



IMPACT



SUSTAINABILITY



ACTION



Honolulu Community Action Program, Inc.  
2010 Annual Report

# PROMISE

“**Community action** changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live.

We care about the entire community, and we are dedicated to helping people help themselves and each other.”

# Executive Director's Message



Aloha mai kakou,

It is a tremendous honor to serve as executive director of Honolulu Community Action Program. In this report, we look forward to sharing the highlights of a year that has been truly inspirational and transformative.

**Impact.** HCAP's programs provided early childhood education, increased economic stability, and addressed the basic needs of Oahu's most vulnerable residents.

**Sustainability.** Along with its national network of 1,100 Community Action agencies, HCAP offered innovative solutions with long-lasting benefits for children and families.

**Action.** HCAP mobilized volunteers and organizations to pool their collective resources on behalf of Oahu's low-income communities.

Challenging times call for leadership and resourcefulness — acting together with one purpose. HCAP is proud to continue leading the fight against poverty as it has the past 45 years.

Mahalo piha,

A handwritten signature in dark ink, reading "Robert N.E. Piper".

Robert N.E. Piper, Esq.  
Executive Director

## Executive Management Team



Robert Naniolo  
Director of  
Community  
Services



Lynn Cabato  
Director of  
Head Start



Derek Nishimura  
Director of  
Human Resources



Michael Hane  
Director of  
Finance



Karl Espaldon, Esq.  
Director of Planning,  
Program Development  
and Communications



# HCAP Financial Statement

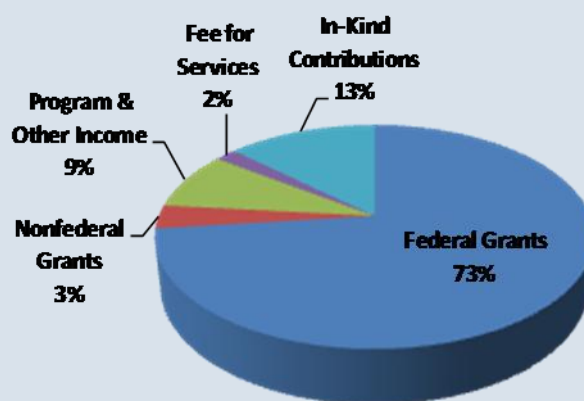
Fiscal Year April 1, 2009 to March 31, 2010

## Revenues and Other Support

Federal Grants	\$17,433,218
Nonfederal Grants	809,615
Program & Other Income	2,001,480
Fee for Services	450,910
Interest Income	369
General Contributions	17,447
In-Kind Contributions	3,123,217

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**Total** **\$23,836,256**

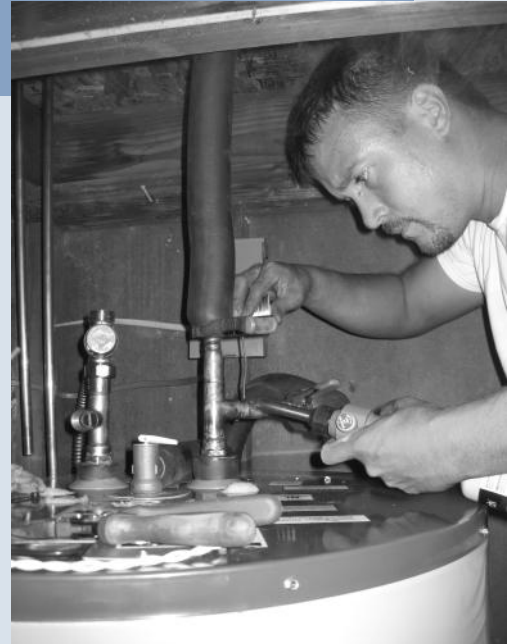
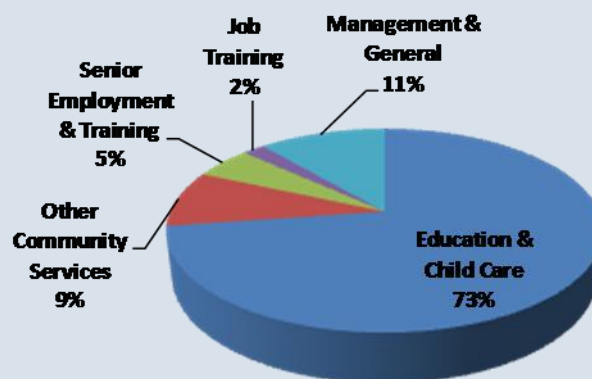


## Expenses

Program Services:	
Education & Child Care	\$17,157,108
Senior Employment & Training	1,200,082
Job Training	466,924
Other Community Services	2,117,086
Supporting Services:	
Management & General	2,649,539

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**Total** **\$23,590,739**





# IMPACT

Over 23,000 children, youth, and adults affected by the economic downturn found relief through HCAP's programs. In response to growing unemployment, the agency helped 485 people with job training and placement. Through its Senior Community Service Employment Program, an additional 277 seniors were employed in subsidized job training opportunities. Thousands of local families received additional wrap-around services to help meet their basic needs of food, clothing, housing and transportation.

## Creating opportunities for self-sufficiency

*Unemployed people who obtained a job:*

**485**

*Individuals receiving employment support services:*

**707**

*Meals provided to families in need:*

**10,459**

*The City & County of Honolulu's point-in-time count identified over 4,000 homeless adults and children in 2010. Thousands more are living in poverty, at-risk of losing their homes.*



## Housing & homelessness

To address the growing need for housing, HCAP offered rental assistance to families at-risk for homelessness. The Kumuhonua Transitional Living Program provided transitional housing and support services at Kalaheo. In an innovative partnership, HCAP opened two preschool classrooms at homeless shelters on the Leeward coast.

***Homeless adults provided with transitional housing:***

**151**

***Low-income people who secured or maintained safe, affordable housing:***

**1,952**

***Homeless children served by Head Start preschools:***

**75**

**When Sherri got the news that her company was laying her off,** she was pregnant with her third child and her husband had just started a small business. The family was still able to make ends meet, until Jason's business took a turn for the worse. Profits dropped, his business partner left, and Jason was left to deal with a failing business. Sherri called HCAP's Central District Service Center, desperate for help. The staff quickly enrolled her in the CSBG-ARRA program, which gave emergency services to families suffering during the recession. Sherri and Jason received assistance with rent and utilities payments, which kept them from becoming homeless. Sherri also attended HCAP's job readiness training, enrolled in a caregiver training course, and received assistance with seeking a full-time job.



*Utility costs in Hawaii grew 2.9% in 2010. This burden weighs heavily on low-income families, who are forced to use a greater percentage of their income for housing and utilities.*

# SUSTAINABILITY

To promote energy conservation and economic security in Hawaii, HCAP expanded its Weatherization Assistance Program from one contract to four, with a \$2.6 million total annual budget. The program helps create jobs, reduces household energy use, and decreases Hawaii's dependence on imported fuels.

In 2010, HCAP provided free home energy audits, in-home education and installation of energy-saving devices. Over 2,600 devices were installed, including solar water heaters, Energy-Star refrigerators, and CFL light bulbs. HCAP was also Oahu's sole provider of the Low-Income Home Energy Assistance Program, which provides financial assistance to families having difficulty paying their utility bills.



## Building Hawaii's energy future

**Families receiving energy credits:**

**4,923**

**Solar water heaters installed:**

**85**

**CFL bulbs installed:**

**2,360**

**Typical household savings per month:**

**\$30 - \$60**





*HCAP's Competency-Based High School Diploma (C-Base) program celebrated its tenth year with its largest graduating class ever.*

*Head Start was again the agency's largest program, providing high quality preschool education to low-income children.*

## Investing in Hawaii's youth

***Young adults who earned high school diplomas:***

**127**

***At-risk youth placed in work experience:***

**51**

***3- to 5-year olds enrolled in preschool :***

**1,911**

### **“While I was attending Nanakuli High School,**

I made a lot of bad choices. I chose to skip class, I chose to drink and do drugs, and I chose not to listen to my parents. My bad choices finally caught up with me when I found out I couldn't graduate with my class. I HATED seeing the disappointment on my mother's face when she heard the bad news.

A friend told me about this youth program that could help me get my diploma. I started attending HCAP Youth Services C-Base program in 2007 and struggled through the units while working full-time at a fast-food restaurant. Thanks to my family and the program staff, I am now using my diploma as a stepping stone to a bigger and brighter future. I CHOSE to enroll in college, where I am almost finished with my second quarter. I am happy to say that I am now CHOOSING to be someone that my parents can be proud of.”

- Christina, commencement speaker and 2010 graduate



# HEAD START

In 2010, HCAP Head Start served 1,911 children and their families through classroom and home-based learning opportunities at over 85 locations. In September, the program had the honor of hosting Yvette Sanchez-Fuentes, National Office of Head Start Director, and a team from the Region 9 Office of Head Start at a visit to classrooms in Kaneohe and Nanakuli.



## School Readiness

Head Start's goal is to prepare children to successfully transition to Kindergarten. In 2009-2010, HCAP accomplished this by:

- Using Creative Curriculum as the basis for developmentally appropriate activities
- Individualizing programming to meet each child's needs
- Measuring progress towards Kindergarten readiness through quarterly outcome reports

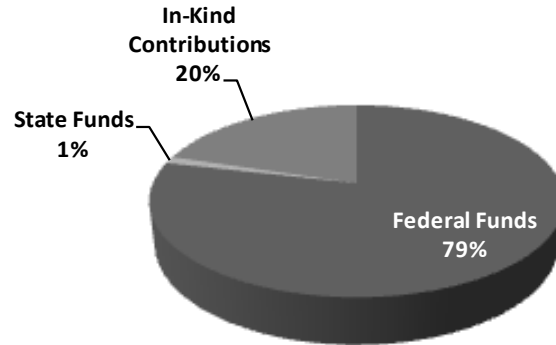
# Head Start Financial Statement

Fiscal Year April 1, 2009 to March 31, 2010

Funding for HCAP Head Start is provided by the Federal Administration for Children and Families, State of Hawaii Office of Community Services, Department of Human Services, Research Corporation of the University of Hawaii, and private grants and donations.

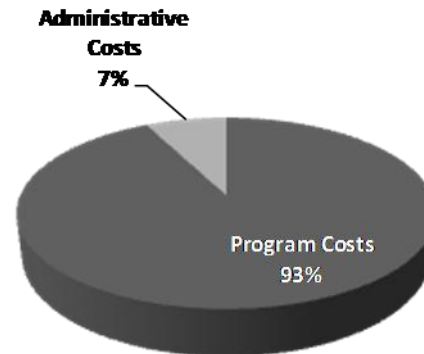
## Revenues and Other Support

Federal Funds	\$12,869,621
State Funds	188,367
In-Kind Contributions	3,305,408
<b>Total</b>	<b>\$16,363,396</b>



## Expenses

Program Costs	\$15,043,039
Administrative Costs	1,217,955
<b>Total</b>	<b>\$16,260,994</b>



Note: Budget expenditures for ARRA funding are anticipated to be spent in total by September 30, 2010.

The American Recovery & Reinvestment Act of 2009 provided \$835,190 to HCAP Head Start for cost of living allowances and quality improvement for the period July 1, 2009 to September 30, 2010.

The most recent Triennial Federal Review of the HCAP Head Start program was conducted in May 2008. There were no areas of non-compliance. The next Federal review will occur in 2011. HCAP's most recent financial audit report had no findings.

## Making a difference for our keiki

**Total number of children served:**  
**1,911**

**Average monthly enrollment:**  
**1,896**

**Average enrollment as % of funded enrollment:**  
**99%**

**% of eligible children served:**  
**96%**





## Health & Nutrition

Head Start emphasizes the importance of maintaining a healthy lifestyle. All families are assisted with finding a medical and dental home, and staff encourage regular check-ups for early identification of health concerns.

Health education is incorporated into classrooms and parent groups to promote healthy practices. Every child receives a hot lunch and either breakfast or snack to meet at least a third of their daily nutritional needs.

Percentage of funded-enrolled children that received medical exams: 102.20%  
Percentage of funded-enrolled children that received dental exams: 102.52%.

## Parent Involvement

Recognizing that parents are a child's first teachers, Head Start encourages parents to get involved with their child's education. Through their participation, parents gain the skills necessary to make a lasting difference in their child's life. Parent options include:

- **Policy Council:** Elected parent representatives are directly involved in program planning.
- **Parent Committees:** Parents collaborate with teachers to make decisions about children's learning experiences.
- **Classroom Participation:** 1,765 parents volunteered this year to facilitate learning and family development.
- **Conferences:** Three parent-teacher conferences each year help families develop goals and monitor progress.
- **Community Events:** Parents and children attend fairs, workshops and events, sharing interests and building life skills.





**“My children and I joined Head Start in 1991.** I hadn’t finished high school, was in a troubled relationship, and raising three children, with one on the way. I knew I had to set the example for my kids; NOT going to college would not be an option for them. It became my mission to make education something my children saw as a necessity.

With the encouragement of my HCAP community worker, I began taking night classes so I could get my GED. Five years later, I graduated from Honolulu Community College with my Associates in Early Childhood Education.

Today, I am a full-time teacher pursuing my Bachelors degree. All my children are in school; my youngest is in high school and my oldest is graduating from the University of Nevada, Las Vegas.

**It became my mission to make education something my children saw as a necessity.**

I see such incredible potential in the families and children I work with. Where many of them are today, is where I once was. I encourage them to keep going, even when the road is hard. I tell them, ‘I’ve been there too.’”

- Lisa, Head Start parent and teacher





# ACTION

**HCAP depends on thousands of individuals,** businesses and community groups who give generously of their time and efforts. In 2010, over 3,000 supporters distributed food, donated clothing, mentored children, prepared tax returns, and donated classroom and office space.

HCAP built on established partnerships with Hawaii Literacy, the Institute for Human Services, Hawaii Food Bank, University of Hawaii, and many others. The agency also engaged private businesses in service opportunities, as when Bank of Hawaii volunteers joined HCAP and the Mayor Wright Homes Tenant Association to renovate the housing project's community hall.

The agency extends its deepest gratitude to all of the volunteers, donors and partners who took action this year on behalf of those in need.



## Fulfilling the Community Action promise

**Volunteer hours  
contributed:**

**102,097**

**Partner agencies  
& organizations:**

**150**

**Value of donated  
goods & services:**

**\$ 3,123,217**



# LOOKING AHEAD



Construction has begun on a new, state-of-the-art community center in **Waianae**, thanks to the generosity of the Harry and Jeanette Weinberg Foundation and HCAP's federal partners. A \$1.36 million grant from the Weinberg Foundation provided the final funding needed to construct the 10,600 square foot center, slated for completion in Winter 2011.



The multi-purpose center will provide a space for community members to access services, gather together, and advocate on behalf of the Leeward community. The facility will have meeting rooms, a computer lab, certified kitchen, offices, classrooms and counseling rooms. In addition to the Weinberg grant, HCAP leveraged \$2.5 million in Community Development Block Grant funds from the City and County of Honolulu and \$500,000 in State funds administered by the Office of Community Services.

# Board of Directors

*Community Action agencies demonstrate their commitment to leadership diversity through a tripartite board structure. HCAP's board has equal representation from three key sectors: Private (businesses and volunteers), Resident (community members) and Public (government).*



**Kevin Souza, Esq.**  
Chair

## Private Sector

**Don Anderson**  
Community Volunteer

**Donna L. Ching**  
Leo A Daly

**Iris Matsumoto**  
First Hawaiian Bank

**Colleen Minami**  
Community Volunteer

**William Shiroma**  
Bank of Hawaii

**Kevin Souza, Esq.**  
Native Hawaiian  
Chamber of Commerce

**Sylvia Yuen, Ph.D.**  
University of Hawaii  
Center on the Family



**Kapiolani Silva**  
Vice Chair

## Resident Sector

**Ella Abe**  
Windward District Advisory  
Council

**Anne Chipchase**  
Leahi District Advisory Council

**Christopher Hernandez**  
Head Start Policy Council

**Lance Jyo**  
Central District Advisory Council

**Aldora Kahele**  
Kalihi-Palama District Advisory  
Council

**Catalin Makekau**  
Leeward District Advisory Council

**Kapiolani Silva**  
Central District Advisory Council

**Lisa Tavares**  
Leeward District Advisory Council



**Rep. Isaac W. Choy**  
Secretary/Treasurer

## Public Sector

**Terrence Aratani, Esq.**  
Office of Senator  
Brian T. Taniguchi

**Representative  
Isaac W. Choy**  
Office of Representative  
Marcus Oshiro

**Kaiulani de Silva**  
Office of Senator  
Suzanne Chun Oakland

**Frank Lopez**  
Governor's Representative

**Jay Ishibashi**  
Mayor's Representative

**Reverend Robert Nakata**  
Office of Representative  
Calvin Say

**Councilmember Gary Okino**  
Honolulu City Council



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