

COUNTY FRAMEWORK FOR THE IMPLEMENTATION OF THE KITUI COUNTY
COMMUNITY LEVEL INFRASTRUCTURE DEVELOPMENT PROGRAMME

IT IS hereby notified for the general information of the public that pursuant to Section 30 (2) (i) of the County Governments Act His Excellency the Governor of the County Government of Kitui has assigned the implementation of the Community Level Infrastructure Development Programme to the County Executive Committee Member for Tourism and Natural Resources, under the implementing County Ministry of Administration and Coordination of County Affairs.

The program was established guided by the provisions of the Constitution of Kenya 2010 particular Article 174 (d) and (f) that recognizes the objects of devolution as “to recognize the right of communities to manage their own affairs and to further their development” and “to promote social and economic development and the provision of proximate, easily accessible services throughout Kenya” respectively. The Programme has been an initiatives for poverty alleviation and improvements of social economic lives and enhancement of living standards of Kitui county residents. The ultimate goal of the program is to promote development across all the County where poor people, minorities, youth, women and people with disabilities participate in and benefit from systems, decisions and activities that shape their livelihoods.

In implementing the programme, the County Executive Committee Member shall be guided by the following framework and procedures:

1. A Committee to be known as the Community Level Infrastructure Development Programme Management Committee shall be in charge of the implementation of the program. The Committee shall consist of:
 - (a) the Chairperson, being the County Executive Committee Member for the County Ministry of Tourism and Natural Resources; and
 - (b) the County Secretary;
 - (c) the Chief Officer in the County Ministry of Administration and Coordination of County Affairs, who shall be the Secretary;

- (d) the Chief Officer in the County Ministry of Lands, Infrastructure and Urban Development;
 - (e) the Chief Officer in the County Ministry of Agriculture, Water and Irrigation.
2. The Chairperson shall convene meetings of the Committee.
 3. The Management Committee shall be considered properly constituted with a quorum of at least 3 members.
 4. The functions of the Community Level Infrastructure Development Programme Management Committee shall be to:
 - (a) initiate the process of project identification and prioritization;
 - (b) ensure programme funds are utilized in accordance to this framework;
 - (c) determine the minimum number of projects to be identified and prioritized per village;
 - (d) receive and review projects implementation and expenditure reports for the program;
 - (e) ensure maintenance of proper records and reports for the programme; and
 - (f) ensure prudent management of the program's funds.
 5. (1) Projects under this program shall be community based for purposes of ensuring that the prospective benefits are available to a widespread cross-section of the inhabitants of a particular ward and village.
 - (2) Projects may include costs related to studies, planning and design or other technical input for the project.
 - (3) Projects that are eligible to be implemented under this program may include, but are not limited to:
 - (a) Early Childhood Development Education (ECDE) classrooms;
 - (b) Small bridges/drifts;
 - (c) Access roads and feeder roads;
 - (d) Village polytechnic, home craft centers and child centers;
 - (e) Fencing works of public amenities;
 - (f) Public toilets and pit latrines;
 - (g) Small community water piped systems;
 - (h) Power connectivity, electrical wiring and accessories;

- (i) Sand dams, earth dams; water pans, bore holes and shallow wells;
 - (j) Water tanks;
 - (k) Water kiosks;
 - (l) Slaughter houses/slabs;
 - (m) Culverts;
 - (n) Health centers and dispensary facilities;
 - (o) Cattle dips;
 - (p) Boda boda Sheds;
 - (q) Market sheds;
- (4) The community may, under special circumstances, propose any project that does not fall under (3) above.
6. Project identification and prioritization shall be done every financial year through:
- (a) public barazas; and
 - (b) county development plans including County Integrated Development Plan (CIDP) and the Kitui Vision for Economic and Social Transformation (KIVEST).
7. For purpose of 6 (a) community members in their respective villages shall be invited to identify and prioritize projects through a participatory process in public barazas.
8. The Village Administrator shall organize, conduct and take minutes of the public barazas.
9. The Ward Administrator shall chair meetings with Village Administrators to compile a list of prioritized proposed projects and forward the same to the Sub County Administrator.
10. The Sub County Administrator shall then forward the compiled lists of prioritized proposed projects from all sub county wards to the Secretary of the Management Committee.
11. The list of prioritized proposed projects shall be submitted to the Management Committee in a prescribed form.
12. Submission deadlines shall be given by the Management Committee.
13. The Management Committee shall constitute and coordinate relevant technical teams to visit sites, prepare designs and bills of quantities for all prioritized proposed projects.
14. Relevant County Government ministries/departments shall ensure that cost estimates for the projects are as realistic as possible.
15. The list of costed projects shall be submitted to the Management Committee which shall coordinate the ranking of proposed projects in order of priority and whenever the total cost

of the projects listed exceeds the ceiling for a particular ward, the order in which they are listed shall be taken as the order of priority for purposes of allocation of funds, provided that on-going projects shall take precedence over all other projects.

16. The Management Committee shall forward the final list of prioritized proposed projects to Procurement Department for tendering and awarding.
17. Projects whose costed bill of quantities is beyond one million Kenya Shillings shall be forwarded to relevant county ministries for consideration for implementation.
18. Projects under this program shall be implemented with the assistance of the relevant county government departments.
19. The Governor or his appointee shall launch, commission and handover the project to the users.
20. The County Secretary shall ensure that all complete projects are operationalized through the respective chief officers.
21. The monies available for this program shall consist of monies appropriated by the County Assembly through the annual budget process.
22. The monies referred to in 24 above shall be applied as follows:-
 - (a) Seventy percent (70%) shall be utilized to cater for the projects in the respective wards identified as per 6 (a) above;
 - (b) Twenty five percent (25%) shall be utilized for projects shall be apportioned equally amongst the eight sub counties to cater or projects that have impact within the respective sub-county, these projects shall be identified as per 6 (b) above;
 - (c) Five percent (5%) shall be utilized to defray the program's administration cost.
23. Each project financed under 25(a) shall have a maximum budget of One Million Kenya Shillings.
24. Utilization of program monies shall be governed by the Public Finance Management Act (2012), the Public Procurement and Disposal Act (2015) and any other laws and regulations governing public finance.
25. Form prescribed for submitting list of identified and prioritized projects.

COUNTY GOVERNMENT OF KITUI
COUNTY MINISTRY OF
OF ADMINISTRATION & COORDINATION OF COUNTY AFFAIRS

PRIORITIZED PROPOSED PROJECTS SUBMISSION FORM

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0731717100

Email: Kituicounty@kenya.go.ke



Tanathi Water Service Board
Building, Ground Floor
P. O. BOX 33-90200
KITUI

LIST OF CLIDP PRIORITIZED PROPOSED PROJECTS

SUB COUNTY _____

WARD _____

VILLAGE _____

Date of Village Level Citizen Participation _____

Project Name	Priority	Cost Estimate (Ksh)

Signed By: Village Administrator

Name: _____

Signature: _____

Verified and Confirmed by: Ward Administrator

Name: _____

Signature: _____