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

SHAWYN PATTERSON-HOWARD
Mayor

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Debbie Burrell-Butler
Executive Director

Dena Williams
Deputy Director

July 9, 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 comes to respectfully request that the City Council enact legislation that will enable the Mayor permission to grant three (3) Mount Vernon Youth Bureau staff including the Executive Director to attend the **2025 Independent Sector's National Summit** (ISNS). The **three nights days** National Summit will take place in Atlanta from **October 26th - October 29th** at the Signia by Hilton Atlanta Georgia World Congress Center.

The ISNS is a gathering for nonprofit and philanthropic leaders who are passionate about using collective power to tackle the pressing challenges facing communities and the country. It focuses on collaboration between nonprofits and philanthropies, offering actionable strategies, driving transformational change, and fostering cross-sector partnerships. Some of the topics that will be discussed are: equitable workforce development strategies that promote sustainability, how to maintain financial health for long-lasting success, aligning values and inclusive practices to maximize funding impact and strengthen communities through intentional giving and how navigate AI's ethical and practical implications in the charitable sector.

The following are estimated cost for three (3) Youth Bureau staff members: Registration *3*$795 = **$2,385,** Tour & Workshop **$265,** Hotel and Airfare for 3 people = **$ 4,772**, Per Diem Meals *3 ppl* 4 days *$50 = **$600**, Gas and toll reimbursement to and from airport = **$103.** Funds of **$8,125** are to be accounted for in revenue code A4820.4 with the appropriations in budget codes: Ready4LIFE **A7335.423** (conference expense) & **A7335.402** (Travel Expense). This trip should not exceed $8,200.

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

Sincerely,

Debbie Burrell-Butler
Debbie Burrell-Butler
Executive Director, MBA

Enclosed: Proof of Registration, Estimated cost of Airfare, & Lodge

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