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Ref:

Ministry of Primary and Secondary Education  
PO Box CY 121  
Causeway  
Zimbabwe

2 September 2015

Provincial Education Directors  
District Education Officers

**RE: BUDGET ALLOCATION GUIDELINES FOR ERI, PLAP AND OPERATIONAL GRANT: PERIOD SEPTEMBER 2015 TO DECEMBER 2015**

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The above subject refers.

In September 2015, a new amount of money will be disbursed to all the ten (10) Provinces and all seventy two (72) Districts in order to carry out GPE trainings and activities. All Provinces and Districts have received the Permanent Secretary's Circular Number 11 of 2015, dated 19<sup>th</sup> August 2015, where guidance has been given on how to carry out the activities until December 2015.

Please, find attached the new budget template which each District and Province should use when planning the activities. In this tranche of money, Districts will receive different amounts as the new budget has been calculated based on the number of teachers in each District in order to address the challenges faced on the last disbursement.

Therefore, please, be aware that operational grant of **USD1 200** will still be the same for all districts, but for ERI and PLAP activities, the amount will vary per each District.

Districts should contact the Provincial offices to enquire about the amount allocated to them.

Be advised therefore, that;

1. Each Province will receive **USD10 500** for ERI, PLAP and ESSP activities which are described in the attached document.
2. Each District will receive a specific amount which includes the fixed amount of the operational grant of **USD1 200** and a remaining amount for ERI and PLAP activities. Once Districts receive the full amount, it is necessary to subtract the **USD1 200** of the operational grant and then calculate the percentages as shown in the attached document to the remaining amount of money.

For the detailed budget, please, refer to the attached document.

Dr. S.J. Utete-Masango



**SECRETARY FOR PRIMARY AND SECONDARY EDUCATION**

Budget allocation guidelines 3M