



NG-CDF

National Government Constituencies Development Fund
Gilgil Constituency
P.O Box 524
GILGIL

Tel: | Cell:
Email: ngcdfgilgil@gmail.com | Website: 0793283591

OUR REF: GIL- NGCDF/RSBMSN/VOL. 1/001

Date: 11TH JULY, 2023

The Chief Executive Officer
National Government CDF Board
P.O Box 46682-00100
Nairobi.

Dear Sir,

RE: Resubmission of Projects

The above subject refers;

The Gilgil NGCDF Committee in their meeting held on 10th July 2023, resolved to resubmit Ksh. 3,000,000 which was earlier declined by the Board. After Deliberations the Committee allocated the funds to the following stated project for financial year 2022- 2023:-

S/No.	Project name	Project Description	Amount
1	Utumishi primary school	Construction to completion of an administration block comprising of 6 Offices (Staffroom, Headteachers Offices, Deputy Headteacher, Senior Teacher, Dorm Master/Mistress, Store and two Toilets)	3,000,000.00
TOTAL			3,000,000.00

Please find attached NGCDFC Minutes, Third and Fourth Schedule for approval.

Thanking you for your continued support.

Yours faithfully

Hawah N. Abdul
Ag. Fund Manager - Gilgil





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National Government Constituencies Development Fund

FIRST SCHEDULE


(s. 30)

CONSTITUENCY PROJECTS SUBMISSION FORM

Constituency No **169** Constituency Name : **GILGIL** Financial Year **2022/2023**

Serial	Name of Project	Amount Allocated
169/2630209	Education Projects	3,000,000.00
Total		3,000,000.00

Chairman NG CDF Committee: **Peter Chege**

Signature..........Date 11/07/2023

Fund Account Manager: **Hawah Abdul**

Signature..........Date 11/07/2023



National Government Constituencies Development Fund

FOURTH SCHEDULE

(s. 30)

PROJECT DESCRIPTION FORM

Constituency No: **169** Constituency Name **GILGIL** County **NAKURU**

Project Number **169/2630209**

Project Title **Primary School Projects**

Sector **Education**

Status of projects (tick one) New..... Extension..... On-going.....

Rehabilitation

Brief statement on project status at time of submission

To ensure conducive working environment for teachers

Financial year **2022 1st July to 30th June 2023**

Original Cost estimates, in Kshs. **3,900,000.00** dated... **11th July 2023**.....

Amount allocated last financial year **0.00**

Amount allocated this financial year **3,000,000.00**

Project Name	Project Number	Activity	Amount allocated
Utumishi Primary school	4-032-169-2630209-263-2022/2023-20	Construction to completion of an administration block comprising of 6 Offices (Staffroom, Headteachers Offices, Deputy Headteacher, Senior Teacher, Dorm Master/Mistress, Store and two Toilets)	3,000,000.00
			3,000,000.00

Signature:



Date:

11/07/2023

Name... **Hawah Abdul**

Position: **AG. FAM**.....

GIL/NG-CDFC/MIN 83/2023 – PRELIMINARIES

The Chairman welcomed the members and the meeting started with a prayer by Josphat Gituanja.

GIL/NG-CDFC/MIN 84/2023 – CONFIRMATION OF PREVIOUS MEETING MINUTES

The secretary read the minutes of the previous meeting that were confirmed to be a true record by James I.cken and seconded by David Mwaura.

GIL/NG-CDFC/MIN 85/2023 – MATTERS ARISING

There were no matters arising therefore the chairman introduced the agenda of the meeting.

GIL/NG-CDFC/MIN 86/2023 – A.I.E DISBURSEMENT

The Fund Manager reported that we received an A.I.E number B207858 for Kshs. 16,000,000. The committee agreed to allocate the funds as follows;

Fig1. A.I.E – B2057858 Kshs. 16,000,000

ACTIVITY/PROJECT	AMOUNT ALLOCATED
Administration;	
- Water and Sewerage Charges	18,000
- Internet Connections	12,000
- NG-CDFC Allowance	100,000
Sub-total	130,000
Projects;	
- Nderit Primary School	1,300,000
- Teachers Primary School	3,400,000
- Gilgil Township Primary	400,000
- Mbaruk Chief's Office	400,000
- Mbaruk Chief's Office	100,000
- D.I.E.B Primary School	300,000
- Tangi Tano Primary School	

- Cypress Primary School	300,000
- Kasambara Primary School	200,000
- Kangari Primary School	1,800,000
- Kongasis Secondary School	2,400,000
- Kariandusi Secondary School	1,900,000
- Gitare Primary School	1,800,000
- Karunga Secondary School	170,000
	1,400,000
Sub-total	15,870,000
GRAND TOTAL	16,000,000

GIL/NG-CDFC/MIN 87/2023 – CHANGE OF ACTIVITY – UTUMISHI PRIMARY SCHOOL

The chairman informed members that a request for change of activity had been received from Utumishi Primary School. The school had previously requested Gilgil NG-CDF to co-fund the completion of a dormitory at a cost of Kshs. 3,000,000. The committee had granted the request and included the project in the financial year 2022/2023 projects proposal. However, the project was not approved by the NG-CDF Board as it did not have a well-defined project phase.

The school management held a meeting where they agreed to request for change of activity from completion of a dormitory to construction of an administration block. The school currently uses two classrooms as the staffroom and other offices. The school also committed to fund the completion of the dormitory from their internal sources.

The committee granted the request for change of activity from completion of a dormitory to construction of an administration block at a cost of Kshs. 3,900,000. The amount of Kshs. 3,000,000 initially allocated for the completion of the dormitory will be used for the first phase and the balance of Kshs. 900,000 will be allocated in the financial year 2023/2024 projects proposal.

GIL/NG-CDFC/MIN 88/2023 – ADJOURNEMENT

The meeting was adjourned at 2.00pm after a word of prayer by Abraham Kanini.

Prepared by:

Hellen Macharia (Secretary) Date: 30/06/23

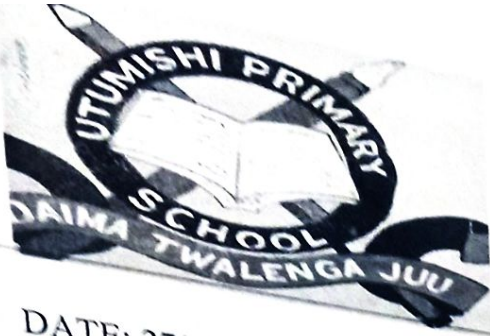
Signature: 

Confirmed by:

Peter Chege (Chairman)

Date: 30/06/2023

Signature: 



UTUMISHI PRIMARY SCHOOL
P.O.BOX 191-20116
GILGIL.

DATE: 27/06/2023

THE FUND MANAGER

GILGIL NGCDF

PO.BOX 524

GILGIL

DEAR MADAM

RE: REQUEST FOR CHANGE OF ACTIVITY

The above matter refers to a joint meeting between the school BOM and NG-CDF PMC meeting held on 26th June, 2023. The school had requested for a joint funding for construction of a storeyed dormitory. The B.O.M chair informed the meeting that the school got funding from another source. However, since the dormitory is almost complete, we kindly request that we be allowed to construct an administration block instead of a dormitory.

I hereby request your office to consider granting our wish.

Thank you.

Yours faithfully

HEADTEACHER
UTUMISHI MIXED DAY & BOARDING PRI. SCHOOL
P. O. Box 191 - 20116, GILGIL
Date: 27/06/23 Sign: [Signature]

David Waithaka

Head teacher (Secretary BOM/PMC)



UTUMISHI PRIMARY SCHOOL
P.O.BOX 191-20116
GILGIL.

MINUTES OF A JOINT MEETING BETWEEN SCHOOL BOM AND NG-CDF PMC
HELD ON 26th JUNE, 2023.

MEMBERS PRESENT

NG-CDF PMC

1. John Kihara
2. David Waithaka
3. Mary Njonge

Chairman
Secretary
Treasurer

BOM

1. Mr. Joseph Limo
2. Mr. Symon Okeyo
3. Mr. David Waithaka
4. Mr. Michael Wainaina
5. Mr. Henry Sukubi
6. Md Felistus Kioko
7. MD. Sarah Kamau
8. Mr. Francis Karongo
9. Md. Fridah Mwaura
10. MD Naomi Njoroge
11. MR Aggrey Bulimo
12. MD Lilian Wambani

Patron
BOM Chairperson
BOM Secretary
Member
Member
Member
Member
Member
Member
Member
P.T.A Chairperson
Member

AGENDA

1. Preliminaries
2. Introduction
3. Change of activity

4. A.O.B

AGENDA1 MINI:26/06/2023: PRELIMINARIES

The head teacher called the meeting to order at 2:15 PM and MD Lilian Wambani led with a word of prayer.

AGENDA2 MINI:26/06/2023: 2.INTRODUCTION

The head teacher called upon the school Patron to introduce the BOM members and also introduced the PMC. He also informed the members that they had requested for a joint funding for construction of a storey dormitory with Gilgil NG-CDF. He also informed the members that the school had started building the dorm and the amount of money needed to complete the facility is less than the Ksh. 3,000,000 they had requested.



AGENDA3 MINI:26/06/2023: 2.CHANGE OF ACTIVITY

Members evaluated the school current situation and all agreed that the school is in dire need of an administration block since they use two classrooms with one holding 38 staff members and the other is partitioned into; the head teacher's office, deputy, the senior teachers office and the library. The B.O.M chair informed that the school got funding from another source to complete the dormitory.

After deliberations the two committees came into agreement that an administration block should be constructed instead of a dormitory. They agreed to make a request to NG-CDF for a change of activity to Construction of an administration block.


AGENDA4 MINI:26/06/2023: 2.AOB

Having no other business, the meeting ended with a word of Prayers from Mr Michael Wainaina at 4:05Pm.

Prepared by: Mr. David Waithaka (BOM/PMC Sec) Sign.  Date: 26/6/23 Sign: 

HEADTEACHER
UTUNYISHI MIXED DAY & BOARDING P.M. SCHOOL
P. O. Box 191 - 20116, GILGIL

Confirmed by:

Mr. Symon Okeyo (Chairman) Sign.  Date 26/06/2023

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