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**EMBAKASI CENTRAL**

**IEBC NUMBER 284**

**NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND**

**PROJECT PROPOSAL**

**2021/2022 FINANCIAL YEAR**

**SUBMITTED**

**SEPTEMBER 2021**

**MINUTES OF THE MEETING HELD ON 27TH SEPTEMBER 2021 AT THE NG-CDF OFFICE AT 1000HRS**

**IN ATTENDANCE**

1. **Stephen Macharia - Chairman**
2. **Eunice Kiretai - Secretary**
3. **Murungi Gitonga- Deputy County Commissioner**
4. **Elias Mate - Fund Account Manager**
5. **Nyambura Kamau- Member**
6. **Francis Maina - Member**
7. **John Maina- Member**
8. **Peter Mwangi - Member**
9. **Christine Minae- Member**
10. **Bernard Mwaura- Member**

**Agenda**

1. **Preliminaries**
2. **Confirmation of Previous meeting’s minutes**
3. **Submission of 2020/2021 Project Proposal**
4. **A.O.B**

**MIN06/09/21-PRELIMINARIES**

The meeting began at 1015Hrs with a word of prayer from Eunice Kiretai. The chairman welcomed the members and invited the secretary to go through the minutes of the previous meeting.

**MIN07/09/21- CONFIRMATION OF PREVIOUS MEETING’S MINUTES**

The secretary read through the minutes of the meeting held on 24th September 2021. The minutes were confirmed by Francis Maina and seconded by John Mwangi. There were no matters arising from the minutes read.

**MIN08/09/21-SUBMISSION OF 2021/2022 PROJECT PROPOSAL**

The constituency allocation was **Kshs.137,088,879** which is same as the allocation for financial year 2020/2021.

Attention was drawn to the eligible projects as per the circular and the fund manager advised the committee on the importance of prioritizing the projects for financial year 2020/2021. It was reported that there are a few ongoing projects requiring additional funds and that it was important to first allocate the deficit funds to ensure completion.

The committee deliberated on the final project list for the financial year 2021/2022 and unanimously agreed the following projects to be submitted to NG-CDF board for approval.

**FINANCIAL YEAR… 1ST JULY 2021 TO 30TH JUNE 2022**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Name** | | **Project Number** | | **Project activity** | **Original Cost Estimate** | **Cumulative Allocation** | **Amount Allocated** | **Status** |
|  |  | | **ADMINISTRATION/RE-CURRENT** | | | | |  |
| Employee Salaries | | 4-047-284-2110000-100-2021/2022-001 | | Payment of staff salaries | 910,345.90 |  | 910,345.90 | New |
| Employee Gratuity | | 4-047-284-2110000-100-2021/2022-002 | | Payment of staff gratuity | 1,165,465 |  | 1,165,465 | New |
| Goods and Services | | 4-047-284-2110000-100-2021/2022-003 | | Repairs and maintenance, printing, stationery, telephone, travel and subsistence, tonners and office tea. | 5,000,000.00 |  | 4,753,921.84 | New |
| NSSF | | 4-047-284-2150500-100-2021/2022-003 | | Payment of NSSF Deductions | 50,400.00 |  | 50,400.00 | New |
| NHIF | | 4-047-284-2150200-100-2021/2022-004 | | Payment of NHIF Deductions | 97,200.00 |  | 97,200.00 | New |
| Committee Expenses | | 4-047-284-2210802-100-2021/2022-005 | | Payment of Committee sitting allowances, transport, conferences. | 1,248,000.00 |  | 1,248,000.00 | New |
|  |  | | **MONITORING AND EVALUATION** | | | | |  |
| Goods and Services | | 4-047-284-2210000-111-2021/2022-001 | | Printing, stationery, Airtime, travel and subsistence. | 912,666.37 |  | 912,666.37 | New |
| Committee Expenses | | 4-047-284-2210802-111-2021/2022-002 | | Payment of Committee sitting allowances, transport, conferences. | 1,200,000.00 |  | 1,200,000.00 | New |
| NG - CDFC/PMC Capacity Building | | 4-047-284-2210700-111-2020/21-003 | | Undertake Training of the NG PMCs/NG-CDFCs on NG-CDF Related issues. | 2,000,000.00 |  | 2,000,000.00 | New |
| Emergency | | 4-047-284-2640200-101-2021/2022-001 | | To cater for any unforeseen occurrences in the constituency during the financial year. | 7,192,207.00 |  | 7,192,207.00 | New |
| Sports Activities | | 4-047-284-2640509-108-2021/2022-001 | | To organize Constituency sports tournaments whereby the winning teams will be awarded with trophies, balls and uniforms. | 2,741,777.58 |  | 2,741,777.58 | New |
| Bursary Secondary Schools | | 4-047-284-2640101-103-2021/2022-001 | | Payment of bursary to needy students. | 30,000,000.00 |  | 30,000,000.00 | New |
| Bursary Tertiary Institutions. | | 4-047-284-2640102-103-2021/2022-002 | | Payment of bursary to needy students in tertiary institutions and vocational trainings | 25,649,107.03 |  | 17,981,107.65 | New |
| Komarock Chief’s Office | | 4-047-284-2640507-108-2021/2022-001 | | Installation of 30-Meter-High security mast with 8 electricity powered, 300-watts floodlights. | 5,000,000.00 |  | 5,000,000.00 | New |
| Kayole Police Station | | 4-047-284-2640507-108-2021/2022-002 | | Installation of 30-Meter-High security mast with 8 electricity powered, 300-watts floodlights. | 5,000,000.00 |  | 5,000,000.00 | New |
| Embakasi Sub-County Offices- Assistant County Commissioner’s Office | | 4-047-284-2640507-108-2021/2022-003 | | Installation of 30-Meter-High security mast with 8 electricity powered, 300-watts floodlights. | 5,000,000.00 |  | 5,000,000.00 | New |
| Bondeni Primary School. | | 4-047-284-2630204-104-2021/2022-001 | | Construction of Perimeter Wall (832 Meters) to completion (certified BQ totaling to Kshs.17,732,485 has been attached) | 17,732,485.00 |  | 17,103,832.35 | New |
| Komarock South Primary School | | 4-047-284-2630204-104-2021/2022-002 | | Additional funds for construction of 32No. 2-storey classrooms, 72 toilet cubicles (24 on each floor), 4 offices, staffroom and school hall (Electrical works (Kshs.3,500,000), Plumbing Works (Kshs.2,500,000), Paving of Parking and Parade, (5,700,000), Construction of screen wall (Kshs.2,500,000) fixing doors, windows, finishes, fixtures and fittings and painting work (Kshs.17,790,178.04) | 108,351,405.00 | 76,261,226.96 | 31,990,178.04 | Ongoing |
| **Environmental Projects.** | |  | |  |  |  |  |  |
| Komarock South Primary School | | 4-047-284-2640510-110-2021/2022-001 | | Installation of 4 20-Meters High Solar Masts at Komarock South Primary School. Each mast to be fitted with 4 100% solar powered, 200 watts spot lights with a monocrystalline water proof solar panel. |  |  | 2,741,777.58 | New |
|  | |  | |  |  |  | **137,088,879.31** |  |

**MIN09/09/21-A.O.B**

There being no other business, the Chairman thanked all the members for attending and closed the meeting at 1345HRS with a prayer from Stephen Macharia.

**Minutes Prepared by:**

Name: Eunice Kiretai

Position: Secretary

Signature:

Date: 27th September 2021.

**Minutes Approved by:**

Name: Stephen Macharia

Position: Chairperson

Signature:

Date: 27th September 2021.