



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
cityofmountvernonyouthbureau@gmail.com
HTTP://youthbureau.cmvny.com
@mountvernonyb/ mv youthbureau

DEBBIE BURRELL-BUTLER, MBA
Executive Director

DENA T. WILLIAMS, MPA
Deputy Director

June 26, 2025

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

Dear Honorable Members of City Council:

This letter comes to respectfully request that City Council enact legislation that will authorize the Mayor to enter into an agreement with Startup Smartup for the Mount Vernon Youth Bureau's Mount Vernon Safe Place for Our Girls Program for the period of July 1, 2025 through June 30, 2026 to provide their entrepreneurship curriculum, licenses, training, continued technical assistance and support to staff.

In an ordinance dated September 13, 2023, the Mount Vernon Youth Bureau was approved to accept a grant from the Department of Health & Human Services and the Administration for Children and Families for the Safe Place for Our Girls, in the amount of \$999,999.00 for the contract period of August 30, 2023 – August 30, 2024. There was a no cost extension awarded through August 30, 2025.

Startup Smartup is an online program teaching the fundamentals of entrepreneurship using video tutorials and guidebooks to teach students how to start 11 specific jobs. A 12-chapter curriculum teaches students the objective skills and tools they'll need to run their business, how to design a logo, their business card, a website, and develops their communication and SEL skills such as the 6 reasons that goal setting is important, understanding the sales cycle, how to overcome objections, the Meyer's-Briggs Personality Test and communication 101 as described by Dale Carnegie.

The final cost to deliver this program will not exceed **\$7500.00**. Funds for this program are to be accounted for in Expense Code A7318-405 (contracted expenses).

Should you have any questions, please feel free to contact me at (914) 665-2344.

Sincerely,
Dena T. Williams
Deputy Director

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