



CITY OF MOUNT VERNON, N.Y.
MOUNT VERNON YOUTH BUREAU

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY 10550
(914) 665-2344 – Fax: (914) 665-1373
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DEBBIE BURRELL-BUTLER, MBA
Executive Director

DENA T. WILLIAMS, MPA
Deputy Director

August 3, 2026

Honorable Members of the City Council
Through the Office of the Mayor
City Hall – One Roosevelt Square
Mount Vernon, NY 10550

Dear Honorable Members:

This letter respectfully requests that the City Council enact legislation enabling the Mayor to enter into an agreement with the Westchester-Putnam Local Workforce Development Board, allowing the Mount Vernon Youth Bureau to accept funds of \$135,000 for the WDAY Program. This is a reimbursable grant which will serve 30 at-risk youth between the ages of 16-24 and commence on July 1st, 2026, to June 30th, 2027.

Workforce Development Academy for Youth (WDAY) is a year-round program that provides educational and employment services to eligible youth ages 16–24 through designated youth program operators throughout Westchester and Putnam Counties. The program provides resources and services to out-of-school youth (OSY) to help them achieve a high school equivalency diploma, explore career opportunities, enroll in higher education, and/or obtain employment. In addition, the following services are offered:

- Paid and Unpaid Work Experience
- Occupational Skills Training
- Leadership Development
- Education offered concurrently with Workforce Preparation
- Labor Market Information
- Adult Mentoring/ Counseling
- Follow-up & Supportive Services
- Financial Literacy
- Comprehensive Guidance and
- Entrepreneurial Skills Training

Funds are to be accounted for in revenue code A2229.8 and with appropriations in budget codes: A6295.101 (salaries), A6295.104 (part-time), A6295.402 (Travel Expense), A6295.405 (contracted outside services), A6295.458 (Misc.), and A6295.467 Program Supplies. This is a reimbursable grant and does not require any matching.

Should you require further information, please feel free to contact me at (914) 665-2347 or by email at Dburrell@mountvernony.gov.

Sincerely,



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Enclosed: Award Letter

CC: Shawyn Patterson-Howard, Mayor
Darren Morton, Comptroller
Brian Johnson, Corporation Counsel