |

Chairman NG-CDF Committee **FELICIA OMUTSAYI** Signature………….....Date…………..……

Fund Account Manager **KEVIN MCAKECH**. Signature…………………Date…………………….

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| --- |
| **MATHARE NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND- 2019/2020** |
| **ADMINISTRATION AND RECURRENT EXPENDITURE** | **GFS-CODE** | **Activity** | **Amount Allocated in F/Y 2019-2020** | **Cumulative project cost** | **Original cost Estimate** | **Status** |
| Staff Salaries and Gratuity | 4-047-290-2210000-100-2019/2020-001 | Payment of staff salaries and Gratuity | 3,566,000.00 | 0.00 | 3,566,000.00 | On-going |
| Committee Allowances | 4-047-290-2210802-100-2019/2020-002 | Payment of Committee Sitting Allowances, transport, conferences | 1,600,000.00 | 0.00 | 1,600,000.00 | On-going |
| Goods and Services | 4-047-290-2110000-100-2019/2020-003 | Purchase of fuel, repairs and Maintenance, printing, stationery, telephone, travel and subsistence, office tea | 2,962,663.45 | 0.00 | 2,962,663.45 | On-going |
| NSSF | 4-047-290-2120101-100-2019/2020-005 | Payment of NSSF deductions | 46,000.00 | 0.00 | 46,000.00 | On-going |
| NHIF | 4-047-290-2120201-100-2019/2020-006 | Payment of NHIF deductions | 68,000.00 | 0.00 | 68,000.00 | On-going |
| **MONITORING AND EVALUATION** |  |  |  |  |  |  |
| NG-CDFC, PMC& staff Capacity Building | 4-047-290-2210700-100-2019/2020-001 | Undertake Training of the PMC’s 600,000.00, NG-CDFC’s 1,300,000.00 and office staff 600,000.00 on NG-CDF related issues | 2,500,000.00 | 0.00 | 2,500,000.00 | On-going |
| Goods and Services | 4-047-290-2110000-100-2019/2020-002 | Purchase of fuel, repairs and Maintenance, printing, stationery, telephone, travel and subsistence, office tea | 509,000.00 | 0.00 | 509,000.00 | On-going |
| Committee Expenses | 4-047-290-2210700-100-2019/2020-002 | Payment of Committee Sitting Allowances, transport, conferences | 1,112,031.72 | 0.00 | 1,112,031.72 | On-going |
| **EMERGENCY** |  |  |  |  |  |  |
| Emergency | 4-047-290-2640200-100-2019/2020-001 | To cater for any unforeseen occurrences in the Constituency during the financial year | 7,198,241.38 | 0.00 | 7,198,241.38 | On-going |
| **BURSARY** |  |  |  |  |  |  |
| Secondary Schools | 4-047-290-2640100-103-2019/2020-001 | Cater for bright and needy students in Secondary Schools | 25,000,000.00 | 0.00 | 25,000,000.00 | New |
| Tertiary Institutions | 4-047-290-2640100-103-2019/2020-002 | Cater for bright and needy students in Secondary Schools | 12,878,703.45 | 0.00 | 12,878,703.45 | New |
| Social Security Programme | 4-047-290-2640100-103-2019/2020-003 | To cater for the Social security Programme through payment of NHIF for the vulnerable and the elderly in the constituency no.of beneficiaries-1,700 a year at Kshs.500 a month.  | 10,200,000.00 | 0.00 | 10,200,000.00 | New |
| **PRIMARY SCHOOL PROEJCTS** |  |  |  |  |  |  |
| Old Mathare Primary School | 4-047-290-2630204-104-2019-2020-001 | Phase II construction of the Perimeter to completion (50 Meters) | 1,045,000.00 | 0.00 | 1,045,000.00 | New |
| Ndururuno Primary School | 4-047-290-2630204-104-2019-2020-002 |  Construction of pavements(250m)(slabbing)of the whole school walk ways-2,000,000.00 Painting,tiling,installationof window panes,repair of louver windows, of 8 classrooms 3,200,000.00 all to completion | 5,200,000.00 | 0.00 | 5,200,000.00 | New |
| Valley Bridge Primary School | 4-047-290-2630204-104-2019-2020-003 |  Tiling, painting,repair of windows, fitting of soft boards,of 8 classrooms and toilets-3,230,743.20 to completion | 3,230,743.20 | 0.00 | 3,230,743.20 | New |
| Salama Primary School | 4-047-290-2630204-104-2019-2020-004 | Repair of 9 door toilet and urinal; painting, plumbing works,repair of windows and doors,re-connection to sewerline-1,000,000.00, Tiling,Painting ,repair of doors and windows,electrical wiring and fittings of 13 Classrooms-5,235,861.34 to completion | 6,235,861.34 | 0.00 | 6,235,861.34 | New |
| Huruma Primary School | 4-047-290-2630204-104-2019-2020-005 | Repair of 9 door Toilet:toilet and urinal; painting, plumbing works,repair of windows and doors,re-connection to sewerline-1,000,000.00, Tiling,fitting of soft boards, Painting of 13 Classrooms-5,500,000.00 to completion | 6,500,000.00 | 0.00 | 6,500,000.00 | New |
| Daima Primary School | 4-047-290-2630204-104-2019-2020-006 | Repair of 8 classrooms;Tiling and Painting,re wiring of electricity,fitting of soft boards-3,200,000.00 to completion | 3,200,000.00 | 0.00 | 3,200,000.00 | New |
| **SECONDARY SCHOOL PROJECTS**  |  |  |  |  |  |  |
| Huruma Mixed Secondary School | 4-047-290-2630205-104-2019/2020-001 | three (3) storey administration Block and classrooms. Phase 1 construction-(Ground floor-6 classrooms, staff room,Principal Office,Deputy Principal Office,Bursar's Office,3-staircases,Corridors,Head of depart office -2(1200sq/m | 3,463,557.01 | 18,300,000.00 | 38,600,000.00 | On-going |
| Ndururuno Secondary School | 4-047-290-2630205-104-2019/2020-003 | Renovation of 12 classrooms tiling, painting -wiring -5,036,897.03, Slabbing of the Parade square with installation of cabbro tiles (20M\*10M)-1,918,430.60 all to completion  | 6,955,327.63 | 0.00 | 6,955,327.63 | New |
| Old Mathari Mixed Secondary School | 4-047-290-2630205-104-2019/2020-003 | Tiling and Painting,wiring,fitting of window panes,fitting of chipboards of 10 classrooms-4,330,743.00, construction of pavements, Drainage and slabbing of the school walk ways (300M)-2,000,000.00 all to completion | 6,330,743.00 | 0.00 | 6,330,73.00 | New |
| St. Theresa Secondary School | 4-047-290-2630205-104-2019/2020-004 | Construction of a cabro road from school gate to Administration Block-(250m) with drainage, pavement and culverts to completion | 8,330,742.20 | 0.00 | 8,330,742.20 | New |
| **SPORTS** |  |  |  |  |  |  |
| Sport Activities | 4-047-290-2640509-104-2019/2020-001 | To faciliate Constituency Sports tournaments whereby the winning teams will be awarded trophies, balls and Games Kit | 2,747,354.48 | 0.00 | 2,747,354.48 |  New |
| **SECURITY** |  |  |  |  |  |  |
| Huruma AP Camp | 4-047-290-2640507-113-2018/2019-001 | Phase ii Construction of 1 storey building of Administration Police Modern offices; 15 offices, boardroom, 2 registry offices, kitchenete, staircase, balcony-Completion; Sewerline connection and construction of septic underground tank-700,000.00 Fixtures and fittings-Lighting connection from domestic grid,wiring,doors,Ceiling and electrical fixtures, plumbing-1,500,000.00 Painting-700,000.00 window panes and windows, doors fixing-900,000.00 | 3,800,000.00 | 12,000,000.00 | 15,800,000.00 | On-going |
| Deputy County Commissioner Office-Mabatini | 4-047-290-2640507-113-2018/2019-002 | Construction of a 10 Door Toilet at Deputy County commissioner Office.Flashable Toilet ,connected to sewer line,tiling to completion | 2,419,491.94 | 0.00 | 2,419,491.94 | New |
| Deputy County Commissioner Office-Mabatini | 4-047-290-2640507-113-2018/2019-003 | Construction of a concrete pillard chain link Fence-500m linear meter,Double door Gate with a pedestrian gate,grading and pouring of loose small chip ballast to completion | 2,000,000.00 | 0.00 | 2,000,000.00 | New |
| **ENVIRONMEN**T |  |  |  |  |  |   |
| ST. Theresa Primary school | 4-047-290-2640509-113-2018/2019-001 | Construction of a 10 Door Toilet at St. Theresa Primary School . Flashable Toilets ,connected to sewer line, tiling to completion | 2,419,491.94 | 0.00 | 2,419,491.94 | New |
| **Others** |  |  |  |  |  |  |
| NG-CDF HALL-4B | 4-047-290-2211311-108-2019/2020-001  | Installation of satellite antenna, router, digital access kit, digital ruggedized tablets, Wi- Fi with outdoor wireless device complete with 12U cabinet complete with installation accessories devices by Telkom Kenya Ltd.  | 1,169,256.80 | 0.00 | 1,169,256.80 | New |
| Deputy County Commissioner-Office Mabatini | 4-047-290-2211311-108-2019/2020-002 | Installation of satellite antenna, router, digital access kit, digital ruggedized tablets, Wi- Fi with outdoor wireless device complete with 12U cabinet complete with installation accessories devices by Telkom Kenya Ltd.  | 1,169,256.80 | 0.00 | 1,169,256.80 | New |
| Huruma Secondary School | 4-047-290-2211311-108-2019/2020-003 | Installation of satellite antenna, router, digital access kit, digital ruggedized tablets, Wi- Fi with outdoor wireless device complete with 12U cabinet complete with installation accessories devices by Telkom Kenya Ltd.  | 1,169,256.80 | 0.00 | 1,169,256.80 | New |
| Mathare NGCDF Office-Mabatini Ward | 4-047-290-3110104-108-2019/2020-004 | Construction of new Mathare NGCDF Office at Dcc's Compound-Mabatini Ward- Phase I-Foundation of the new office. The Deputy County Commisioner in Mabatini has given the space for construction through a letter.Costruction cost Kshs.19,000,000.00 | 2,341,001.00 | 0.00 | 19,000,000.00 | New |
| **Total** |  |  | **137,367,724.14** |  |  |   |