



**NG-CDF BOARD**

**National Government Constituencies Development Fund Board**  
**Matuga Constituency**  
**P.O. Box 65-80403**  
**Kwale Town, Kwale County**  
**Cell phone: 0768 219281, 0788 686769**  
**Email: [cdimatuga@ngcdf.go.ke](mailto:cdimatuga@ngcdf.go.ke) | Website: [www.ngcdf.go.ke](http://www.ngcdf.go.ke)**

REF: MTG/NGCDF/PROP/24-25/VOL.1(1)

20 February 2024

The Chief Executive Officer  
NGCDF Board Secretariat  
Ukulima Co-op House, 5<sup>th</sup>, & 6<sup>th</sup> Floor  
Harambee Co-op Plaza, 5<sup>th</sup>, 6<sup>th</sup> & 10<sup>th</sup> Floor  
P O Box 46682 - 00100  
NAIROBI - KENYA

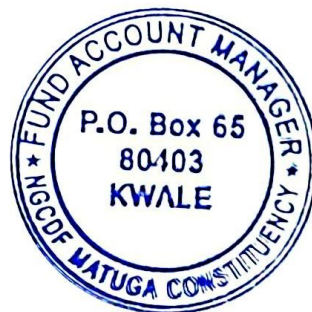
RE: NGCDF MATUGA PROJECT PROPOSAL BUDGET FY 2024-2025

The above subject matter refers  
Matuga NGCDF Committee hereby submits Additional  
Information to address issues raised on the Project Proposal  
Budget for Financial Year 2024 - 2025 as communicated via  
an email.

Explanations are tabulated per project as communicated by  
desk officer

Thank you for your kind record of the same

*Wasi Kumbatha*  
Fund Account Manager  
NGCDF – Matuga Constituency



**NGCDF**





**NGCDF BOARD**

**National Government Constituencies Development Fund Board**

**Matuga Constituency**

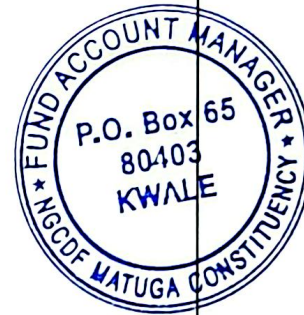
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NATIONAL GOVERNMENT CONSTITTUENCIES DEVELOPMENT FUND BOARD						
PROJECT PROPOSALS FOR MATUGA NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND						
FINANCIAL YEAR 2024/2025						
S.No	Project Name	Project Activity	Amount Allocated	Board Comments	Committee Response	Status
<b>EDUCATION PROJECTS</b>						
1	Matuga Constituency Education Empowerment Programmes,	Facilitation of Education Day activities by hiring transport for learners and participants = kshs.400,000, hiring of tents, chairs and public address = kshs.300,000, purchase of trophies, prizes and printing of certificates - kshs.1,000,000, participants lunch, snacks and refreshments - kshs.300,000	2,000,000	NGCDFC to exclude expenditure items that are recurrent in nature	Amended Minutes and schedules submitted	Awaiting clearance of issue
<b>CLIMATE CHANGE MITIGATION PROJECTS (5%)</b>						
2	Matuga Constituency Environment Conservation & Climate Change Mitigation Committee,	Purchase, transport, planting and maintenance to survival stage of 5,000 tree seedlings @ kshs.200 = kshs.1,000,000 at Kaya Tiwi forest, 5,000 tree seedlings @ kshs.200 = kshs.1,000,000 at Kaya Teleza forest, 5,000 tree seedlings @ kshs.200 = kshs.1,000,000 at Kaya Bombo forest and 5,000 tree seedlings	4,000,000	NGCDFC to submit concurrence letter from the Kenya Forest Service indicating the role it will play in the planting of the trees and mechanisms in place to ensure sustainability of the trees once planted	Letter Submitted	Awaiting clearance of issue



**NGCDF**





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NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD						
PROJECT PROPOSALS FOR MATUGA NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND						
FINANCIAL YEAR 2024/2025						
S.No	Project Name	Project Activity	Amount Allocated	Board Comments	Committee Response	Status
		@ kshs.200 = kshs.1,000,000 at Kaya Chombo forest				



NGCDF Matuga

**NGCDF**



Telephone: 040-2104225  
When replying please quote  
Ref: No. and date.



COUNTY FOREST CONSERVATOR  
P.O BOX 5-80403  
KWALE

REF: KFS/KWL/K.2VOL.II/539

Date: 20<sup>th</sup> February, 2025.

To  
Fund Manager  
NGCDF Matuga Constituency  
P. O. Box 65-80403  
**Kwale**

### **REF: ROLE OF KENYA FOREST SERVICE IN THE TREE PLANTING INITIATIVE**

KFS actively support the tree planting exercise through the following actions

1. **TECHNICAL GUIDANCE:** providing expert knowledge on appropriate tree species selection ecological suitability and climate resilience. The forestry office shall participate in mapping out specific areas within the kayas that shall be planted, guiding the team on the tree planting day by demonstrating how seedlings should be planted and spacing.
2. **PROVISION OF SEEDLINGS:** Facilitating access to quality indigenous and exotic tree seedlings through our national nurseries.
3. **COMMUNITY ENGAGEMENT;** Working with local community groups and stakeholders to promote participatory forestry, ensuring their involvement in planting and monitoring activities. capacity building the kaya elders and the Matuga constituency Environmental Conservation committee on how to care for the seedling by providing security to guard areas from encroaching herders and occasional watering of seedling to survival stage.
4. **LOGISTICALSUPPORT;** Assisting in coordinating and mobilizing resources for the successful implementation of the project.

### **MECHANISMS FOR ENSURING SUSTAINABILITY OF PLANTED TREES**

To guarantee the long -term success and sustainability of this tree planting initiative KFS has put in place following measures.

1. **Post-planting care & monitoring;** Implementing and evaluation programs to access tree survival rates and address challenges such as pest infestations and water shortages.

2. **Capacity building and training:** conducting training sessions for local communities, school and stakeholders on the best practices tree maintenance; including watering pruning and soil management.

3. **Integration with Restoration programs:** Aligning this initiative with ongoing national and regional afforestation and reforestation programs, such as the 30% tree cover target outlined in Kenya's vision 2030 and the National strategy for Achieving and maintaining Tree cover.

4. **Community -Based Forest Management;** Collaborating with community forest to establish long-term stewardship and encourage local ownership of reforestation efforts.

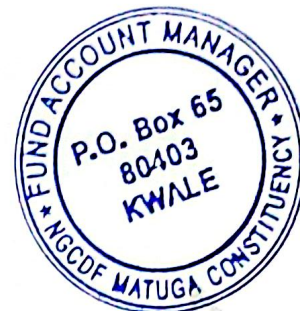
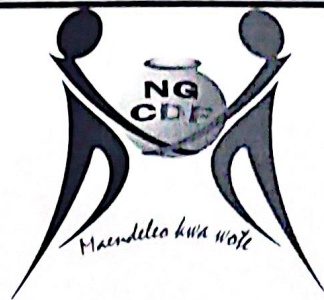
5. **Legislative support & Enforcement:** Ensuring planted trees are protected from illegal logging, encroachment and other threats through enforcement of forest conservation laws and policies.

KFS remains committed to working closely with all stakeholders to restore and enhance forest cover in Kenya. We appreciate your collaboration in this initiative and looking forward to a successful tree planting and conservation program.

Should you require any further clarification or additional information, please feel free to contact our office at [KFS contact information]



Ruwa K. Masha  
Ag. County Forest Conservator  
KWALE



**NGCDF BOARD**

**MATUGA CONSTITUENCY**

**IEBC NUMBER 009**

**NATIONAL GOVERNMENT**

**CONSTITUENCY DEVELOPMENT FUND**

**PROJECT PROPOSAL BUDGET**

**2024/2025 FINANCIAL YEAR**

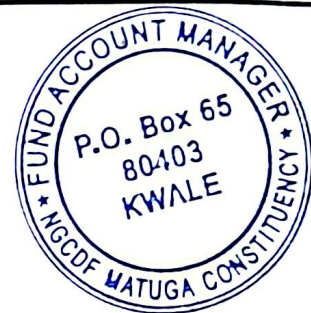
**SUBMITTED:**

**21 NOVEMBER 2024**

National  
Government  
Constituency  
Development  
Fund

Matuga  
Constituency  
2024/2025

Minutes of the Meeting held  
on Thursday, November 21<sup>st</sup>,  
2024 at Matuga NGCDF  
Office Boardroom.



Matuga  
NGCDF  
Committee

MEMBERS PRESENT

S/NO	NAMES	IDNO	DESIGNATION	CONTACT
1.	Omar Ndaro Mwangaga	6725975	Chairman	0722 886309
2.	Meswaleh Maneno	28603044	Secretary	0729 647493
3.	Suleiman Ranzuga	22423790	Member	0722 670629
4.	Patrick Kimolo	20028816	DCC - Shimba Hills	0720 751064
5.	Jumaa Bembuche	10504140	Member	0710 505850
6.	Penninah Wanjiku	23793326	Member	0734 433634
7.	Mariam Baridi	9633187	Member	0700 563022
8.	Miriam Ndunge	26391983	Member	0713 371281
9.	Lucy Ndemo (DCC) Matuga	10774557	Member	0721 439706
10.	Josef Kumbatha (FAM)	22414675	Ex-Officio	0725 281889

AGENDA

1. Opening remarks by Chairperson
2. Reading and Confirmation of Minutes of Previous Meeting
3. Matters Arising
4. Ongoing Projects Report
5. Public Participation Forums Report
6. Preparation of Project Proposal Budget for Financial Year 2024/2025
7. Any Other Business (A.O.B).





PRELIMINARIES

The chairman called the meeting to order at 0930 hours with a word of prayer by Juma Bembuche. He welcomed members to the day's session and thanked them for finding time to attend the sitting. The chairman commented all members for their active participation and mobilization of participants in the just concluded public participation forums for the preparation of project proposal budget for the financial year 2024/2025. He noted that the forums provided a platform to get feedback from the project beneficiaries in addition to according them opportunity to share their views on the proper management of the fund. The chairman went ahead to table the items of agenda as listed and urged members to participate actively in the deliberations of the day's business.

MIN 1/21/11/2024 - READING AND CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes of the previous sitting were read by the secretary, proposed by Suleiman Ranzuga, confirmed by Peninah Wanjiku and unanimously adopted by the committee as a true record of that day's deliberations.

MIN 2/21/11/2024 - MATTERS ARISING FROM PREVIOUS MINUTES

There were no matters arising from minutes of the previous meeting

MIN 3/21/11/2024 - ONGOING PROJECTS REPORT AS AT 31<sup>ST</sup> OCTOBER 2024

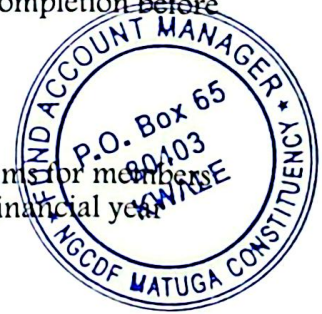
The Fund Account Manager tabled a report of the ongoing projects as at 31<sup>st</sup> October 2024 for consideration in the preparation of the project proposal budget for the financial year 2024/2025 as required by the law that ongoing projects are prioritized for funding to completion before considering new project proposals.

(See annex I)

MIN 4/21/11/2024 - PUBLIC PARTICIPATION FORUMS REPORT

The chairman tabled the report compiled from the public participation forums for member adoption and use in the preparation of the project proposal budget for the financial year 2024/2025.

(See annex III)



MIN 5/21/11/2024 - PROJECT PROPOSAL BUDGET FOR FINANCIAL YEAR 2024/2025

The chairman revisited the NGCDF Board Circular referenced NGCDFB/CEO/NGCDF CIRCULARS /VOL III (001) dated 22<sup>nd</sup> October 2024 that had triggered the urgent need for convening of public participation forums to collect views from the constituents for the preparation and submission of the Project Proposals for the financial year 2024/2025 as discussed in the previous sitting held on Thursday, 31<sup>st</sup> October 2024 that discussed the contents of the circular and resolved to prepare a program for the public participation forums that followed mobilization of the community through the ministry of interior and coordination of national government systems to attend the forums.

In the circular, Matuga NGCDF has been allocated kshs.179,441,954.47 for the financial year 2024/2025 project proposal budget.

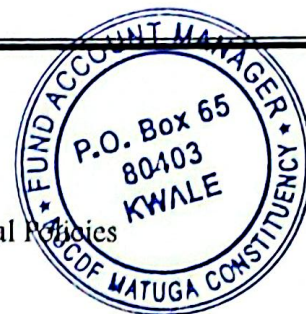
The chairman further reminded members of the key guiding areas as per the circular that should guide the committee in preparation and submission of the proposal to the NGCDF Board for consideration as follows;

1. Project identification through ward forums
2. Consultation with the appropriate agencies on realistic project cost estimates
3. Consideration of ongoing projects as a priority in the proposal
4. Budgeting of administration and Monitoring expenses
5. Consideration of climate change mitigation and adaptation activities

NGCDF



6. Financing of Constituency Digital Hubs
7. Funding of social security programme and Social Support Programme
8. Construction of NGCDF offices
9. Projects considered under Appropriation in Aid
10. Procurement of NGCDF Motor vehicle
11. Aligning Projects to BETA, Constituency Strategic Plan and other National Policies



a. Deliberation on the Ward Report

The Chairman tabled the ward forums report that was conducted between 8<sup>th</sup> November 2024 and 12<sup>th</sup> November 2024. During the ward forums, the participants were guided on types of projects and the basis of consideration which included the projects being exclusively falling within the functions of the national government and being community based in such a way that they benefit all citizens and foster sustainable development, promote human dignity and protect the marginalized in the society as per the outlined values and principles of good governance.

The chairman reiterated that participants of the ward forums were encouraged to propose projects guided by the constituency strategic plan and the National Government guiding policies and circulars.

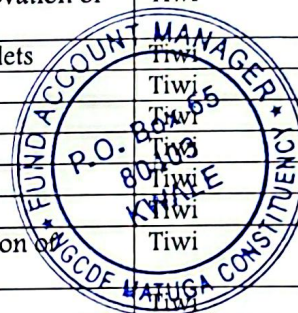
The committee summarized all projects proposed in each ward exclusively falling within education, security and climate change mitigation measures as summarized below and supported by annexure III to the minutes.

EDUCATION PROJECTS

S/no	Project Name	Activity	Ward
1.	Kibuyuni Primary School	2no classrooms and laboratory for JSS and a 2no blocks of toilets	Kubo south
2.	Kibuyuni Secondary School	Administration block	Kubo south
3.	Mwaluvanga primary school	Renovation of 4no classrooms	Kubo south
4.	Magwasheni primary school	2no classrooms and laboratory for JSS and a 2no blocks of toilets	Kubo south
5.	Makobe primary school	Renovation of 4no classrooms	Kubo south
6.	Tangini primary school	Construction of 1no classroom	Kubo south
7.	Mangawani primary school	Completion of JSS 4no classroom building	Kubo south
8.	Mbegani primary school	Construction of Administration Block	Mkongani
9.	Mtsamviani secondary school	Completion of dormitory and science laboratory	Mkongani
10.	Kijiweni primary school	Renovation of 4no classrooms	Mkongani
11.	Boyani West Primary School	Construction of 2no classrooms for JSS	Mkongani
12.	Mkomba Secondary School	Construction of Administration block and 2no classrooms	Mkongani
13.	Miatsani primary school	Renovation of 4no classrooms	Mkongani
14.	Mashambani primary school	Construction of 2no classrooms for JSS	Mkongani
15.	Chidzugani primary school	Construction of 2no classrooms for JSS, Administration block and toilets	Mkongani
16.	Viphingoni primary school	Construction of 2no classrooms	Mkongani
17.	Mtsamviani primary school	Renovation of 10no classrooms	Mkongani
18.	Mkolokoloni primary school	Construction of 1no classroom and Administration block	Mkongani
19.	Mamba primary school	Construction of 2no blocks of toilets	Mkongani
20.	Kitengerwa primary school	Construction of 2no classrooms, electrification and 2no toilets blocks	Mkongani
21.	Mzinji primary school	Electrification	Mkongani
22.	Chanyiro primary school	Electrification	Mkongani
23.	Voya Mulungu primary school	Construction of 2no classrooms	Mkongani

NGCDF Matuga Constituency Project Proposal Minutes Financial Year 2024-2025

24.	Kizimbani primary school	Construction of 2no classrooms	Mkongani
25.	Burani Girls High School	Construction of Administration block	Mkongani
26.	Burani primary school	Construction of 3no classrooms on a storey building first floor	Mkongani
27.	Ng'ombeni primary school	Renovation of 3no classrooms	Waa/Ng'ombeni
28.	Zibani primary school	Construction of administration block	Waa/Ng'ombeni
29.	Denyenye primary school	Construction of JSS 4no classroom storey building	Waa/Ng'ombeni
30.	Kiteje mixed secondary school	Construction of perimeter wall fence and electrification	Waa/Ng'ombeni
31.	Ningawa primary school	Purchase of land for extension	Waa/Ng'ombeni
32.	Matuga primary school	Renovation of 4no classrooms	Waa/Ng'ombeni
33.	Mbweka primary school	Renovation of 4no classrooms	Waa/Ng'ombeni
34.	Pungu primary school	Construction of perimeter wall fence	Waa/Ng'ombeni
35.	Proposed new primary schools	Birikani ECDE, Magaoni ECDE, Mshikamano ECDE, Kaya Waa centre ECDE	Waa/Ng'ombeni
36.	Waa primary school	Completion of 4no JSS Classrooms storey building and administration offices	Waa/Ng'ombeni
37.	Voroni primary school	Renovation of 4no classrooms	Waa/Ng'ombeni
38.	Ng'ombeni secondary school	Construction of perimeter wall fence	Waa/Ng'ombeni
39.	Mwaligulu primary school	Construction of 2no JSS Classrooms and renovation of 4no classrooms	Tiwi
40.	Tiwi primary school	Construction of administration block and toilets	Tiwi
41.	Tiwi Girls secondary school	Construction of perimeter wall fence	Tiwi
42.	Chongolo primary school	Construction of toilets and supply of desks	Tiwi
43.	Mwadinda primary school	Renovation of 4no classrooms	Tiwi
44.	Mwachema primary school	Renovation of 4no classrooms	Tiwi
45.	Muongano primary school	Supply of 50no wooden fabricated desks	Tiwi
46.	Vinuni primary school	Renovation of 2no classrooms and construction of toilets	Tiwi
47.	Kaya Tiwi secondary school	Construction of science laboratory	Tiwi
48.	Mwamivi primary school	Construction of perimeter wall fence, supply of water tanks and electrification	Tiwi
49.	Tiwi Boys Secondary School	Purchase of land	Tiwi
50.	Chidzumu primary school	Purchase of land	Tiwi
51.	Bang'a primary school	Construction of 2no classrooms	Tsimba/Golini
52.	Manjera primary school	Construction of 4no pit-latrines and supply of 100 pieces desks	Tsimba/Golini
53.	Mbuguni primary school	Construction of dormitory and 4no pit-latrines	Tsimba/Golini
54.	Mteza primary school	Construction of 8 doors pit-latrines	Tsimba/Golini
55.	Ziwani primary school	Completion of 4no classrooms JSS storey building	Tsimba/Golini
56.	Chitsanze Girls secondary school	Completion of dormitory and purchase of land	Tsimba/Golini
57.	Kwale primary school	Completion of dormitory	Tsimba/Golini
58.	Kwale Girls secondary school	Completion of science laboratory	Tsimba/Golini
59.	Jorori primary school	Renovation of 4no classrooms	Tsimba/Golini
60.	Balozi Jorori secondary school	Construction of administration block and 2no classrooms	Tsimba/Golini
61.	Registration of primary schools	Mbegani primary, Mwananyahi primary, Jaramogi primary, Mkwajuni pry	Tsimba/Golini
62.	Tandaza Model School	Completion of tuition block, construction of dormitory and staff house	Tsimba/Golini
63.	Matuga TVET	Construction of pit-latrines and purchase of furniture	Tsimba/Golini



NGCDF



**SECURITY PROJECTS**

S/no	Project Name	Activity	Ward
1.	Magwasheni Chief's Office	Fencing of office compound, purchase of furniture and equipment	Kubo south
2.	Mangawani Police Patrol Base	Fencing and electrification	Kubo south
3.	Msulwa Assistant Chief Office	Construction of Msulwa Sub-location Assistant Chief Office	Kubo south
4.	Shimba Hills DCC Office	Renovation of Shimba Hills DCC Office building	Kubo south
5.	Lukore Police Post	Electrification of Lukore Police post buildings	Kubo south
6.			Kubo south
7.	Kizibe Assistant Chief Office	Construction of Assistant chief office for Kizibe sub-location	Mkongani
8.	Lwara Police Patrol Base	Construction of a police base at Lwara market	Mkongani
9.	Mtsamviani Assistant Chief Office	Construction of Assistant chief office for Mtsamviani sub-location	Mkongani
10.	Ng'ombeni Assistant Chief Office	Construction of Assistant chief office for Mtsamviani sub-location	Waa/Ng'ombeni
11.	Ng'ombeni police post	Proposed police vehicle	Waa/Ng'ombeni
12.	Simkumbe Assistant Chief Office	Construction of Assistant chief office for Simkumbe sub-location	Tiwi
13.	Tiwi Chief Office	Renovation of Chief's office building	Tiwi
14.	Mazumalume Police Post	Construction of police post	Tsimba/Golini
15.	Lunguma police post	Construction of police post	Tsimba/Golini
16.	Kundutsi Assistant Chief Office	Construction of Assistant chief office for Kundutsi sub-location	Tsimba/Golini

**b. Realistic Project cost estimates**

All the allocations to the infrastructural projects were guided by the clerk of works who was representing the public works officer who is the project manager for all the national government projects within the sub-county. To ensure realistic project costings, the officer mentioned the following key issues to be considered by the committee.

- Specific Project activities and scope
- Market price adjustments on materials, labour and transport
- Project site Soil topology and topography
- Technical reports such as project variation reports for ongoing projects
- Projects designs and user preference and specifications
- Project site location within the constituency as the constituency is expansive with poor roads network and bad terrain



The committee considered the above in determining the realistic costs of the infrastructural projects that were finally submitted to the Board for consideration and approval.

**c. Ongoing Projects**

The Fund Account Manager table the summary of the ongoing projects report as submitted to the NGCDF Board as at 31<sup>st</sup> October 2024. From the report, nine projects have been reported as ongoing. Some of these projects, notable Kwale Girls Secondary school laboratory, Mtsamvian secondary school laboratory, Mangawani primary school JSS tuition block, Waa primary school JSS tuition block and Ziواني primary school JSS tuition block were meant to be completed, however due to cost variations as advised by the public works office, the projects were appraised for additional funding to completion status. Other projects such as Tandaza Model school, Kwale primary school dormitory, Chitsanze Girls secondary school dormitory and Mtsamviani secondary school dormitory were to be funded in different phases and required additional funds to either complete a phase or final



phase. The Fund Account Manager reminded members that funding of ongoing projects takes precedence and must be done within three financial years.

The tabled list of ongoing projects amounting to kshs.30,200,000 after deliberation by the committee is attached to the minutes in annex II

d. Statutory ceilings for administration and Monitoring and Evaluation

The Fund Account manager briefed members of the key guidelines by the NGCDF Board and informed the committee that the NGCDF Board laid more emphasis on the following areas;

- Provision of a detailed budget with clear breakdown of each component towards funds for administration and recurrent expenditure
- Allocation of funds to staff salaries to be informed by a documented staffing structure approved by the Committee with clear job description for each employee and must conform to the government guidelines on minimum wage.
- Consideration of other statutory deductions such as housing levy, National Social Security Fund (NSSF) and Social Health Insurance Fund (SHIF)
- Costing of the funds allocated to Monitoring and Evaluation to be informed by a proper work plan as provided in clearly elaborating the committee activities for the year

The Administration & Recurrent, Monitoring & Evaluation and Capacity building budgets were tabled by the Fund Account manager and deliberated on by the committee to conclusion as attached in annex I to the minutes.

e. Climate change mitigation and adaptation activities

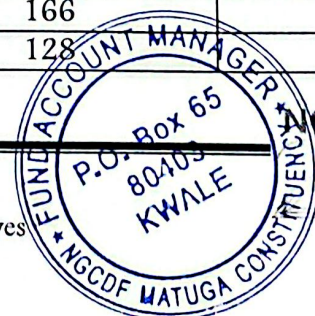
The Fund Account manager tabled guidelines on climate change mitigation measures as issued by the NGCDF Board to guide the committee on proposing projects for funding. The committee deliberated on the many applications received from various self help groups and institutions but were finally persuaded by the application made by the Matuga Constituency Environment Conservation & Climate Change Mitigation Committee that sought to re-afforest the destroyed kayas in the constituency namely; Kaya Bombo, Kaya Teleza, Kaya Tiwi and Kaya Chombo as these were understood to be strong water catchment areas that largely influenced cloud formation for rainfall as they cover the hills of Matuga constituency and for along time, had contributed to regular rain falls almost every morning until encroachments by loggers, charcoal burners and peasant farmers began infiltrating the forests. The conservation of these forests was most welcomed as they hold strong cultural heritages for the communities around them in as far as historical values are preserved.

In addition, the committee was convinced that Matuga Constituency Environment Conservation & Climate Change Mitigation Committee has the capacity to take care of the planted tree seedlings to survival stage as it is made up of dedicated young environmentalists.

f. Funding of Junior Secondary Schools

The chairman tabled a report from the County Director of Education - Kwale County indicating shortage of classrooms in Junior Secondary Schools especially for grade 8 class as captured below;

WARD	SCHOOL	GRADE 8 ENROLLMENT	CLASSROOMS
WAA NG'OMBENI	NG'OMBENI PRIMARY JSS	176	4
WAA NG'OMBENI	BOWA PRIMARY JSS	168	3
WAA NG'OMBENI	DENYENYE PRIMARY JSS	166	4
WAA NGOMBENI	GANZE PRIMARY JSS	128	3



NGCDF Matuga Constituency Project Proposal Minutes Financial Year 2024-2025

WAA NG'OMBENI	MBUGUNI PRIMARY JSS	127	1
WAA NG'OMBENI	YEJE PRIMARY JSS	114	2
TSIMBA GOLINI	GOLINI PRIMARY JSS	113	3
WAA NG'OMBENI	PUNGU PRIMARY JSS	113	2
TSIMBA GOLINI	JORORI PRIMARY JSS	111	3
WAA NG'OMBENI	KOMBANI PRIMARY JSS	110	2
TSIMBA GOLINI	DIMA PRIMARY JSS	102	
TSIMBA GOLINI	MWAMGUNGA PRIMARY JSS	99	
TIWI	MWALIGULU PRIMARY JSS	97	
TSIMBA GOLINI	LUNGUMA PRIMARY JSS	97	
WAA NG'OMBENI	KITEJE PRIMARY JSS	95	
WAA NG'OMBENI	MKUMBI PRIMARY JSS	90	
TIWI	CHAI PRIMARY JSS	89	2
TSIMBA GOLINI	CHITSANZE PRIMARY JSS	88	2
TSIMBA GOLINI	MSULWA PRIMARY JSS	86	2
TSIMBA GOLINI	MWAMBARA PRIMARY JSS	82	2
TIWI	NIMUYUMBA PRIMARY JSS	81	1
TIWI	MWACHEMA PRIMARY JSS	63	1
WAA NG'OMBENI	MADIBWANI PRIMARY JSS	54	1
WAA NG'OMBENI	NINGAWA PRIMARY JSS	54	1
		SUBTOTAL	50

The committee deliberated on the tabled data and arrived at a contrary opinion on the assertions that grade eight students had shortage of classrooms arguing that grade eight was formerly known as standard eight and classrooms have all along been available since all the listed schools have administered KCPE examinations for many years. The committee was not persuaded by the postulations and instead argued that reported shortages of classrooms should have been for grade nine as that was the newly introduced unit in the primary division. However, the committee was reminded of its pivotal role in education infrastructural development in the constituency and after consideration of the availability of funds and other needy projects, the committee prioritized completion of ongoing JSS tuition blocks that had been started in the previous financial year and committed to consider for funding the schools that would still be experiencing shortage of classrooms in the subsequent financial years since information gathered at a briefing with the area member of parliament had alluded that the head of state had informed them - members of parliament at a meeting at state house in the month of January 2025 that the government had already set aside funds for construction of twenty thousand JSS classrooms throughout the country in the financial year 2024-2025.

JSS schools being funded by the committee in the financial year 2024/2025 included the following as captured below;

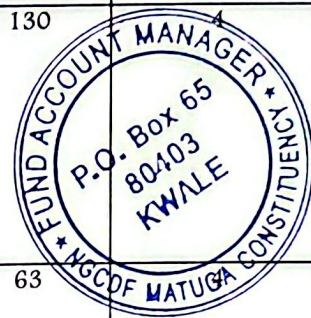
JSS School	Activity	Ward	Grade 8 Enrolment	Classrooms	Status
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Waa Primary School	Completion of a two storey building - 4no classroom block comprising of two classrooms on the ground floor and two classrooms on the first floor with a ramp as per engineer's cost variation report. The proposed allocation is for completion works (plastering, flooring, electrification and painting)	Waa/ Ng'ombeni	140	4	Ongoing
Mangawani Primary School	Completion of a two storey building - 4no classroom block comprising of two classrooms on the ground floor and two classrooms on the first floor with a ramp as per engineer's cost variation report. The proposed allocation is for completion works (plastering, flooring, electrification and painting)	Kubo South	110	4	Ongoing
Ziwani Primary School	Completion of a two storey building - 4no classroom block comprising of two classrooms on the ground floor and two classrooms on the first floor as per pending electrical works. The proposed allocation is for completion of electrical works - kshs. 400,000 and purchase of 100no lockers & chairs - kshs.500,000	Tsimba/ Golini	130	4	Ongoing
Mwachema Primary School	Renovation to completion of 4no classrooms: construction of ring beam, re-roofing, replacing doors and windows, re-flooring, re-plastering and re-painting.	Tiwi	63		New
Jorori Primary School	Renovation to completion of 4 classrooms: re-roofing, replacing doors and windows, re-plastering and re-painting.	Tsimba/ Golini	111	4	New
Burani Primary School	Construction to completion of 3no classrooms on the first floor of a storey building which the ground floor was constructed by the NGCDF Board through the Best Practice Demonstration Programme	Mkongani	90	3	New
	Total			23	



g. Constituency Digital Hubs

The Fund Account Manager tabled the guidelines on the proposed Constituency Digital Hubs to be implemented as a presidential directive in every constituency.

The committee embraced this project as a special gift by the state that would go along way in engaging the youth in income generating online activities which would go along way in solving the joblessness pandemic in the constituency especially for the youth.

The committee resolved to allocate Basic Model Digital Hubs in Kubo south ward (at Lukore Chief's Office compound), Mkongani ward (at Mkongani Chief's Office compound) and Waa/Ng'ombeni ward (at Kombani Chief's Office compound) for a start and proposed the renovation of the Constituency Innovation Hub to the status of a Digital Hub located in



Tsimba/Golimi ward at Kwale primary school. The basic model was estimated at kshs.4M by the public works officer and the renovation of the CIH to a Digital hub at kshs.1M respectively.

The committee settled for the basic model digital hub for a start considering the population size that would utilize the facility putting in mind that the constituency is majorly rural constituency and majority of the targeted beneficiaries prefer residing in major towns elsewhere and the current literacy capacity of the users. The construction sites were decided after consideration of adequate land availability for the project, general security of the project, ease of accessibility of the facility by users and centrally location of the facility within the ward.

The committee did not see the need to allocate recurrent expenditure for the Digital Hubs as they would still be under construction in the financial year 2024/2025 as proposed in the project proposal.

**h. Funding of Social Security Programme and Social Support Programme**

Matuga NGCDF does supports the elderly, the vulnerable, disabled and economically burdened terminal ill patients who are not in a position to support themselves.

Matuga NGCDF has been supporting 500 vulnerable families in the last two years and has proposed to increase the support to 650 vulnerable families in the financial year 2024/2025 by allocating kshs.4M towards social security program for provision of universal health care through SHIF.

Once beneficiaries are identified after thorough vetting, SHA officials come in to register the beneficiaries and issue them with membership numbers. The office works closely with SHA officials stationed at Ukunda branch to keep beneficiary data updated throughout the year for seamless utilization of the service.

The committee commits to continue helping the vulnerable through the program until at such a time when their economic conditions improves or another agency of support namely; free health care by the national government or medical cover by the county government takes over the responsibilities.

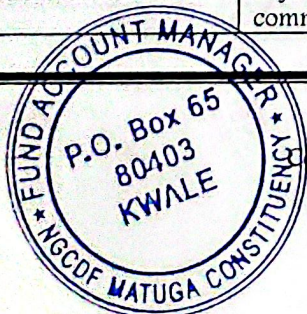
**i. Proposed establishment of Security projects**

Security projects proposed for funding during the ward forums are assistant chief offices which are constructed for already established administrative units (sub-locations) with posted assistant chiefs who are currently serving from their homes. The decision to construct offices for the assistant chiefs is fully supported by the Sub-county security teams chaired by the Deputy County Commissioners and land for the same has always been set aside for public use in every ward during land adjudication by the Lands Registrar in the county.

**j. Final project proposed with list of all prioritized projects**

After lengthy deliberations and consideration of all areas as advised by the NGCDF Board including but not limited to public participation forums, adequate consultation with public works, ongoing project reports, work plans and budgets for administration and monitoring votes, aligning project to BETA, constituency strategic plan and other National Government Policies and circulars, the committee proposed the below listed projects to be forwarded to the NGCDF Board for consideration, approval and funding

NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD					
PROJECT PROPOSALS FOR MATUGA NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND					
FINANCIAL YEAR 2024/2025					
Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
<b>ADMINISTRATION AND RECURRENT EXPENDITURE (6%)</b>					
Bank service commission and charges	Payment of Bank service commission and charges	100,000	0	100,000	New



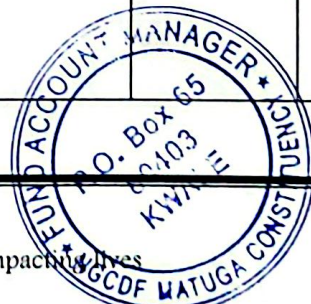
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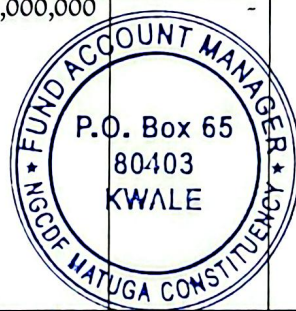
*NGCDF Matuga Constituency Project Proposal Minutes Financial Year 2024-2025*

Contractual Employees Remuneration	Payment of Contractual Staff Basic Salaries for 13 NGCDF Office Employees	3,563,760	0	3,563,760	New
Catering Services	Payment of catering Services (Office tea, snacks and water)	300,000	0	300,000	New
Daily Subsistence Allowance	Payment of Daily Subsistence Allowance to relevant technical government officers and Office staff while on official duties outside the constituency	300,000	0	300,000	New
General Office Supplies	Purchase of General Office Supplies (stationery, tools & equipment)	1,077,672	0	1,077,672	New
Gratuity-contractual employees	Payment of Service Gratuity to 13 Contractual NGCDF Office Employees	822,975	0	822,975	New
House allowance	Payment of House Allowances to 13 NGCDF Office Employees	417,000	0	417,000	New
Motor Vehicle Maintenance Expenses	Payment of Maintenance Expenses for NGCDFC Motor Vehicles -Toyota Pick up double cabin - GKB 261W	300,000	0	300,000	New
Motor Vehicle Insurance	Payment of Maintenance Expenses - NGCDFC Motor Vehicles -Toyota Pick up double cabin - GKB 261W	150,000	0	150,000	New
NGCDF Committee Allowances	Payment of NGCDF Committee Meeting Allowances	1,248,000	0	1,248,000	New
NSSF	Employer contribution to NSSF for 13 NGCDF Office Staff	205,584	0	205,584	New
Housing Levy	Employer contribution to Housing Levy for 13 NGCDF Office Staff	53,460	0	53,460	New
Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport of GK vehicles	600,000	0	600,000	New
Transport Allowance	Payment of Transport allowances to 13 NGCDFC Office Staff	492,000	0	492,000	New
Travel Costs	Payment of Transport Expenses for NGCDF Committee Members while attending meetings	960,000	0	960,000	
Courier and Postal Services	Payment of Courier and Postal Services	100,000	0	100,000	
<b>Sub-total</b>		<b>10,690,451</b>	<b>0</b>	<b>10,690,451</b>	
<b>MONITORING,EVALUATION AND CAPACITY BUILDING (3%)</b>					
Accommodation Allowance	Payment of Accommodation Allowance for government officers and office staff on Capacity Building training, Bench marking visits and other official outings	1,300,000	0	1,300,000	New



*NGCDF Matuga Constituency Project Proposal Minutes Financial Year 2024-2025*

Hire of Training Facilities and Equipment for NGCDF Committee, Office Staff and PMCs	Hire of Training Facilities and Equipment for training of NGCDF Committee, Technical officers, Office staff and PMCs	300,000	0	300,000	New
NGCDF Committee Allowance	Payment of NGCDF Committee Allowance, relevant technical government officers and Office Staff while on Monitoring & Evaluation	2,000,000	0	2,000,000	New
Production and Printing of Training Materials for NGCDF Committee, NGCDF Office Staff and PMCs	Payment of Production and Printing of Training Materials for NGCDF Committee, Office staff and PMCs	507,190	0	507,190	New
Remuneration of Instructors and Contract Based Training Services for NGCDF Committee, NGCDF Office Staff and PMCs	Payment of Instructors and Contract Based Training Services for NGCDF Committee, Government officers, Office staff and PMCs	300,000	0	300,000	New
Travel Costs	Payment of Transport Expenses for NGCDF Committee, relevant technical government officers, Office staff and PMCs while attending Capacity building training	900,000	0	900,000	New
Sub-total		5,307,190	0	5,307,190	
<b>EDUCATION BURSARY AND SOCIAL SECURITY PROGRAMS (RECOMMENDED 40%)</b>					
Bursary Secondary Schools	Payment of bursary to needy students in secondary schools	45,000,000	0	45,000,000	New
Bursary Tertiary Institutions	Payment of bursary to needy students in tertiary institutions	10,000,000	0	10,000,000	New
Social Security Program	Provision of annual medical insurance cover for 1,100 vulnerable families @ kshs.3,600 including Orphans and Vulnerable Children (OVCs), poor older persons, Persons With Disabilities and destitute families in partnership with SHIF as shall be identified within the Constituency.	4,000,000	-	4,000,000	Ongoing
Matuga Constituency Education Empowerment Programmes	Facilitation of Education Day activities - purchase of trophies, text books for prize giving and printing of certificates	2,000,000		2,000,000	New
Sub-total		61,000,000	-	61,000,000	
<b>EMERGENCY RESERVE (5%)</b>					
Emergency Reserve	To cater for any unforeseen occurrences in the constituency during the financial year	9,444,313.39	0	9,444,313	New
Sub-total		9,444,313.39	-	9,444,313.39	



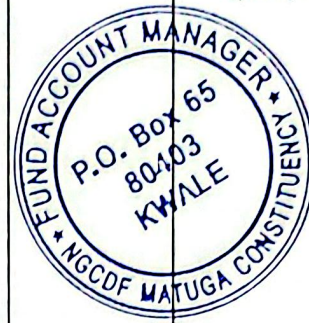
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ENVIRONMENT CONSERVATION AND CLIMATE CHANGE MITIGATION ACTIVITIES (5%)					
Matuga Constituency Environment Conservation & Climate Change Mitigation Committee	Purchase, transport, planting and maintenance to survival stage of 5,000 tree seedlings @ kshs.200 = kshs.1,000,000 at Kaya Tiwi forest, 5,000 tree seedlings @ kshs.200 = kshs.1,000,000 at Kaya Teleza forest, 5,000 tree seedlings @ kshs.200 = kshs.1,000,000 at Kaya Bombo forest and 5,000 tree seedlings @kshs.200 = kshs.1,000,000 at Kaya Chombo forest	4,000,000.00	-	4,000,000.00	
Sub-total		4,000,000.00	-	4,000,000.00	
PRIMARY SCHOOL PROJECTS					
Kwale Primary School	Completion of a 40 bed capacity dormitory (plastering, flooring, electrical works, plumbing works, painting, construction of septic tank and matron's cubicle)	4,500,000.00	2,000,000	2,500,000	Ongoing
Mwadinda Primary School	Renovation to completion of 4 classrooms;re-roofing, replacing doors and windows, re-plastering and re-painting.	2,000,000	0	2,000,000	New
Mwaluvanga Primary School	Renovation to completion of 4 classrooms;re-roofing, replacing doors and windows, re-plastering and re-painting.	2,000,000	0	2,000,000	New
Waa Primary School	Construction to completion of a one storey building administration office block comprising of 2no offices rooms measuring 5mx4m, one located on the ground floor and the other located on the first floor.	1,500,000.00	0	1,500,000	New
Tangini Primary School	Construction to completion of One Classroom - kshs.1,200,000 and purchase of 20 wooden fabricated desks @kshs.5,000 = 100,000	1,300,000.00	0	1,300,000	New
Kajiweni Primary School	Renovation to completion of 4 classrooms;re-roofing, replacing doors and windows, re-plastering and re-painting.	2,000,000	0	2,000,000	New
Miatsani Primary School	Renovation to completion of 4 classrooms;re-roofing, replacing doors and windows, re-plastering and re-painting.	2,000,000	0	2,000,000	New
Jorori Primary School	Renovation to completion of 4 classrooms;re-roofing, replacing doors and windows, re-plastering and re-painting.	2,000,000	0	2,000,000	New



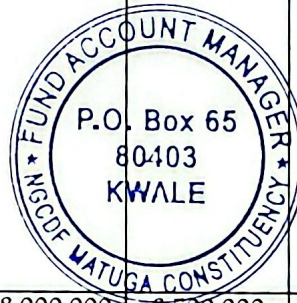
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Makobe Primary School	Renovation to completion of 4 classrooms:,re-roofing, replacing doors and windows, re-plastering and re-painting.	2,000,000	0	2,000,000	New
Mwachema Primary School	Renovation to completion of 4no classrooms: construction of ring beam,re-roofing, replacing doors and windows, re-flooring, re-plastering and re-painting.	2,000,000	0	2,000,000	New
Burani Primary School	Construction to completion of 3no classrooms on the first floor of a storey building which the ground floor was constructed by the NGCDF Board through the Best Practice Demonstration Programme	4,000,000	0	4,000,000	New
Sub-total		25,300,000	2,000,000	23,300,000	
<b>JUNIOR SECONDARY SCHOOL PROJECTS</b>					
Waa Primary School	Completion of a one storey building - 4no classroom block comprising of two classrooms on the ground floor and two classrooms on the first floor with a ramp as per engineer's cost variation report. The proposed allocation is for completion works (plastering, flooring, electrification and painting)	8,000,000	6,500,000	1,500,000	Ongoing
Mangawani Primary School	Completion of a one storey building - 4no classroom block comprising of two classrooms on the ground floor and two classrooms on the first floor with a ramp as per engineer's cost variation report. The proposed allocation is for completion works (plastering, flooring, electrification and painting)	8,000,000	6,500,000	1,500,000	Ongoing
Ziwani Primary School	Completion of a one storey building - 4no classroom block comprising of two classrooms on the ground floor and two classrooms on the first floor as per pending electrical works. The proposed allocation is for completion of electrical works - kshs. 400,000 and purchase of 100no lockers & chairs - kshs.500,000	8,017,233	7,117,233	900,000	Ongoing
Sub-total		24,017,233	20,117,233	3,900,000	

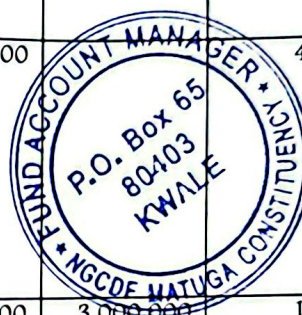


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SENIOR SECONDARY SCHOOL PROJECTS					
Chitsanze Girls Secondary School	Completion of a 40 bed capacity dormitory (plastering, flooring, electrical works, plumbing works, painting, construction of septic tank and matron's cubicle)	4,500,000	2,000,000	2,500,000	Ongoing
Tandaza Model Secondary School	Proposed Construction to completion of Phase II - 1st floor (2no Classrooms, Principal office, D/Principal office, ICT Lab, Washrooms and Counselling room)	43,400,000	25,400,000	18,000,000	Ongoing
Tandaza Model Secondary School	Construction to completion of 80 bed capacity dormitory for boys	5,500,000	-	5,500,000	New
Tandaza Model Secondary School	Construction to completion of a twin staff house comprising of two units, one for the principal and another for the deputy principal, each unit consisting of two bedrooms, living room, kitchen and toilets	4,000,000		4,000,000	New
Kwale Girls Secondary School	Completion of a 45 capacity science laboratory as per engineer's appraisal report (plumbing works, construction of fume cupboards and chambers, gas installation and piping)	4,000,000	3,000,000	1,000,000	Ongoing
Mtsamviani Secondary School	Completion of a 45 capacity science laboratory as per engineer's appraisal report (plumbing works, construction of fume cupboards and chambers, gas installation and piping)	4,000,000	3,000,000	1,000,000	Ongoing
Mtsamviani Secondary School	Completion of a 40 bed capacity dormitory (plastering, flooring, electrical works, plumbing works, painting, construction of septic tank and matron's cubicle)	4,500,000	2,000,000	2,500,000	Ongoing
Kibuyuni Secondary School	Construction of Administration Block to completion comprising of Head Teacher's office, Deputy Head Teacher's office, Reception and Staffroom	3,000,000	0	3,000,000	New
Sub-total		73,400,000	35,400,000	37,500,000	



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TERTIARY INSTITUTIONS PROJECTS					
Matuga Technical & Vocational College	Construction to completion of two blocks of toilets, one for ladies - kshs.600,000 and the other for gents (with urinal) - kshs.700,000 and each block comprising of 3 doors with one door designed to cater for PLWD with ramp, holding rails and related accessories, and purchase of 50 OSKA Banquet chairs blue fabric @ kshs.4,000 = kshs.200,000 and 25 pieces HDPE folding legs computer tables "72x30" @ kshs.20,000 = 500,000	2,000,000	0	2,000,000	New
Sub-total		2,000,000	0	2,000,000	
SECURITY PROJECTS					
Shimba Hills Deputy County Commissioner Sub-county Office Building	Renovation to completion of the deputy county commissioner's seven rooms office block:- replacement of leaking roof, ceiling, worn-out floors, plastering, painting and replacement of doors and windows	1,500,000	0	1,500,000	New
Msulwa Assistant Chief Office	Construction to completion of 3 roomed office building comprising of office, boardroom, reception and waiting veranda	1,500,000	-	1,500,000	New
Mtsamviani Assistant Chief Office	Construction to completion of 3 roomed office building comprising of office, boardroom, reception and waiting veranda	1,500,000	-	1,500,000	New
Ng'ombeni Assistant Chief Office	Construction to completion of 3 roomed office building comprising of office, boardroom, reception and waiting veranda	1,500,000	-	1,500,000	New
Simkumbe Assistant Chief Office	Construction to completion of 3 roomed office building comprising of office, boardroom, reception and waiting veranda	1,500,000	-	1,500,000	New
Kizibe Assistant Chief Office	Construction to completion of 3 roomed office building comprising of office, boardroom, reception and waiting veranda	1,500,000	-	1,500,000	New
Lukore Police Post	Electrical wiring of police post five rooms building and payment of Kenya power connection charges	300,000	-	300,000	New
Sub-total		9,300,000	-	9,300,000	



NGCDF Matuga Constituency Project Proposal Minutes Financial Year 2024-2025

OTHER PROJECT					
Waa/ Ng'ombeni Ward Digital Hub (Kombani Chief's Office compound)	Construction to completion of a Basic model Digital Hub	4,000,000	0	4,000,000	
Mkongani Ward Digital Hub (Mkongani Chief's Office compound)	Construction to completion of a Basic model Digital Hub	4,000,000	0	4,000,000	
Kubo South Ward Digital Hub (Lukore Chief's Office compound)	Construction to completion of a Basic model Digital Hub	4,000,000	0	4,000,000	
Tsimba/Golini Ward Digital Hub (Kwale primary school)	Renovation of a Constituency Innovation Hub to a Digital Hub by partitioning of an existing structure to create two working centers, learning center, cabinet room and store as per provided guidelines	1,000,000	0	1,000,000	New
Sub-total		13,000,000	0	13,000,000	
TOTAL ALLOCATION		236,959,187.47	57,517,233	179,441,954.47	-

MIN 6/21/11/2024 - ANY OTHER BUSINESS (A.O.B)

There being no other business for deliberation, the meeting adjourned at 1349 hours with a word of prayer by Penninah Wanjiku

Minutes taken by:



Meswaleh Maneno  
Secretary  
Matuga NGCDF Committee

Minutes Confirmed by:



Ontar Ndaro Mwangaga  
Chairman  
Matuga NGCDF Committee



Minutes verified by:



Lucy Ndemo  
DCC Matuga Sub-county  
Matuga NGCDF Committee Member



Wasi Kumbatha  
Fund Account Manager  
NGCDF Matuga Constituency

NGCDF



**FOURTH SCHEDULE (s. 30)  
PROJECT DESCRIPTION FORM**

Constituency No 009  
 Constituency Name MATUGA County Kwale  
 Project Number 2640100  
 Project Title Bursary/Mocks/Cats  
 Sector Bursary



Status of projects

Brief statement on project status at time of submission

Financial year 2024-07-01 to 2025-06-30

Original Cost Estimates, in Ksh 61,000,000.00 dated

Amount allocated last financial year dated

Sub projects

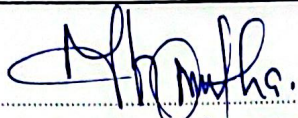
Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Bursary Secondary Schools	4-0002-009-2640101-103-2024-2025-1	Payment of bursary for needy students in Secondary Schools	New Project	45,000,000.00
Bursary Tertiary Institutions	4-0002-009-2640102-103-2024-2025-2	Payment of bursary for needy students in tertiary institutions	New Project	10,000,000.00
Social Security Programmes	4-0002-009-2640103-103-2024-2025-3	Provision of annual medical insurance cover for 1,100 vulnerable families @ kasha.3,600 including orphans and vulnerable children (OVC), poor older persons, persons with disabilities and destitute families in partnership with SHIF as shall be identified within the constituency	New Project	4,000,000.00
Matuga Constituency Education Empowerment Programmes	4-0002-009-2640104-103-2024-2025-4	Facilitation of Education Day activities - purchase of trophies, books for prize giving and printing of certificates	New Project	2,000,000.00
			<b>TOTAL:</b>	<b>61,000,000.00</b>

Person completing form



National Government Constituencies Development Fund  
Fourth Schedule Report

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SIGNATURE:  DATE: 29, 01, 2025  
NAME: WASI KUMBATHA POSITION: FUND MANAGER

