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TURKANA COUNTY BILLS, 2023

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CONTENT

Bill for Introduction into the County Assembly of Turkana—	PAGE
The Public Finance Management (Turkana County Education Fund) Bill, 2023.....	1

**THE PUBLIC FINANCE MANAGEMENT (TURKANA
COUNTY EDUCATION FUND) BILL 2023**

ARRANGEMENT OF SECTIONS

PART I – PRELIMINARY

1. Short title
2. Interpretation
3. Objects of the Act
4. Guiding values and principles

**PART II – ESTABLISHMENT AND ADMINISTRATION OF
FUND**

5. Establishment of the Fund
6. Sources of funds for the Fund
7. Management of the Fund

PART III – CATEGORIES OF THE FUND ALLOCATION

8. The Ward Education Bursary
9. Eligibility for Bursary Allocation
10. Application and award process
11. Disbursement
12. Governor’s Scholarship Scheme
13. Bonding
14. Turkana County Higher Education Loans program
15. Administration of the Loans
16. Obligations of the Loanee

PART IV – THE FUND MANAGEMENT STRUCTURES

17. Establishment of the Board
18. Composition of the Board
19. Powers and Functions of the Board
20. Delegation of powers of the Board
21. Fund Administrator
22. Functions of the Fund Administrator

23. Establishment of the Ward Bursary Committee
24. Term of office for the Ward Bursary committee
25. Functions of the Ward Bursary Committee

PART V – FINANCIAL PROVISIONS

26. Financial Year of the Fund
27. Annual estimates Revolving loan scheme
28. Accounts and Audit
29. Annual Report of the Board

PART VI – GENERAL PROVISIONS

30. Protection from Personal Liability
31. Removal from Office
32. Meetings
33. Appeals
34. Code of Conduct
35. Allowances for the Board and Committee Members
36. Offences and Penalties
37. Gazettement
38. Publicity
39. Regulations
40. Repeal
41. Transition

THE PUBLIC FINANCE MANAGEMENT (TURKANA COUNTY
EDUCATION FUND) BILL 2023

A Bill for

AN ACT of the County Assembly of Turkana to repeal The Turkana County Education and Skills Development Fund Act, 2014, and to provide for a legal framework for the establishment of a County Education Fund to offer bursaries, scholarships and loans to deserving residents in the county; and for connected purposes

ENACTED by the County Assembly of Turkana, as follows—

PART I – PRELIMINARY

Short title

1. This Act may be cited as the Public Finance Management (Turkana County Education Fund) Bill, 2023

Interpretation

2. In this Act, unless the context otherwise requires—
“**Board**” means the Turkana County Education Fund Management Board established by Section 3 of this Bill.
“**bursary**” means a monetary grant awarded to an eligible student under this act to facilitate the student in meeting the costs of education;
“**Chief Officer**” means the Chief Officer for the time being responsible for Education in the County;
“**Committee**” means the Ward Bursary Committee established by Section 9 (4);
“**County**” means Turkana County;
“**County Government**” means the County Government of Turkana County;
“**eligible person**” means any person, who being a resident of the County, and having financial needs has been admitted to a post-primary institution of education recognized in Kenya to pursue a full time course of at least

one year's duration;

“Executive Committee Member (CECM)” means the County Executive Committee Member for the time being responsible for Education in the County;

“Fund” means the Turkana County Education Fund established under section 4;

“loan” means a sum of money lent to an eligible person to be paid back with pre-determined interest;

“eligible institutions” means secondary schools, Technical and Vocational Education and Training Centers (TVETs), Vocational **Training Centers (VTC)**, colleges and universities;

“rare skills” means a trade or a skill that has been rated as required for the transformation agenda of the County. They include and not limited to Human medicine, Engineering, Agriculture and ICT.

“scholarship” means a merit-based award for needy students admitted in the colleges or university recognized in Kenya to pursue courses herein referred to as rare skills;

“student” means any resident of Turkana County admitted and pursuing post primary or higher education with financial assistance from the fund.

“TVET” means Technical and Vocation Educational Training; and

“VTC” means Vocational Training Centre.

Objects and purposes of the Act

3. (1) The objects of this Act is to establish the Turkana County Education Fund.

(2) Specifically, the Act shall make provision for –

- (a) funds to be used for granting bursaries to assist needy students to pursue education at eligible institutions;
- (b) funds to be used to award scholarships to needy students admitted ineligible institutions to pursue rare skills; and funds to be used to advance loans to students in colleges and universities recognized in Kenya.

Guiding Values and Principles

4. In the performance of the functions and exercise of powers under this Act, the Fund shall be guided by the values and principles set out in Articles 10 and 232 of the Constitution.

PART II— ESTABLISHMENT AND ADMINISTRATION OF THE FUND

Establishment of the Fund

5. (1) There is established the Turkana County Education Fund.
 - (2) The purpose of the fund shall be to provide funds for the grant of bursaries, loans and scholarships to eligible persons.
 - (3) The Fund shall be vested in the County Treasury and shall be managed by the Board.
 - (4) The Fund shall be administered by a Fund Administrator designated by the County Executive Committee Member.

Sources of funds for the Fund

6. (1) The sources of funds for the Fund shall be –
 - (a) Money appropriated by the County Assembly, which shall be not less than two per cent of the County annual appropriated budget;
 - (b) capital and interest repaid for loans granted by the Board;
 - (c) monies borrowed by the Board with the consent of the County Executive Committee Member for the purposes of the Fund;
 - (d) Donations, endowments, bequests, grants and gifts from individuals, public and private entities local or foreign;
 - (e) Interest and any other money that may lawfully accrue to the Fund in any form; and
 - (f) Funds raised by stakeholders and supporters.
- (2) The funds of the Fund shall be applied only for the objects of the Fund.
- (3) Expenditure in respect of administrative costs of the Fund shall not be more than three percent of the approved budget of the Fund.

Management of the Fund

7. (1) All monies received by the Fund shall be maintained in a separate bank account in the name of Turkana County Education Fund opened and administered in accordance with the provisions of the Public Finance Management Act, 2012;

(2) The County Executive Committee Member for the time being responsible for finance shall issue regulations on the banking arrangements for the Fund under the provisions of the Public Finance Management Act.

(3) The bank account for the Fund shall be administered by the Fund Administrator under regulations developed by the County Executive Committee Member in consultation with the Board.

(4) The Fund Administrator may, with the approval of the County Executive Committee Member, invest or place on a deposit account any of the moneys of the Fund and any interest earned on moneys so invested or deposited shall be placed to the credit of the Fund.

PART III – CATEGORIES OF THE FUND ALLOCATIONS

The Ward Education Bursary

8. (1) The county government shall implement and administer in each ward of the county, and in accordance with this part, an initiative known as the Ward Education Bursary Program.

(2) The initiative shall be accessible exclusively only to students who are permanent residents of the Ward;

(3) The Ward education Bursary shall consist of —

(a) monies amount to not less than sixty-two per centum of all the Fund allocation in each financial year approved and appropriated by the county assembly;

(b) the board shall prescribe a formula for distribution of the monies allocated to the Bursary Program to the extent that it considers relative student population, poverty, human resource development indices and other relevant factors in the wards.

(4) The Ward Education Bursary shall vest in, and be operated and managed by the Ward Bursary Committee;

(5) The Board in consultation with the Executive Committee Member shall set out general requirements for the release of

funds to the Wards, to ensure efficient and effective management of resources.

Eligibility for bursary

- 9.** (1) An applicant may be eligible for the Ward Education Bursary under this Act if the applicant —
- (a) has a parent or guardian who has been a resident in the ward for at least three years;
 - (b) is a student attending an eligible institution on a full time basis;
 - (c) has not received full financial support towards payment of the required school fees for that year; and
 - (d) meets the conditions set out under section 13 of this Act
- (2) The Committee shall determine and rate applications of the individual applicants by applying the criteria set out in Schedule I of this Act.

Application and award process

- 10.** (1) All eligible students for the Ward Bursary shall be required to collect application forms from their Ward offices free of charge.
- (2) Duly completed applications forms accompanied with all the required attachments, signed and sealed shall be returned, received, dated and inserted into an application box at the Ward Administrator's Office.
- (3) Continuing students shall surrender terminal reports and fee statements to the Ward Bursary Committee at the end of every school term.
- (4) At the end of the application, the committee shall meet to publicly open and record all applications.
- (5) The Committee shall review and consider the applications submitted within fourteen days after the expiry of the stipulated date of submission.
- (6) selected applicants for bursary support shall be publicly displayed in the ward office, public boards, churches or such other places that are accessible and frequented by the public.
- (7) In considering the applications under this section, the

Committee shall liaise, where applicable, with other relevant public or private entities to ascertain whether an applicant has been awarded an education grant, bursary or scholarship under a similar scheme to cater for the same year and the amount awarded.

Disbursement

11. (1) The Committee shall submit the list of beneficiaries and minutes of the proceedings to the board for final approval and preparation of payment for the bursaries awarded.
- (2) Where an applicant who is not eligible under this Act is awarded an education bursary by the Committee, the board may cancel the grant of bursary, and give further directives to the Committee.
- (3) The board in consultation with the Executive Member shall submit the final list of beneficiaries to the County Treasury for the processing of payments.
- (4) The County Treasury shall make payments in favor of, and directly to, the designated educational institutions accounts through a cheque or direct transfer.

The Governor's Scholarship Scheme

12. (1) The County Government shall implement in accordance with this Act, an initiative known as the Governor's Scholarship Scheme.
- (2) The scheme shall consist of monies not less than twenty-three per centum of all the County Education Fund allocation in each financial year approved and appropriated by the county assembly.
- (3) The initiative is established to address the inadequacies of the ward bursary in addressing the problem of rare skills in the County and shall adopt the following principles —
 - (a) eligible beneficiaries shall be needy students who would otherwise be eligible for a grant under the Ward Education Bursary;
 - (b) the programme may be applied to fully sponsor exceptionally bright students for university education and

- other costs associated therewith;
- (c) a student who has benefitted from the ward bursary shall not be eligible for a grant under the scheme; and
 - (d) for strategic purposes the students pursuing the following rare skills courses shall be supported under this programme—Engineering, Human Medicine, Nursing, Agriculture and ICT and any other as agreed by the board from time to time.
- (4) The scheme shall vest in, and be operated and managed by the board.
 - (5) The Governor shall from time to time provide priorities for consideration in the effective implementation of the scheme;

Bonding

- 13. (All the beneficiaries of the Governor’s scholarship scheme who are employees of the County Government shall be bonded by the County Government of Turkana for a period agreed upon by the Board.

Turkana County Higher Education Loans program

- 14. (1) The County Government shall establish the Turkana County Higher Education Loans program to support post- secondary education for students who are residents of the County;
- (2) The program shall be a revolving Fund program to be managed and administered by the Board
- (3) The funds of the programme shall consist of not less than twelve per centum (12%) of the Fund approved and appropriated by the county assembly each financial year;
- (4) The scheme shall vest in, and be operated and managed by the board;
- (5) (a) The Chairperson of board in consultation with the Executive committee Member shall co-opt such other members to the board for purposes of deliberating matters relating to loans.
- (b) the co-opted members in subsection 5 (a) shall be persons with professional skills and experience in the management of education loans.

Administration of the loans

- 15.** (1) Every student wishing to be considered for the grant of a higher education loan shall make an application to the Board in the prescribed form;
- (2) The loan shall be awarded to qualified students wishing to pursue further education in the priority areas as approved by the County Executive Committee Member in consultation with the Executive Member for Education.
- (3) Every student who has been awarded a higher education loan shall be issued with a Loanee Identification Personal Account Number (L.I.P.A.) by the Board.

Obligation of the Loanee

- 16.** (1) A loanee shall be required, within one year of completion of his studies or within such a period as the Board decides to recall its loan whichever is the earlier-
- (a) to inform the Board of his contact address;
 - (b) to begin repayment of his loan together with any interest accrued thereon;
 - (c) if he is in formal employment, to authorize his employer to deduct the loan repayment and to remit it to the Board in such manner as the Board may direct.
- (2) Any loanee who fails or neglects to satisfy the requirements of subsection (1) within the stipulated time shall, in addition to any other action that the Board may take against him, be guilty of an offence and liable to a fine of not less than five thousand shillings in respect of each loan deduction that remains unpaid in accordance with provisions of subsection (1), and such fine shall be payable to the Board.

PART IV - FUND MANAGEMENT STRUCTURES

Establishment of the Board

- 17.** (1) There is established the Turkana County Education Fund Management Board.
- (2) The management of the Fund shall be vested in the Board.

Composition of the Board

18. (1) The Board shall comprise of—

- (a) a Chairperson, not being public officer, appointed by the Governor with the approval of the County Assembly;
 - (b) The Chief Officer for the time being responsible for Finance or his/her alternate designated in writing;
 - (c) the Chief Officer for the time being responsible for Education or his/her alternate designated in writing;
 - (d) the Chairperson of the Turkana County Youth Council;
 - (e) the Chairperson of the County Education Board;
 - (f) a religious representative resident in the County.
 - (g) County Solicitor or his/her alternate designated in writing;
 - (h) one person representing women Organization in the County;
 - (i) one person representing persons abled differently in the County;
 - (j) the Fund Administrator who shall be an *ex-officio* member and secretary to the Board;
- (3) The Board may co-opt into its meetings such other persons as the Board may consider necessary for the conduct of its business, provided that such other persons shall have no voting rights.
- (4) Persons who are members of the Board other than those appointed by virtue of their office shall—
- (a) satisfy the requirements of Chapter Six of the constitution; and
 - (b) on account of their training and experience-
 - (i) have at least five years' experience in distinguished career in education management matters; or
 - (ii) be knowledgeable in education, finance and development matters; or
 - (iii) have experience in matters connected with, and challenges experienced by learners;
 - (iv) comply with other criteria the Executive Committee Member may prescribe.

- (5) The appointment of the chairperson under subsection (1) (a) and members under subsection (1) (b), (c), (d), (e), (f), (g) (h), (i) and (j) shall be by notice in the Kenya Gazette.
- (6) Persons who are members other than virtue of their office shall hold office for a term of three years and may be eligible for reappointment for one further and final term.

Powers and functions of the Board

19. The board shall have such powers necessary to perform its functions;

- (1) The Board shall —
 - (a) be an oversight body in the effective management of the fund;
 - (b) formulate policies for regulating the disbursement and management of bursaries, scholarships and loans;
 - (c) equitably share the funds among all the wards existing in the county;
 - (d) receive and consider all loan applications from eligible persons wishing to be considered for the award of loans, and to approve, withhold or reject such requests in accordance with the provisions of this Act;
 - (e) to establish and maintain links with other persons, bodies or organizations within or outside Kenya, for the furtherance of the purposes for which the Fund is established;
 - (f) review allocations to ensure support offered is adequate and sufficient;
 - (g) to effectively vet and consider applications for the Governor’s scholarship scheme;
 - (h) approve disbursement of fee support awarded to each ward;
 - (i) monitor allocation of fee support to ensure needy and deserving students benefit;
 - (j) to enter into contracts with financial institutions for the purpose of loans disbursement and recovery;
 - (k) conduct periodic county skills surveys to identify critical skills for the purpose of refocusing support and encouraging students to pursue necessary disciplines;
 - (l) maintain an updated database of all applicants and beneficiaries of the fund;

- (m) periodically produce and share disbursement reports with the governor and the county assembly;
- (n) receive any gifts, donations, grants or endowments made to the board and to make legitimate disbursements therefrom; and
- (o) to perform and exercise all other functions and powers conferred on the Board by this Act.

Delegation of powers by the Board

20. Subject to the provisions of this Act, the Board may, either generally or in a particular case, delegate the exercise of any of its functions under this Act to any Subcommittee or to any member of the Board or officer or agent thereof.

Fund Administrator

21. (1) There shall be a Fund Administrator who shall be appointed by the County Executive Member to oversee the day-to-day operations of the Fund.

- (2) The Fund administrator shall serve for a term of four years and may be eligible for reappointment for another final term; unless removed from office under the conditions for the removal of a member of the Board set out in Section 31.

Functions of the Fund Administrator

22. The fund administrator shall –

- (a) be the Secretary and Chief Executive Officer of the Board;
- (b) supervise and control the day to day administration of the fund;
- (c) be responsible for the day-to-day management of the affairs and staff of the fund;
- (d) prepare quarterly reports on the movement of the funds as appropriate for submission to the county assembly;
- (e) keep or cause to be kept proper books of accounts and other books and records related to the fund;
- (f) prepare, sign and transmit to the auditor general accounts of the fund in accordance with the public audit act; and
- (g) perform any other duties that may be assigned to him by the board from time to time;

- (h) be responsible for the day to day organization, control and management of the staff of the Fund.
- (i) be responsible for maintaining accurate financial records of the Fund; and
- (j) be responsible for implementing the decisions of the Board.

Establishment of the Ward Bursary Committee

- 23.** (1) There is established for each ward in the County a Ward Bursary Committee;
- (2). The Executive Committee Member shall designate in writing the officer in charge of education in the sub county to be the appointing authority for the Ward Bursary Committee;
- (3). The role of the officer in sub section (2) shall be –
- (i) to appoint the members of the Ward Bursary Committee;
 - (ii) call the first meeting of the members to choose the chairperson and the vice chairperson;
 - (iii) Provide liaison between the committee and other institutions within and without the sub county that supports education;
- (4). The Committee shall comprise of the following persons —
- (a) the county officer in charge of education in the Ward as secretary, who shall be an *ex-officio* member;
 - (b) one person representing faith-based organizations involved in education matters in the Ward;
 - (c) one person representing women organizations in the ward;
 - (d) one person representing the youth council in the Ward;
 - (e) one person representing Secondary schools head teachers in the ward; and
 - (f) one person with experience in education matters representing persons abled differently in the ward.
- (5). The members appointed under sub-section (4) shall elect the chairperson of the committee from amongst their number, in the first meeting,
- (6). In appointing members to serve in the Ward Bursary Committee, the appointing authority shall have regard to gender balance.

(7). A person shall be eligible for appointment as a member of the committee if he/she is —

- (a) a holder of at least a Kenya Certificate of Secondary Education or its equivalent that is recognized in Kenya;
- (b) is a resident of that ward;
- (c). meets the requirement of Chapter six of the Constitution; and
- (d). the Chairperson shall be a holder of at least a Diploma from a recognized institution in Kenya.

Term of office for the Ward Bursary Committee

24. The term of the committee shall expire upon swearing in of the Governor and members of county assembly during the general elections, but the members shall remain in office until a new Committee is constituted.

Functions of the Ward Bursary Committee

25. The Committee shall be responsible for—

- (a) receiving, reviewing and approving applications for education bursary under this Act;
- (b) determining the amount of bursary to be awarded to each approved applicant;
- (c) monitoring and evaluating the progress and performance of the eligible students supported under this Act;
- (d) maintain an updated database of all applicants and beneficiaries;
- (e) creating awareness among the residents of the ward about the Fund;
- (f) carrying out such other roles as are necessary for the implementation of the objects and purpose of this Act.

PART V – FINANCIAL PROVISIONS

Financial Year of the Fund

26. The financial year of the Board shall be the period of twelve months commencing on the 1st of July and ending on the 30th day of June of the following year.

Annual Estimates of the Fund

- 27.** (1) The Board shall submit to the Executive Committee Member an estimate of its income and expenditure during the succeeding financial year one month before the commencement of the financial year.
- (2) The Executive Committee Member shall communicate to the Fund his approval of the annual estimates at least one calendar month after the commencement of the financial year.
- (3) The annual estimates shall make provisions for all the estimates of expenditure of the Fund for the financial year and shall provide for—
- (a) the cost of administration of the Fund including payment of allowances, and other charges payable to the staff and members of the Board;
 - (b) the payment or reimbursement to the members of the Board of monies in respect of expenses incurred during the attendance of the meetings of the Fund; and
 - (c) the development and maintenance of any property vested in the Fund.
- (4) Except with the approval of the Executive Committee Member, no expenditure shall be incurred for the purposes of the Fund except in accordance with the annual estimates approved under subsection (2).

Accounts and Audit

- 28.** (1) The Fund Administrator shall cause to be kept such books of accounts and other books in relation thereto of all the Fund's undertakings, funds activities and property as the Executive Committee Member may from time to time approve and shall, within a period of three months after the end of the financial year, cause to be prepared, signed and forwarded to the County Executive Committee Member—
- (a) a balance sheet showing the assets and liabilities of the Fund; and
 - (b) such other statements of accounts as the Executive Committee Member may approve.
- (2) The accounts of the Fund shall be examined, audited and reported

upon annually by the County Executive Committee Member in accordance with the provisions Public Audit Act.

(3) The Fund shall submit to the County Executive all books and accounts, together with all vouchers in support thereof, and all books, papers and writings in its possession or control relating thereto.

(4) The accounts of the Fund shall be audited by the Internal Auditor at Treasury or an auditor appointed by the Fund with the approval of the Executive Member for Finance.

Annual report of the Board

29. The Fund Administrator shall, immediately after the end of each financial year, prepare a report on the operations of the Fund during that financial year and shall transmit such report to the Executive Committee Member who shall present the report to the County Assembly together with the report of the Auditor-General and certified copies of the accounts referred to in section 30.

PART VI – GENERAL PROVISIONS

Protection from Personal Liability

30. (1) No action taken or thing done by a member, officer or agent of the Board and the Ward Bursary Committees in good faith and in performance of functions or execution of powers vested in the said committees by this Act, shall render the member, officer or agent or any person acting on their directions personally liable for any action, claim or demand whatsoever.

(2). the provisions of subsection (1) shall not relieve the Board or a Member of the Ward Bursary Committees of liability to pay compensation or damages to any person for any injury to him, his property or any of his interests caused by negligence in the exercise of any power conferred by this Act or any other written law or by failure wholly or partially of any works.

Removal from office

31. (1) A member of the Board or the Committee may—
(a) at any time resign from office by notice in writing to the Executive Committee Member;

- (b) be removed from office by the Executive Member, if the person—
 - (i) has been absent from three consecutive meetings of the Committee without the permission of the chairperson;
 - (ii) is convicted of a criminal offence, and sentenced to imprisonment;
 - (iii) is convicted of an offence involving dishonesty or fraud;
 - (iv) is adjudged bankrupt, or enters into a composition scheme of arrangement with his or her creditors;
 - (v) is incapacitated by prolonged physical or mental illness, or is deemed otherwise unfit to discharge his or her duties as a member of the Committee; or
 - (vi) fails to comply with any of the provisions of this Act
 - (vii) upon death.
- (2) Where the office of a member becomes vacant under subsection (1), the secretary shall forthwith notify the appointing authority for appropriate action.
- (3) The Executive Committee Member shall ensure that a replacement of a vacancy in the membership is done within 30 days in accordance with sections 18 (1) and 23 (4) of this Act.
- (4) A person who is a member of the Board by virtue of his or her office shall cease to be a member of the Board upon being transferred from the County or ceasing to hold that office

Meetings

- 32.** (1) The Board or the Committee shall meet not less than four times in every financial year;
- (2) Notwithstanding the provisions of subparagraph (1), the chairperson may convene a special meeting of the Committee at any time for the transaction of the business of the Committee.
- (3). At least fourteen days' written notice of every meeting of the Board or Committee shall be given to every member;
- (4). The chairperson shall preside over every meeting of the Board or the Committee at which he or she is present but, in his or her absence, the members present shall elect one of their members to

preside, who shall, with respect to that meeting and the business transacted thereat, have all the powers of the chairperson;

(5). Unless a unanimous decision is reached, a decision on any matter before the Board or the Committee shall be by a majority of votes of the members present and voting and, in the case of an equality of votes, the chairperson or the person presiding shall have a casting vote;

(6). for transaction of the business of the committees two thirds of the members shall constitute the quorum in all the meetings.

Appeals

- 33.** (1) Any person aggrieved by a decision of a committee, may appeal to Board within thirty days from the date of such decision.
- (2). the appeal shall be deliberated and determined by the Board within 21 days from the date of lodging of such appeal.
- (3) The decision of the Board shall be final.

Code of conduct

- 34.** The Board shall adopt a code of conduct prescribing standards of behavior to be observed by the members and staff of the Board in the performance of their duties.

Allowances for the board and committee members

- 35.** Members of the Board and the Ward Bursary Committee shall be paid such allowances as are stipulated by Guidelines from the Salaries and Remuneration commission

Offences and Penalties

- 36.** Any person who submits false or misleading information to the Board and the Ward Bursary Committees under this Act or misappropriates any funds or assets from the Fund, or assists or causes any person to misappropriate or apply the funds otherwise than in the manner provided in this Act, shall be guilty of an offence.

Gazettement

- 37.** The appointment of members for both the Board and Committees shall be by notice published in the Kenya Gazette.

Publicity

- 38.** The department of Education shall cause the publication of all operations of the County Education Fund to wider audience through the newspapers, county website, social media and public notice boards.

Regulations

- 39.** (1) The County Executive Committee Member, in consultation with the Executive Committee Member in charge of Education, develop regulations for administration and management of the Fund.
- (2). The Regulations made under subsection (1) shall provide for the following, among other matters:
- (a) formulation of the County Education Fund Framework;
 - (b) appointment and removal of the Fund Administrator;
 - (c) operation of the Fund;
 - (d) eligibility criteria for accessing money from the Fund;
 - (e) procedure for applying for the bursary, scholarship and loans and their requirements
 - (f) procedure for appointment of persons to the board or Ward Bursary Committees,
 - (g) minimum and maximum allocation of bursary funds
 - (h) eligibility criteria for accessing county higher education loans
 - (i) complaints mechanisms
 - (j) monitoring, evaluation, reporting and learning; and
 - (k) any other matter necessary for the better carrying into effect the provisions of this Act.
 - (l) The County Executive Committee Member in charge of Finance shall, in consultation with the Executive Committee Member make the regulations specified under subsection (2) within a period of twelve months from the commencement of this Act.

Repeal

- 40.** The Turkana County Education and Skills Development Fund Act, 2014, the Turkana County Education and Skill Development Fund (Amendment) Act 2016 and any other law in relation to

management of bursaries, scholarships and higher education loans in the County is hereby repealed.

Transition

- 41.** (1) All directions, resolutions, orders and authorizations on or relating to financial management given under the Turkana County Education and Skills Development Act, 2014 (now repealed) shall continue with the necessary modification, apply under this Act.
- (2) The Secretariat, Committee and the Board appointed under the Turkana County Education and Skills Development Act, 2014 (now repealed) shall ensure that all documents, record, data and statements of the Fund are handed over to the Incoming Board and Committees.

MEMORANDUM OF OBJECTS AND REASONS

The Bill seeks to provide for the legal framework for establishing a County Education Fund to provide bursaries, scholarships and loans to students' resident in the County.

PART I - This Part deals with the preliminaries including the short title describing the names of the proposed Act, interpretation of words used in the Act, the objects and purposes of the Act, and guiding values and principles.

PART II - This Part provides for the establishment and management of the Turkana County Education , sources of funds for the Fund and funding of the programs of the Board.

PART III - This Part of the Bill provides for the establishment of the Ward Bursary programme; eligibility for the bursary; application and award process; disbursement; the Governor's scholarship scheme; Bonding; Revolving education loans; administration of the loans; and the obligations of loanees.

PART IV - This Part of the Bill makes provision for establishment of the Fund management structures and includes the establishment of the Board, composition of the Board; vacancy in the membership of the Board; and the designation of the Fund Administrator.

Further, it provides for powers and functions of the Board; delegations of powers by the Board; establishment of the ward bursary committees; the term limit of the ward bursary committees; functions of the ward bursary committees; and appeals to decisions of the Board and ward bursary committee.

PART V - This Part contains provisions for the financial year of the Fund; annual estimates of the Fund; accounts and audits of the funds of the Fund; and annual reports of the Board.

PART VI - This Part outlines the general provisions to guide the implementation of the Act. It includes the protection from personal liabilities, removal of members from office, conduct of meetings, code of conduct, offenses and penalties, gazettelement of members, publication of activities of the Fund and making of Regulations.

HON. MICHAEL EKAALÉ,

Chairperson, Education, Sports and Social Protection Committee.

SCHEDULE I
COUNTY GOVERNMENT OF TURKANA



CRITERIA FOR RANKING TURKANA COUNTY WARD BURSARY APPLICATIONS

[Section 9(2)]

Issues of Consideration	Marks	Score
A. Family Status		
i. Total Orphan	25	
ii. One or both parent with disability	10	
iii. Single parent	5	
iv. One parent deceased	5	
v. Both parents aged over sixty years	5	
Total	50	
B. Affirmative Action		
i. Applicants with special need or disability	10	
Total	10	
C. Family income, other educational burdens and special circumstances		
i. An applicant whose total payable fees exceed family gross income	5	
ii. An applicant whose parents or guardians has other educational burden that exceed the family gross income	5	

iii.	Any other persuasive social problem	3	
Total		15	
D. Academic performance and discipline			
i.	Excellent	15	
ii.	Good	10	
iii.	Fair	7	
iv.	Poor	3	
Total		35	
Maximum score		100	

SCHEDULE II
COUNTY GOVERNMENT OF TURKANA



**MINISTRY OF EDUCATION, SPORTS AND SOCIAL
PROTECTION**

WARD BURSARY APPLICATION FORM [Section 10]

A. STUDENTS PERSONAL DETAILS

1. Full Name:

.....

2. Sub County: Ward:

..... Village unit.....

3. Date of birth:

4. Sex: Male Female

5. Name of the Institution:

(a) Secondary: Name:

..... Form:

(b) Post-Secondary: (i) College/TVET: Name:

..... Year:

(ii) University: Name:

..... Year:

6. Admission Number:

B. AMOUNTS APPLIED

7. a. (i) Total payable fee: in words &
figures.....

.....
.....

(ii) Outstanding balance: in words and
figures.....

.....
.....

.....

(iii) Amount paid/able to pay: in words and figures

.....
.....
.....
.....

b. School/College/University bank details

Account Name:

.....
.....

Account number:

.....
.....

Bank Name:

Branch:

C. FAMILY DETAILS (Tick where appropriate)

8. Family status

Both parents alive
Orphan

Single parent

One parent deceased

parents/guardian has a disability

Both

9. The student has a disability or special education need?

Yes No

10. Parents/guardian

name(s).....

Occupation: Contact:

.....

11. How many siblings do you have?

.....

12. How many children does the guardian have?

.....

13. How many of your siblings are working/in
business/farming?

14. (a) How many of your siblings/Guardian children are in
secondary school/colleges/university? (Give details)

Siblings/Guardian children's Name	Name of institution	Year/Class	Total fees	Fee paid	Outstanding balance

(b) If orphan, who has been paying for your education?

Name:

.....Relation:

Contact:

D. INFORMATION ABOUT FAMILY FINANCIAL STATUS

15. Gross income in the last 12 months in KES

	Father	Mother	Guardian/Sponsor
Main occupation			
Gross income in KES			

NB: Gross income means income from salary, business, farming or any other lawful source of income per year

E. OTHER DISCLOSURES

16. (a) Have you received any other bursary or support from a public source last three months es

No

(b) If yes state the source and the amount in KES

.....

17. If you are a student of the university or tertiary college, have you applied for financial support from HELB?

.....

18. If yes in (c) above state the outcome and why you should be granted a bursary under this program

.....

.....

.....

.....

19. If no in (c) above state reasons

.....
.....

F: DECLARATIONS

20. Students Declaration

I declare that to the best of my knowledge the information given herein is true and to the best of knowledge.

Student's signature:

.....Date:
.....

21. Parents/Guardian declaration

I declare that I have read this form/ this form has been read to me and I hereby confirm that the information given herein is true to the best of my knowledge.

Parents/Guardian Name:

.....

Parents/Guardian signature:

..... Date:
.....

22. School/College/University Verification

(a) For continuing students only

Year Position in class: Term

I.....Term II.....Term III.....

Student's discipline: Excellent Good

.....FairPoor

Principal brief comments on the student's level of need, discipline and academic performance

.....
.....
.....
.....

I declare the above is a student in my school

Principal's Name:

..... Signature:
.....

Date and school stamp.....

(b) College students can attach recent transcripts or a letter from the college/university on his performance.

G. OTHER ACKNOWLEDGEMENTS

i) Area Village Administrator

Comments on the status of the family/parent

.....
.....
.....
.....

I certify the applicant's information given is correct/not correct

Name: Signature:

..... Date:

Designation: Official stamp

ii) Religious Leader

Comments on the status of the family/parent

.....
.....
.....
.....

I certify the applicant's information given is correct/not correct

Name: Signature:

..... Date:

Designation: Official stamp:

.....

H. OFFICIAL USE ONLY BY THE WARD BURSARY COMMITTEE

Total Score

Approved for bursary Not approved for bursary

Reasons for approval or disapproval

.....
.....
.....
.....
.....

Notes:

- i. Attach supporting documents eg. Death Certificate, NCPWD card or a letter*
- ii. Applicant to attach the latest report form for secondary school students and any other similar supporting for tertiary education students*
- iii. Wrong information will automatically disqualify the applicant*
- iv. Supporting documents to be attached*
 - (a) Fees structure*
 - (b) Admission letter where necessary*
 - (c) Performance report/transcript*
 - (d) Copy of School/college ID*
 - (e) NCPWD card where necessary*
 - (f) Death certificate where necessary*
 - (g) Any other necessary supporting documents*

COUNTY GOVERNMENT OF TURKANA



MINISTRY OF EDUCATION, SPORTS AND SOCIAL PROTECTION

TURKANA COUNTY SCHOLARSHIP SCHEME

APPLICATION FORM [Section 12]

This application form should be completed in full and submitted by every student seeking for a scholarship from the County Government of Turkana. Only a candidate who has been placed by KUCCPS to undertake undergraduate degree courses in either of the following fields: Human medicine, Engineering, Agriculture, or ICT and scored the minimum aggregate grade of A- in KCSE examination and is a resident of Turkana County should complete this form. The dully completed form should be submitted to the Department of Education Sports and Social protection office at Education Offices, a long Lodwar Mixed Road on or before.....

Please note that any false information will lead to automatic disqualification and may result in prosecution.

1. PERSONAL INFORMATION

Full name of applicant-----

School-----Index No. -

KCSE Grade----- Phone number -----

---Gender -----

Health Status -----

Disability-----

County----- Ward-----

-----Village-----

University-----

Course-----

Course placements by

KUCCPS.....

.....

(Attach the following; Result slip, leaving certificate,
University Admission letter and Fees Structure)

2. LEADERSHIP AND CO-CURRICULAR ACTIVITIES

(Attach certificate/evidence where necessary)

No.	Description	Type and level
1	Prefect/ top school leadership	
2	Leader in club/societies/activities	
3	Talent/Co - curricular	

3. BACKGROUND INFORMATION

a. Family information: Tick (where necessary)

Both Alive One Alive Divorced/Separated

Single

None Alive

Parent/Guardian with Disability

Aged

Parent/Guardian

Parent/Guardian with Chronic illness

Other

specify ----- b. Parent/Guardian

monthly source of income -----

c. Parent Particulars Parents/guardian

name(s).....

Occupation: Contact:

.....

d. Details of siblings/other dependent's

No.	Name	Relationship	Age	School/college or occupation

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Name-----
----- Signature-----

6. RECOMMENDATIONS / REFERENCES:

a. Confirmation and recommendation by Community Administrator:

I have read the information provided in this form and believe it to be true/not true. Based on my knowledge of the family and/or inquiries made, I make the following recommendation regarding the family circumstances and conduct of this applicant: -----

-----,.....
Name: -----Signature & Stamp:-----
----- Date: -----ID No. -----
-----Mobile/Telephone: -----

b. Recommendation by a spiritual leader (Priest, Pastor, Imam etc.)

I have read the information provided in this form and believe it to be true. Based on my knowledge of the family and/or inquiries I have made, I make the following recommendation regarding the family circumstances and conduct of this applicant: -----

-----Name: -----
-----Position ----- Signature &
Stamp: -----Date: -----ID No.
-----Mobile/Telephone: -----

7. Official use only by the governors scholarship Committee

Total Score

Approved for bursary Not approved for bursary
Comments on the awardee

.....
.....
.....
.....
.....

Notes:

- i. Wrong information will automatically disqualify the applicant*
- ii. Supporting documents to be attached*
 - (h) Fees structure*
 - (i) Admission letter from the university*
 - (j) Performance report/transcript*
 - (k) National ID and 'O' level Certificate*
 - (l) NCPWD card where necessary*
 - (m) Death certificate where necessary*
 - (n) Any other necessary supporting documents*