



National Government Constituencies Development Fund Board
Malindi Constituency
P.O Box 244- 80200 Malindi, Kenya.
Email: cdmalindi@ngcdf.go.ke
Website: www.ngcdf.go.ke

Our Ref: NG-CDF/MLD/RA/2024/25(1)

23rd October 2024.

The Chief Executive Officer,
National Government Constituencies Development Fund Board
P.O Box 46682 – 00100
NAIROBI.

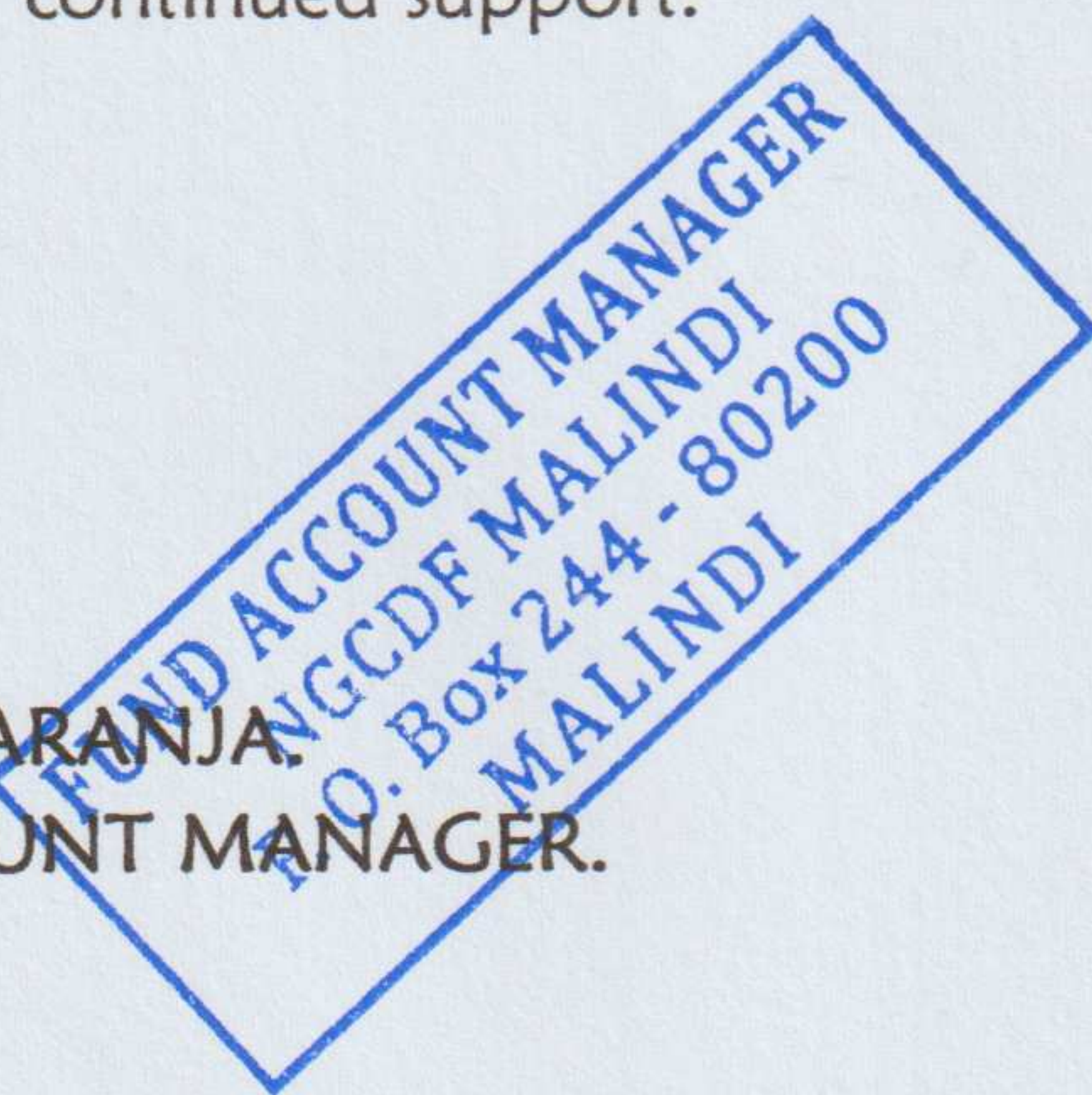
RE: REALLOCATION OF FUNDS/ CHANGE OF ACTIVITIES- SHOMANI GIRLS
SECONDARY SCHOOL.

This refers to the above subject.

Please find the funds reallocation for Malindi National Government Constituency
Development Fund Committee.

Thank you for continued support.


JOHNSON KARANJA
FUND ACCOUNT MANAGER.



MINUTES OF NG-CDF COMMITTEE MALINDI HELD ON 23RD OCTOBER 2024 AT THE NG-CDF OFFICE BOARD-ROOM AT 10.000AM.

PRESENT

1. David Lusava	DCC
2. Sammy Kazungu Kaingu	Chairperson
3. Elijah Odhiambo Ochoo	Secretary
4. Charity Sanita Katana	Member
5. Irene David Bomu	Member
6. Emmanuel Wanje Ziro	Member
7. Ibrahim Rashid Rocha	Member
8. Beatrice Sidi Kahindi	Member
9. Francis Katana Kalume	Member
10. Johnson Karanja	FAM

PRELIMINARIES.

The meeting was called to order at 10.00am by the chairperson Mr. Sammy Kazungu. Mr. Johnson Karanja, the Fund Account Manager led the team with a word of prayer. The Chairperson welcomed the members and shared them the agenda of the day.

AGENDA

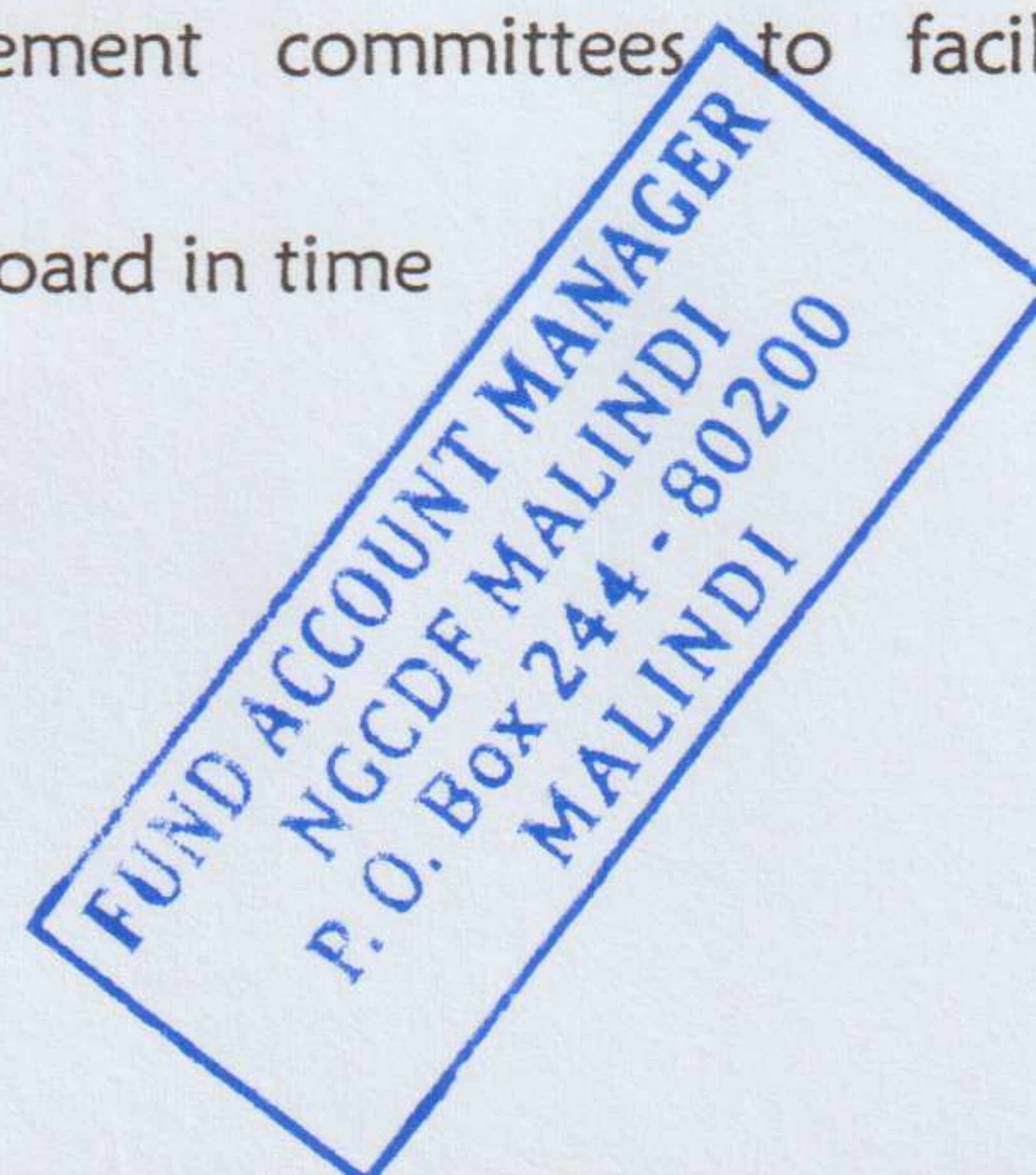
- Reading and confirmation of last meeting's minutes
- Matters arising from last meeting's minutes
- A.I.E Appropriation.
- Disbursement of funds to project management committees.
- Re-allocation of funds
- A.O.B

MIN 1/NG-CDFC/MLD/23/10/24 READING AND CONFIRMATION OF PREVIOUS MEETING'S MINUTES.

The Fund Account Manager took members through the last meeting's minutes, and they were proposed by Elijah Odhiambo and seconded by Charity Sanita as a true record of the day's deliberations.

MIN 2/NG-CDFC/MYD/23/10/24 MATTERS ARISING FROM LAST MEETING'S MINUTES.

- Funds disbursed to project management committees to facilitate projects implementation
- Financial statements submitted to the Board in time



MIN 3/ NG-CDFC/MYD/23/10/24 BUDGET FOR RECEIVED FUNDS/AIE APPROPRIATION.

The Fund Account Manager informed the meeting that the constituency received Ksh. 20,000,000 on 11th October 2024 being previous year disbursement. The AIE No. B234691 of the same amount was received too.

Communication from the NGCDF Board via a letter dated 9th October 2024 required the committee to prioritize the funds for JSS projects. Therefore, there was need to appropriate the funds by prioritizing these projects to be implemented immediately from the long list of approved projects for the financial year 2023/2024. The Members therefore resolved to appropriate the AIE as tabulated below;

Project	Project activities	Amount
Kavunyalalo primary school	Construction to completion of one classroom at Kshs1,498,369 and purchase and delivery of 68 lockers and chairs for Kshs476,000.00	1,974,369.00
Karima Primary school	Construction to completion of one classroom at Kshs1,498,369 and purchase and delivery of 68 lockers and chairs for Kshs476,000.00	1,974,369.00
Upweoni primary school	Construction to completion of one classroom at Kshs1,498,369 and purchase and delivery of 68 lockers and chairs for Kshs476,000.00	1,974,369.00
Majivuni primary school	Construction to completion of one classroom at Kshs1,498,369 and purchase and delivery of 68 lockers and chairs for Kshs476,000.00	1,974,369.00
Kasimbiji primary school	Construction to completion of one classroom at Kshs1,498,369 and purchase and delivery of 68 lockers and chairs for Kshs476,000.00	1,974,369.00
Mkaomoto primary school	Construction to completion of one classroom at Kshs1,498,369 and purchase and delivery of 68 lockers and chairs for Kshs476,000.00	1,974,369.00
Sosoni primary school	Construction to completion of one classroom at Kshs1,498,369 and purchase and delivery of 68 lockers and chairs for Kshs476,000.00	1,974,369.00
Airport primary school	Renovation of a block of 4 classrooms	3,200,000.00
Jilore secondary school	Construction of 300 capacity dormitory	2,979,417.00
Total		20,000,000.0

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MIN 4/ NG-CDFC/MLD/23/10/24 DISBURSEMENT OF FUNDS TO PROJECT MANAGEMENT COMMITTEES

The members approved disbursement of the funds to the project management committees as tabulated below. The PMC are expected to implement the project as possible as per the communication.

Project	Project activities	Amount
Kavunyalalo primary school	Construction to completion of one classroom at Kshs1,498,369 and purchase and delivery of 68 lockers and chairs for Kshs476,000.00	1,974,369.00
Karima Primary school	Construction to completion of one classroom at Kshs1,498,369 and purchase and delivery of 68 lockers and chairs for Kshs476,000.00	1,974,369.00
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Airport primary school	Renovation of a block of 4 classrooms	3,200,000.00
Jilore secondary school	Phase I, Construction of 300 capacity dormitory	2,979,417.00
Total		20,000,000.00

The fund account manager to facilitate disbursements to the PMC in time to facilitate project implementation.

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MIN 5/ NG-CDFC/MLD/23/10/24 REALLOCATION OF FUNDS/CHANGE OF ACTIVITIES

The fund account manager informed the committee the issue of re-allocation of Shomani Girls secondary school dormitory project funds. In the financial year 2023-2024, the NGCDF Committee funded construction of 300 capacity dormitory at the school. The project was to facilitate admission of form ones in January 2024. Due to delay in disbursement of funds, the project did not take off in time. In the meantime, the school management through the head teacher have approached the office to change the project from construction of a dormitory to construction of an administration block.

The reasons for change of activities are;

- The school did not admit four (4) streams of form ones in January 2024 as anticipated. Therefore the existing dormitories are adequate
- There will be no form ones admission in 2025 because of the curriculum change. The next admission will be in 2026 CBC grade 10. At the same time, the school will have relieved some facilities through candidates in 2024, and candidates in 2025, who will clear school, and therefore more space in the dormitories for admissions in 2026.
- Construction of an administration was the schools priority number two (2) during the financial year 2023-2024 project request. Currently, the school have partitioned two classrooms to serve as offices and staffroom. With a new administration block, the school will relieve the two classrooms to be utilized by the students. The administration block will create a good working environment for the teaching staff, and a better management of the school.

RE-ALLOCATION OF FUNDS

Project	Activities	FY	Amount	New project	Activities	Amount
Shomani girls secondary school	1 st phase construction to completion of 300 capacity dormitory for special students	2023/24	5,000,000	Shomani girls secondary school	Phase I, Construction an administration block with ceramic floor finish. Comprising of 20 teachers' staffroom, principal's office, deputy principal's office, 2 Head of Departments offices, bursar/accounts office, school secretary office, registry, kitchenette, an exam room and 3 door modern toilets (one for persons living with disability, one for ladies and one for men) and water supply and drainage system completion. The	5,000,000

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					total project cost is 8 million. Amount in phase I will be utilized in; foundation, substructure, walling, fixing of metal doors, grills and windows and roofing. Phase II, plastering, finishes, internal doors, window panes, fixing of toilets, kitchenette, painting and branding	
TOTAL						5,000,000

MIN 6/NG-CDFC/MLD/23/10/24; ANY OTHER BUSINESS

There was no any other business for discussion and the meeting was closed by a word of prayer Francis Katana Kalume at 12.30pm.

Confirmed by Secretary

Elijah Odhiambo Ochoo

SIGN.....*Elijah*.....DATE *23/10/24*.....

Confirmed by Chairperson

Sammy Kazungu Kaingu

SIGN.....*Sammy*.....DATE *23/10/24*.....



RE-ALLOCATION OF FUNDS

Project	Activities	FY	Amount	New project	Activities	Amount
Shomani girls secondary school	1 st phase construction to completion of 300 capacity dormitory for special students	2023/24	5,000,000	Shomani girls secondary school	Phase I, Construction an administration block with ceramic floor finish. 20 teachers' staffroom, principal's office, deputy principal's office, 2 Head of Departments offices, bursar/accounts office, school secretary office, registry, kitchenette, an exam room and 3 door modern toilets (one for persons living with disability, one for ladies and one for men) and water supply and drainage system completion. The total project cost is 8 million. Amount in phase will be utilized in; foundation, substructure, walling, fixing of metal doors, grills and windows and roofing. Phase II, plastering, finishes, internal doors, window panes, fixing of toilets, kitchenette, painting and branding	5,000,000
TOTAL						5,000,000


National Government Constituencies Development Fund

FIRST SCHEDULE (S. 6) (5)

CONSTITUENCY PROJECTS RE – ALLOCATION FORM

CONSTUENCY NO: 016 CONSTITUENCY NAME: MALINDI FINANCIAL YEAR:
2023/24

PROJECT NO.	PROJECT TITLE	AMOUNT ALLOCATED (KSH)	AMOUNT DISBURSED (KSH)	BALANCE (KSH)	UNSPENT TO BE RE – ALLOCATED (KSH)
Shomani girls secondary school	4-003-016-2630210-263-2023-2024-2	5,000,000	0.00	5,000,000	5,000,000
TOTAL		5,000,000	0.00	5,000,000	5,000,000

Signature: 

Date: 23/10/2024

Name: JOHNSON KARANJA


Position: FUND ACCOUNT MANAGER

**THIRD SCHEDULE s 25 (6), (11) and 29 (1)
CONSTITUENCY PROJECTS SUBMISSION FORM**


Constituency No 016 Constituency Name MALINDI Financial Year 2023/2024

Serial	Name of Project	Amount Allocated
016/2630210	Capital grants- Secondary education projects	5,000,000
Total		5,000,000

Fund Account Manager

Johnson Karanja Signature..........Date.....23/10/2024.....

NGCDF committee chairperson

Sammy Kazungu Signature..........Date.....23/10/2024.....

FOURTH SCHEDULE (s. 30)

PROJECT DESCRIPTION FORM

Constituency No: 016 Constituency Name MALINDI County KILIFI

Project Number 016/2630210

Project Title: Capital grants- Secondary education projects

Sector: Secondary Education

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

Rehabilitation

Brief statement on project Status at time of submission

To enhance performance by creating a good working environment for the teaching staff and school management.

Financial year: 2024 1st July To 30th June 2025

Original Cost estimates, in Kshs. 5,000,000 dated October 2024.


Amount allocated last financial year Ksh. 5,000,000

Amount allocated this financial year:

Project Name	Project Number	Project Activity	Amount	Status
Shomani girls secondary school	4-003-016-2630210-263-2023-2024-2	Phase I, Construction an administration block with ceramic floor finish. Comprising of 20 teachers' staffroom, principal's office, deputy principal's office, 2 Head of Departments offices, bursar/accounts office, school secretary office, registry, kitchenette, an exam room and 3 door modern toilets (one for persons living with disability, one for ladies and one for men) and water supply and drainage system completion. The total project cost is 8 million. Amount in phase will be utilized in; foundation, substructure, walling, fixing of	5,000,000	New

		metal doors, grills and windows and roofing. Phase II, plastering, finishes, internal doors, window panes, fixing of toilets, kitchenette, painting and branding		
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Name: JOHNSON KARANJA Position: Fund Account Manager.

Signature..........Date.....23/10/2024.....