

THOM KLEINER
Executive Director

SENT VIA EMAIL

October 9, 2025

Deborah Burrell
City of Mount Vernon Youth Bureau
One Roosevelt Square
Mount Vernon, NY 10550

Re: 2025 Youth Employment Program (YEP)

Dear Debbie,

This letter is to formally inform you that you will be a recipient of funding under a contract as a Youth Employment Program partner. The City of Mount Vernon Youth Bureau will provide Youth Employment Services to eighty (80) Youth, 14 to 20 years of age, beginning on 10/1/25 to 6/30/202 subject to all necessary approvals. **The contract award for the period is expected not to exceed \$800,068.00.**

The proposed contract described above is subject to the following approvals: The Westchester County Commissioner of Social Services, The Westchester County Board of Acquisition and Contract and the Westchester County Attorney. Therefore, this letter should not be construed in any way as a guarantee of the availability of any such funds to the entity named herein. Upon receipt of these approvals, a formal contract will be executed between the County and the City of Mount Vernon Youth Bureau.

Sincerely,

Thom Kleiner, Executive Director

CC: Sonda Norris, Mary Skirchek

The Westchester-Putnam Workforce Development Board (WPWDB) is comprised of leaders and staff of state and county government agencies, non-profits, public education, and the private sector who work together to strengthen the partnerships between business, education, and service providers within the "Career Center Network" to meet the needs for a skilled workforce. The WPWDB provides policy directions and program oversight to the Career Centers and workforce development programs in Westchester and Putnam counties.