**MATAYOS NG - CDFC MEETING HELD ON 08th JANUARY 2024 AT 2:00 PM AT MATAYOS MUNDIKA NG - CDF OFFICE**

**MEMBERS PRESENT**

1. Mr. Stephen R. Ojwang’ - Chairperson
2. Mr. Okello W. Fredrick - Secretary
3. Mr. Chaka Nyamawi - Deputy County Commissioner
4. Mr. Ooko E. Dickson - Member
5. Mrs. Atieno M. Caroline - Member
6. Mr. Oboya W. Hillary - Member
7. Mrs. Nyongesa A. Violet - Member
8. Mrs. Lutta N. Caren - Member
9. Mr. Wandera O Pascal - Co-opted Member
10. Mr. Kevin O. McAkech - Fund Account Manager

**IN-ATTENDANCE**

1. Mr. Julius Orima Osibwoga-Sub -county Education Director

**AGENDA**

1. Confirmation of Previous Meeting Minutes
2. Reading and confirmation of previous Meeting minutes
3. Brief about the circulars on submission of the projects
4. Consideration of ongoing projects
5. Presentation of the budget for administration and monitoring
6. Matching Fund Projects-Junior Secondary School
7. Approval of the Matayos NG-CDF Projects Proposal for Financial Year 2023/2024
8. A.O.B.

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**MIN: MAT/01/01/2024-08: CONFIRMATION OF PREVIOUS MEETING MINUTES**

The meeting was started at 9:30AM with the word of prayer from Ms. Curren Lutta, the Chairperson Mr. Stephen Ojwang, welcomed all members and thanked them for being punctual and he urged members to contribute to the meeting agendas.

**MIN: MAT/02/01/2024-08: READING AND CONFIRMATION OF THE PREVIOUS MEETING MINUTES**

The secretary read through the minutes of the previous meeting. The minutes were confirmed to be true copy of the deliberations by Mr. Fred Wafula who was seconded by Pascal Wandera.

**MIN: MAT/03/01/2024-08: BRIEF ABOUT THE CIRCULARS ON SUBMISSION OF THE PROJECTS**

The fund account informed the member that the circular on preparation and submission of the constituencies’ project proposal for 2023/2024 Issued September, 16TH October 2023 and January 2024. The committee was to adhere to the circular in the presentation of the projects to the National Board. The fund account manager also pointed out in the amendments of the NGCDF Act,2015 that some of the sectors such as sport and oversight committee were excluded in the proposal.

**MIN: MAT/04/01/2024-08: CONSIDERATION OF ON-GOING PROJECTS**

The fund account manager also informed the member of the on-going projects which needed additional funding apart from the already allocated. The projects affected are as follows: -

Mabunge Secondary School- This project activity was changed from 200 capacity to 2000 capacity which re required more funding. The project was started in the financial year 2021/2022 with an allocation of Kshs.2,000,000.00. A further Kshs. 15,000,000.00 was allocated the financial year 2022/2023 of which a request for change of activity has been done and awaiting approval from the board. In the financial year 2023/24 the project has been allocated Kshs.14,973,448.00 to completion. The total project is to cost 31,973,448.00

The fund account manager requested the committee to allocate funds for this best practice projects so that they can be completed within the required period of three years as stipulated in the NGCDF Act, 2022 as amended.

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 **Chairman Secretary**

The committee agreed to have all the documentation of all projects done to satisfaction to provide the necessary evidence for approval of the same through the technical officer’s concern. There was also a concern with some of the projects that were to undergo an appraisal by the necessary

department, which were to form part of the proposal to enable the project be realized within the time set. Members resolved to fund the below on-going project. **TO ATTACH COMPREHENSIVE ONGOING REPORT THERE WAS ONLY ONE PROJECT IN YOUR PREVIOUS ONGOING .THERE IS DISPARITY IN YOUR TWO REPORTS. I HAVE ATTACHED A REVISED ONGOING REPORT DULY SIGNED**

| **FY** | **Project Name** | **Entire Scope of the projects** | **Initial Approved Activities** | **Pending Activities Requiring Funding** | **Contract Sum/ Estimated Cost (Kshs.)**  | **Cumulative allocation to the project (Kshs.)** | **Balance to complete**  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **FY** |  **Amount Allocated**  |  |
| 2021-2022 | Mabunge Secondary School  | Construction of a 2000 capacity dining hall | Construction of 2,000 capacity multi-purpose hall; Site clearance, excavation, hoarding, and carting away, foundation works and back filling with hardcore and murram | Additional fund for the ongoing construction of a 2000 students capacity Multi-purpose Hall (phase 2) consisting of dining/conference hall,kitchen,2 offices and 3 stores up to laying of the ring beam foundation works, raising of columns, walling, laying of ring beam and roofing | 31,973,448 | **2021-22****2022-23** | **2,000,000****15,000,000**  | **29,973,448****14,973,448**  |
| **2022/23** | Mabunge Secondary School | Construction of a 2000 capacity dining hall | Additional fund for the ongoing construction of a 2000 students’ capacity Multi-purpose Hall (phase 2) consisting of dining/conference hall, kitchen,2 offices and 3 stores up to laying of the ring beam foundation works, raising of columns, walling, laying of ring beam and roofing | Additional funds for construction of a 2000 Multipurpose Hall: Roofing, fittings, Plastering, Electrical Fittings, Plumbing, tiling and painting to completion | 31,973,448 | **2022-23** | **15,000,000 amount allocated as per your report is kshs.17,000,000****I HAVE CAPTURED ALL THE ALLOCATIONS TOTALLING TO 17 AS WERE ALLOCATED IN DIFFERENT FINANCIAL YEAR** | **14,973,448** |
| **2020-2021** | Lwanya Girls Secondary  | Construction of storey Administration Block consisting of 5 offices, staff room, computer room with capacity of 40 computers and a library up to suspended slab level | Additional fund for the ongoing construction of a 2000 students’ capacity Multi-purpose Hall (phase 2) consisting of dining/conference hall, kitchen,2 offices and 3 stores up to laying of the ring beam foundation works, raising of columns, walling, laying of ring beam and roofing | Additional funds for the completion of construction of a storey Administration Block consisting of offices, staff room, computer room with capacity of 40 students and a library: fixing of ceiling board installation of gutters, tiling painting, fittings, electrical works, plumbing works, fixing of windows and doors, plastering | 35,284,255 | **2020-2021** | **15,000,000** | **20,284,255** |
| **2021-22** | Lwanya Girls Secondary | Construction of a storey Administration Block consisting of 5 offices, Staffroom, computer room with capacity of 40 students and library phase 1: from suspended slab to roofing level | Construction of a storey Administration Block consisting of 5 offices, Staffroom, computer room with capacity of 40 students and library phase 1: from suspended slab to roofing level | Additional funds for the completion of construction of a storey Administration Block consisting of offices, staff room, computer room with capacity of 40 students and a library: fixing of ceiling board installation of gutters, tiling painting, fittings, electrical works, plumbing works, fixing of windows and doors, plastering | 35,284,255 | **2021-22** | **12,000,000** | **8,284,255** |
| 2022-2023 | **Lwanya Girls Secondary** | Additional funds for the completion of construction of a storey Administration Block consisting of offices, staff room, computer room with capacity of 40 students and a library: fixing of ceiling board installation of gutters, tiling painting, fittings, electrical works, plumbing works, fixing of windows and doors, plastering |  |  | 35,284,255 | **2022-23** | **8,284,255** | **7,660,191**  |
| 2023-24 | **Lwanya Girls Secondary** |  | Construction of a storey Administration Block consisting of 5 offices, Staffroom, computer room with capacity of 40 students and library phase 1: from suspended slab to roofing level | Installation of Plastering , Flooring, Screeding windows , Electrical installation, Plumbing and fixtures, Tiling, Installation of ceiling boards and painting | 35,284,255 | **2023-24** | 35,284,255 | **7,660,191** |
| 2020-21 | **Mundika Secondary School** | Construction of a 2000 capacity Multi-purpose Hall Construction of a 2000 capacity Multi-purpose Hall Consisting of dining/conference hall,kitchen,2 offices and stores 1;slab and columns | Construction of a 2000 capacity Multi-purpose Hall Consisting of dining/conference hall, kitchen,2 offices and stores 1;slab and columns | Construction of a 2000 capacity Multi-purpose hall consisting of dining hall/conference hall. kitchen,2 offices and 3 stores 1 walling, roofing, shutters, windows,glazing, electrical works and drainage | 46,833,216 | **2020/21** | **20,000,000** | **26,833,216** |
| 2021-22 | **Mundika Secondary School** | Construction of a 2000 capacity Multi-purpose Hall Construction of a 2000 capacity Multi-purpose Hall Consisting of dining/conference hall,kitchen,2 offices and stores 1;slab and columns | Construction of a 2000 capacity Multi-purpose hall consisting of dining hall/conference hall.kitchen,2 offices and 3 stores 1 walling, roofing, sh utters, windows, glazing,electrical works and drainage | Additional funds for the completion of construction a 2000 capacity Multi-purpose hall consisting of dining/conference jhall,kitchen,2 offices and 3 stores: roofing, fixing of windows and doors, electrical works, plumbing works, plastering, and painting | 46,833,216 | **2021-22** | **25,000,000** | **1,833,216** |
| 2022-2023 | **Mundika Secondary School** | Construction of a 2000 capacity Multi-purpose Hall Consisting of dining/conference hall, kitchen,2 offices and stores 1; and columns | Construction of a 2000 capacity multi-purpose hall consisting of dining hall/conference hall. kitchen,2 offices and 3 stores 1 walling, roofing, sh utters, windows, glazing, electrical |  | 46,833,216 | **2022-23** | **1,833,216** |  |
| 2023-24 | **Mundika Secondary School** | Consisting of dining/conference hall, kitchen,2 offices and stores 1; and columns | Construction of a 2000 capacity multi-purpose hall consisting of dining hall/conference hall. kitchen,2 offices and 3 stores 1 walling, roofing, sh utters, windows, glazing, electrical | Plastering, Installation of terrazzo, Electrical Installation, Installation of Plumbing and fixtures ,Flooring, screeding and tiling, Wall glazing, Installation of windows and doors and painting | 46,833,216 | **2023/24** | **46,833,216** | **10,490,000** |

**MIN: MAT/05/01/2024-08:** **PRESENTATION OF THE BUDGET FOR ADMINISTRATION AND MONITORING**

The manager informed members of the various statutory ceilings as provided for in the Act and as guided by the Board. The manager highlighted the following to members as conditions given by the Board;

* 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
* The committee to factor in the Housing Levy as guided
* 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 given below:

**Contractual Employees’**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Description**  | **Scale** | **Number** | **Rate** | **Number of Months** | **Total amount (PA)** |
| 1. | Assistant Accountant | CSG 11 | 1 | 31,170.00 | 12 | 374,040.00 |
| 2. | Clerk of Works/Works Assistant | CSG11 | 1 | 31,170.00 | 12 | 374,040.00 |
| 3. | Project Clerk | CSG 13 | 1 | 22,500.00 | 12 | 270,000.00 |
| 4. | Information Communication Technology Assistant | CSG 12 | 1 | 24,580.00 | 12 | 294,960.00 |
| 5. | Records Management Assistant | CSG 12 | 1 | 24,580.00 | 12 | 294,960.00 |
| 6. | Administrative Assistant/Secretary | CSG 12 | 1 | 24,580.00 | 12 | 294,960.00 |
| 7. | Front office/Receptionist | CSG 13 | 1 | 21,500.00 | 12 | 258,000.00 |
| 8. | Driver | CSG 13 | 1 | 24,580.00 | 12 | 294,960.00 |
| 9. | Office Assistant | CSG 14 | 1 | 16,890.00 | 12 | 202,680.00 |
| 10. | Security Officer | CSG 14 | 1 | 16,890.00 | 12 | 202,680.00 |
| 11. | Security Officer | CSG 14 | 1 | 16,890.00 | 12 | 202,680.00 |
|  | **TOTAL** |  | **11** | **255,330.00** | **12 Months** | **3,063,000.00** |

Signed……………………………………Signed……………………………………….

 **Chairman Secretary**

**CASUAL EMPLOYEES**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **N0** | **Description** | **Scale** | **Number** | **Rate** | **Number of Months** | **Total Amount (PA)** |
| 1 | Support Staff |  | 1 | 8,450 | 12 | 101,400 |
| 2 | Support staff |  | 1 | 8,450 | 12 | 101,400 |
| 3 | Support Staff |  | 1 | 8,450 | 12 | 101,400 |
| 4 | Support Staff |  | 1 | 8,450 | 12 | 101,400 |
| 5 | Support Staff |  | 1 | 8,450 | 12 | 101,400 |
| 6 | Support Staff |  | 1 | 8,450 | 12 | 101,400 |
|  | **TOTAL** |  | **6** | **50,700** | **12Months** | **608,400** |

**NSSF CONTRIBUTION**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| NO | Description | Scale | Number | Rate | Number of Months | Total Amount (PA) |
| 1 | Accounts assistant | CSG 11 | 1 | 1080 | 12 | 12,960 |
| 2 | Clerk of works | CSG 11 | 1 | 1080 | 12 | 12,960 |
| 3 | Project clerk | CSG 13 | 1 | 1080 | 12 | 12,960 |
| 4 | Ict officer | CSG 12 | 1 | 1080 | 12 | 12,960 |
| 5 | Records management | CSG 12 | 1 | 1080 | 12 | 12,960 |
| 6 | Secretary | CSG 12 | 1 | 1080 | 12 | 12,960 |
| 7 | Recieptionist | CSG 13 | 1 | 1080 | 12 | 12,960 |
| 8 | Driver | CSG 13 | 1 | 1080 | 12 | 12,960 |
| 9 | Office Assistant | CSG 14 | 1 | 1080 | 12 | 12,960 |
| 10 | Security Officer | CSG 14 | 1 | 1080 | 12 | 12,960 |
| 11 | Security Officer | CSG 14 | 1 | 1080 | 12 | 12,960 |
| 12 | Support Staff | Casual | 1 | 1080 | 12 | 12,960 |
| 13 | Support Staff | Casual | 1 | 1080 | 12 | 12,960 |
| 14 | Support Staff | Casual | 1 | 1080 | 12 | 12,960 |
| 15 | Support Staff | Casual | 1 | 1080 | 12 | 12,960 |
| 16 | Support Staff | Casual | 1 | 1080 | 12 | 12,960 |
| 17 | Support Staff | Casual | 1 | 1080 | 12 | 12,960 |
|  | **TOTAL** |  | **17** |  |  | **220,320** |

**HOUSE ALLOWANCE**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **NO** | **Description** | **Scale** | **Number** | **Rate** | **Number of Months** | **Total Amount (PA)** |
| 1 | Accounts Assistant | CSG 11 | 1 | 1,500 | 12 | 18,000 |
| 2 | Clerk of works | CSG 11 | 1 | 1,500 | 12 | 18,000 |
| 3 | Project clerk | CSG 13 | 1 |  500 | 12 | 6,000 |
| 4 | Ict officer | CSG 12 | 1 | 500 | 12 | 6,000 |
| 5 | Records management | CSG 12 | 1 | 500 | 12 | 6,000 |
| 6 | Secretary | CSG 12 | 1 | 500 | 12 | 6,000 |
| 7 | Receptionist | CSG 13 | 1 | 500 | 12 | 6,000 |
| 8 | Driver | CSG 13 | 1 | 500 | 12 | 6,000 |
| 9 | Office Assistant | CSG 14 | 1 | 500 | 12 | 6,000 |
| 10 | Security Officer | CSG 14 | 1 | 500 | 12 | 6,000 |
| 11 | Security Officer | CSG 14 | 1 | 500 | 12 | 6,000 |
|  | **TOTAL** |  | **11** |  |  | **90,000.00** |

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 **Chairman Secretary**

**HOUSING LEVY**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **NO** | **Description** | **Scale** | **Number** | **Rate** | **Number of Months** | **Total Amount (PA)** |
| 1 | Accounts assistant | CSG 11 | 1 | 470 | 12 | 5,640 |
| 2 | Clerk of works | CSG 11 | 1 | 470 | 12 | 5,640 |
| 3 | Project clerk | CSG 13 | 1 | 340 | 12 | 4,080 |
| 4 | Ict officer | CSG 12 | 1 | 370 | 12 | 4,440 |
| 5 | Records management | CSG 12 | 1 | 370 | 12 | 4,440 |
| 6 | Secretary | CSG 12 | 1 | 370 | 12 | 4,440 |
| 7 | Receptionist | CSG 13 | 1 | 330 | 12 | 3,960 |
| 8 | Driver | CSG 13 | 1 | 370 | 12 | 4,440 |
| 9 | Office Assistant | CSG 14 | 1 | 260 | 12 | 3,120 |
| 10 | Security Officer | CSG 14 | 1 | 260 | 12 | 3,120 |
| 11 | Security Officer | CSG 14 | 1 | 260 | 12 | 3,120 |
| 12 | Support Staff | Casual | 1 | 130 | 12 | 1,560 |
| 13 | Support Staff | Casual | 1 | 130 | 12 | 1,560 |
| 14 | Support Staff | Casual | 1 | 130  | 12 | 1,560 |
| 15 | Support Staff | Casual | 1 |  130 | 12 | 1,560 |
| 16 | Support Staff | Casual | 1 | 130  | 12 | 1,560 |
| 17 | Support Staff | Casual | 1 | 130 | 12 | 1,560 |
|  | **TOTAL** |  | **17** |  |  | **55,800** |

**LEAVE ALLOWANCE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| NO | Description | Scale | Number | Rate | Total Amount (PA) |
| 1 | Accounts assistant | CSG 11 | 1 | 4,000 | 4,000 |
| 2 | Clerk of works | CSG 11 | 1 | 4,000 | 4,000 |
| 3 | Project clerk | CSG 13 | 1 | 4,000 | 4,000 |
| 4 | Ict officer | CSG 12 | 1 | 4,000 | 4,000 |
| 5 | Records management | CSG 12 | 1 | 4,000 | 4,000 |
| 6 | Secretary | CSG 12 | 1 | 4,000 | 4,000 |
| 7 | Receptionist | CSG 13 | 1 | 4,000 | 4,000 |
| 8 | Driver | CSG 13 | 1 | 4,000 | 4,000 |
| 9 | Office Assistant | CSG 14 | 1 | 4,000 | 4,000 |
| 10 | Security Officer | CSG 14 | 1 | 4,000 | 4,000 |
| 11 | Security Officer | CSG 14 | 1 | 4,000 | 4,000 |
|  | **TOTAL** |  | **11** |  | **44,000** |

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 **Chairman Secretary**

**Gratuity**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Description**  | **Rate**  | **Number** | **Number of Months** | **Total amount (PA)** |
| 1. | Assistant Accountant |  9,662.70  | 1 | 12 |  115,952.40  |
| 2. | Clerk of Works/Works Assistant |  9,662.70  | 1 | 12 |  115,952.40  |
| 3. | Project Clerk |  6,975.00  | 1 | 12 |  83,700.00  |
| 4. | Information Communication Technology Assistant |  7,619.80  | 1 | 12 |  91,437.60  |
| 5. | Records Management Assistant |  7,619.80  | 1 | 12 |  91,437.60  |
| 6. | Administrative Assistant/Secretary |  7,619.80  | 1 | 12 |  91,437.60  |
| 7. | Front office/Receptionist |  6,665.00  | 1 | 12 |  79,980.00  |
| 8. | Driver |  7,619.80  | 1 | 12 |  91,437.60  |
| 9. | Office Assistant |  5,235.90  | 1 | 12 |  62,830.80  |
| 10. | Security Officer |  5,235.90  | 1 | 12 |  62,830.80  |
| 11. | Security Officer |  5,235.90  | 1 | 12 |  62,830.80  |
|  | **TOTAL** | **79,152.30** | **11** | **12 Months** | **949,827.60** |

**NG – CDFC Allowances (Administration)**

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

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Description** | **Rate** | **No. of meetings per month** | **Quarters** | **Total Amount (PA)** |
| 1. | 8 Members | 5,000.00 | 6 | 4 | 1,080,000.00 |
| 2. | 1 Member | 7,000.00 | 6 | 4 | 168,000.00 |
| 3. | 1 driver  | 2,500.00 | 6 | 4 | 60,000.00 |
| 4. | 1 Clerk of works | 2,500.00 | 6 | 4 | 60,000.00 |
|  | **TOTAL** | **1,368,000.00** |

**NG – CDFC Allowances (Accommodation)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Description** | **Rate** | **No. of days** | **Amount** | **Total Amount (PA)** |
| 1. | 10 Members | 5,000.00 | 6 | 5,000.00 | 300,000.00 |
|  | **TOTAL** | **300,000.00** |

|  |  |
| --- | --- |
|   | **NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD** |
|   | **PROJECT PROPOSALS FOR MATAYOS NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND** |
|   | **FINANCIAL YEAR 2023/2024** |
| **S/No.** | **Project Name** | **Project Activity**  |  **Original Cost**  |  **Cumulative Allocation**  |  **Amount Allocated**  | **Current Status**  |
|   | **ADMINISTRATION AND RECURRENT EXPENDITURE** |  |  |  |  |
| 1 |  Contractual employees | Payment of staff Basic salaries to NGCDFC staff 13 NGCDF STAFF **Annex 1** |  3,113,000.00  |   |  3,113,000.00  | New |
| 2 |  Casual Labour and Internship  | Payment of staff Basic Wages 4 NGCDF CASUAL STAFF **Annex 1** |  608,000.00  |   |  608,000.00  | New |
| 3 | Gratuity-contractual employees | Payment of gratuity to NGCDFC staff 13 NGCDF STAFF **Annex 2** |  949,828.00  |   |  949,828.00  | New |
| 4 |  NSSF  | Employer contribution to NSSF 15 NGCDF STAFF **Annex 1** |  220,320.00  |   |  220,320.00  | New |
| 5 | Housing Levy | Employer contribution to H.L 15 NGCDF STAFF **Annex 1** |  55,800.00  |   |  55,800.00 | New |
| 6 | Leave Allowance | Payment of Leave allowance for 11 contracted employees **Annex 1** | 44,000.00 |  | 44,000.00 | New |
| 7 | Bank service commission and charges | Payment of Bank service commission and charges |  56,000.00  |   |  56,000.00  | New |
| 8 | Catering Services (receptions), Accommodation, Gifts, Food and Drinks | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks |  200,000.00  |   |  200,000.00  | New |
| 9 | Courier and Postal Services | Payment of Courier and Postal Services |  150,000.00  |   |  150,000.00  | New |
| 10 | Electricity | Payment of Electricity charges |  69,880.00  |   |  69,880.00  | New |
| 11 | Maintenance Expenses - Motor Vehicles | Payment of Maintenance Expenses - NGCDFC Motor Vehicles GK B 671 F TOYOTA DOUBLE CAB AND GK B 910 X(KIBO) |  200,000.00  |   |  200,000.00  | New |
| 12 | Maintenance of Office Furniture and Equipment | Payment of Maintenance of Office Furniture and Equipment |  200,000.00  |   |  200,000.00  | New |
| 13 | Motor Vehicle Insurance | Payment of Motor Vehicle Insurance GK B 671 F TOYOTA DOUBLE CAB AND GK B 910 X(KIBO) |  50,000.00  |   |  50,000.00  | New |
| 14 | NGCDFC allowance | Payment of NGCDFC allowance charges |  1,128,000.00  |   |  1,128,000.00  | New |
| 15 | Other committee expenses  | Payment of Other committee expenses  |  150,000.00  |   |  150,000.00  | New |
| 16 | Refined Fuels and Lubricants for Transport | Purchase of Refined Fuels and Lubricants for Transport of GK vehicles GK B 671 F TOYOTA DOUBLE CAB AND GK B 910 X(KIBO) |  250,000.00  |   |  250,000.00  | **New** |
| 17 | Sanitary and Cleaning Materials, Supplies and Services | Purchase of Sanitary and Cleaning Materials, Supplies and Services |  150,000.00  |   |  150,000.00  | New |
| 19 | Production and Printing of Training Materials | Payment of Production and Printing of Training Materials |  100,000.00  |   |  100,000.00  | New |
| 20 | Supplies and Accessories for Computers and Printers | Purchase of Supplies and Accessories for Computers and Printers |  200,000.00  |   |  200,000.00  | New |
| 21 | General Office Supplies (papers, pencils, forms, small office equipment etc) | Purchase of General Office Supplies (papers, pencils, forms, small office equipment) |  700,000.00  |   |  700,000.00  | New |
| 22 | Telephone, Telex, Facsmile and Mobile Phone Service | Payment of Telephone expenses |  50,000.00  |   |  50,000.00  | New |
| 23 | Subscriptions to Newspapers, Magazines and Periodicals | Payment of Subscriptions to Newspapers, Magazines and Periodicals |  40,000.00  |   |  40,000.00  | New |
| 24 | Water & sewerage charges | Payment of Water & sewerage charges |  50,000.00  |   |  50,000.00  | New |
| 25 |  Transport allowance  | Payment of Transport allowances to NGCDFC staff |  40,000.00  |   |  40,000.00  | New |
| 26 | Advertising, Awareness and Publicity Campaigns | Payment of Advertising, Awareness and Publicity Campaigns |  70,000.00  |   |  70,000.00  | New |
| 27 | Purchase of Uniforms and Clothing - Staff | Purchase of Uniforms and Clothing for NGCDFC Office |  104,000.00  |   |  104,000.00  | New |
| 28 | Other Fuels (wood, charcoal, cooking gas etc…) | Payment of of other fuels (wood, charcoal, cooking gas expenses |  22,000.00  |   |  22,000.00  | New |
| 29 | Daily Subsistence Allowance | Payment of Daily Subsistence Allowance |  150,000.00  |   |  150,000.00  | New |
| 30 | Accommodation - Domestic Travel | Payment of accommodation on domestic travel  |  200,000.00  |   |  200,000.00  | New |
| 31 | National Celebrations | Payment of National Celebrations Expenses |  30,000.00  |   |  30,000.00  | New |
| 33 | Contracted security Services | Hire of security guards |  468,000.00  |   |  468,000.00  | New |
| 34 | Travel Costs (airlines, bus, railway, mileage allowances, etc.) | Payment of transport Expenses |  67,935.00  |   |  67,935.00  | New |
|  | **Total** |  | **9,936,763.00** |  | **9,936,763.00** |  |
| 44 | **MONITORING, EVALUATION AND CAPACITY BUILDING** |   |  |   |   |
| 45 |  Accommodation Allowance | Payment of accommodation allowances of NGCDFC, National government officers and PMC Training on the PFM Act, Procurement Act, Constitution of Kenya,2010 |  500,000.00  |   |  500,000.00  | New |
| 46 | Accommodation - Domestic Travel | Payment of accommodation on domestic travel  |  300,000.00  |   |  300,000.00  | New |
| 47 | Catering Services (receptions), Accommodation, Gifts, Food and Drinks | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks |  200,000.00  |   |  200,000.00  | New |
| 48 | General Office Supplies (papers, pencils, forms, small office equipment etc) | Purchase of General Office Supplies (papers, pencils, forms, small office equipment) |  500,000.00  |   |  500,000.00  | New |
| 49 | Hire of Transport | Payment of Hire of Transport  |  60,000.00  |   |  60,000.00  | New |
| 50 | Internet Connections | Payment of Internet Connections |  100,000.00  |   |  100,000.00  | New |
| 51 | Maintenance Expenses - Motor Vehicles | Payment of Maintenance Expenses - NGCDFC Motor Vehicles |  200,000.00  |   |  200,000.00  | New |
| 52 | NGCDFC allowance | Payment of NGCDFC allowance  |  1,400,000.00  |   |  1,400,000.00  | New |
| 53 | Other committee expenses  | Payment of Other committee expenses  |  173,967.00  |   |  173,967.00  | New |
| 54 | Production and Printing of Training Materials | Payment of Production and Printing of Training Materials |  200,000.00  |   |  200,000.00  | New |
| 55 | Publishing and Printing Services | Payment of Publishing and Printing Services |  200,000.00  |   |  200,000.00  | New |
| 56 | Refined Fuels and Lubricants for Transport | Purchase of Refined Fuels and Lubricants for Transport of GK vehicles |  300,000.00  |   |  300,000.00  | New |
| 57 | Remuneration of Instructors and Contract Based Training Services | Payment of Instructors and Contract Based Training Services for capacity building and bench marking trainings on NGCDF Acts, PFM Act, Project Monitoring and Evaluation, Public Procurement and Assets Disposal Act ) |  300,000.00  |   |  300,000.00  | New |
| 58 | Telephone, Telex, Facsmile and Mobile Phone Service | Payment of Telephone expenses |  50,000.00  |   |  50,000.00  | New |
| 59 | Travel Costs (airlines, bus, railway, mileage allowances, etc. | Payment of Transport Expenses  |  100,000.00  |   |  100,000.00  | New |
|  | **Total** |  | **4,583,967.00** |  | **4,583,967.00** |  |

**MIN: MAT/06/11/27/2023: MATCHING FUND PROJECTS -JUNIOR SECONDARY SCHOOL FINANCIAL YEAR 2023/2024**

The Board had sent out a circular dated 16th October 2023 supported with a letter from the Principal Secretary State Department for Basic Education Ref. No. MOE. HQS/3/7/27 (110) dated3rd October,2023 communicating on the impending programme of the ministry of education on infrastructure development for junior Secondary Schools.

Matayos constituency has been allocated kshs.13,962,933.00 as the resource for JSS learning resource centres/classrooms. Matayos Constituency has matched a shilling to a shilling to enable realisation of the objectives of the programme. Further, stated that he was invited to the meeting through the circular to participate in the identification and approving the allocation.

The sub-county Education Director Mr. Julius Orima Osibwoga and The Deputy County Commissioner Mr. Chaka Nyamawi Identified the Junior Secondary Schools that were to benefit from the grant.

Members through the contribution of the chairman, were informed that the following schools per ward had submitted requests for new constructions of classrooms to meet their needs for Junior Secondary School shortage. The following are the schools and wards.

|  |  |  |
| --- | --- | --- |
| **No.** | **Name of the School** | **Ward** |
| 1. | Khuduru Primary School | Bukhayo West |
| 2. | Busendebala Primarys School | Matayos South |
| 3. | Siwongo Primary School | Bukhayo West  |
| 4. | Mayenje Primary School | Mayenje |
| 5. | Burumba Primary School | Burumba |
| 6. | Munongo Primary School | Bukhayo West |
| 7. | Murende Primary School | Matayos South |
| 8. | Luliba Primary School | Matayos South |
| 9. | Busidibu Special School | Busibwabu |
| 10. | Buderie Primary School | Bukhayo West |
| 11. | St.Theresa Primary school | Burumba |

**Members Resolution**

After lengthy deliberations the following schools were proposed and approved for funding with concurrence from the S.C.D.E and D.C.C

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Name of the School** | **Project Activity** | **NG-CDF Component (Kshs.)** | **Ministry of Education Component (Kshs.)** |
| 1. | Khuduru Primary School | Construction of three(3)classroom to completion @ 1,400,000.00 | 2,204,673.00 |  2,204,673.00 |
| 2. | Busendebala Primary School | Construction of three classroom to completion @ 1,400,000.00 | 2,204,673.00 | 2,204,673.00 |
| 3. | Siwongo Primary School | Construction of two (2) classroom to completion  | 1,469,782.00 | 1,469,782.00 |
| 4. | Mayenje Primary School | Construction of one classroom to completion  | 734,891.00 | 734,891.00 |
| 5. | Burumba Primary School | Construction of two (2) classroom to completion  | 1,469,782.00 | 1,469,782.00 |
| 6. | Munongo Primary School | Construction of two (2) classroom to completion  | 1,469,782.00 | 1,469,782.00 |
| 7. | Murende Primary School | Construction of one classroom to completion  | 734,891.00 | 734,891.00 |
| 8. | Luliba Primary School | Construction of one classroom to completion  | 734,891.00 | 734,891.00 |
| 9. | Busidibu Special School | Construction of one classroom to completion  | 734,891.00 | 734,891.00 |
| 10. | Buderie Primary School | Construction of two(2)classroom to completion  | 1,469,782.00 | 1,469,782.00 |
| 11. | St. Theresa Girls Primary School | Construction of one classroom to completion  | 734,891.00 | 734,891.00 |
|  |  | **Grand Totals**  | **13,962,929** | **13,962,929** |

**MIN: MAT/07/01/2024-08: APPROVAL OF THE PROJECTS PROPOSAL BUDGET FOR FINANCIAL YEAR 2023/2024**

The Chairperson briefed members that the committee is required to submit project proposals for the financial year 2023/2024 in time to get funds, the fund account manager informed 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 by 30th November 2023.

The Fund Account Manager informed members that the constituency had been allocated a total of Kshs.175,361,810.00. The Fund account manager briefed members on the guidelines for project proposal presentation and also informed members on the eligible projects. The manager informed members that all devolved functions are no longer eligible under the new NG-CDF act.

The Fund Account Manager informed members that the constituency had only one on-going projects as per the Project Implementation Status report. The report was tabled and the members agreed to prioritize to fund the ongoing projects.

The projects that needed more funding were also discussed and this included Mundika Secondary Multi-purpose hall which was allocated Kshs.46,833,216.00 and Lwanya Secondary Adminstration block which was allocated Kshs.35,284,255.00 respectively.

The two projects under the Enginner’s estimate were under funded.In the case for Mundika Multi-purpose hall the project was initially supposed to cost 68,000,000.00 with all amenities in place.For lwanya Secondary school administration block with all amenities is supposed to cost Kshs.43,000,000.00.

The committee also received an appraisal for the Mundika Secondary Multi-purpose hall and a variation bill from the Lwanya Secondary administration block. The committee was to allocate sufficient amounts for the projects to be realised and also seek approval from the Board for the appraisal and variations for the projects.

After lengthy deliberations the NG- CDF committee agreed on the following projects to be funded in the Financial Year 2023 – 2024 in all the five (5) wards in the Constituency.

The committee approved for funding the below listed projects that includes matching funding of junior secondary schools, climate change and the budget for administration and monitoring and evaluation for financial year 2023-2024.

|  |  |
| --- | --- |
|   | **NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD** |
| **S/No.** | **Project Name** | **Project Activity**  |  **Original Cost**  |  **Cumulative Allocation**  |  **Amount Allocated**  | **Status**  |
|  **ADMINISTRATION AND RECURRENT EXPENDITURE** |
|  |  Contractual employees | Payment of staff Basic salaries to NGCDFC staff 13 NGCDF STAFF  |  3,113,000.00  |   |  3,113,000.00  | New |
|  |  Casual labour and Internship  | Payment of staff Basic Wages 4 NGCDF CASUAL STAFF  |  608,000.00  |   |  608,000.00  | New |
|  | Gratuity-contractual employees | Payment of gratuity to NGCDFC staff 13 NGCDF STAFF  |  949,828.00  |   |  949,828.00  | New |
|  |  NSSF  | Employer contribution to NSSF 15 NGCDF STAFF |  220,320.00  |   |  220,320.00  | New |
|  | Housing Levy | Employer contribution to H.L 15 NGCDF STAFF  |  55,800.00  |   |  55,800.00 | New |
|  | Leave Allowance | Payment of Leave allowance for 11 contracted employees  | 44,000.00 |  | 44,000.00 | New |
|  | Bank service commission and charges | Payment of Bank service commission and charges |  56,000.00  |   |  56,000.00  | New |
|  | Catering Services (receptions), Accommodation, Gifts, Food and Drinks | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks |  200,000.00  |   |  200,000.00  | New |
|  | Courier and Postal Services | Payment of Courier and Postal Services |  150,000.00  |   |  150,000.00  | New |
|  | Electricity | Payment of Electricity charges |  69,880.00  |   |  69,880.00  | New |
|  | Maintenance Expenses - Motor Vehicles | Payment of Maintenance Expenses - NGCDFC Motor Vehicles GK B 671 F TOYOTA DOUBLE CAB AND GK B 910 X(KIBO) |  200,000.00  |   |  200,000.00  | New |
|  | Maintenance of Office Furniture and Equipment | Payment of Maintenance of Office Furniture and Equipment |  200,000.00  |   |  200,000.00  | New |
|  | Motor Vehicle Insurance | Payment of Motor Vehicle Insurance GK B 671 F TOYOTA DOUBLE CAB AND GK B 910 X(KIBO) |  50,000.00  |   |  50,000.00  | New |
|  | NGCDFC allowance | Payment of NGCDFC allowance charges |  1,128,000.00  |   |  1,128,000.00  | New |
|  | Other committee expenses  | Payment of Other committee expenses  |  150,000.00  |   |  150,000.00  | New |
|  | Refined Fuels and Lubricants for Transport | Purchase of Refined Fuels and Lubricants for Transport of GK vehicles GK B 671 F TOYOTA DOUBLE CAB AND GK B 910 X(KIBO) |  250,000.00  |   |  250,000.00  | New |
|  | Sanitary and Cleaning Materials, Supplies and Services | Purchase of Sanitary and Cleaning Materials, Supplies and Services |  150,000.00  |   |  150,000.00  | New |
|  | Refined Fuels and Lubricants Other | Purchase of Refined Fuels and Lubricants - Other |  50,000.00  |   |  50,000.00  | New |
|  | Production and Printing of Training Materials | Payment of Production and Printing of Training Materials |  100,000.00  |   |  100,000.00  | New |
|  | Supplies and Accessories for Computers and Printers | Purchase of Supplies and Accessories for Computers and Printers |  200,000.00  |   |  200,000.00  | New |
|  | General Office Supplies (papers, pencils, forms, small office equipment etc) | Purchase of General Office Supplies (papers, pencils, forms, small office equipment) |  700,000.00  |   |  700,000.00  | New |
|  | Telephone, Telex, Facsmile and Mobile Phone Service | Payment of Telephone expenses |  50,000.00  |   |  50,000.00  | New |
|  | Subscriptions to Newspapers, Magazines and Periodicals | Payment of Subscriptions to Newspapers, Magazines and Periodicals |  40,000.00  |   |  40,000.00  | New |
|  | Water & sewerage charges | Payment of Water & sewerage charges |  50,000.00  |   |  50,000.00  | New |
|  |  Transport allowance  | Payment of Transport allowances to NGCDFC staff |  40,000.00  |   |  40,000.00  | New |
|  | Advertising, Awareness and Publicity Campaigns | Payment of Advertising, Awareness and Publicity Campaigns |  70,000.00  |   |  70,000.00  | New |
|  | Purchase of Uniforms and Clothing - Staff | Purchase of Uniforms and Clothing for NGCDFC Office |  104,000.00  |   |  104,000.00  | New |
|  | Other Fuels (wood, charcoal, cooking gas etc…) | Payment of of other fuels (wood, charcoal, cooking gas expenses |  22,000.00  |   |  22,000.00  | New |
|  | Daily Subsistence Allowance | Payment of Daily Subsistence Allowance |  150,000.00  |   |  150,000.00  | New |
|  | Accommodation - Domestic Travel | Payment of accommodation on domestic travel  |  200,000.00  |   |  200,000.00  | New |
|  | National Celebrations | Payment of National Celebrations Expenses |  30,000.00  |   |  30,000.00  | New |
|  | Contracted security Services | Hire of security guards |  468,000.00  |   |  468,000.00  | New |
|  | Travel Costs (airlines, bus, railway, mileage allowances, etc.) | Payment of transport Expenses |  67,935.00  |   |  67,935.00  | New |
| **Total** |  | **9,936,763.00** |  | **9,936,763** |  |
| **MONITORING, EVALUATION AND CAPACITY BUILDING**  |
|  |  Accommodation Allowance | Payment of accommodation allowances of NGCDFC, National government officers and PMC Training on the PFM Act, Procurement Act, Constitution of Kenya,2010 |  500,000.00  |   |  500,000.00  | New |
|  | Accommodation - Domestic Travel | Payment of accommodation on domestic travel  |  300,000.00  |   |  300,000.00  | New |
|  | Catering Services (receptions), Accommodation, Gifts, Food and Drinks | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks |  200,000.00  |   |  200,000.00  | New |
|  | General Office Supplies (papers, pencils, forms, small office equipment etc) | Purchase of General Office Supplies (papers, pencils, forms, small office equipment) |  500,000.00  |   |  500,000.00  | New |
|  | Hire of Transport | Payment of Hire of Transport  |  60,000.00  |   |  60,000.00  | New |
|  | Internet Connections | Payment of Internet Connections |  100,000.00  |   |  100,000.00  | New |
|  | Maintenance Expenses - Motor Vehicles | Payment of Maintenance Expenses - NGCDFC Motor Vehicles |  200,000.00  |   |  200,000.00  | New |
|  | NGCDFC allowance | Payment of NGCDFC allowance  |  1,400,000.00  |   |  1,400,000.00  | New |
|  | Other committee expenses  | Payment of Other committee expenses  |  173,967.00  |   |  173,967.00  | New |
|  | Production and Printing of Training Materials | Payment of Production and Printing of Training Materials |  200,000.00  |   |  200,000.00  | New |
|  | Publishing and Printing Services | Payment of Publishing and Printing Services |  200,000.00  |   |  200,000.00  | New |
|  | Refined Fuels and Lubricants for Transport | Purchase of Refined Fuels and Lubricants for Transport of GK vehicles |  300,000.00  |   |  300,000.00  | New |
|  | Remuneration of Instructors and Contract Based Training Services | Payment of Instructors and Contract Based Training Services for capacity building and bench marking trainings on NGCDF Acts, PFM Act, Project Monitoring and Evaluation, Public Procurement and Assets Disposal Act) |  300,000.00  |   |  300,000.00  | New |
|  | Telephone, Telex, Facsimile and Mobile Phone Service | Payment of Telephone expenses |  50,000.00  |   |  50,000.00  | New |
|  | Travel Costs (airlines, bus, railway, mileage allowances, etc. | Payment of Transport Expenses  |  100,000.00  |   |  100,000.00  | New |
| **Total** |  | **4,583,967.00** |  | **4,583,967** |  |
| **EDUCATION BURSARY AND SOCIAL SECURITY PROGRAMS** |
|  | Bursary Secondary Schools | Payment of bursary to needy students in secondary schools |  40,000,000  |   |  40,000,000 | New |
|  | Bursary Tertiary Institutions | Payment of bursary to needy students in tertiary institutions |  17,146,284 |   |  17,146,284 | New |
|  | Bursary Special Institutions | Payment of bursary to needy students in special Institutions (PWDs) |  1,000,000  |   |  1,000,000 | New |
| **Total** |  | **58,146,284.00** |  | **58,146,284** |  |
|  | **EMERGENCY RESERVE** |  |  |   |   |
|  | Emergency Reserve | To cater for any unforeseen occurrences in the constituency during the financial year  |  9,229,569  |   |  9,229,569 | New |
| **Total** |  | **9,229,569.00** |  | **9,229,569.00** |  |
| **INFRASTRUCTURE DEVELOPMENT FOR JUNIOR SECONDARY BY NGCDFC**  |
|  | Khuduru Primary School | Construction to completion of three classrooms |  2,204,673.00  |   |  2,204,673.00  | New |
|  | Busendebala Primary School | Construction to completion of three classrooms |  2,204,673.00  |   |  2,204,673.00  | New |
|  | Siwongo Primary School | Construction to completion of two classrooms |  1,469,782.00  |   |  1,469,782.00  | New |
|  | Mayenje Primary School | Construction to completion of one classroom |  734,891.00  |   |  734,891.00  | New |
|  | Burumba Primary School | Construction to completion of two classrooms  |  1,469,782.00  |   |  1,469,782.00  | New |
|  | Munongo Primary School | Construction to completion of two classrooms  |  1,469,782.00  |   |  1,469,782.00  | New |
|  | Murende Primary School | Construction to completion of one classroom  |  734,891.00  |   |  734,891.00  | New |
|  | Luliba Primary School | Construction to completion of two classroom  |  734,891.00  |   |  734,891.00 | New |
|  | Buderia Primary School | Construction to completion of two classrooms |  1,469,782.00  |   |  1,469,782.00  | New |
|  | Busidibu Special School | Construction to completion of one classroom  |  734,891.00  |   |  734,891.00  | New |
|  | St. Theresa girls Primary School | Construction to completion of one classroom  | 734,891.00 |  | 734,891.00 | New |
| **Total** |  | **13,962,929** |  | **13,962,929** |  |
|  | **PRIMARY SCHOOL PROJECTS** |   |   |   |
|  | Mundika Boys Primary School | Construction of a one storey building consisting of seven classrooms, Administration block, ablution block, ramp and staircase -Phase 1-Kshs.20,000,000.00 **Submit certified drawings and BoQs-Have submitted certified BQ’s** |  42,500,000.00  |  -  |  20,267,984.00  | New |
|  | Mundika Girls Primary School | Renovation to completion of 5 classrooms: Re-roofing, Installation of new windows and Doors, tiling, Painting. |  1,500,000.00  |   |  1,500,000.00  | New |
|  | Budokomi Primary School | Renovation of 6 classrooms: Re-roofing, Installation of windows and doors, tiling, Painting.  |  1,800,000.00  |   |  1,800,000.00  | New |
|  | Luliba Primary School | Renovation to completion of 3 classrooms: Re-roofing, flooring, tiling, installation of new windows |  900,000.00  |   |  900,000.00  | New |
|  | Bugengi Primary School | Renovation to completion of 3 classrooms: Flooring, tiling, installation of new windows, installation of fissure board, painting |  900,000.00  |   |  900,000.00  | New |
|  | Mabunge Primary School | Renovation to completion of 3 classroom: Re-roofing, flooring, tiling, replacement of windows, Painting |  900,000.00  |   |  900,000.00  | New |
|  | Busidibu Primary | Renovation to completion of 5 classroom: Re-roofing, flooring, tiling, replacement of windows, Painting  |  1,500,000.00  |   |  1,500,000.00  | New |
|  | Munongo Primary School | Renovation to completion of 3 classrooms: Re-roofing, flooring, tiling, replacement of windows, Painting. |  900,000.00  |   |  900,000.00  | New |
|  | Mundika Special School | Renovation of 300 capacity completion Dining hall with an inbuilt kitchen and store: Roofing, flooring, painting, Repair of the cooking area.  | 1,183,997.00 |  | 1,183,997.00 | New |
|  | Bugengi Special School | Construction to completion of one classroom.  | 1,400,000.00 |  | 1,400,000.00 | New |
|  | Buringala Primary School | Renovation to completion of 2 classrooms: Re-roofing, re-flooring, tiling, replacement of windows, re-painting. | 600,000.00 |  | 600,000.00 | New |
|  | Buyende Primary School | Renovation to completion of 3 classrooms: Re-roofing, re-flooring, tiling, replacement of windows, re-painting. | 900,000.00 |  | 900,000.00 | New |
|  | Bugengi Special School | Purchase of a 10,000 ltr tank @ 84,000.00, construction of a concrete pedestal Kshs.30,000.00 and installation of Gutters Kshs.28,000.00 |  142,000.00  |   |  142,000.00  | New |
|  | Mundika Special School | Purchase of two (2) 10,000 ltr tank @ 84,000.00 and construction of 2 concrete pedestal @ Kshs.30,000.00  |  228,000.00  |   |  228,000.00  | New |
| **Total** |  | **55,353,997** |  | **32,721,977** |  |
|  | **SECONDARY SCHOOL PROJECTS** |  |  |   |   |
|  | Bulanda Secondary School | Construction to completion of one classroom  |  1,400,000.00  |  |  1,400,000.00 |   |
|  | Lwanya Girls Secondary School | Additional funds for the completion of Administration Block: Construction of a Disability Ramp variation: Builders works (excavations, Planking and strutting, flex cell expansion joint, Walling, Roofing construction, Metal Works, Wall Finishes and plain sheet finishing) 7,392,691 external works 1,867,500Prime costs and provisional sums(1,600,000) to completion. This has been brought about by the varied works report.**Provide detailed description of the project as per the initial approval i.e what does the administration block comprise****Initially approved projects:****Construction of a storey administration block consisting of 5 offices, staffroom, computer room with capacity of 40 computers and a library up to suspended slab level.****The breakdown of cost does not add up to the amount allocated** **Explained above** |  35,284,255.00 |  35,284,255  |  7,660,191.00 the project was fully fundedTHE PROJECT HAD A VAIRATION COST AS PER THE ATTACHED REPORT AND BQ BUT NOT CERTIFIED BY PUBLIC WORKSCERTIFIED COPIES WERE SENT TO THE REGISTRY   | On-going |
|  | Mundika Secondary School | Additional fund for construction of a 2000 capacity multi-purpose hall: Plastering of 1st floor and ground floor walls, Installation of terrazzo floor 1st floor and Ground floor, Fabrication of windows and doors for 1st floor and Ground floor, Installation of Electrical fixtures, Installation of plumbing fixtures and painting to completion include on the ongoing project. **Provide detailed description of the project as per the initial approval, whats the capacity of the hall****Initially approved activity:****Construction of a 2000 capacity Multipurpose Hall Consisting dining/conference hall, kitchen,2 offices and 3 stores; slab and columns** |   |  46,833,216  |  10,490,000 the project was fully fundedTHE PROJECT HAD A VAIRATION COST AS PER THE ATTACHED REPORT AND BQ BUT NOT CERTIFIED.BY PUBLIC WORKSCERTIFIED COPIES WERE SENT TO THE REGISTRY  | On-going |
|  | Mabunge Secondary School | Additional funds for construction of a 2000 capacity dining hall: Roofing, Fittings, plastering, electrical fittings, plumbing, tiling and painting to completion.**Provide detailed description of the project as per the initial approval****Initially approved project: Construction of a 100-capacity dining hall up to lintel level @ 2,000,000.****Request for change of activity 25th October 2023; Construction of 200 capacity hall.****Additional funds for the ongoing construction of a 2000 student capacity hall (Phase 2) consisting of dining /conference hall, kitchen, two offices and 3 three stores up to laying of ring beam foundation works, raising of columns, walling, laying of ring beam and roofing.** |  31,973,448.00  | 17,000,000.00 |  14,973,448.00  | On-going |
| **Total** |  | **115,490,919.00** |  | **34,523,639.00** |  |
|  | **CLIMATE CHANGE MITIGATION PROJECTS**  | Letters attached |  |   |  |
|  | Mundika Girls Primary School | Purchase and Planting of 400 tree seedlings (Blue gum tree seedlings) @ Kshs.100.00 |  40,000.00  |   |  40,000.00  | New |
|  | Lukonyi Primary School | Purchase and Planting of 400 tree seedlings (Bluegum tree seedlings)@ Kshs.100.00 |  40,000.00  |   |  40,000.00  | New |
|  | Mayenje Primary School | Purchase and Planting of 400 tree seedlings (Bluegum tree seedlings)@ Kshs.100.00 |  40,000.00  |   |  40,000.00  | New |
|  | Munongo Primary School | Purchase and Planting of 400 tree seedlings (Bluegum tree seedlings)@ Kshs.100.00 |  40,000.00  |   |  40,000.00  | New |
|  | Indoli Primary School | Purchase and Planting of 400 tree seedlings (Bluegum tree seedlings)@ Kshs.100.00 |  40,000.00  |   |  40,000.00  | New |
|  | Murende Primary School | Purchase and Planting of 400 tree seedlings (Blue gum tree seedlings)@ Kshs.100.00 |  40,000.00  |   |  40,000.00  | New |
|  | Siteko Primary School | Purchase and Planting of 400 tree seedlings (Blue gum tree seedlings) @ Kshs.100.00 |  40,000.00  |   |  40,000.00  | New |
|  | Buyende Primary School | Purchase and Planting of 400 tree seedlings (Blue gum tree seedlings)@ Kshs.100.00 |  40,000.00  |   |  40,000.00  | New |
|  | Busidibu Primary School | Purchase and Planting of 400 tree seedlings (Blue gum tree seedlings) @ Kshs.100.00 |  40,000.00  |   |  40,000.00  | New |
|  | Lwanya Girls Secondary School | Purchase and Planting of 400 tree seedlings (Blue gum tree seedlings) @ Kshs.100.00 |  40,000.00  |   |  40,000.00  | New |
|  | Mabunge Secondary School | Purchase and Planting of 400 tree seedlings (Blue gum tree seedlings) @ Kshs.100.00 |  40,000.00  |   |  40,000.00  | New |
|  | Mundika High School | Purchase and Planting of 1000 tree seedlings (Blue gum tree seedlings) @ Kshs.100.00 | 100,000.00 |  | 100,000.00 | New |
|  | St. Peters Buyosi Mixed Secondary | Purchase and Planting of 1000 tree seedlings (Blue gum tree seedlings) @ Kshs.100.00 | 100,000.00 |  | 100,000.00 | New |
|  | St. Peter’s Budokomi Secondary | Purchase and Planting of 1000 tree seedlings (Blue gum tree seedlings) @ Kshs.100.00 | 100,000.00 |  | 100,000.00 | New |
|  | Mundulisa Secondary School | Purchase and Planting of 1000 tree seedlings (Blue gum tree seedlings) @ Kshs.100.00 | 100,000.00 |  | 100,000.00 | New |
|  | Bulanda Secondary School | Purchase and Planting of 1000 tree seedlings (Blue gum tree seedlings) @ Kshs.100.00 | 100,000.00 |  | 100,000.00 | New |
|  | Sigwata Primary School | Purchase and Planting of 1000 tree seedlings (Blue gum tree seedlings) @ Kshs.100.00 | 100,000.00 |  | 100,000.00 | New |
| **Total** |  | **1,040,000.00** |  | **1,040,000** |  |
| **SECURITY FACILITIES**  |
|  | Alungoli Assistant Chief office  | Renovation to completion of the office block consisting of a hall and 3 offices (replastering, replacing doors and windows, ceiling, floor tiling and painting) |  600,000.00  |   |  600,000.00  | New |
|  | Alungoli Assistant Chief office  | Construction to completion of a 4-door modern toilet with one chamber being disability friendly  |  600,000.00  |   |  600,000.00  | New |
| 1.
 | Nasira Assistant Chief office  | Purchase of Land 3/4 Acre inclusive of title processing attach copy of title deed, copy of land search and valuation report (In the process) |  1,167,563.00  |   |  1,167,563.00  | New |
|  | Burumba Police Post | Construction to completion of a 4-door modern toilet with a septic tank with chamber being disability friendly  |  1,200,000.00  |   |  1,200,000.00  | New |
|  | Matayos Assistant Commissioner’s Office | Renovation to completion of Office block consisting of 12 offices and Board room (floor tiling, ceilings, reconnection of electricity, replastering, replumbering, replacing doors and windows, repainting,)  | 3,000,000 |   | 3,000,000 | New |
|  | Matayos Assistant Commissioner’s Office | Construction to completion of 6 door latrine with one being disability friendly  |  600,000 |   | 600,000 | New |
|  | Matayos Assistant Commissioner’s Office | Construction to completion of a fence measuring 4 Acres with chain-link and concrete posts  | 2,921,119 |  | 2,921,119 |  |
|  | Matayos Assistant Commissioner’s Office | Construction to completion of the gate house and a Gate at the access point.  | 600,000 |  | 600,000 |  |
|  | Matayos Assistant Commissioner’s Office | Purchase and supply of office furniture:12 office desks @ 28,000.00 Kshs.336,000.00,24 office chairs @8,000.00 -Kshs.192,000.00  | 528,000.00 |  | 528,000.00 |  |
| **Total** |  | **11,216,682.00** |  | **11,216,682** |  |
| **TOTAL CONSTITUENCY ALLOCATION** |  |  | **175,361,810.00**  |  |
| **JUNIOR SECONDARY SCHOOLS (CONDITIONAL GRANT BY THE MINISTRY**  |
| **1.** | Khuduru Primary School | Additional funds for Construction to completion of three (3)classrooms |  2,204,673.00  |   |  2,204,673.00  | New |
| **2.** | Busendebala Primary School | Additional funds for Construction to completion of three (3) classrooms |  2,204,673.00  |   |  2,204,673.00  | New |
| **3.** | Siwongo Primary School | Additional funds for Construction to completion of two (2) classrooms |  1,469,782.00  |   |  1,469,782.00  | New |
| **4.** | Mayenje Primary School | Additional funds for Construction to completion of one (1) classroom |  734,891.00  |   |  734,891.00  | New |
| **5.** | Burumba Primarys School | Additional funds for Construction to completion of two (2) classrooms  |  1,469,782.00  |   |  1,469,782.00  | New |
| **6.** | Munongo Primary School | Additional funds for Construction to completion of two (2) classrooms  |  1,469,782.00  |   |  1,469,782.00  | New |
| **7.** | Murende Primary School | Additional Funds for Construction to completion of one (1) classroom  |  734,891.00  |   |  734,891.00  | New |
| **8.** | Luliba Primary School | Additional Funds for Construction to completion of two (2) classroom  |  734,891.00  |   |  734,891.00 | New |
| **9.** | Buderia Primary School | Additional Funds for Construction to completion of two (2) classrooms |  1,469,782.00  |   |  1,469,782.00  | New |
| **10.** | Busidibu Special School | Additional Funds for Construction to completion of one (1) classroom  |  734,891.00  |   |  734,891.00  | New |
| **11.** | St. Theresa girls Primary School | Additional Funds for Construction to completion of one (1) classroom  | 734,891.00 |  | 734,891.00 | New |
| **Total** |  | **13,962,929** |  | **13,962,929** |  |
|  | **TOTAL ALLOCATION INCLUSIVE OF MINISTRY FUNDING** |  **189,324,739**  |  |

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 08/01/2024-08 A.O.B.**

Committee members agreed on the following;

1. Committee sitting allowance for the 2 days meeting of Kshs.104, 000.00 to be paid and the refreshments at Kshs.12,000.00
2. All procurements to be done through the sub-county supply chain manager and the Bill of quantities to be done by the sub-county works officers through the NG-CDF clerk of works.
3. All PMC’s to be formed through the fund account manager and the Sub-County Accountants office.
4. All projects to be branded in the prescribed format as per the NG-CDF Board Manual.
5. All ongoing projects to be completely funded. There being no other business the meeting ended with a word of prayer from Mr. Fred Okello.
6. All payments made to the contractor have to be minutes and a certificate issued for work done.
7. Contractors and all service providers to comply with all government requirements in their delivery of services and stipulated timelines.

There being no other business to discuss, the chair adjourned the meeting at 5:30PM with a word of prayer from Mr. Fredrick Okello.

Approved for circulation by;

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

**The Secretary The Chairperson**

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

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

Confirmed by;

**The Secretary The Chairperson**

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

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