

**MINUTES OF THE MEETING OF THARAKA NG-CDFC MEETING HELD ON 2<sup>ND</sup> DECEMBER 2024  
AT THE NG-CDF OFFICE BOARDROOM AT 9.00AM**

**MEMBERS PRESENT**

- |                          |           |
|--------------------------|-----------|
| 1. Paul Kirema Ngoci     | Chairman  |
| 2. Veronica Kajira Mugao | Secretary |
| 3. Happi Adan            |           |
| 4. Stephen Mavinya       | DCC       |
| 5. Eric Mutethia Murango |           |
| 6. Lucy Kangai Nyaga     |           |
| 7. Fridah Kathure Mutugi |           |
| 8. Japheth Nthiga Gaicu  |           |
| 9. Fabian Kamakia        |           |

**ABSENT WITH APOLOGIES**

**IN ATTENDANCE**

**AGENDA**

1. Preliminaries
  - a. Prayers
  - b. Welcoming remarks from the Chairs
  - c. Recognition of in attendance (public works) if any
2. Adoption of the Agenda
3. Declaration of Interest
4. Reading and confirmation of previous minutes
5. Matters arising
6. Projects proposals for financial year 2024/2025
7. A.O.B
8. Adjournment

**MIN 1/NG-CDFC/05/2024/2025: PRELIMINARIES**

The chair called the meeting to order at 10.00am and requested Mr Fabian Kamakia to offer a word of prayer. The Chairman welcomed all members and thanked them for being punctual.

**MIN 2/ NG-CDFC/05/2024/2025: READING AND ADOPTION OF AGENDA**

Chairperson .....Signature .....

Secretary .....Signature .....

The chair invited the secretary to take members through the agenda as was circulated. Members after deliberation adopted the agenda with amendments/without amendments as was proposed by Fridah Kathure and seconded by Lucy Kangai

**MIN 3/ NG-CDFC/05/2024/2025: READING AND CONFIRMATION OF PREVIOUS MINUTES**

The Secretary took the members through the Minutes of the previous meeting. The minutes were confirmed to be the true copy of the previous meeting by Japheth Nthiga and seconded by Fabian Kamakia

**MIN 4/ NG-CDFC/05/2024/2025: MATTERS ARISING**

There were no matters arising from the previous Minutes.

**MIN 5/ NG-CDFC/05/2024/2025: PROJECT PROPOSALS FOR FINANCIAL YEAR 2024/2025**

The Fund manager brought to the attention of members the provisions of the Board’s circular Ref No: NG-CDFB/CEO/NG-CDF CIRCULARS/VOL III (001) dated 22<sup>nd</sup> October 2024 on the preparation and submission of constituency project proposals for 2024/2025 financial year. He informed members that the constituency had been allocated a total of **Kshs. 179,441,954.47** for the current Financial Year and that the following key guiding areas as per the circular shall guide the preparation and submission of the proposals to the Board for consideration:

1. Project identification through ward forums
2. Consultation with the appropriate agencies on realistic project cost estimates
3. Consideration of ongoing projects
4. Budgeting of administration and Monitoring expenses
5. Consideration of climate change mitigation and adaptation activities
6. Financing of Constituency Digital Hubs
7. Funding of social security programme and Social Support Programme
8. Construction of NG-CDFC offices
9. Projects considered under Appropriation in Aid
10. Procurement of NG-CDFC Motor vehicle
11. Aligning Projects to BETA, Constituency Strategic Plan and other National Policies

**a. Deliberation on the Ward Report**

The Chair tabled to members the ward report that was conducted between 25<sup>th</sup> November 2024 and 29<sup>th</sup> November 2024. from the report, the communities were guided on types of projects and the basis of consideration which included the amount allocated to the constituencies, constituency strategic plan and the National Government guiding policies. Each ward came up with at least 9 to 12 projects majorly in education, security and climate change areas as captured in the ward report (**annex 3**). Summary of the projects considered from the ward report per ward is as below;

Chairperson .....Signature .....

Secretary .....Signature .....

No	Project Name	Proposed activities	Ward	Estimated Amount
1.	Kagurini Primary School	Renovation	Mukothima	4,000,000.00
2.	Kabuabua Girls Secondary School	1 No. Classroom	Mukothima	1,200,000.00
3.	Kamarenge Primary School	Renovation	Mukothima	1,500,000.00
4.	Ntoroni Secondary School	Bus	Mukothima	10,000,000.00
5.	Karambani Primary School	Renovations	Mukothima	1,500,000.00
6.	Ura-Gate Primary School	Renovations	Mukothima	1,500,000.00
7.	Kabuabua Primary School	Renovations	Mukothima	1,500,000.00
8.	Riamikuu Primary School	Completion Administration Block	Mukothima	1,500,000.00
9.	Ucweni Primary School	Renovations	Mukothima	1,500,000.00
10.	Kabuabua Secondary School	School Bus	Mukothima	10,000,000.00
11.	Kithino Univerity	Construction	Chiakariga	1,200,000.00
12.	Meru Boys Home	Renovation	Chiakariga	1,500,000.00
13.	Chiakariga Police Station	Administration	Chiakariga	1,200,000.00
14.	Nkarini Police Post	Toilet And Fencing	Chiakariga	1,000,000.00
15.	Gacereka Chief's Camp	Toilet And Fencing	Chiakariga	1,000,000.00
16.	Uturini Chief's Camp	Toilet And Fencing	Chiakariga	1,000,000.00
17.	Kamanyaki Chief's Camp	Toilet And Fencing	Chiakariga	1,000,000.00
18.	Kamanyaki Ass.Chief's Camp	Toilet And Fencing	Chiakariga	1,000,000.00
19.	Chiakariga Court	Construction	Chiakariga	2,000,000.00
20.	Kirukuma Ass.Chief's Camp	Toilet And Fencing	Chiakariga	1,000,000.00

Chairperson .....Signature .....

Secretary .....Signature .....

21.	Uturini Primary School	1 No. Classroom	Chiakariga	1,200,000.00
22.	Nyagaari Primary School	1 No. Classroom	Chiakariga	1,200,000.00
23.	Kamariru Secondary School	1 No. Classroom	Chiakariga	1,200,000.00
24.	Chiakariga Primary School	Renovations	Chiakariga	1,500,000.00
25.	Kanthakame Primary School	Renovations	Chiakariga	1,500,000.00
26.	Kamanyaki Primary School	School Bus	Chiakariga	10,000,000.00
27.	Kamariru Secondary School	1.No Classroom	Chiakariga	1,200,000.00
28.	Nyagaari Primary School	1 No. Classroom	Chiakariga	1,200,000.00
29.	Mbacaca Primary School	Administration Block	Chiakariga	2,000,000.00
30.	Kathangachini Law Court	Construction	Gatunga	2,000,000.00
31.	Shinyhun Secondary School	Laboratory	Gatunga	1,200,000.00
32.	Mauthini Ass.Chief's Office	Toilet And Fencing	Gatunga	1,000,000.00
33.	Twanthanju Ass.Chief's Office	Toilet And Fencing	Gatunga	1,000,000.00
34.	Ndiuni Primary School	Dormitory	Gatunga	2,000,000.00
35.	Kithunguru Primary School	2 No. Classrooms	Gatunga	2,400,000.00
36.	Gaciongo Primary School	Completion Of Dormitory	Gatunga	2,000,000.00
37.	Rwatha Primary School	Renovations	Gatunga	1,500,000.00
38.	Kithunguru Primary School	1.No Classroom	Gatunga	1,200,000.00
39.	Gakauni Secondary School	1.No Classroom	Gatunga	1,200,000.00
40.	Mpunguni Primary School	Administration Block	Gatunga	1,500,000.00
41.	Irereni Primary School	Administration Block	Gatunga	1,500,000.00

Chairperson .....Signature .....

Secretary .....Signature .....

42.	Iruma Primary School	1.No Classroom	Gatunga	1,200,000.00
43.	Kiorimba Secondary School	Laboratory	Nkondi	1,200,000.00
44.	Kiorimba Boarding Primary School	Dormitory	Nkondi	2,000,000.00
45.	Ngara Primary School	1.No Classroom	Nkondi	1,200,000.00
46.	Mutakiri Primary School	Completion Of Administration Block	Nkondi	1,500,000.00
47.	Kiuguni Primary School	1 No. Classroom	Nkondi	1,200,000.00
48.	Iria Riamanthunka Primary School	Renovation	Nkondi	1,500,000.00
49.	Mwanyani Primary School	1 No. Classroom	Nkondi	1,200,000.00
50.	Ndurumoni Primary School	1 No. Classroom	Nkondi	1,200,000.00
51.	Irimba Primary School	Renovation	Nkondi	
52.	Turima University	Construction	Marimanti	4,500,000.00
53.	Kenya School Of Law	Construction	Marimanti	4,500,000.00
54.	Kmtc Marimanti	Road Connecting Kmtc And Marimanti Level Iv Hospital	Marimanti	2,000,000.00
55.	Marimanti Primary School	Bus	Marimanti	10,000,000.00
56.	Turima Chief's Camp	Toilet	Marimanti	700,000.00
57.	Nthaara Secondary School	1 No. Classroom	Marimanti	1,200,000.00
58.	Electricity Connectivity	Matching Fund	Marimanti	2,000,000.00
59.	Iruruma Primary School	Renovation	Marimanti	1,500,000.00
60.	Maroreria Primary School	1.No Classroom	Marimanti	1,200,000.00
61.	Gacigongoni Primary School	Renovation Of 3 No. Classrooms	Marimanti	3,000,000.00
62.	Kaigakamwe Secondary School	1.No Classroom	Marimanti	1,200,000.00

Chairperson .....Signature .....

Secretary .....Signature .....

63.	Kathuura Primary School	Renovation Of 2.No Classroom	Marimanti	3,000,000.00
64.	Tonya Primary School	Playground Levelling	Marimanti	1,000,000.00
65.	Electricity Connectivity	Matching Fund	Marimanti	2,000,000.00

**b. Ongoing Projects**

There are No ongoing Projects. However, there is an additional KES 500,000 for Gakuuru Secondary School – the school was given KES 2,000,000 by the NG-CDF and the school was to top up KES 500,000, which they were unable to raise. Members agreed to cover the remaining KES 500,000.

**c. Statutory ceilings for administration and Monitoring and Evaluation**

The manager briefed members of the key guidelines by the Board and informed members that the 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 **annex 2**.

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 as provided in **annex 1**:

**d. Climate change mitigation and adaptation activities**

The manager tabled a guideline on climate change issues by the Board. Rains had failed in the previous year and the committee decided to reduce the amount for the environment to cater for other emerging

Chairperson .....Signature .....

Secretary .....Signature .....

needs like toilets. The committee after deliberation considered funding of tree planting in 50 schools that had requested for the same **see below (letters would be availed when the schools re-open)**

<b>CLIMATE MITIGATION</b>		
35 Schools	Purchase, Delivery, Planting and one month sustaining of one hundred indigenous trees seedlings and fencing around it with chicken mesh wire	3,342,098.00

**e. Constituency Digital Hubs**

The committee in consultation with the ICT department in Tharaka Constituency agreed to build another ICT hub in Mukothima Ward.

**f. Proposed purchase of school buses and vans**

The members identified two schools for purchase of new buses as below:

No	School	Activity	Amount
1.	Marimanti Primary School	Purchase of 51 seater ISUZU bus. Purchased on a one-off basis and not through asset financing. Amount allocated is exclusive of insurance premiums or any other recurrent cost See the Attached Quotation form.	10,000,000.00
2.	Ntoroni Secondary School		10,000,000.00
<b>GRAND TOTAL</b>			<b>20,000,000.00</b>

**g. Funding of Electricity projects under the matching facility with Rural Electrification and Renewable Energy Corporation**

Rural Electrification and Renewable Energy Corporation (REREC)	Contribution of matching facility funding for installation of transformers and electricity connectivity in the following areas Kathangachini Village in Gatunga Ward, Nyaki Njeru Village in Chiakariga Ward, Rukurini Village in Nkondi Ward, Rugiika Village in Marimanti Ward and Makuba Village in Mukothima ward	2,000,000.00
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The committee deliberated on the matching facility funding with REREC in the above village. A letter from the REREC office would be anticipated for the same confirmation.

**h. Funding of JSS Schools**

Chairperson .....Signature .....

Secretary .....Signature .....

The manager tabled to members a report by the Ministry of Education on the need to fund Junior Secondary School especially construction of Grade 8/9 classrooms. As per the Ministry of Education, the following were done in the last financial year

No	School	Activity Description	Amount
1.	Kathuura Primary School	Construction to completion of one classroom	1,000,000.00
2.	Matakiri Primary School	Renovation to completion of 4 classrooms; re-roofing, plastering, electrical works, flooring, fixing of doors & windows and paintings.	2,000,000.00
3.	Turima Tweru Primary School	Renovation to completion of 4 classrooms; re-roofing, plastering, electrical works, flooring, fixing of doors & windows and paintings.	2,000,000.00
4.	Miomponi Primary School	Construction to completion of one classroom	1,000,000.00
5.	Kilimani Primary School	Construction to completion of one classroom	1,000,000.00

The committee deliberated on the above matter and after consideration of the availability of funds and other needy projects, it finally agreed to consider funding the schools and the remaining to be considered in the subsequent financial years.

No	School	Activity Description	Amount
1.	Mwanyani Primary School	Construction to Completion of 1 No. Classroom	1,200,000.00
2.	Ndurumoni Primary School	Construction to Completion of 1 No. Classroom	1,200,000.00
3.	Kagurini Primary School	Renovation of Eight Classrooms	4,000,000.00
4.	Kamarenge Primary School	Renovation of Three Classrooms	1,500,000.00
5.	Njukini Primary School	Construction to Completion of 1 No. Classroom	1,200,000.00

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

After a lengthy deliberation and consideration all areas as advised by the Board including but not limited to public participation, adequate consultation with public works, ongoing project, work plan and budgets for administration and monitoring vote, aligning project to BETA, constituency strategic

Chairperson .....Signature .....

Secretary .....Signature .....

plan and other National Government Policies, the committee agreed on the below listed projects to be forwarded to the Board for consideration and approval.

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
<b>ADMINISTRATION AND RECURRENT EXPENDITURE</b>					
Accommodation Expenses	Payments for Accommodation Expenses	500,000.00		500,000.00	New
Advertising, Awareness and Publicity	Payments for the Printing, Publication and Media for Advertising, Awareness and Publicity of Tharaka NG-CDF	100,000.00		100,000.00	New
Affordable Housing Development Levy	Employer contribution to affordable Housing Development levy for 10 staff	54,353.00		54,353.00	New
Bank Commission	Payments for Bank Charges	101,757.40		101,757.40	New
Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	400,000.00		400,000.00	New
Electricity Charges	Payment of Office Electricity Bills	60,000.00		60,000.00	New
Maintenance of office furniture & Equipment	Payments of repairs and maintenance of Office Furniture and Equipment	120,000.00		120,000.00	New
Employee Gratuity	Payment of Gratuity to 10 Contractual staff	864,396.00		864,396.00	New
Employee Leave Allowance	Payment of NG-CDFC Staff Leave Allowances to 10 Contractual staff	34,000.00		34,000.00	New
NSSF	Employer contribution to NSSF for 10 staff	129,600.00		129,600.00	New

Chairperson .....Signature .....

Secretary .....Signature .....

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Employee Salaries	Payment of Basic salaries for 10 staff	2,788,320.00		2,788,320.00	New
General Office Supplies	Purchase of General Office Supplies papers, pencils, forms and small office equipment	300,000.00		300,000.00	New
House Allowance	Payment of house allowance to 10 Contractual staff	379,200.00		379,200.00	New
Motor Vehicle Insurance	Payment of insurance for Motor Vehicle and Motor Cycle GKB 737Y & GKB 050U	330,000.00		330,000.00	New
Internet Connections	Payment of Internet connection expenses	72,000.00		72,000.00	New
Maintenance of Building and Station	Payment for Maintenance of Building and Stations	100,000.00		100,000.00	New
NG-CDFC Allowances	Payments of NG-CDFC Allowances	1,128,000.00		1,128,000.00	New
Other Committee Expenses	Payments of Other Committee Expenses	400,000.00		400,000.00	New
Postal & Courier Services	Payment of Postal and Courier Charges	250,000.00		250,000.00	New
Purchase of Uniforms and Clothing-Staffs	Purchase of Uniforms and Clothing for NG-CDFC Staff	120,000.00		120,000.00	New
Refined Fuels and Lubricants	Purchase of Refined Fuels and Lubricants for GK Vehicles	694,408.00		694,408.00	New
Sanitary and Cleaning Materials, Supplies and Services	Payment for Sanitary items, Cleaning Materials, Supplies and Services	120,000.00		120,000.00	New
Supplies and Accessories for	Payment of Supplies and Accessories for	300,000.00		300,000.00	New

Chairperson .....Signature .....

Secretary .....Signature .....

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Computers/Laptops	Computers, Printers and Laptops				
Telephone, Telex, Mobile Phone Services	Payment for Telephone, Telex, Mobile Phone Services	60,000.00		60,000.00	New
Transport Allowance	Payment of transport allowance to 10 Contractual Staff	456,000.00		456,000.00	New
Travel Costs	Payments for Travel Costs	334,482.00		334,482.00	New
Water & Sewerages	Payment of Water & sewerage charges	60,000.00		60,000.00	New
Casual Labour and Internship	Payment of Two Interns for Three Months	90,000.00		90,000.00	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
Other Fuels	Payment of other fuels: Wood, charcoal and cooking gas expenses	20,000.00		20,000.00	New
<b>SUBTOTAL</b>		<b>10,566,516.40</b>		<b>10,566,516.40</b>	
<b>MONITORING AND EVALUATION AND CAPACITY BUILDING</b>					
Refined Fuels and Lubricants	Payments for the Supply of Fuels, Oils, Lubricants, repair and service to Tharaka NG-CDF Office Vehicle and Motor Cycle GKB737Y & GKB 050U	939,404.00		939,404.00	New
Accommodation - Domestic Travel	Payment of accommodation on domestic travel	350,000.00		350,000.00	New

Chairperson .....Signature .....

Secretary .....Signature .....

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Accommodation Allowance	Payment of Accommodation Allowance of NG-CDFC, National Government officers and PMC (NG-CDFC, PMC and NG-CDFC staff training)	455,000.00		455,000.00	New
Catering Services & Accommodation	Payments for Catering and Accommodation Charges	200,000.00		200,000.00	New
General Office Supplies	Purchase of General Office Supplies; papers, pencils, forms, small office equipment	190,000.00		190,000.00	New
Hire of Training Facilities & Equipment	Payments for the Hire of Training Facilities and equipment for induction for NG-CDF related training	500,000.00		500,000.00	New
NG-CDFC Allowances	Payments of NG-CDFC Allowances	1,248,000.00		1,248,000.00	New
Other Committee Allowances	Payments of Other Committee Expenses	600,000.00		600,000.00	New
Remuneration of Instructors and Trainers	Payments for the Remuneration of Instructors and Trainers	360,000.00		360,000.00	New
Sundry Items-Taxis, Airport Taxi	Payments for sundry items such as Taxi Charges, Airport Taxi	120,854.00		120,854.00	New
Travel Allowance for NG-CDFC on Training	Payments for Allowances for NG-CDF related training	120,000.00		120,000.00	New
Travel Costs	Payments Travel Expenses	300,000.00		300,000.00	New
<b>SUBTOTAL</b>		<b>5,383,258</b>		<b>5,383,258</b>	

Chairperson .....Signature .....

Secretary .....Signature .....

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
<b>EMERGENCY</b>					
Emergency	To cater for any unforeseen occurrences in the constituency during the financial year	9,444,313.39		9,444,313.39	New
<b>SUBTOTAL</b>		<b>9,444,313.39</b>		<b>9,444,313.39</b>	
<b>CLIMATE CHANGE MITIGATION AND ADAPTATION ACTIVITIES</b>					
35 schools	Purchase, Delivery, Planting and one month sustaining of one hundred indigenous trees seedlings and fencing around it with chicken mesh wire	3,342,098.68		3,342,098.68	New
<b>SUBTOTAL</b>		<b>3,342,098.68</b>		<b>3,342,098.68</b>	
<b>BURSARY AND SOCIAL SECURITY PROGRAMS</b>					
Bursary Tertiary Institutions	Payment of bursary to needy students in tertiary institutions	18,267,215		18,267,215	New
Bursary Secondary Schools	Payment of bursary to needy students in secondary schools	29,178,553		29,178,553	New
Bursary Vocational Trainings	Payment of bursary to needy students in vocational institutions	5,375,000		5,375,000	New
<b>SUBTOTAL</b>		<b>52,820,768</b>		<b>52,820,768</b>	
<b>PRIMARY SCHOOLS PROJECTS</b>					
Kiuguni Primary School	Construction to Completion of one Classroom	1,200,000.00		1,200,000.00	New
Iria Riamanthunka Primary School	Renovation to completion of 4 classrooms; re-roofing, plastering, electrical works, flooring, fixing of doors & windows and paintings.	2,000,000.00		2,000,000.00	New

Chairperson .....Signature .....

Secretary .....Signature .....

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Mwanyani Primary School	Construction to Completion of one Classroom	1,200,000.00		1,200,000.00	New
Ndurumoni Primary School	Construction to Completion of one Classroom	1,200,000.00		1,200,000.00	New
Irimba Primary School	Renovation to completion of 5 classrooms; re-roofing, plastering, electrical works, flooring, fixing of doors & windows and paintings.	2,500,000.00		2,500,000.00	New
Kagurini Primary School	Renovation to completion of 8 classrooms; re-roofing, plastering, electrical works, flooring, fixing of doors & windows and paintings.	4,000,000.00		4,000,000.00	New
Kamarenge Primary School	Renovation to completion of 3 classrooms; re-roofing, plastering, electrical works, flooring, fixing of doors & windows and paintings.	1,500,000.00		1,500,000.00	New
Iruruma Primary School	Renovation to completion of 3 classrooms; re-roofing, plastering, electrical works, flooring, fixing of doors & windows and paintings.	1,500,000.00		1,500,000.00	New
Uturini Primary School	Construction to Completion of one Classroom	1,200,000.00		1,200,000.00	New

Chairperson .....Signature .....

Secretary .....Signature .....

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Nyagaari Primary School	Construction to Completion of one Classroom	1,200,000.00		1,200,000.00	New
Ndiuni Primary School	Construction to Completion of 80 bed capacity dormitory	2,500,000.00		2,500,000.00	New
Kithunguru Primary School	Construction to Completion of 2 Classroom	2,400,000.00		2,400,000.00	New
Tunyai Primary School	Construction to completion of 6 doors Pit Latrine with reservation of two unit catering for Persons with Disability) and urinal channel. 3 for Boys and 3 for Girls.	700,000.00		700,000.00	New
Kithunguru Primary School	Construction to completion of 6 doors Pit Latrine with reservation of two unit catering for Persons with Disability) and urinal channel. 3 for Boys and 3 for Girls.	700,000.00		700,000.00	New
Gancabi Primary School	Construction to completion of 6 doors Pit Latrine with reservation of two unit catering for Persons with Disability) and urinal channel. 3 for Boys and 3 for Girls.	700,000.00		700,000.00	New
Njukini Primary School	Construction to Completion of one Classroom	1,200,000.00		1,200,000.00	New

Chairperson .....Signature .....

Secretary .....Signature .....

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Marimanti Primary School	Purchase of 51 seater ISUZU bus. Purchased on a one-off basis and not through asset financing. Amount allocated is exclusive of insurance premiums or any other recurrent cost  <b>Submit quotation</b>	10,000,000.00		10,000,000.00	New
Meru Boys Home	Renovation to completion of 7 classrooms; re-roofing, plastering, electrical works, flooring, fixing of doors & windows and paintings.	3,500,000.00		3,500,000.00	New
Gaciongo Primary School	Construction to Completion of 80 bed capacity dormitory	1,500,000.00		1,500,000.00	New
<b>SUBTOTAL</b>		<b>40,700,000</b>		<b>40,700,000</b>	
<b>SECONDARY SCHOOLS PROJECTS</b>					
Kabuabua Girls Secondary School	Construction to Completion of one Classroom	1,200,000.00		1,200,000.00	New
Ntoroni Secondary School	"Purchase of 51 seater ISUZU bus. Purchased on a one-off basis and not through asset financing. Amount allocated is exclusive of insurance premiums or any other recurrent cost  <b>Submit quotation</b>	10,000,000.00		10,000,000.00	New

Chairperson .....Signature .....

Secretary .....Signature .....

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Nthaara Secondary School	Construction to Completion of one Classroom	1,200,000.00		1,200,000.00	New
Kamariru Secondary School	Construction to Completion of one Classroom	1,200,000.00		1,200,000.00	New
Gakuuru Secondary School	completion of a 45 students' capacity laboratory: plastering, installation of 5 benches, plumbing works and drainage system.  The estimated cost of the project was 2.5M. The project was to be co-funded by NG-CDFC and the School where by NG-CDFC allocated Kshs.2M in 2023/24 FY and the school was to allocate the remaining amount which was 500k but failed.	2,500,000.00	2,000,000	500,000.00	Ongoing
Shinyhun Secondary School	Construction to completion of a 45 students capacity laboratory  This amount is not enough to construct a standard laboratory with all the necessary fittings  NG-CDFC	2,500,000.00		2,500,000.00	New
<b>SUBTOTAL</b>		<b>16,600,000</b>		<b>16,600,000</b>	New
<b>SECURITY PROJECTS</b>					

Chairperson .....Signature .....

Secretary .....Signature .....

Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Gituma Chiefs Camp	Construction to completion of three doors Pit Latrine (one unit catering for Persons With Disability) and urinal channel	700,000.00		700,000.00	New
Kereria Chiefs Camp	Construction to completion of three doors Pit Latrine (one unit catering for Persons With Disability) and urinal channel	700,000.00		700,000.00	New
Turima Chief's Camp	Construction to completion of three doors Pit Latrine (one unit catering for Persons With Disability) and urinal channel	700,000.00		700,000.00	New
Nkarini Police Post	Construction to completion of three doors Pit Latrine (one unit catering for Persons With Disability) and urinal channel (Ksh 700,000) And Fencing to completion with 40 straight poles and 8 corner posts to cover 100mtrs long with grill gate (Ksh 300,000)	1,000,000.00		1,000,000.00	New
Gacereka Chief's Camp	Construction to completion of three doors Pit Latrine (one unit catering for Persons With	1,000,000.00		1,000,000.00	New

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Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
	Disability) and urinal channel (Ksh 700,000) And Fencing to completion with 40 straight poles and 8 corner posts to cover 100mtrs long with grill gate (Ksh 300,000)				
Uturini Chief's Camp	Construction to completion of three doors Pit Latrine (one unit catering for Persons With Disability) and urinal channel (Ksh 700,000) And Fencing to completion with 40 straight poles and 8 corner posts to cover 100mtrs long with grill gate (Ksh 300,000)	1,000,000.00		1,000,000.00	New
Kamanyaki Chief's Camp	Construction to completion of three doors Pit Latrine (one unit catering for Persons With Disability) and urinal channel (Ksh 700,000) And Fencing to completion with 40 straight poles and 8 corner posts to cover 100mtrs long with grill gate (Ksh 300,000)	1,000,000.00		1,000,000.00	New

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Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
Kamanyaki Assistant Chief's Camp	Construction to completion of three doors Pit Latrine (one unit catering for Persons With Disability) and urinal channel (Ksh 700,000) And Fencing to completion with 40 straight poles and 8 corner posts to cover 100mtrs long with grill gate (Ksh 300,000)	1,000,000.00		1,000,000.00	New
Kirukuma Ass.Chief's Camp	Construction to completion of three doors Pit Latrine (one unit catering for Persons With Disability) and urinal channel (Ksh 700,000) And Fencing to completion with 40 straight poles and 8 corner posts to cover 100mtrs long with grill gate (Ksh 300,000)	1,000,000.00		1,000,000.00	New
Deputy County Commissioner Tharaka South	Construction to completion of three doors Pit Latrine (one unit catering for Persons With Disability) and urinal channel.	700,000.00		700,000.00	New
Deputy County Commissioner Tharaka South	Renovation to completion of 3 roomed office; ceiling, plumbing	700,000.00		700,000.00	New

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Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
	works, flooring and tiling, fixing of doors and painting.				
Chiakariga Police Station	Construction to completion of Three Roomed offices comprising of front office and two offices including ceiling and tiling	2,000,000.00		2,000,000.00	New
Mauthini Assistant Chief's Office	Construction to completion of three doors Pit Latrine (one unit catering for Persons With Disability) and urinal channel (Ksh 700,000) And Fencing to completion with 40 straight poles and 8 corner posts to cover 100mtrs long with grill gate (Ksh 300,000)	1,000,000.00		1,000,000.00	New
Twanthanju Ass.Chief's Office	Construction to completion of three doors Pit Latrine (one unit catering for Persons With Disability) and urinal channel (Ksh 700,000) And Fencing to completion with 40 straight poles and 8 corner posts to cover 100mtrs long with grill gate (Ksh 300,000)	1,000,000.00		1,000,000.00	New
<b>SUBTOTAL</b>		<b>13,500,000</b>		<b>13,500,000</b>	

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Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
<b>TERTIARY PROJECTS</b>					
Turima University	Construction to completion of 3 lecture hall including tiling, ceiling and electrical works  Does the university exist?  Submit request letters	4,500,000.00		4,500,000.00	New
Kenya School Of Law (Which Kenya School of Law?)	Construction to completion of 3 lecture hall including tiling, ceiling and electrical works  Submit request letters	4,500,000.00		4,500,000.00	New
Kithino University	Construction to completion of 3 classrooms including tiling, ceiling and electrical works	4,500,000.00		4,500,000.00	New
Kenya Medical Training College Marimanti Campus	Purchase of Complete 20 Pcs HP Desktop Computer @Kes 600,000, 25 Pcs UPS System @Kes 250,000 Purchase of 40 Library/Computer Lab Chairs @ KES 160,000, Purchase of 4 Office Metallic Drawer Cabinet @ KES 100,000, Purchase of 4 HP 840 Laptops @ 160,000, Purchase of 1 Biz Hub Photocopier all in one @ 50,000, Purchase of 1 15-door baggage	1,385,000.00		1,385,000.00	New

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Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
	cabinet @ KES 25,000, Purchase of 2 3-Seater Unpadded Link Chair @ KES 10,000, Purchase of 2 Office Executive Chairs @ KES 30,000				
KMTC Marimanti Campus	Installation of pavement/walkway joining KMTC and Marimanti Level IV Hospital Bridge 600x600x50mm thick of precast slabs covering 516sq.m, road kerbs length to both sides 740m	2,000,000.00		2,000,000.00	New
<b>SUBTOTAL</b>		<b>16,885,000</b>		<b>16,885,000</b>	
<b>OTHER PROJECTS</b>					
Chiakariga Court	Construction to completion of Three Roomed offices comprising of front office and two offices	2,000,000.00		2,000,000.00	New
Kathangachini Law Court	Construction to completion of Three Roomed offices comprising of front office and two offices	2,000,000.00		2,000,000.00	New
Rural Electrification and Renewable Energy Corporation (REREC)	Contribution of matching facility funding for installation of transformers and electricity connectivity in the following areas Kathangachini Village in Gatunga Ward,	2,000,000.00		2,000,000.00	New

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Project Name	Project activity	Original Cost	Cumulative Allocation	Amount Allocated	Current Status
	Nyaki Njeru Village in Chiakariga Ward, Rukurini Village in Nkondi Ward, Rugiika Village in Marimanti Ward and Makuba Village in Mukothima ward  We have attached a letter from REREC ref;REREC/S&BD/SP/V OL.1/2024/FM/ew dated 10.01.2025				
Digital Hub at Marimanti Ward	Construction of a Standard Digital Hub as per the Ministry of Information, Communication and Digital Economy guidelines.	4,200,000.00		4,200,000.00	New
<b>SUBTOTAL</b>		<b>10,200,000</b>		<b>10,200,000</b>	
<b>TOTAL ALLOCATION FOR THE YEAR</b>		<b>179,441,953.72</b>		<b>179,441,953.72</b>	

**MIN 7/ NG-CDFC/05/2024/2025: ADJOURNMENT**

Annex 1

**Budget on administration and recurrent expenditure**

Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
Basic salary	Accountant Assistant	CSG 11	1	30,170	30,170	362,040	
	Projects Clerk	CSG 13	1	21,500	21,500	258,000	

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Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
	Clerk of Works/Works Assistant	CSG 11	1	30,170	30,170	362,040	
	Information Communication Technology Assistant	CSG 12	1	24,580	24,580	294,960	
	Records Management Assistant	CSG 12	1	24,580	24,580	294,960	
	Administrative Assistant/Secretary	CSG 12	1	24,580	24,580	294,960	
	Front Office/Receptionist	CSG 13	1	21,500	21,500	258,000	
	Driver	CSG 13	1	21,500	21,500	258,000	
	Office Assistant	CSG 14	1	16,890	16,890	202,680	
	Security Officers	CSG 14	1	16,890	16,890	202,680	
House Allowance	Accountant Assistant	CSG 11	1	3,200	3,200	38,400	
	Project Clerk	CSG 13	1	3,200	3,200	38,400	
	Clerk of Works/Works Assistant	CSG 11	1	3,200	3,200	38,400	
	Information Communication Technology Assistant	CSG 12	1	3,200	3,200	38,400	

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Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
	Records Management Assistant	CSG 12	1	3,200	3,200	38,400	
	Administrative Assistant/Secretary	CSG 12	1	3,200	3,200	38,400	
	Front Office/Receptionist	CSG 13	1	3,200	3,200	38,400	
	Driver	CSG 13	1	3,200	3,200	38,400	
	Office Assistant	CSG 14	1	3,000	3,000	36,000	
	Security Officers	CSG 14	1	3,000	3,000	36,000	
<b>Sub-Total</b>				<b>263,960</b>	<b>263,960</b>	<b>3,167,520</b>	
Transport Allowances	Accountant Assistant	CSG 11	1	4,000	4,000	48,000	
	Project Clerk	CSG 13	1	4,000	4,000	48,000	
	Clerk of Works/Works Assistant	CSG 11	1	4,000	4,000	48,000	
	Information Communication Technology Assistant	CSG 12	1	4,000	4,000	48,000	
	Records Management Assistant	CSG 12	1	4,000	4,000	48,000	
	Administrative Assistant/Secretary	CSG 12	1	4,000	4,000	48,000	

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Secretary .....Signature .....

Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
	Front Office/ Receptionist	CSG 13	1	4,000	4,000	48,000	
	Driver	CSG 13	1	4,000	4,000	48,000	
	Office Assistant	CSG 14	1	3,000	3,000	36,000	
	Security Officers	CSG 14	1	3,000	3,000	36,000	
<b>Sub-Total</b>				<b>38,000</b>	<b>38,000</b>	<b>456,000</b>	
Leave Allowances	Accountant Assistant	CSG 11	1	4,000	4,000	4,000	
	Project Clerk	CSG 13	1	4,000	4,000	4,000	
	Clerk of Works/Works Assistant	CSG 11	1	4,000	4,000	4,000	
	Information Communication Technology Assistant	CSG 12	1	4,000	4,000	4,000	
	Records Management Assistant	CSG 12	1	4,000	4,000	4,000	
	Administrative Assistant/ Secretary	CSG 12	1	4,000	4,000	4,000	
	Front Office/ Receptionist	CSG 13	1	3,000	3,000	3,000	
	Driver	CSG 13	1	3,000	3,000	3,000	
	Office Assistant	CSG 14	1	2,000	2,000	2,000	

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Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
	Security Officers	CSG 14	1	2,000	2,000	2,000	
<b>Sub-Total</b>				<b>34,000</b>	<b>34,000</b>	<b>34,000</b>	
Payment of Staff Gratuity (31% of basic salary)	Accountant Assistant	CSG 11	1				
	Project Clerk	CSG 13	1				
	Clerk of Works/Works Assistant	CSG 11	1	9,352.70	9,352.70	112,232.40	
	Information Communication Technology Assistant	CSG 12	1	7,619.80	7,619.80	91,437.60	
	Records Management Assistant	CSG 12	1	7,619.80	7,619.80	91,437.60	
	Administrative Assistant/Secretary	CSG 12	1	7,619.80	7,619.80	91,437.60	
	Front Office/ Receptionist	CSG 13	1	6,665.00	6,665.00	79,980.00	
	Driver	CSG 13	1	6,665.00	6,665.00	79,980.00	
	Office Assistant	CSG 14	1	5,235.90	5,235.90	62,830.80	
	Security Officers	CSG 14	1	5,235.90	5,235.90	62,830.80	
<b>Sub –Total</b>			<b>10</b>			<b>864,379.20</b>	
Employer's contribution towards	Accountant Assistant	CSG 11	1			6,726.60	
	Project Clerk	CSG 13	1			5,166.00	

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Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
affordable housing	Clerk of Works/Works Assistant	CSG 11	1			6,726.60	
	Information Communication Technology Assistant	CSG 12	1			5,720.40	
	Records Management Assistant	CSG 12	1			5,720.40	
	Administrative Assistant/Secretary	CSG 12	1			5,720.40	
	Front Office/ Receptionist	CSG 13	1			5,166.00	
	Driver	CSG 13	1			5,166.00	
	Office Assistant	CSG 14	1			4,120.20	
	Security Officers	CSG 14	1			4,120.20	
	<b>Sub- Total</b>						<b>54,352.80</b>
Employer's contribution towards NSSF	Accountant Assistant	CSG 11	1			1,080.00	
	Project Clerk	CSG 13	1			1,080.00	
	Clerk of Works/Works Assistant	CSG 11	1			1,080.00	
	Information Communication	CSG 12	1			1,080.00	

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Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
	Technology Assistant						
	Records Management Assistant	CSG 12	1			1,080.00	
	Administrative Assistant/ Secretary	CSG 12	1			1,080.00	
	Front Office/ Receptionist	CSG 13	1			1,080.00	
	Driver	CSG 13	1			1,080.00	
	Office Assistant	CSG 14	1			1,080.00	
	Security Officers	CSG 14	1			1,080.00	
	<b>Sub- Total</b>					<b>12,960.00</b>	
Employee's contribution towards SHIF	Accountant Assistant	CSG 11	1				
	Project Clerk	CSG 13	1				
	Clerk of Works/Works Assistant	CSG 11	1				
	Information Communication Technology Assistant	CSG 12	1				
	Records Management Assistant	CSG 12	1				

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Item	Description	Scale	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)	Staff Responsibility
	Administrative Assistant/ Secretary	CSG 12	1				
	Front Office/ Receptionist	CSG 13	1				
	Driver	CSG 13	1				
	Office Assistant	CSG 14	1				
	Security Officers	CSG 14	1				
	<b>Sub- Total</b>						

Item	Description	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)
<b>NG-CDF Office</b>					
<b>Committee Expenses</b>					
Payment of allowances	NG-CDFC Members	7	5,000.00	70,000.00	840,000.00
	NG-CDFC PWD	1	7,000.00	14,000.00	168,000.00
	NG-CDFC Chair	1	7,000.00	14,000.00	168,000.00
	Other National Government Officers	Other Committee Allowances			352,000.00
<b>TOTAL</b>					<b>1,528,000.00</b>

**Budget for Monitoring and Evaluation/Capacity Building**

Chairperson .....Signature .....

Secretary .....Signature .....

Item	Description	Number	Rate (Kshs.)	Total Amount (Pm)	Total Amount (Pa)
<b>NG-CDF Office</b>					
<b>Committee Expenses</b>					
Payment of allowances	NG-CDFC Members	7	5,000.00	35,000.00	420,000.00
	NG-CDFC PWD	1	7,000.00	7,000.00	84,000.00
	NG-CDFC Chair	1	7,000.00	7,000.00	84,000.00
	Other National Government Officers (Procurement Officer, Public Works, District Accountant	4	5,000.00	40,000.00	480,000.00
	Fund Manager	1	5,000.00	15,000.00	180,000.00
	NG-CDFC Staff	10	5,000.00	50,000.00	600,000.00
<b>TOTAL</b>					<b>1,848,000.00</b>

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