

9390

DATE: April 26, 2010

TO: The Board of Acquisition and Contract

FROM: Marlene E. Furtick, Executive Director  
Westchester County Youth Bureau

RE: Authority to enter into an Agreement with the Hudson River Museum, Inc. to operate the Junior Docent Program II for the period January 1, 2010 through December 31, 2010 in the total amount not-to-exceed \$25,000.

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Authority is hereby requested for the County of Westchester to enter into an Agreement with the Hudson River Museum, Inc. (the "Agency") to operate the Junior Docent Program II, under a portion of the County's Special Delinquency Prevention Program (SDPP) funding for the period January 1, 2010 through December 31, 2010. The funding amount for this program will be provided by the New York State Office of Children and Family Services in an amount not-to-exceed \$25,000. There is no match requirement for this funding stream therefore the total contract amount will not exceed \$25,000.

SDPP, which is funded by the New York State Office of Children and Family Services, is a specific initiative targeted to youth with well-defined needs. SDPP supports services aimed at keeping youth from becoming involved or dependent upon the juvenile justice and/or human service systems. It also promotes efforts to reduce the need for longer term acute or chronic care services.

The Junior Docent Program II agreement will provide 65 Yonkers public school students with cultural enrichment and life skills. Students are trained to be junior docents at the Hudson River Museum and gain valuable work experience and career exploration. Junior Docents provide gallery tours, conduct workshops, make off-site trips to cultural institutions, plan group activities and serve as interns in various museum departments. The program builds communication skills, confidence, leadership and interpersonal skills.

The goals and objectives of this agreement are as follows:

- Of the 65 youth who will participate in the Junior Docent Program II, 55 will improve their verbal communication skills as measured by program staff evaluations and journal logs. This includes being able to:
  1. Speak in front of peers and adult and child visitors
  2. Give tours and teach workshop projects
  3. Gather information and present it in a clear and direct manner
- Of the 25 youth who will participate in the College Prep series, 20 will be better prepared for college as reported in pre and post evaluations. They will report:
  1. Greater knowledge of scholarship opportunities
  2. Better understanding of admission expectations
  3. Ability to write a stronger personal statement
  4. Increased confidence in filling out applications and financial paperwork
- Of the 65 youth who will participate in Junior Docent weekend work sessions, 60 will increase their leadership abilities as measured by exit surveys as they progress through one or more of the program's following leadership development stages:
  1. Demonstrated ability to speak publicly in front of peers

2. Ability to question, interpret and facilitate conversation about a work of art
3. Ability to organize and present a hands-on workshop or tour for their peers in preparation for conducting tours and workshops for the public
4. Confidence in giving tours and leading workshops for children and adult visitors on weekends

This agreement is in the best interest of the County in terms of public safety, because when youth are involved in programs in the after school hours it provides them with healthy educational alternatives and keeps them from becoming involved in the juvenile justice system. This program helps young people to develop to their potentials and contribute to society, which ultimately saves taxpayers money.

This program was funded in 2009. Please note that the outcomes were achieved as indicated below:

Outcome 1: Of the 65 youth who participated in the Junior Docent Program it was estimated that 55 would improve their verbal communication skills as measured by program staff evaluations and personal journal logs. This includes being able to:

1. Speak in front of peers and adult and child visitors
2. Give tours and teach workshop projects
3. Gather information and present it in a clear and direct manner

Outcome 1 Result: 57 of the Junior Docents achieved this outcome, which is 2 more than the target number.

Outcome 2: Of the 25 youth who participated in the Junior Docent College Prep series, 20 would be better prepared for college as reported in pre and post evaluations. They will report:

1. Greater Knowledge of scholarship opportunities
2. Better understanding of admissions expectations
3. Ability to write a stronger personal statement
4. Increased confidence in filling out applications and financial aid paperwork.

In addition, to date, 100% of Junior Docents who remain in the program through their senior year have gone on to attend college.

Outcome 2 Result: Of the 25 youth that participated in the College Prep Series, all 25 achieved this outcome, which is 5 more than the expected number.

Outcome 3: Of the 65 youth who participated in the Junior Docent weekend work sessions, 60 would increase their leadership abilities as measured by exit surveys as they progressed through one or more of the program's following leadership development stages:

1. Demonstrated ability to speak publicly in front of peers
2. Ability to question, interpret, and facilitate conversation about a work of art
3. Ability to organize and present a hands-on workshop or tour for their peers in preparation for conducting tours and workshops for the public
4. Confidence in giving tours and leading workshops for children and adult visitors on the weekends

Outcome 3 Result: 62 of the Junior Docents achieved this outcome which is 2 more than the estimated number.

Pursuant to Act No. 19 – 2010 adopted by the Westchester County Board of Legislators on March 22, 2010 the County of Westchester was authorized to participate in a Resource Allocation Plan to provide State reimbursement for certain youth services programs which operate with funding provided by the County's Special Delinquency Prevention Program.

This Agreement is exempt from the Westchester County Procurement Policy pursuant to section 3(a)xviii thereof. Nevertheless, in 2008 the Youth Bureau issued an RFP to cover the program years 2009 – 2011. This Agency is one of 94 agencies that submitted a proposal in response to the RFP. However due to the precariousness of the funding stream from the state, the Youth Bureau deemed it appropriate to enter into one year contracts with this Agency as opposed to a three year contract as stated in the above mentioned RFP. The Agency has agreed to year to year contracts for the 2009 – 2011 period based upon appropriation and contract compliance.

An appropriate Resolution is attached hereto for your Honorable Board's consideration.

APPROVED BOARD OF ACQUISITION & CONTRACT - 5-20-2010 - JOMARY VIEIRA, SECRETARY

## RESOLUTION

Upon a communication from the Executive Director of the Westchester County Youth Bureau, be it hereby

**RESOLVED**, that the County of Westchester is hereby authorized to enter into an Agreement with the Hudson River Museum, Inc. to operate the Junior Docent Program II for the period January 1, 2010 through December 31, 2010 in the total amount not-to-exceed Twenty Five Thousand (\$25,000) Dollars; and be it further

**RESOLVED**, that this Agreement is subject to County appropriations; and be it further

**RESOLVED**, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate their Agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee be, and hereby is, authorized to take such actions and execute such documents as may be necessary and appropriate to effectuate the purposes hereof.

	Fund	Dept. code	Unit #	Object/ Sub Object	Trust Account	Dollars
Account to be charged/credited SDPP	263	11	040K	4380	T040	\$25,000
Budget Funding Year(s) (must match resolution)	2010		Start Date	January 1, 2010	End Date	December 31, 2010
Funding Source	Tax Dollars _____ \$ _____					
	State Aid _____ \$25,000 _____					
\$25,000 (must match resolution)	Federal Aid _____ \$ _____					
	Other _____					