



FEDERAL REPUBLIC OF NIGERIA

FGN 2025 Budget Call Circular

**Federal Ministry of Budget and Economic Planning
(FMBEP)
Abuja**

November, 2025



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From: The Honourable Minister
Federal Ministry of Budget and Economic Planning

To:

The Chief of Staff to the President
The Deputy Chief of Staff to the Vice-President
All Honourable Ministers/Ministers of State
The Secretary to the Government of the Federation
The Head of the Civil Service of the Federation
All Service Chiefs/Inspector-General of Police
All Chairmen of Commissions
The Governor, Central Bank of Nigeria
All Permanent Secretaries/Heads of Extra-Ministerial Departments
The Clerk of the National Assembly
The Executive Secretary, National Judicial Council
The Auditor-General for the Federation
The Accountant - General of the Federation
All Directors General/Chief Executives of Parastatals/Government Agencies

2025 BUDGET CALL CIRCULAR

1. INTRODUCTION

- 1.1 The 2025 Budget Call Circular sets out the requirements and instructions that must be satisfied and followed in the preparation of the 2025 Federal Government of Nigeria (FGN) Budget Proposal. Thus, all Ministers/Chief Executives/ Accounting Officers and other officers responsible for budget preparation are advised to read this Budget Call Circular carefully. All are also enjoined to strictly adhere to these guidelines and instructions including, but not limited to, the revenue and cost optimisation measures indicated herein.
- 1.2 The preparation of the budget estimates for Ministries, Departments and Agencies (MDAs) should take into consideration the policies/strategies contained in the 2025 - 2027 Medium Term Expenditure Framework and Fiscal Strategy Paper (MTEF/FSP) which is the FGN's pre-budget statement. The MTEF/FSP outlines the



development priorities of the FGN for the period covered. The FGN's annual budget shall be prepared in line with the government's policy thrust, as articulated in the policy direction of Mr. President's **Renewed Hope Agenda** (including the Renewed Hope Infrastructure Development Plan), the **National Development Plan (NDP 2021-25)**, as well as other relevant programmes such as the, the **ACCELERATED STABILISATION AND ACTUALISATION PLAN (ASAP)**, extant circulars and Executive Orders.

- 1.3 Therefore, all MDAs are to carefully scrutinize and justify their projects and programmes for which resources are to be allocated in line with the immediate needs of the country as well as government's development priorities that aligns with the policy direction of the new administration which hinges on National Security, the Economy, Education, Health, Agriculture, Infrastructure, Power & Energy as well as social safety nets, women & youth empowerment.
- 1.4 These priorities, and the 2025 budget estimates, **MUST** be linked to the NDP's core Objectives, which are:
 - a) Establishing a strong foundation for a diversified economy;
 - b) Investing in critical physical, financial, digital, and innovation infrastructure;
 - c) Building a solid framework and enhancing capacities to strengthen security and ensure good governance; and
 - d) Enabling a vibrant, educated, and healthy populace.
- 1.5 Prominence must also be accorded to the **Eight Priority Areas on Development of the President Tinubu Administration as well as** human capital development, specifically Health, Education and Social Protection in resource allocation. **Please see annexure 4** for more details on the Eight Priority Areas, NDP's objectives and pillars.

2. BACKGROUND

Review of 2024 Federal Budget

- 2.1 As of August 31, 2024, the FGN achieved **73.8%** (that is, **N12.74 trillion**) of its targeted retained revenue of N17.25 trillion. The



deviation is primarily attributable to the windfall tax, which has yet to be realised.

- FGN share of oil revenues was **N4.09 trillion** (75% performance), while non-oil tax revenues totalled **N3.81 trillion** (a performance of 160.1%).
- **Companies Income Tax (CIT) and Value Added Tax (VAT)** collections were **N1.71 trillion** and **N530.41 billion**, representing 74.5% and 55.1% over their respective targets.
- Customs collections (*made up of import duties, excise and fees, as well as federation account special levies*) recorded **N969.89 billion** out of **N1.02 trillion** (95% of the target). **Other revenues amounted to N4.83 trillion**, of which independent revenue was **N2.30 trillion**

2.2 On the **expenditure** side, the aggregate expenditure for FY 2024 is estimated at **N35.06 trillion** [inclusive of the amendment budget provision of **N6.2 trillion**], with a prorata spending target of **N23.37 trillion** as at end of August 2024. The actual spending was **N16.98 trillion**. Of this amount, **N7.41 trillion** was for debt service, and **N3.37 trillion** for Personnel cost, including Pensions.

2.3 Only about **N3.65 trillion**, out of which **N2.55 trillion** (34% of the prorata budget) has been released for MDAs' capital expenditure as of the period under review. This level of performance is partly explained by the "**Bottom-up Cash Plan**" being implemented.

3. THE 2025 BUDGET FRAMEWORK

3.1 In line with the global and domestic economic outlook, the key parameters as well as other macroeconomic projections driving the medium-term revenue and expenditure framework are indicative of gradually rebounding activities in both the global and domestic economy.

**Table 3.1: Key Macroeconomic Assumptions**

Description	2024 Budget	2025	2026	2027
Oil Price Benchmark (US\$/b)	77.96	78.1	76.2	75.3
Oil Production (mbpd)	1.78	2.06	2.10	2.35
Exchange Rate (N/\$)	800.00	1,400.00	1,400.00	1,400.00
Inflation (%)	21.40	15.75	14.21	10.04
Non-Oil GDP (N'bn)	223,989.2	301,255.1	356,743.3	409,255.4
Oil GDP (N'bn)	12,316.0	36,783.7	40,744.5	48,667.5
Nominal GDP (N'bn)	236,305.2	338,038.8	397,487.9	457,923.0
GDP Growth Rate (%)	3.8%	4.6%	4.4%	5.5%
Imports	32,453.5	66,898.7	65,670.9	65,698.3
Nominal Consumption (N'bn)	163,227.77	206,826.59	233,311.36	263,946.18

Source: Federal Ministry of Budget & Economic Planning, NUPRC, BOF, NBS

3.2 Further to the above, and in accordance with the 2025 - 2027 Medium-Term Expenditure Framework and Fiscal Strategy Paper, the 2025 FGN Revenue is projected at **N34.82 trillion**, higher by **N8.95 trillion** or **34.6%** than the **2024 Budget estimate**. This is made of **N19.60 billion** and **N15.22 trillion** projected to be earned from oil and non-oil sources respectively.

The FGN share of non-oil tax revenues is projected at **N5.71 trillion** compared to **N3.52 trillion** in 2024, while its share of Minerals and Mining revenues is **N15.49 billion** in 2025 from **N4.56 billion** in 2024. The projection for Independent Revenue is projected at **N3.47 trillion**, up from **N2.69 trillion**, while the projection for Grants and Donor funded projects is **N711.11 billion**.

Other revenues (including FGN's share of Oil Price Royalties, Education Taxes, Electronic Money Transfer Levies, Recoveries, and Drawdowns from Special Accounts) have a projection of **N1.78 trillion** and expected dividends of **N686.44 billion** from BOI, DBN, Galaxy Backbone & NLNG.

FGN Budget Expenditure and Breakdown by Major Heads

3.3 FGN's 2025 Budget estimates its aggregate expenditures at **₦ 47.90 trillion**. This includes the GOEs' expenditures of **₦2.73 trillion** and grants/donor-funded projects of **₦711.11 billion**. The proposed 2025 Budget represents **36.6%** (or about **₦12.85 trillion**) higher than the 2024 FGN aggregate expenditure estimate of **N35.06 trillion**.



- 3.4 The 2025 expenditure estimate includes Statutory Transfers of **N4.26 trillion** (this includes provisions for the newly established South-East Development Commission, South West Development Commission, and North West Development Commission).
- 3.5 Debt expenditure of N15.81 trillion (including N430.27 billion for the Sinking Fund for retiring maturing bonds issued to local contractors/creditors), and non-debt recurrent expenditure of N14.21 trillion.
- 3.6 A sum of N9.64 trillion (including N1.02 trillion for GOEs) is provided for personnel and pension costs. This is an increase of N3.56 trillion, or 58.7%, over the 2024 provision and is mainly due to the implementation of the new minimum wage and its consequential adjustments.
- 3.7 In line with the commitment to improve primary healthcare, N282.65 billion has been provided as a first-line deduction for the Basic Health Care Provision Fund (BHCPF) statutory transfer. Also, N231.78 billion has been set aside in the service-wide votes for GAVI/Routine Immunisation.
- 3.8 The aggregate amount estimated for capital expenditure in the 2025 budget is N16.48 trillion, representing 34.4% of total expenditure. This provision is 11.2% higher than the capital provision of the 2024 Amended Budget.
- 3.9 The 2025 capital provision comprises N6.04 trillion for MDAs, N1.19 trillion for Capital Supplementation, N2.86 trillion for the capital component of Statutory Transfers, N7 billion for the Family Home Fund, N820.91 billion for the capital budget of GOEs, N711.11 billion for Donor/Grant-Funded expenditures, and N3.55 trillion for projects to be funded by project-tied Multilateral/Bilateral loans. Provisions for TETFUND capital and transfer to the National Social Investment Authority (NSIA) amount to N940.50 billion and N360.80 billion, respectively.
- 3.10 In line with this Administration's drive to stimulate economic activities in targeted sectors, create jobs, and improve critical infrastructure under the Renewed Hope Infrastructure Development Fund, the Federal Government will be approving sovereign



guarantees for long-term financing of up to N3 trillion for the recapitalization of the Bank of Agriculture (BOA), Federal Mortgage Bank of Nigeria (FMBN), InfraCorp, Ministry of Finance Incorporated (MOFI) and NEXIMBANK by issuing a long-term bond. The strategy is to on-lend through commercial banks to support businesses and economic development.

Budget Deficit and Financing

- 3.11 The budget deficit is projected to be N13.08 trillion in 2025, from N9.18 trillion estimated for 2024. This represents about 38% of total FGN revenues and 3.87% of the estimated GDP. The higher deficit is due to the provisions for the new minimum wage, pension obligations, and other consequential adjustments, as well as increased debt costs. The administration aims to lower the deficit levels to the threshold stipulated in the FRA 2007 within the medium term.
- 3.12 The deficit in 2025 will be financed by new foreign and domestic borrowings of N9.22 trillion, N312.33 billion from Privatization Proceeds, and N3.55 trillion drawdowns on existing multilateral/bilateral project-tied loans. The deficit will largely be financed by domestic borrowings, considering the narrow window for external financing.
- 3.13 Having made these provisions, the aggregate amount available for capital expenditures in the 2025 budget is **N16.48 trillion**. This represents 34.4% of total expenditure and is 11% higher than the provision in the 2024 amended budget.
- 3.14 The aggregate sum of N16.48 trillion (including GOEs & capital component of statutory transfers) has been set aside for critical capital expenditure, as summarised below:
- (i) N6.04 trillion for MDAs' capital expenditure;
 - (ii) N1.19 trillion for Capital Supplementation;
 - (iii) N2.06 trillion for Capital in Statutory Transfers;
 - (iv) N711.11 billion for Grants and donor funded projects;



- (v) N7 billion for Family Homes Fund component of the Social Investment Programme;
- (vi) N360.80 billion Transfer to NSIA;
- (vii) N820.91 billion for GOEs Capital;
- (viii) N940.5 billion for TETFUND Capital; and
- (ix) N3.545 trillion for Multi-lateral and Bi-lateral Project-tied loans.

3.15 The Statutory Transfers of **N4.23 trillion** consist of allocations to the National Judicial Council (NJC), Universal Basic Education Commission (UBEC), Regional Development Commissions, National Assembly (NASS), Independent National Electoral Commission (INEC), National Human Rights Commission (NHRC), Public Complaints Commission (PCC), National Agency for Science and Engineering Infrastructure (NASENI) and Basic Health Care Provision fund (BHCPF). It is expected that these arms of Government and agencies will apply the funds transferred strictly to accomplish the purposes for which they are intended. **In compliance with the Fiscal Responsibility Act (2007), all beneficiaries of statutory transfers are required to provide the BOF periodic reports of the allocation and expenditure of the funds received.**

Tables 3.3 [a] and [b] below show the summary fiscal framework of the FGN for 2025 and the medium-term outlook



Table 3.3: (a) FGN Net Revenue Heads in Fiscal Year 2025

FISCAL ITEMS	2024 NASS Approval + Amendment	2025 Budget Proposal	2026	2027
AMOUNT AVAILABLE FOR FGN BUDGET (excluding GOEs retained revenue)	23,015,525,914,642	31,953,714,451,400	32,489,230,685,750	35,432,291,275,131
a Share of Oil Revenue	8,176,281,825,170	19,601,654,265,904	20,161,647,192,478	22,291,595,332,495
b Dividends	357,923,133,707	686,439,926,080	64,261,214,400	64,940,479,400
c Share of Minerals & Mining	4,555,370,424	15,485,205,951	17,622,681,216	20,048,631,457
d Share of Non-Oil Taxes	3,521,207,272,130	5,708,137,156,641	6,134,336,782,518	6,665,295,627,299
Share of CIT	1,472,577,505,843	2,745,313,863,889	3,249,252,792,198	3,713,895,578,225
Share of VAT	512,833,397,431	972,927,580,625	1,125,655,244,486	1,273,458,811,699
Share of Customs	1,287,534,294,626	1,557,335,642,734	1,377,298,333,742	1,295,027,775,149
Share of Federation Acct. Levies	248,262,074,230	430,135,069,392	379,444,967,092	379,939,600,433
e NPTF Levy		2,425,000,000	2,685,445,000	2,973,861,793
f Share of Electronic Money Transfer Levy (formerly called Stamp Duty)	24,393,002,643	32,039,000,000	36,914,500,000	42,486,500,000
g Share of Oil Price Royalty	24,169,090,276	360,799,503,479	309,763,765,438	270,983,864,307
h Revenue from GOEs	4,853,565,246,556	4,069,565,246,556	4,387,477,031,247	4,745,915,124,664
i GOEs Operating Surplus (80% of which is captured in Independent Revenue)	(1,992,484,776,894)	(1,199,292,499,539)	(1,371,015,229,314)	(1,550,112,015,285)
j Independent Revenue	2,691,775,748,763	3,465,343,761,488	3,505,601,458,971	3,653,497,276,348
k Draw-down from Special Levies Accounts	300,000,000,000	300,000,000,000	300,000,000,000	300,000,000,000
l Signature Bonus	251,455,481,172	-	-	-
m Recoveries + Assets + Fines	-	82,704,244,858	107,501,214,315	139,740,135,410
n Grants and Donor Funding	685,632,294,000	711,111,387,000	621,399,828,000	621,399,828,000
o Education Tax (TETFUND)	700,000,000,000	990,000,000,000	1,230,182,048,415	1,362,303,600,415
p Additional Revenue to Fund the 2024 Budget	6,278,132,696,357			
AMOUNT AVAILABLE FOR FGN BUDGET (including GOEs)	25,876,606,384,304	34,823,987,198,417	35,505,692,487,684	38,628,094,384,511

Table A: An Overview of FGN Net Revenue

(b) Distribution to Expenditure Heads in Fiscal Year 2025

FISCAL ITEMS	2024 NASS Approval + Amendment	2025 Budget Proposal	2026	2027
STATUTORY TRANSFER	1,742,786,788,150	4,259,150,750,843	4,166,381,533,536	4,525,978,525,745
DEBT SERVICE	8,047,298,455,073	15,383,801,173,794	15,520,821,315,539	19,498,180,259,381
SINKING FUND	223,662,151,758	430,268,229,614	388,540,316,118	296,205,220,177
RECURRENT (NON-DEBT)	11,268,513,380,852	14,212,740,269,101	14,381,975,772,487	14,592,234,201,647
a Personnel Costs (MDAs)	4,792,049,895,611	7,174,956,124,249	7,390,204,807,976	7,611,910,952,216
b Personnel Costs (GOEs)	608,413,229,132	1,017,413,229,133	1,078,603,027,244	1,181,920,949,117
c Overheads (MDAs)	673,163,154,610	1,231,659,364,881	1,293,242,333,125	1,357,904,449,781
d Overheads (GOEs)	451,204,551,288	892,204,551,288	994,674,670,618	994,674,670,618
e Pensions, Gratuities & Retirees Benefits	673,129,981,736	1,443,687,100,602	1,438,403,519,018	1,438,403,519,018
f Other Service Wide Votes (including GAVI/Immunization)	3,770,552,568,475	2,138,319,898,948	1,860,338,312,085	1,674,304,480,876
g Presidential Amnesty Programme	65,000,000,000	65,000,000,000	65,000,000,000	65,000,000,000
h TETFUND - Recurrent	35,000,000,000	49,500,000,000	61,509,102,421	68,115,180,021
SPECIAL INTERVENTIONS (Recurrent)	200,000,000,000	200,000,000,000	200,000,000,000	200,000,000,000
AGGREGATE CAPITAL EXPENDITURE	14,813,550,981,005	16,479,233,621,947	15,941,685,200,091	16,506,034,532,642
a Capital Supplementation	3,479,926,266,989	1,188,579,464,297	1,138,579,464,297	1,138,579,464,297
b Capital Expenditure in Statutory Transfers	1,040,274,986,620	2,864,529,094,815	2,757,830,445,180	3,029,902,778,973
c Special Intervention Programme (Capital) - Family Home Fund	7,000,000,000	7,000,000,000	7,000,000,000	7,000,000,000
d Amount Available for MDAs Capital Expenditure	7,038,725,457,977	6,039,809,767,108	6,174,308,233,336	6,374,233,613,262
e GOEs Capital Expenditure	820,908,398,828	820,908,398,828	804,070,709,084	809,686,754,648
f TETFUND Capital Expenditure	665,000,000,000	940,500,000,000	1,168,672,945,994	1,294,188,420,394
g Grants and Donor Funded Projects	685,632,294,000	711,111,387,000	621,399,828,000	621,399,828,000
h Multi-lateral / Bi-lateral Project-tied Loans	1,051,914,486,314	3,545,996,006,420	2,960,059,808,762	2,960,059,808,762
i FGN Share of Oil Price Royalty Transferred to NSIA	24,169,090,276	360,799,503,479	309,763,765,438	270,983,864,307
Capital Expenditure (Exclusive of Transfers)	13,773,275,994,385	13,614,704,527,132	13,183,854,754,910	13,476,131,753,670
TOTAL FGN BUDGET (Excluding GOEs & Project-tied Loans)	32,123,096,104,655	41,624,142,764,815	41,804,165,476,882	46,442,387,777,474
TOTAL FGN BUDGET (Including GOEs & Project-tied Loans)	35,055,536,770,218	47,900,664,950,484	47,641,573,692,590	52,388,729,960,620

Table B: An Overview of FGN Expenditure

Again, the thrust of the FGN’s capital expenditure programme in 2025 will be completion of as many cardinal ongoing projects as possible, rather than starting new projects. Thus, MDAs are hereby advised that new projects will not be admitted into the capital budget for 2025, unless adequate provision has been made for completion/work programme of **ALL** ongoing projects.



4. GUIDELINES FOR BUDGET PREPARATION

4.1 General Instructions

The Federal Government remains committed to improving the efficiency and quality of its spending. Federal expenditure will continue to be properly scrutinized to allow only essential spending and ensure value for money. We will also continue to strengthen the budget formulation, implementation, monitoring & evaluation processes.

4.1.1 Budget Ceilings

Overhead budget ceilings will be issued for individual MDAs. Thus, all MDAs are required to work within and not exceed their 2024 overhead ceilings for the purpose of preparing their **2025 Overhead budget submissions**. While we note the impact of inflation on overhead costs, we are however constrained by revenue challenges in providing significantly more for overheads. We will however sustain the effort to achieve full release of the overhead budget.

The Sectoral Capital budget ceilings for 2025 are as shown in the schedule below. The ceilings will be further disaggregated for individual MDAs which will be issued subsequently. Despite the fiscal constraints, the capital budget ceilings reflect FGN's commitment to the effective implementation of the National Development Plan (NDP) 2021 – 2025. MDAs are required to ensure that only projects/programmes within their respective Ministerial mandates as approved by Mr. President are included in their budgets. **Where any indicated ceiling is exceeded, MDAs are to note that the BOF will use its discretion in adjusting down to the approved ceiling without any recourse to the MDA.**



RENEWED HOPE AGENDA PRIORITIES		
	Functions	2025 BCC CAPITAL CEILING
1	Inclusive Economic Growth	
2	National Security for Peace and Prosperity	651,020,569,954
3	Agriculture for Food Security	124,580,989,933
4	Energy and Natural Resources for Sustainable Development	804,319,048,950
5	Infrastructure and Transportation	1,225,664,685,869
6	Education, Health and Social Investment	846,312,508,790
7	Industrialization, Digitization, Creative Arts, Manufacturing and Innovation	134,366,644,623
8	Governance	253,545,318,989

CLASSIFICATION OF THE FUNCTIONS OF GOVERNMENT (COFOG)		
	Functions	2025 BCC CAPITAL CEILING PROPOSAL
1	General Public Service	918,357,793,705
2	Economic Affairs (Infrastructure & Economic Growth Sectors)	1,482,545,574,086
3	Education	238,988,225,518
4	Health	395,970,231,574
5	Housing and Community Amenities	202,223,130,748
6	Public Order and Safety	274,579,984,380
7	Environmental Protection	35,883,406,575
8	Recreation, Culture and Religion	26,208,798,760
9	Social Protection	50,690,818,346
10	Defence	414,361,803,417

CLASSIFICATION BY 2021-2025 NDP THEMATIC AREAS		
	Themes	2025 BCC CAPITAL CEILING PROPOSAL
1	Public Administration and Security	1,622,807,988,089
2	Infrastructure	1,213,612,083,760
3	Economic Growth & Development	253,169,855,258
4	Regional Development	103,907,331,211
5	Human Capital Development	634,958,457,092
6	Social Development	211,354,051,699



CAPITAL CEILING SUMMARY

NO	MDAs	2025 BCC CAPITAL CEILING PROPOSAL
1.	PRESIDENCY	55,553,810,767
2.	MINISTRY OF DEFENCE	414,361,803,417
3.	MINISTRY OF FOREIGN AFFAIRS	66,612,677,136
4.	FEDERAL MINISTRY OF INFORMATION & NATIONAL ORIENTATION	5,759,461,028
5.	FEDERAL MINISTRY OF ART, CULTURE AND CREATIVE ECONOMY	8,853,796,911
6.	FEDERAL MINISTRY OF TOURISM	895,148,650
7.	MINISTRY OF INTERIOR	45,391,298,642
8.	OFFICE OF THE HEAD OF THE CIVIL SERVICE OF THE FEDERATION	5,863,983,783
9.	AUDITOR GENERAL FOR THE FEDERATION	5,244,877,797
10.	FEDERAL MINISTRY OF POLICE AFFAIRS	76,690,323,515
11.	FEDERAL MINISTRY OF COMMUNICATIONS, INNOVATION AND DIGITAL ECONOMY	12,335,488,754
12.	NATIONAL SECURITY ADVISER	112,550,298,564
13.	INFRASTRUCTURE CONCESSION REGULATORY COMMISSION	1,069,144,132
14.	SECRETARY TO THE GOVERNMENT OF THE FEDERATION	39,155,444,269
15.	FEDERAL MINISTRY OF SPECIAL DUTIES & INTER - GOVERNMENTAL AFFAIRS	2,303,016,168
16.	FEDERAL MINISTRY OF LIVESTOCK	10,000,000,000
17.	FEDERAL MINISTRY OF AGRICULTURE AND FOOD SECURITY	114,580,989,933
18.	FEDERAL MINISTRY OF FINANCE*	722,959,383,798
19.	FEDERAL MINISTRY OF BUDGET AND ECONOMIC PLANNING	14,280,781,105
20.	FEDERAL MINISTRY OF INDUSTRY, TRADE AND INVESTMENT	38,088,196,969
21.	FEDERAL MINISTRY OF LABOUR AND EMPLOYMENT	13,874,579,229
22.	FEDERAL MINISTRY OF SCIENCE AND TECHNOLOGY	74,194,013,340
23.	FEDERAL MINISTRY OF TRANSPORT	77,662,112,915
24.	FEDERAL MINISTRY OF MARINE AND BLUE ECONOMY	35,752,659,707
25.	FEDERAL MINISTRY OF AVIATION AND AEROSPACE DEVELOPMENT	93,034,413,832
26.	FEDERAL MINISTRY OF POWER	79,519,240,348
27.	MINISTRY OF PETROLEUM RESOURCES	1,861,392,208
28.	MINISTRY OF STEEL DEVELOPMENT	4,526,039,050
29.	FEDERAL MINISTRY OF SOLID MINERALS DEVELOPMENT	9,919,223,758
30.	FEDERAL MINISTRY OF WORKS	827,164,472,063
31.	FEDERAL MINISTRY OF HOUSING AND URBAN DEVELOPMENT	88,143,696,142
32.	NATIONAL SALARIES, INCOMES AND WAGES COMMISSION	649,185,557
33.	FISCAL RESPONSIBILITY COMMISSION	596,913,905
34.	FEDERAL MINISTRY OF WATER RESOURCES AND SANITATION	114,079,434,606
35.	FEDERAL MINISTRY OF JUSTICE	37,921,217,842
36.	INDEPENDENT CORRUPT PRACTICES AND RELATED OFFENCES COMMISSION	1,434,965,954
37.	FEDERAL CAPITAL TERRITORY ADMINISTRATION**	79,425,035,975
38.	FEDERAL MINISTRY OF REGIONAL DEVELOPMENT	24,482,295,235
39.	FEDERAL MINISTRY OF YOUTH	7,007,777,736
40.	NATIONAL SPORTS COMMISSION	3,692,614,436
41.	FEDERAL MINISTRY OF WOMEN AFFAIRS	10,392,223,151
42.	FEDERAL MINISTRY OF EDUCATION	238,988,225,518
43.	FEDERAL MINISTRY OF HEALTH AND SOCIAL WELFARE	395,970,231,574
44.	FEDERAL MINISTRY OF ENVIRONMENT AND ECOLOGICAL MANAGEMENT	35,883,406,575
45.	NATIONAL POPULATION COMMISSION	2,277,594,693
46.	MINISTRY OF HUMANITARIAN AFFAIRS AND POVERTY ALLEVIATION	24,146,421,272
47.	CODE OF CONDUCT BUREAU	1,248,852,437
48.	CODE OF CONDUCT TRIBUNAL	605,608,719
49.	FEDERAL CHARACTER COMMISSION	584,345,869
50.	FEDERAL CIVIL SERVICE COMMISSION	713,647,367
51.	POLICE SERVICE COMMISSION	591,879,863
52.	REVENUE MOBILIZATION, ALLOCATION, AND FISCAL COMMISSION	916,120,895

*Includes N705bn for Power Sector Recovery Programme Transfer to NBET

**Includes N44.8bn for FCT Railway Modernisation

**OVERHEADCEILING SUMMARY**

NO	MDAs	2025 BCC OVERHEAD CEILING PROPOSAL
1.	PRESIDENCY	38,274,492,486
2.	MINISTRY OF DEFENCE	217,402,548,150
3.	MINISTRY OF FOREIGN AFFAIRS	58,312,263,172
4.	FEDERAL MINISTRY OF INFORMATION & NATIONAL ORIENTATION	5,010,877,971
5.	FEDERAL MINISTRY OF ART, CULTURE AND CREATIVE ECONOMY	4,791,860,095
6.	FEDERAL MINISTRY OF TOURISM	785,029,113
7.	MINISTRY OF INTERIOR	51,875,821,819
8.	OFFICE OF THE HEAD OF THE CIVIL SERVICE OF THE FEDERATION	6,738,709,294
9.	AUDITOR GENERAL FOR THE FEDERATION	4,686,191,179
10.	FEDERAL MINISTRY OF POLICE AFFAIRS	79,582,667,098
11.	FEDERAL MINISTRY OF COMMUNICATIONS, INNOVATION AND DIGITAL ECONOMY	1,001,169,799
12.	NATIONAL SECURITY ADVISER	57,013,187,789
13.	INFRASTRUCTURE CONCESSION REGULATORY COMMISSION	863,391,657
14.	SECRETARY TO THE GOVERNMENT OF THE FEDERATION	29,838,824,813
15.	FEDERAL MINISTRY OF SPECIAL DUTIES & INTER - GOVERNMENTAL AFFAIRS	1,916,810,054
16.	FEDERAL MINISTRY OF LIVESTOCK	1,800,000,000
17.	FEDERAL MINISTRY OF AGRICULTURE AND FOOD SECURITY	13,617,355,386
18.	FEDERAL MINISTRY OF FINANCE	7,874,649,181
19.	FEDERAL MINISTRY OF BUDGET AND ECONOMIC PLANNING	8,783,634,684
20.	FEDERAL MINISTRY OF INDUSTRY, TRADE AND INVESTMENT	5,298,604,686
21.	FEDERAL MINISTRY OF LABOUR AND EMPLOYMENT	3,781,560,719
22.	FEDERAL MINISTRY OF SCIENCE AND TECHNOLOGY	7,827,514,886
23.	FEDERAL MINISTRY OF TRANSPORT	1,670,798,201
24.	FEDERAL MINISTRY OF MARINE AND BLUE ECONOMY	744,178,965
25.	FEDERAL MINISTRY OF AVIATION AND AEROSPACE DEVELOPMENT	2,338,000,546
26.	FEDERAL MINISTRY OF POWER	4,211,403,159
27.	MINISTRY OF PETROLEUM RESOURCES	3,439,381,810
28.	MINISTRY OF STEEL DEVELOPMENT	1,952,752,775
29.	FEDERAL MINISTRY OF SOLID MINERALS DEVELOPMENT	2,871,183,634
30.	FEDERAL MINISTRY OF WORKS	25,325,820,450
31.	FEDERAL MINISTRY OF HOUSING AND URBAN DEVELOPMENT	1,203,391,996
32.	NATIONAL SALARIES, INCOMES AND WAGES COMMISSION	460,143,529
33.	FISCAL RESPONSIBILITY COMMISSION	738,291,539
34.	FEDERAL MINISTRY OF WATER RESOURCES AND SANITATION	4,013,360,542
35.	FEDERAL MINISTRY OF JUSTICE	13,890,491,832
36.	INDEPENDENT CORRUPT PRACTICES AND RELATED OFFENCES COMMISSION	3,817,528,905
37.	FEDERAL CAPITAL TERRITORY ADMINISTRATION	
38.	FEDERAL MINISTRY OF REGIONAL DEVELOPMENT	1,673,609,289
39.	FEDERAL MINISTRY OF YOUTH	43,071,478,891
40.	NATIONAL SPORTS COMMISSION	4,401,601,898
41.	FEDERAL MINISTRY OF WOMEN AFFAIRS	1,253,412,987
42.	FEDERAL MINISTRY OF EDUCATION	122,038,732,131
43.	FEDERAL MINISTRY OF HEALTH AND SOCIAL WELFARE	49,432,172,339
44.	FEDERAL MINISTRY OF ENVIRONMENT AND ECOLOGICAL MANAGEMENT	5,739,307,586
45.	NATIONAL POPULATION COMMISSION	1,173,647,529
46.	MINISTRY OF HUMANITARIAN AFFAIRS AND POVERTY ALLEVIATION	5,565,053,034
47.	CODE OF CONDUCT BUREAU	921,217,685
48.	CODE OF CONDUCT TRIBUNAL	499,173,443
49.	FEDERAL CHARACTER COMMISSION	901,855,022
50.	FEDERAL CIVIL SERVICE COMMISSION	1,045,585,105
51.	POLICE SERVICE COMMISSION	493,322,360
52.	REVENUE MOBILIZATION, ALLOCATION, AND FISCAL COMMISSION	1,066,301,277



4.1.2 Approved Price List

In preparing the budget estimates, MDAs are required to be guided by information from the Price Checker Portal of the Bureau for Public Procurement (BPP), except where information on the specific item is not available on the Portal. Accordingly, the Budget Office of the Federation (BOF) reserves the right to adjust the price(s) used by any MDA if considered unreasonable.

MDAs are also enjoined to **desist from the practice of specifying in the budget the models/brands** of assets they propose to acquire. As much as possible, generic specifications of items should be made in accordance with the Public Procurement Act. Here again, the BOF will intervene to effect necessary amendments.

4.1.3 Budget preparation

The 2025 budget will be prepared using the **Budget Preparation Sub-system (BPS)** on the GIFMIS platform. Thus, all MDAs are required to prepare and submit their budgets online using the GIFMIS BPS platform. Relevant personnel of all MDAs will be re-trained on the use of the GIFMIS BPS for the preparation and submission of their 2025 budget proposals.

4.2 Personnel Cost

4.2.1 The BOF has prepared personnel cost estimates based on information earlier obtained from the Integrated Personnel and Payroll Information System (IPPIIS) and/ or submitted by the MDAs in response to the earlier issued 2025 Personnel Budget Call Circular. Each MDA will be advised accordingly of its personnel cost budget for 2025.

4.2.2 All MDAs must ensure compliance with Service-wide Circular ref. **59814/S.7/C.8/IV/T7/140** on **'Streamlining Procedures for Recruitment into Federal Agencies'** dated 11th August, 2021 issued by the Secretary to Government of the Federation (SGF) in respect of the procedure for recruitment into the public service. For the avoidance of doubt, this applies also to self-funded agencies/government-owned enterprises (GOEs).

4.2.3 The Chief Executive/Accounting Officer will be held responsible for accuracy of the submissions in response to the Personnel Budget Call Circular (ref. BD/2000/EXP/S.651/) issued to all MDAs by the



Hon. Minister of Finance, Budget and National Planning in May 2021.

4.2.4 It is expected that all MDAs have now complied with Presidential directive to enrol on the Integrated Personnel and Payroll Information System (IPPIIS). **MDAs not yet on IPPIIS WILL not be provided for in the personnel budget for 2025.**

4.3 Overhead Expenditure

4.3.1 Efficiency and Cost Control Measures

As part of the government's strategy to ensure value for money in its expenditures, and to eliminate waste, series of Circulars had been issued to guide MDAs and Government Owned Enterprises (GOEs) in making their spending plans. MDAs are enjoined to comply strictly with these, and other relevant Circulars. Specific measures to be considered in preparing MDAs' 2025 budget submissions include:

a) **Restrictions on some Overhead expenditure items**

MDAs' overhead budget proposals with respect to printing, adverts, gifts, honorarium, and membership/subscription to international organizations, etc, must be subjected to the reasonableness test. Furthermore, MDAs are enjoined to adhere to the Circular referenced **SGF/OP/I/S.3/XI/917**, by the Office of the Secretary to Government of the Federation (OSGF), which restrains MDAs from certain wasteful expenditures.

b) **Travels and Training**

MDAs are enjoined to restrict their travels, training and capacity development programmes to locations within the country and as close to their office locations as possible. Foreign travels and training should be limited to exceptional cases, and with necessary approvals in accordance with extant government policy.

c) **Board meetings, travels, sitting allowances, honorarium, etc.**

The OSGF's Circular **SGF.6/S.2/X/542** clearly stipulates measures which all FGN Committees and Boards should comply with. More specifically, hosting of board meetings outside the country, payment of sitting allowances, the number of such meetings, etc.,



must comply with the provisions of extant Circulars and also be subjected to the reasonableness test.

d) Rents and Utility payments

All MDAs are enjoined to make adequate provisions for payment of their office rents and utility bills, including any arrears. Requests for funds to meet such payments outside of the MDAs' budgetary provisions will not be entertained. It has been observed that many MDAs have committed to astronomical amounts of rent payable on their office properties. Such MDAs are enjoined to seek renegotiation of their rent amounts in line with prevailing market rates or relocate to alternative properties. MDAs that persist in defaulting on rent and utility payments **may be subjected to upfront deduction of their budgetary provisions for these items by the FMF**, and direct remittances made to the service providers.

Where inadequate provisions are made, especially for electricity bills, the Budget Office may reallocate overhead funds to electricity utilities.

e) Zonal, States and Liaison Offices

Budgetary provisions for all Zonal, State and Liaison Offices are to be made at the MDAs' headquarters, except where an Establishment Act or Federal Executive Council (FEC) approval establishes any such zonal/state/liaison offices as self-accounting entities. For avoidance of doubt, the proliferation of such offices by MDAs, with attendant avoidable increase in public expenditure, will no longer be allowed.

f) Insurance

MDAs are enjoined to make adequate provisions for payment of their insurance policies. Group Life Assurance for staff of ALL agencies will however be handled centrally by the Office of the Head of Civil Service of the Federation. MDAs are further required to ensure compliance with the guidelines on insurance by FGN agencies issued by the Efficiency Unit, Federal Ministry of Finance.

g) Public Private Partnership (PPP) & Concession Arrangements

MDAs are by this circular directed to note that the execution of Memoranda of Understanding (MoU), Memoranda of Association



(MoA) and various contract instruments for PPP arrangements between MDAs and private parties without recourse to the extant provisions of the National Policy on PPPs (N4Ps) nor the Infrastructure Concession Regulatory Commission (ICRC) (Establishment Act, 2005) is a clear contravention of the law.

Consequently, any MDA interested in PPP or concession arrangements must act within the ambit of existing laws and policy listed above. For further information, please contact the Infrastructure Concession Regulatory Commission (compliance@icrc.gov.ng) or the Budget Office Helpdesk (enquiry@bofhelp.gov.ng).

h) Outsourced Services

A standardized framework for making provisions for outsourced services for healthcare institutions was adopted last year. The institutions were categorised and benchmark amounts to fund outsourced services was determined as part of the budget process. A provision that covers part of the outsourced services cost will be included in the overhead budget of each institution, while the balance is to be sourced from the Internally generated revenues (IGR) of the institutions.

All tertiary educational institutions are required to fully provide the breakdown of their Internally Generated Revenues (IGR). All expenditures, including outsourced services, from the projected IGR must also be captured in their budgets for **consideration and approval**.

For ALL other MDAs, provision for their outsourced services should be made wholly from their overhead budget ceilings.

i) Electricity Bills

All Ministries, Departments, and Agencies (MDAs) are required to correctly reflect their electricity bill allocations in their 2025 budget submission, following recent migrations to Band A. MDAs **under Band A** are guaranteed a minimum of 20 hours of electricity supply daily by their respective Electricity Distribution Companies (DisCos), and as a result, should allocate a higher budget for electricity consumption. This will reflect the premium pricing



associated with Band A and ensure that MDAs are able to meet their utility obligations without disruption. It is essential to base your projections on current tariffs provided to DisCos by NERC and your historical electricity consumption data.

Additionally, given the increased power reliability in Band A, MDAs are expected to significantly reduce allocations for diesel and generating sets. The focus should be on leveraging the stable grid supply to reduce the need for backup power, ensuring cost-efficiency. Over-budgeting for diesel and generators will not be accepted, and MDAs should align their utility budgets with these expectations to optimize the use of available resources.

4.4 Service Wide Votes

MDAs must make provision within their budgets for all known expenditures that are not contingent in nature. Provisions in the Service-Wide Vote (SWV) are for specific purposes and/or contingencies. For avoidance of doubt, no omnibus service-wide provisions for MDAs' expenditure items will be made in the budget.

4.5 Capital Expenditure

4.5.1 Implementation of the 2024 Capital Expenditure budget is expected to close by December 31, 2024, as indicated in the 2024 Appropriation Act implementation Guidelines, in furtherance of the FGN's commitment to maintain a predictable January - December fiscal period. MDAs are to roll over 2024 capital project provisions to 2025 where it seems unlikely that the 2024 provision will be fully funded. All are therefore enjoined to speed up their procurement and project execution processes to ensure that funds released for capital expenditure are fully utilised by 31st December 2024.

A Public Investment Management Guideline has been developed to help MDAs understand FGN reform efforts targeted at improving the overall ecosystem of public investment through the capital budget. See annexure 1 for details of the guidelines and compliance requirement from MDAs.

Each MDA will be required to do a review of its existing project portfolio utilizing the approved list of projects and programmes from the sectoral review of the National Development Plan (NDP 2021-



25), to update records of **ALL** Ongoing/New projects and programmes. MDAs are required to complete and submit a **Schedule of Ongoing/ New Capital Projects and Programmes** using the **BOF Capital Project Status Template** attached as Annexure 6.

Please note that it is now a requirement to provide the Global Positioning System (GPS) coordinates of the location of ALL projects above N150m in value to be included in the budget. This will aid geo-tagging of the projects and facilitate deployment of technology in monitoring & evaluation. This shall be a prerequisite for capital releases in the 2025 Fiscal Year.

Capital projects are to be prioritized based on their contribution to sectoral/ministerial mandates, as well as the attainment of the strategic objectives of the NDP 2021 – 2025. MDAs are expected to rank capital projects by priority within their allotted ceilings.

The GIFMIS BPS platform has provided Account Codes with corresponding Account Names to which MDAs are required to align their capital projects (e.g., 23020105 – *Construction/Provision of Water Facilities*, 23020114 – *Construction/Provision of Roads*). The Budget Office has observed the misalignment of some Capital projects to inappropriate Account Codes/Names in the past. MDAs are advised to link their capital projects with the appropriate Account Code/Name that best fits the categorisation of the project. When in doubt, MDAs are encouraged to contact the BOF Helpdesk for guidance.

4.5.2 Ongoing Projects/Programmes

- a) In allocating capital budget resources, MDAs are enjoined to accord priority to ongoing projects, especially those nearing completion that fit into government’s current priorities. **As a general rule**, MDAs will not be allowed to initiate new projects/programmes unless they can demonstrate that adequate provisions have been made for ongoing projects.
- b) In addition to alignment with the objectives of the NDP, the likelihood of completion within the medium-term, i.e., not later than 2025, should be considered in prioritizing capital projects.



c) Also, for Ongoing projects, MDAs are enjoined to edit their existing project codes and add the funding for 2025 budget on the capital project. This is to enable users with access to ascertain the yearly allocation to ongoing capital projects at a glance on the GIFMIS platform, as illustrated below.

The screenshot displays the 'Edit Cost Estimate' dialog box in the GIFMIS system. The dialog has a title bar with 'Edit Cost Estimate' and a 'Close' button. It contains two input fields: 'Year' with the value '2023' and 'Cost Estimate' with the value '2500000000.00'. At the bottom of the dialog are two buttons: 'Save and New' and 'Save and Close'. The background shows the 'Project Info' section for 'FOOD AND STRATEGIC RESERVES STABILIZATION' with details such as Code: ERGP18175034, Name: FOOD AND STRATEGIC RESERVES, Program: ERGP18 | SDG, Project Type: MDG, Project Category: Administrative, Organization: FEDERAL MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT HQ/RS, Status: Planned, Valid From: 03/09/2021, and Valid To: 31/12/2022. Below this is a 'Project Cost Estimate' table.

Year	Cost Estimate	
2022	2 309 670 264.00	Edit Remove
TOTAL	2 309 670 264.00	



4.5.3 Admissible Capital projects

Only expenditures on programmes/projects that are truly of a capital-nature ¹ will be admitted into MDAs' capital budget proposals. In addition, capital projects must be linked to Ministerial Mandates as well as the NDP

For avoidance of doubt, MDAs are reminded NOT to provide for recurrent expenditure in their Capital budget as a way of subverting the recurrent expenditure ceilings. The Budget Office SHALL reallocate any such provisions to Capital Projects within/outside the MDA as it deems appropriate.

4.5.4 Comprehensive List of Ongoing, Stalled, and Abandoned Projects

In line with government's efforts to complete ongoing projects and improve its Public Investment Management, a *Current / Contingent Liability and Abandoned Projects Circular* was issued in May 2021. MDAs are advised to consider such projects in their respective portfolios in their 2025 project screening and selection process. Taking account of their state of completion and status, MDAs can include such projects in their 2025 capital budgets for completion.

4.5.5 Projects funded by Multi-lateral/Bi-lateral Loans

The full amount of projected drawdown for projects funded by specific multilateral/bilateral loans will be captured in the budget of the implementing MDA. Hitherto, such MDAs only reflected the counterpart funding component in their budgets. They will now be required to provide for the amounts of counterpart funding from their capital expenditure ceilings while the BOF will include the loan drawdown amount. Information relating to such projects should be provided using the format in Annexure 7.

¹ **"Capital Expenditure"** means spending on an asset that lasts for more than one financial year and expenses associated with the acquisition of such assets. (Fiscal Responsibility Act, FRA 2007 as amended)



For emphasis, MDAs are strongly advised to make adequate provision for counterpart funds required for projected draw-down of multi-lateral/ Bi-lateral Loan.

4.5.6 Nutrition Specific & Sensitive Programmes

One of the three pillars of the Human Capital Development in the NDP 2021-25 is Food and Nutrition. Thus, MDAs that implement nutrition specific & sensitive programmes are requested to make budgetary provisions and allocations to nutrition expenditure. Budgetary provisions and allocations should be tagged using the “*Nutrition Budget Tagging Reference and Guidance Manual*”. Such provisions must be consistent with FGN priorities contained in the National Multisectoral Plan of Action for Food & Nutrition (NMPFAN) 2021-25. See Annexure 8 for affected MDAs.

4.5.7 Climate Smart Infrastructure & Conditions for Accessing the Nigerian Sovereign Green Bond

Existing infrastructure has largely not been designed to be climate smart. To address climate risks and integrate mitigation and adaptation measures in the implementation of Nigeria’s public investment programme, government will entrench the prioritisation and selection of climate-smart infrastructure projects in the medium term that meet available global funding arrangements.

All MDAs with green projects based on their mandate and priorities are eligible to benefit from the Nigeria Sovereign Green Bond, as well as other sources of project financing as long as:

- i. The project falls within the broad categories of eligibility for Green Projects and the objectives of the projects are consistent with the use of proceeds. MDAs should provide details on their contribution to one or more of the environmental objectives such as:
 - a. Climate Change Mitigation (e.g., emission reduction);
 - b. Climate Change Adaptation;
 - c. Natural Resource Conservation;
 - d. Biodiversity Conservation; and
 - e. Pollution Prevention and Control.



Where possible, the metrics proposed should be benchmarked to international standards, e.g., for equivalence of emissions reductions; and

- ii. The project is preferably at an advanced stage of planning and procurement ready to avoid delays. The Federal Government is committed to moving to a low carbon resilient economy and is implementing various initiatives, with relevant partners, that are designed to foster a green economy.

MDAs are encouraged to develop climate smart projects with a view towards developing a database that serves as a repository and investment portal for attracting climate finance globally. For more information and inquiries, please contact the Department of Climate Change, Federal Ministry of Environment or the Budget Office of the Federation via the BOF Budget Help Desk.

4.5.8 Safe Schools Initiative

As part of efforts targeted at safeguarding our schools, protecting our children and their future, the Federal Government is committed to creating safe learning communities. To this end, MDAs responsible for unity schools and other tertiary institutions are required to prioritise provisions for safety in schools to safeguard our schools and create a safe teaching and learning environment. Such provisions should be flagged with the safe schools initiative (SSI) tag to allow for close monitoring and expedited release of funds and implementation.

4.6 Aid and Grants

- 4.6.1 All MDAs are required to capture all programmed aid/grants, as well as the related expenditures in their annual budgets. A schedule of all such aid/grants (in cash and in-kind) should also be submitted separately to the International Cooperation Department of the Federal Ministry of Finance for authentication before the MDA's budget is finalised. Form BOF/MISC/002 is herewith provided as **Annexure 2** for this purpose.



4.7 Multi-lateral/Bi-lateral Funded Projects

In order to ensure that the FGN's budget comprehensively captures all expenditures by MDAs, the full amounts expended on projects executed by Multi-lateral/Bi-lateral financing arrangements are to be included in the budget.

4.7.1 Scheduled Loan Drawdowns

The International Economic Relations Department (IERD), FMF will provide the BOF a schedule of programmed drawdowns on multi-lateral/bi-lateral loan funded projects. These projects, and the amounts to be drawn down, will be included in the capital budgets of affected MDAs. Such MDAs are however to note that there will be no capital releases to them in respect of such items, as the lenders will disburse directly to the contractors/suppliers/consultants executing such projects/programmes.

4.7.2 Counterpart Funding

MDAs are required to provide full information on the projects that require counterpart funding. Form BOF/MISC/003 is herewith provided as **Annexure 3** for this purpose. Counterpart funds will be available to only MDAs that justify the projects and make necessary provisions in their budgets.

4.8 Budgets of Government-Owned Enterprises

The 2025 GOEs' Budgets will be prepared using the Budget Implementation Monitoring and Management System (BIMMS) platform. Thus, all GOEs are required to prepare and submit their budgets online using the BIMMS platform. Relevant personnel of all GOEs have been trained on the use of BIMMS for the preparation and submission of their 2025 budget proposals.

Ministers are kindly requested to ensure that Government-owned Enterprises (GOEs) under their supervision (including those **not funded directly from the FGN budget**) submit their 3-year revenue and expenditure estimates, and detailed 2025 budgets to the Director General, Budget Office of the Federation, in compliance with Presidential Executive Order 002 of 2017. The supervising Minister is required to ensure that the GOEs' budgets are submitted along with the Ministry's own budget to the FMBEP/BOF. These would be



screened and revised for consistency with the government's overall strategic thrust and subsequently presented by Mr. President, along with the FGN annual budget, to the National Assembly.

In line with the Finance Act, 2020 Part XIII, notwithstanding the provisions of any written law governing any corporation, the cost to revenue ratio of each corporation/GOE shall not exceed fifty percent or such other ratio as the Minister of Finance Budget & National Planning, upon the approval of the National Assembly, may approve for that particular corporation by way of order published in the Official Gazette.

Chief Executives of GOEs/Agencies are once again reminded to comply fully with the provisions of the OSGF Circular ref. **SGF.50/S.3/C.9/24** on ***“Approved Revenue Performance Management Framework for GOEs”*** and are reminded of the punitive measures contained therein.

4.9 Technical Support

MDAs should note that their assigned BOF Schedule/Sector officers will be available to provide required technical support towards preparing their 2025 Budgets.

In addition, the **Budget Help-Desk** will be available to provide on-line support to MDAs towards the timely completion of the Budget preparation process. The **Help-Desk** may be reached on **08000-CALL-BOF (08000 2255 263)** or via the **BOF website – www.budgetoffice.gov.ng**. MDAs with access to the Service-wide **Galaxy Backbone IP-phone** can also call the following numbers: **595186; 595193; and 595194**. [See **Annexure 5**]. Nevertheless, it is hereby emphasized, for avoidance of doubt that the Chief Executive/Accounting Officer of each MDA takes responsibility for proper preparation and prompt submission of its budget.

The inter-ministerial committee on climate change will also provide some inputs regarding projects that should be considered for Green Bond. The Budget Office of the Federation has approved the use a Decision Support Tool [DST] to help in prioritising green projects for funding under climate finance and the FGN Green Bond programme. Such projects will be ‘tagged green’ in the respective MDAs’ Budgets.



4.10 Bilateral Budget Discussions

- 4.10.1 Upon submission of MDAs' proposals, they would be reviewed for consistency and compliance with this Circular, as well as other relevant guidelines. Subsequently, bilateral meetings may be scheduled for MDAs as determined by the Budget Office of the Federation/Ministry of Budget and Economic Planning. The objective is to critically evaluate the submissions and finalize MDAs' 2025 budgets. Please note that all Ministries are required to come along to bi-lateral discussions with relevant officials of all the agencies under their supervision including the Officers that are directly involved in the preparation of their Budgets. **Each MDA is to be led to the bilateral meetings by its Chief Executive and/or Accounting Officer.**

Agencies will be invited to bilateral discussions, if considered necessary. Given the very tight schedule for the preparation of the 2025 budget, all MDAs are kindly requested to comply with their assigned date/time, failing which the BOF will proceed to conclude their budgets without the bilateral discussion.

5. GENDER RESPONSIVE BUDGETING

MDAs should be further guided by the Federal Government's commitment in the National Development Plan NDP 2021-25, to protect the most vulnerable segments of our society. As a reminder, the NDP requires that all MDAs adopt the use of gender disaggregated data to show beneficiary distribution, and adopt strategies that target different social groups, especially women and children.

6 BUDGET TRANSPARENCY & ACCOUNTABILITY

Further to the Open Government Partnership principles endorsed by the FGN, **ALL MDAs** are advised to upload their respective 2025 budget proposals on their websites within one week after the 2025 Budget proposal is submitted to the National Assembly by Mr. President. Similarly, as soon as the 2025 Appropriation Act is signed, each MDA should upload its budget on its website.

MDAs are also enjoined to be open to consultation and engagement with citizens-based groups in the preparation of their budgets.



MDAs are to further note that the current collaboration between the Budget Office and the Independent Corrupt Practices Commission (ICPC) shall be sustained to check budgetary abuses, including lack of standardization by MDAs in capital budget preparation, personnel budget infractions, etc.

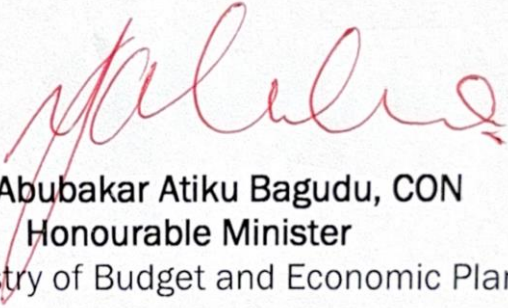
7 BUDGET SUBMISSION

All GOEs are required to submit their budgets online using the Budget Information Management & Monitoring System (BIMMS) not later than **Wednesday 27th November, 2024**, whereas MDAs are required to make their submissions online using the GIFMIS Budget Preparation Subsystem (BPS) not later than **Wednesday 27th November, 2024**. It is not the responsibility of Budget Officers to upload the budgets of any MDA/GOE.



8 FURTHER INFORMATION

- 8.1 Each Minister/Chief Executive/Accounting Officer shall, upon receipt of this Call Circular, make copies thereof available to the heads of all parastatals/agencies under his/her supervision for strict compliance.
- 8.2 The 2025 Budget Call Circular and copies of ALL annexures referred to in this circular can be downloaded from the Budget Office website: www.budgetoffice.gov.ng
- 8.3 For further enquiries, please contact your respective BOF Schedule/Sector Officers or reach out to the Budget Help Desk [see further details on **Annexure 5**].



Sen. Abubakar Atiku Bagudu, CON
Honourable Minister
Federal Ministry of Budget and Economic Planning



ANNEXURE 1
(Available on BOF Website)

2025 BUDGET PUBLIC INVESTMENT GUIDELINES

**PUBLIC INVESTMENT MANAGEMENT GUIDELINES FOR
MDAS**



Budget Office of the Federation
Federal Ministry of Budget & Economic Planning



SECTION 1: INTRODUCTION

Public investment is key to the facilitation of economic growth, employment creation, improved service delivery and the achievement of the objectives in the National Development Plan. Public investments entail Government spending to acquire or establish physical assets for purposes of enhancing production and delivery of public goods and services.

A recent assessment of public investment management in Nigeria noted that significant progress has been made in establishing instruments and processes to increase public investment efficiency in line with good practice. However, some public investment management institutions face some challenges which require priority attention. These Public Investment Management (PIM) guidelines have been developed to address the challenges.

This guideline presents the standard of procedure and guidelines for the Federal Project Investment Management System (PIMS) in Nigeria. It covers all stages of the life cycle of capital investment management in Nigeria and directions on key prerequisites for PIM reforms. The draft is an improvement on the current project investment management system by the Federal Government and its institutions. The reform of the PIMS, is part of the broader Public Financial Management Reforms being undertaken by the Government, aimed at enhancing public service delivery and efficient management of public resources.

These guidelines provide the framework for an efficient and effective PIM system that governs the development, appraisal, selection and implementation of public investment projects so as to optimise public resource utilisation and ensure value for money. The three main objectives of the guidelines are:

- I. Provide a standardised approach for public investment management to facilitate and streamline the development and appraisal of projects to be financed using resources from the Federal Government;
- II. Provide an institutional framework that defines and clarifies the roles and responsibilities of various institutions involved in the management of public investment; and
- III. Ensure the implementation of viable projects that:
 - a) are aligned with national objectives and priorities and can be implemented in a cost-effective manner; and,
 - b) meet the required technical, environmental, social and economic criteria for allocation of public resources.

To achieve the objectives of the guidelines, all stakeholders involved in the development and implementation of public investment projects shall comply with the provisions of the PIM guidelines.

DEFINITIONS

1. **“The Project owner”**: refers to the Ministry, Department and Agency (MDA) or Government-owned Enterprise (GOE) on whose request the capital investment project is commissioned.
2. **Project Sponsor**: a department, institution or agency which is initiating, developing and will implement the project.
3. **“Capital Investment Management System”** means a federal project system with a sequence of processes and personnel, inputs and outcomes involving public project identification, development of project designs, project viability analysis, project assessment, project sorting, ranking and selection, appropriation, implementation and post-project appraisal. The system also details the functions and designations of government institutions at each phase.
4. **“Capital investment”** means an expenditure by the federal government for the procurement or upgrading of infrastructure to accelerate economic growth, address market failures and



ensure wealth creation, undertaken with a finite resource and within a set time.

5. **“Third-party providing counterpart funding”** refers to a private entity (local or international) solely or partly implementing and/or funding Capital investment Projects contracts.
6. **“Project design documentation”** means the first project submission prepared with important project fundamental criteria on identified project ideas with the intent of supporting prequalification;
7. **“Preliminary Screening”** means an initial process of assessing Project designs in order to approve those projects which should go to pre-feasibility or feasibility studies stage, or in the case of small projects which may proceed directly towards Prioritization Selection and Budgeting Cycle;
8. **“Project Feasibility Study”** means a detailed study submission including all project sections which indicate project viability;
9. **“Project assessment”** means the key judgment component undertaken to verify whether the proposed project feasibility study is viable for implementation;
10. **“Appraisal by Sector expert”** means viability assessment by an independent entity/person other than the project implementing body to conduct a pre-evaluation on the capital investment project.
11. **“Project Sorting and Ranking”** means a process of ordering the chosen capital investment projects for inclusion in the Federal budget submissions by MDAs
12. **Implementation Plan:** - means an implementation strategy paper prepared by MDA or GOE taking into consideration the physical and financial action plan for a project which is deemed viable during independent review and is sorted and ranked for inclusion in the MDA or SOE’s budget;
13. **“Capital Investment Project Implementation”** means the process of executing an appropriated and cash-backed project is ongoing where it can provide goods or services;
14. **“Capital Investment Project monitoring and evaluation”** means the process of assessing the capital investment project’s scope of activities during execution of the project;
15. **“Capital Investment Project changes”** means any variations or improvements on the project after it has passed the Preliminary phases;
16. **“Project completion assessment report”** means an assessment done on projects during the finalization of the project and the report prepared based on the completion assessment;
17. **“Project Handover”** means the process of delivering a Capital investment project from contractor/consultant to project owner (MDA/SOE) at the end of the execution.
18. **“Project Follow-up Evaluation”** means a post-implementation assessment conducted after the project has been executed and handed over to the project owner;
19. **“Emergency Projects”** means public projects which demand immediate intervention to protect the public from an imminent disaster or to address damages done by a disaster;
20. **Budget Call** means a formal request by the Budget Office of the Federation / Ministry of Budget and Economic Planning taking in to account the Mid-term Fiscal framework to MDAS and SOEs to submit their annual budget requirement;
21. **Activities:** Actions taken through which project inputs are mobilized to produce specific outputs.



22. **Impact:** long term outcome of policy, programme or project that can be directly or indirectly attributed to the policy, programme or project.
23. **Impact Evaluation:** a systematic and objective assessment of an ongoing or completed policy, programme or project in terms of design, implementation and results achieved against set targets.
24. **Inputs:** resources used in the implementation of a project which may include financial, human, time and other materials.
25. **Outcome:** a medium-term change or effect resulting from the implementation of a policy, programme or project.
26. **Output:** the products, goods or services which result from the implementation of a policy, programme or project.
27. **Procurement:** means acquisition by purchase, rental, lease, hire purchase, licence, tenancy, franchise or any combination thereof as defined in the Public Procurement Act 2007.
28. **Project:** a set of well-planned and interrelated activities aimed at achieving a specific objective within a stipulated timeframe and budget.
29. **Project Appraisal:** means a systematic assessment of a project's viability/ability to meet its objective through an examination of its financial, economic, social, environmental, technical and other aspects.
30. **Public Investment:** Government spending to acquire or establish physical assets for purposes of enhancing production and/or delivery of public goods and services.
31. **Public Investment Plan:** plan indicating all public investment projects approved for implementation.
32. **Public Investment Management System:** a system that includes policies, institutional arrangements, processes and tools to facilitate the implementation of viable public investment projects to ensure effective utilisation of public resources and attainment of value for money.
33. **Public-Private Partnership:** means investment through private sector participation in an infrastructure project or infrastructure facility.
34. **Government-Owned Enterprise:** an enterprise in which the Government has sole control or controlling interest.

SECTION 2: SCOPE

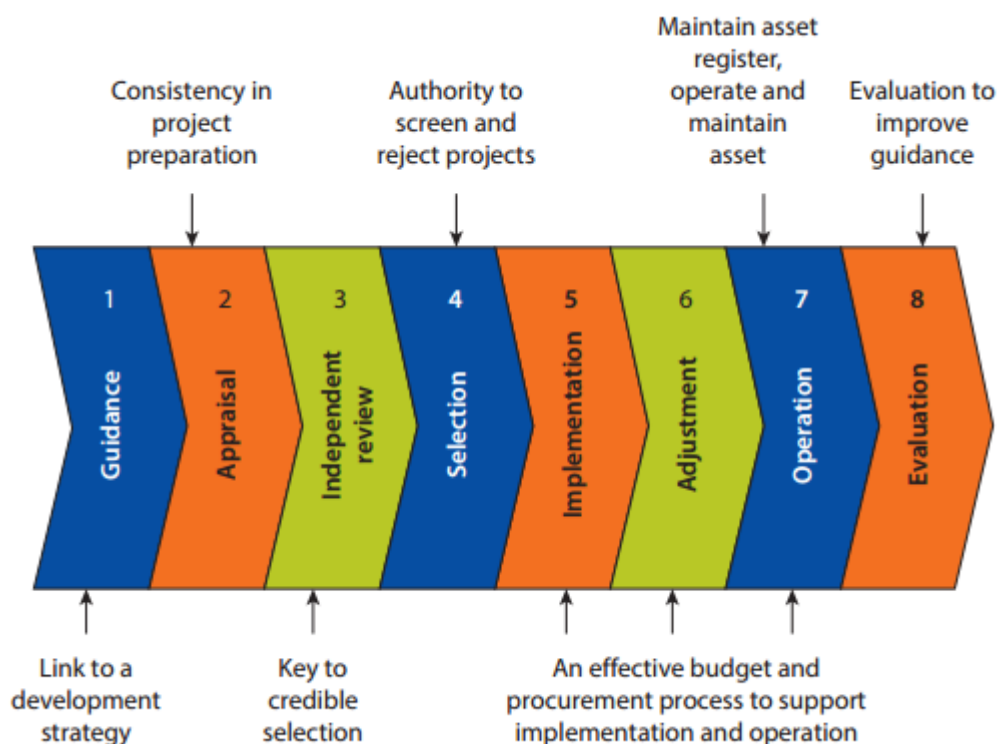
The scope of the guideline covers all sizes and classes of capital investment projects for example,

- (i) public investment projects financed through the budget (domestic resources and external loans and grants, though leeway is given to special procedures used by development partners,
- (ii) public entities when requesting capital budgetary funding, imposing recurrent expenditures on the Budget and/or seeking Government guarantees.
- (iii) Public Private Partnership projects



Its focus is high capital and financial risk investment projects of which the Ministry of Budget and Economic Planning has oversight as per the capital budget and provisions in FRA, 2007. The Budget Division or Directorate, Technical Departments as well as the Planning, Research and Statistics (PRS) Directorate, as the case may be in respective MDAs, are mainly responsible for compliance with these guidelines. These Directorates, Divisions or units in each of the Federal Ministries, Department and agencies (MDAs) and GOEs will have direct oversight responsibilities of implementing these PIM guidelines.

Purpose of the Guideline



Source: *The Power of Public Investment Management, WB 2014.*

This guideline includes a description of the phases, processes, roles and functions in the proposed Public Investment Management System that may be required to implement these recommended improvements in the short or medium term.

Categories of Projects

For clarity, the Federal investment project shall be classified into three groups;

- Large Investment Projects;** with an investment capital threshold of above one billion Naira [$>N1bn$].
- Medium Investment Projects;** which include mid-size projects with an investment capital threshold of above between fifty Million Naira and Nine Hundred and Ninety-Nine Million Naira [$N150m - N999m$]; and
- Small investment projects;** capital investment ceiling of up to One Hundred & Fifty Million Naira.



The Federal Executive Council shall determine the definition and elements of these project classifications;

The functions of the project owners in the Projects Investment Management System are explained in the later sections.

Federal MDAs shall only present comprehensive and unabridged project documentation for consideration. Large investment projects split so that each unit falls into small and medium investment projects classification shall be rejected.

Public Private Partnership (PPP) & Concession Arrangements

MDAs are by these guidelines directed to note that the execution of Memoranda of Understanding (MoU), memoranda of Association (MoA) and various contract instruments for PPP arrangements between MDAs and private parties without recourse to the extant provisions of the National Policy on PPPs (N4Ps) nor the ICRC (Establishment Act, 2005) is a clear contravention of the law.

Consequently, any MDA interested in PPP or concession arrangements must act within the ambit of existing laws and policy listed above and ensure alignment with this guideline. For further information, please contact the Infrastructure Concession Regulatory Commission (compliance@icrc.gov.ng)

Public Investment Project life cycle

- I. Prequalification of Capital Projects investments
 - a) Project identification and preliminary screening
 - b) Feasibility study, appraisal; and
 - c) independent review
 - d) Prioritisation/selection and budgeting

- II. Post-appropriation of Capital Project Investments
 - a) Implementation
 - b) Monitoring and Evaluation
 - c) Post-Project Appraisal

Stakeholders

- I. Federal Executive Council (FEC)
- II. The National Assembly
- III. The Honourable Minister of Finance
- IV. Honourable Minister of Budget & Economic Planning
- V. Budget Office of the Federation
- VI. Budget and Planning Officers in All MDAs
- VII. Infrastructure Concession & Regulatory Commission (ICRC) for PPP Projects
- VIII. Technical, Finance and Accounts Directorate in all MDAs



SECTION 3: PREQUALIFICATION OF CAPITAL PROJECT INVESTMENTS

- I. To ensure effective preliminary scrutiny, the federal MDA shall prepare a concept note following Federal project design document (PDD) criteria;
- II. All Federal Capital project investments shall be subject to scrutiny only if the draft using the fundamentals of federal project design document (PDD) preparation;
- III. Only federal investments projects that have passed the preliminary scrutiny phase by a sector expert shall be transferred to pre-feasibility and feasibility analysis or directly into prioritization, selection and budgeting stage;

Pre-feasibility Feasibility Study, Appraisal & Independent Review

- I. At the preliminary scrutiny phase, all approved Capital Investment Projects shall have a feasibility study conducted
- II. Concerning the medium-term expenditure framework (MTEF), federal MDAs and GOEs may prepare a project feasibility report using resources other than the federal government budget and submit it for an independent review.
- III. MDAs are to adopt a 3-step rapid assessment methodology for Project screening, prioritisation, selection and inclusion in the FGN Budget 2025. All ongoing or new capital investments must:
 - a. *align with sectoral mandates,*
 - b. *Critical to the delivery of 9 priority areas, and*
 - c. *Must be consistent with the NDP 2021 – 2025*
- IV. All Federal capital Projects Feasibility report shall be subject to assessment by a sector expert who has gone through the screening process and met the requirement as stated in this draft;
- V. Submission of Federal investment Project Feasibility Study for an assessment shall be before the federal annual budget call; the specific submission period is at the discretion of the Honourable Minister of Finance, and the Minister responsible for Budget and Economic Planning.
- VI. The list of Projects recommended by a sector shall be sorted, ranked and submitted before the federal annual budget call and in alignment with sectoral mandates and the NDP 2021 - 2025.
- VII. Federal capital projects shall not enter the Federal budget except passing through prioritisation, approval and ranking and sorting level.
- VIII. Post stage VII above, projects shall enter into capital budget for the following year.

Appraisal by Sector Expert

- I. A Federal MDA may procure the services of a sector expert to develop key project documents including pre-feasibility and feasibility study reports where there is little or no technical capacity in the covered entity to do so;



- II. The responsibility of the sector expert does not include the drafting of a Federal capital Project design;
- III. A sector expert duly selected shall report and submit all related documents and the project's financial evaluation;
- IV. A sector expert responsible for the preparation of any pre-feasibility, full feasibility and any other related study shall not be part of the implementation of the project; and
- V. A sector expert duly selected shall not in any capacity provide consultancy services to any of the bidding entities involved in any of the phases of the Federal capital project.

Climate Smart Infrastructure & Conditions for Accessing the Nigerian Sovereign Green Bond

Existing infrastructure has largely not been designed to be climate smart. To address climate risks and integrate mitigation and adaptation measures in the implementation of Nigeria's capital investment programme, government will entrench the prioritisation and selection of climate-smart infrastructure projects in the medium term that meet available global funding arrangements.

All MDAs with green projects based on their mandate and priorities are eligible to benefit from the Nigeria Sovereign Green Bond, as well as other sources of project financing as long as:

- I. The project falls within the broad categories of eligibility for Green Projects and the objectives of the projects are consistent with the use of proceeds; MDAs should provide details on their contribution to one or more of the environmental objectives such as:
 - a) Climate Change Mitigation (e.g., emission reduction)
 - b) Climate Change Adaptation
 - c) Natural Resource Conservation;
 - d) Biodiversity Conservation, and
 - e) Pollution Prevention and Control

Where possible, the metrics proposed should be benchmarked to international standards, e.g., for equivalence of emissions reductions; and

- II. The project is preferably at an advanced stage of planning and procurement ready to avoid delays. The Federal Government is committed to moving to a low carbon resilient economy and is implementing various initiatives, with relevant partners, that are designed to foster a green economy.

MDAs are encouraged to develop climate smart projects with a view towards developing a database that serves as a repository and investment portal for attracting climate finance globally. For more information and inquiries, please contact the Department of Climate Change, Federal Ministry of Environment or the Budget Office of the Federation via the BOF Budget Help Desk.

The Budget Office of the Federation has approved the use a Decision Support Tool [DST] to help in prioritising and selecting green projects for funding under the FGN Green Bond programme. Such projects will be 'tagged green' in the respective MDAs' Budgets.



SECTION 4: CAPITAL INVESTMENT PROJECT IMPLEMENTATION

- I. A separate Budget implementation guideline shall be issued by the Hon. Minister of Budget & Economic Planning.
- II. MDAs and project owners in collaboration with FMBEP and BPP shall begin to carry out procurement plans, including cash plan, schedule of releases, procurement planning, procurement implementation, and contract management.

Capital Investment Project Monitoring and evaluation

- I. While implementing Federal capital Projects, the Fiscal Responsibility Act, 2007, international conventions (for multilateral and bilateral funded projects), standards and procedures shall be applied.
- II. In addition to regular monitoring and evaluation, projects shall be evaluated at various stages of completion, and even post-handover phase of the project.
- III. Due to the complexity and the duration of any given project, a mid-term evaluation may be conducted.
- IV. Federal investment projects shall only be adjusted due to variations, change in the scope or issues beyond the limits of the project investment management system that are clearly articulated in the contract documents
- V. If the project requires adjustment beyond what is permissible in the Public Procurement Act 2007, the Federal investment project should be re-submitted for assessment and the prerequisites reviewed; the project assessment shall be re-submitted for approval to the Federal Executive Council.
- VI. The further impact assessment shall be undertaken on selected capital investment projects within the second year of their full operation and/or their delivery

Project Delivery, Impact Assessment and Asset Registration

- I. The project owner shall take delivery of the capital investment project from the contractor through an audited process to confirm all expected results and a smooth change-over;
- II. The project owner shall plan and undertake periodic maintenance of the capital investment project and make adequate provision in its budget;
- III. All records of capital investment projects and status from inception till operation shall be stored efficiently and securely in a data centre.



SECTION 5: DUTIES OF KEY PLAYERS IN THE FEDERAL CAPITAL PROJECTS LIFE CYCLE

THE NATIONAL ASSEMBLY (NASS)

The National Assembly shall ensure that the budget bill is passed timely, subject to the recommendation of the Appropriation Committee of both chambers of the Assembly.

FEDERAL EXECUTIVE COUNCIL

The Federal Executive Council shall be responsible for the approval of a Public Investment Plan consistent with the Medium-Term Fiscal Framework and (MTFF) Medium-Term Expenditure Framework (MTEF) and Fiscal Strategy Paper (FSP).

FEDERAL MINISTRY OF MINISTRY OF BUDGET AND ECONOMIC PLANNING

- I. Articulate in consultation with all relevant stakeholders, Federal Government's Public Investment Management policies and supervise the implementation, monitoring and evaluation of the policies.
- II. Ensure conformity of Public Investment Management policies with the policies and procedures by Ministries, Departments and agencies (MDAs) and Government-owned Enterprises (GOEs)
- III. Evaluate the Schedules to these policies and procedures and communicate the same to the Principal Finance and Account Officers at all MDAs and GOEs;
- IV. Transmit and publish guidelines and relevant circulars to facilitate efficient and effective public investment management
- V. Set up the metrics for assessment of projects at the preliminary stage
- VI. Design and implement an efficient and effective Public Investment Management System to be used by all MDAs and GOEs
- VII. Carry out awareness campaign and capacity building activities for MDAs and GOEs nationwide on how to use the Public Investment Management system;
- VIII. Use of GIFMIS modules to, disburse funds, monitor and evaluate investment projects;
- IX. Confer with the Federal Civil Service Commission and OHCSF to determine the skill set for the PRS/ Budget Division and Project Unit of MDAs and GOEs.
- X. Endorse with Seal of Quality for projects recommended by the PRS/Budget division/Project Unit as having met the criteria for project feasibility and bankability;
- XI. Forward the draft Public Investment Plan to Cabinet for consideration and approval;
- XII. Ensure that contractual obligations with any third-party providing counterpart funding, including international development partners, are covered and have been uploaded in the Public Investment Management Information System.



Federal Ministries, Department, Agencies and Government owned Enterprises (MDAs and GOEs):

- I. Under the Federal Executive Council, it shall prepare and submit Federal Capital project designs and feasibility report for all projects identified by the Federal MDAs Government-Owned Enterprises (GOEs) and their affiliate institutions
- II. The Federal Ministry of Budget and Economic Planning shall undertake an internal assessment of all Federal capital projects in which feasibility reports are conducted.
- III. Small projects which are approved at the preliminary screening stage but still require feasibility report shall be assessed internally by the project owner (Federal MDA or GOE) and a report submitted to the Ministry of Budget and Economic planning.
- IV. In case changes are required during the Pre-feasibility and Feasibility phase, the Project Owner shall make necessary changes in line with the Public Procurement Act 2007, and submit the revised Federal capital project documentation to the Ministry of Budget and Economic Planning for approval.
- V. For federal capital projects which require changes that require executive approval, the project owner shall prepare a memo with details of the changes and justification therein. this request must be subject to review and approval of the Honourable Minister.
- VI. The Project owner shall confirm that all prerequisite approvals are in place upon submission of the project for Sector expert review and before the implementation of the project commences.
- VII. For projects which are sorted and ranked under the Federal Capital project feasibility report, an implementation plan will be submitted for review to the Ministry of Finance/ Budget and Economic Planning

Planning Research & Statistics, Budget & Finance Directorate

- I. They shall set out standards and ensure full compliance with FGN circulars and this guidelines in the implementation of Federal capital investments and projects delivery, infrastructure and efficient project management system.
- II. This unit at MDAs and GOEs shall submit an implementation plan to the Federal Ministry of Budget and Economic Planning in the first month of the fiscal year, following Presidential Assent to the annual Budget.
- III. It shall conduct routine monitoring and evaluation and shall submit the project implementation performance report to Budget Office of the Federation as per FRA, 2007.
- IV. It shall carry out periodic implementation monitoring and evaluation in phases, specifically on large and medium projects in conjunction with the BOF/FMFBEP.



PART 6: MISCELLANEOUS

Faults and Punishment

The Executing Officer or Head of the MDA or GOE shall be held accountable for crimes and infringement against the fundamentals and phases of this policy following the existing Laws

Issuance of Regulations

This guideline shall be published as an annexure to the 2025 FGN Budget Call Circular. Relevant sections may be updated annually to reflect new realities as they may arise.

Non-Applicability

The regulations, directives or practices advanced in this Guideline are consistent with extant laws, guidelines and circulars.

ANNEXURE 2
(Soft Copy available on BOF Website)

Form BOF/MISC/002: AID & GRANTS

BOF/02/MISC/002: AID&GRANT

MDA: [insert MDA's name]

S/N	ORGANIZATION	AID & GRANT				TOTAL	PROPOSED EXPENDITURE ON:	PROVISION IN 2023	PROJECT/PROGRAMME
		IN CASH		IN KIND				BUDGET PROPOSAL	
		CURRENCY	NAIRA EQUIV.	ITEMS	NAIRA (VALUE)			NAIRA	

Hon. Minister/Chief Executive

Accounting Officer

ANNEXURE 3
(Soft Copy available on BOF Website)
Form BOF/MISC/003: PROJECT-TIED/EXPORT CREDIT LOANS

BOF/02/MISC/003: PROJECT-TIED/EXPORT CREDIT LOANS

MDA:				
S/N	PROJECT/PROGRAMME	DETAILS OF FINANCING		CUMMULATIVE EXPENDITURE ON THE NAIRA
		FINANCING ORGANIZATION	AMOUNT	
		CURRENCY		

Hon. Minister/Chief Executive

Accounting Officer

ANNEXURE 4

FGN BROAD POLICY THRUST EXPRESSED IN NDP STRATEGIC OBJECTIVES AND PILLARS

NDP STRATEGIC OBJECTIVES

- a) Establishing a strong foundation for a diversified economy;
- b) Investing in critical physical, financial, digital, and innovation infrastructure;
- c) Building a solid framework and enhancing capacities to strengthen security and ensure good governance; and
- d) Enabling a vibrant, educated, and healthy populace

NDP Pillars cross-cutting enablers

1. Investing in the social infrastructure and services required to alleviate poverty, drive inclusive economic empowerment, and reduce unemployment; and
2. Promoting development opportunities across States to minimize regional economic and social disparities.

Ministerial Deliverables Priority Areas



ANNEXURE 5

BUDGET HELP-DESK



Budget Office Of The Federation
Ministry of Budget and Economic Planning

- Are you thinking about the budget process ?

BOF Helpline:
0800CALLBOF
(08002255263)



The Budget Office of the Federation has put in place the BOF help Desk to support budget and Planning officers of the Ministry, Departments and Agencies in the Budget preparation process and beyond

What is the BOF Help Desk?

The Budget Office Help Desk is an initiative of the Ministry of Finance, Budget and National Planning of the Federal Republic of Nigeria to Support Federal Ministries, Departments and Agencies (MDAs) in the preparation of plans and budgets for the budget process. The Help Desk is also a networking Platform that will enable officers in the MDAs to learn from their peers/ Colleagues

How can you get help?

Calling the dedicated helpline 0800CALLBOF (08002255263) between the hours of 8am to 1pm, Monday to Friday

Filling an online enquiry form, which you will find on the helpdesk portal: www.bofhelp.gov.ng or BOF Website: <http://www.budgetoffice.gov.ng>

Realtime chat, with a member of the Rapid Response Team through the BOF Help Desk Portal

Starting or joining a conversation on the Discussion forum: <http://www.bofhelp.gov.ng/app/index.php/discussionforum>

How will the BOF Help Desk work?



BOF Help Desk Services:



Help on budget process-tools, templates and tips.

We provide comprehensive support for the planning and budget processes including how to use the Zero-Based Budgeting (ZBB) templates, conduct a Medium Term Sector Strategy, conduct a Rapid Sector Appraisal and other budget and planning -related tasks.

Frequently Asked Questions

This page has ready answers for common questions on the budget preparation process in an early accessible format.



A list of questions and their answers are available on the FAQ page of the Help Desk portal. Before you raise a request, you can scan through the frequently asked questions to see if the question you have has been answered on this page.



Downloads

All relevant tools and materials on the budget process are available for free download. These materials include budget training materials, relevant templates and how to video guides. Should you experience any problems while trying to access any materials from the site, simply mail the help line to speak with a dedicated officer to provide the necessary assistance.

Feedback to improve services

We would really like to know whether or not the Help Desk helped you. When you receive a feedback request from the BOF helpline, please express your level of satisfaction to enable the Help Desk improve its services to you.



Discussion Forum

The discussion Forum promotes continuous learning among a group of practitioners and helps them to solve common problems. One of your colleague may have had the challenge you are currently having and was able to resolve it. All you need to do is put up the questions you have on the discussion Forum and your colleagues can tell you how he/she was able to resolve the problem.

For Enquiries Contact:

BOF Helpdesk
1st Floor,
Budget Office of the Federation
Federal Ministry of Finance Complex, CBD
Abuja.

website: www.bofhelp.gov.ng
www.budgetoffice.gov.ng

Email - enquiry@bofhelp.gov.ng

ANNEXURE 6

(Soft Copy available on BOF Website)

2025 CAPITAL BUDGET TEMPLATE

Capital Budget Template (On-going and New)

Return to:

The Budget Office of the Federation
 Federal Ministry of Finance, Budget and National Planning
 Central Business District, Abuja



													Fiscal Year	FY:					
Completing Ministry			Designation						Completion date										
Completing officer:																			
S/N	Project Title	Approval Detail (attach a copy)		Project Status (New / Ongoing)	Location		Location GPS Coordinate	Date of Contract Award	Contractor	Commencement Date	Estimated Completion Date	Estimated Total Cost	Amount Expended as at 31st August, 2020:	2020 Budget Provision	Level of Implementation as at 31st August 2021	2022 Budget Allocation	2023 DELIVERABLES	REMARK (Where necessary)	
		MTB	BPP & FEC		Zone	State													dd/mm/yy
1																			
2																			
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20																			

Name & Signature of Officer Authenticating Returns _____

Rank / Designation _____

Date _____

ANNEXURE 7

(Soft Copy available on BOF Website)

2025 MULTILATERAL/BILATERAL LOANS SCHEDULE

Return to:

The Budget Office of the Federation

Federal Ministry of Finance, Budget and National Planning

Central Business District, Abuja



			Fiscal Year	FY
Completing Ministry			Completion date	
	Completing officer:	Designation		

Line	DESCRIPTION	Classification	Currency	Status	2022 Budget
	Credits and Grants under IER (Federal Ministry of Finance, Budget & National Planning)				
	Sector				
	Sub-Total				
	TOTAL GRANTS (US\$)				

Notes:

Classification: World Bank, AfDB, IsDB, AFD, ECB, IFAD, China-Exim etc

Status: Project Closed, Effective, P4R etc

Currency: USD, UA GBP etc

ANNEXURE 8

LIST OF NUTRITION SPECIFIC MDAs

1. Federal Ministry of Health and Social Development
 - a. *National Primary Health Care Development Agency*
 - b. *National Agency for Foods, Drug Administration & Control*
 - c. *National Health Insurance Scheme*
 - d. *FMoH Nutrition Division*
2. Federal Ministry of Agriculture & Rural Development
3. Federal Ministry of Information and Culture
4. Federal Ministry of Women Affairs
5. National Cash Transfer Office
6. Federal Ministry of Water Resources
7. Federal Ministry of Budget & Economic Planning
8. Federal Ministry of Education
9. Federal Ministry of Science & Technology