

**KEVIN BYRNE**  
*County Executive*

**SARA SERVADIO**  
*Commissioner*

**NICOLLE McGUIRE**  
*Deputy Commissioner*



**JANEEN CUNNINGHAM**  
*Executive Director*

**KIMBERLY REALBUTO**  
*Deputy Director*

## **YOUTH BUREAU**

FOR IMMEDIATE RELEASE

The Putnam County Youth Bureau is requesting proposals for youth development programs from municipalities and non-profit, community-based organizations for the fiscal calendar year **October 1, 2024 – September 30, 2025**. Program funding will be awarded in the following categories:

- **Youth Development Programs (YDP)**
- **Runaway and Homeless Youth Act (RHYA)**
- **Youth Sports and Education Opportunity**
- **Team Sports**

Grants will be awarded to programs that provide direct services designed to improve youth and community outcomes, as outlined in the Life Areas funding priorities of the Putnam County Youth Board. The New York State Office of Children and Family Services' 8 Life Areas are: Physical and Psychological Safety, Appropriate Structure, Supportive Relationship, Opportunities to Belong, Positive Social Norms, Support for Efficacy & Matterering, Opportunities for Skill Building, Integration of Family, School & Community Efforts, Monitoring & Evaluation Methods.

This year, programs will be expected to demonstrate knowledge/trained staff in Positive Youth Development. Programs must serve Putnam County residents up to 21 years of age for the fiscal calendar year 2024/25. Eligible applicants should be either a county municipality or a 501(c)(3) non-profit, community-based organization with a federal identification number and charity registration, operating in Putnam County, with the ability to meet the County's insurance requirements and have reliable access to email.

**Please visit the Youth Bureau website for updated OCFS application forms:**

<https://www.putnamcountyny.gov/youth-bureau/>

### **DOCUMENTS REQUIRED TO APPLY:**

- **OCFS-5001** (Individual Program Application)
- **OCFS-5002** (Agency Program Profile)
- **OCFS-5003** (Program Summary-Program Components)
- **OCFS-5005** (Program Budget)
- **OCFS-5011** (Universal Application for Youth Sports)

### **ADDITIONAL FORMS REQUIRED FOR AWARDED PROGRAMS:**

1. **Notice of Compliance with Federal Law**
2. **Certificate of Liability & Workers' Compensation Insurance**
3. **W-9 Form**

Contact the Youth Bureau for questions:

Janeen Cunningham at (845) 808-1600 ext. 46120 [janeen.cunningham@putnamcountyny.gov](mailto:janeen.cunningham@putnamcountyny.gov)

Kimberly Realbuto at (845) 808-1600 ext. 46138 [kimberly.realbuto@putnamcountyny.gov](mailto:kimberly.realbuto@putnamcountyny.gov)

**All grants are due to the Youth Bureau on or before September 6, 2024**

Applicants should allow for adequate mail delivery time for grants to arrive before the due date or should plan to hand-deliver the grant applications before close of business.

Funding is a **reimbursement** made available through the New York State Office of Children and Family Services and the County of Putnam. The amount of funding will be subject to the availability of annual State appropriations.

**DONALD B. SMITH COUNTY GOVERNMENT CAMPUS**  
**110 Old Route Six ~ Building Three ~ Carmel, New York 10512**  
**(845) 808-1600 ~ Fax (845) 808-1907**