



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

SHAWYN PATTERSON-HOWARD
Mayor

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DEBBIE BURRELL-BUTLER, MBA
Executive Director

DENA T. WILLIAMS, MPA
Deputy Director

December 29, 2025

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 County Youth Bureau, allowing the Mount Vernon Youth Bureau to accept funds of **\$50,000** for the GEM Program, which is a three-year reimbursable grant. This grant requests a cash match in the amount of **\$5,556** per year for three years, commencing January 1, 2026, through December 31, 2028.

The GEM Program is an after-school and a summer program within 2-3 specific middle schools through the Mount Vernon City School District. The purpose of the Program is to equip **55** girls with character education, leadership skills development, and civic activities that build core competencies, lifelong skill sets, and attributes to foster positive maturation. The program will target middle school girls aged 11-15, who reside in Mount Vernon, NY neighborhoods and in need of social, physical, mental, and emotional support.

Funds are to be accounted for in revenue code A2229.8 with an appropriation in budget codes: A7327.101 (salaries), A6295.402 (Travel Expense), A6295.405 (Contracted Outside Services), A6295.458 (Misc.), and A6295.467 (Program Supplies). This is a reimbursable grant and require a matching of \$5,556, which will initially be paid from A7321.405.

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

Sincerely,

Debbie Burrell-Butler

Debbie Burrell-Butler
Executive Director, MBA

Enclosed: Award Letter

CC: ~~Shawyn Patterson-Howard~~ Mayor
Brian Johnson, Corporation Counsel