Providing Opportunities and Inspiration
HCAP’s Mission
POI:
Providing Opportunities and Inspiration to enable low-income individuals or families to achieve self-reliance.
I am pleased to present our annual report for the 2012-2013 Program Year. Despite new and continuing challenges, including unexpected events such as Federal sequestration, HCAP continued to deliver all of its programs and services without negatively impacting the numbers of individuals and families served. In fact, the program year saw an increase in both our programs and overall impact in the community, some of which are highlighted in the report. In all, HCAP provided services to over 20,000 low-income individuals and families during the program year.

In this annual report, we also highlight the people who make it all possible. HCAP’s Board of Directors, District Advisory Councils, Head Start Policy Council, staff, volunteers and donors all play a vital role in allowing HCAP to provide its programs and services. I offer my sincere thanks and appreciation to all those who contribute to HCAP’s mission in some way.

I welcome everyone to visit our website at www.hcapweb.org to learn more about HCAP and the programs and services we offer. We are very proud of our accomplishments during the program year, and hope to continue building on our successes and creating new opportunities to help the people we serve.

Mahalo pīha,

Robert N.E. Piper

Robert N.E. Piper, Esq., MBA
Executive Director

Aloha Mai Kākou,

HCAP Executive Management Team

Robert Naniole
Director of Community Services

Lynn Cabato
Director of Head Start

Derek Nishimura
Director of Human Resources

Michael Hane
Director of Finance

Karl Espaldon
Director of Planning, Program Development, and Communications
Community Action

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.

The Community Services Network is made up of more than 1,100 local, private, nonprofit, and public agencies that work to alleviate poverty and empower low income families in communities throughout the United States. Most of these agencies are Community Action Agencies (CAAs) created through the Economic Opportunity Act of 1964.
### Board of Directors

#### OFFICERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark L. Forman</td>
<td>Chair</td>
</tr>
<tr>
<td>Eddie Mersereau</td>
<td>Vice Chair</td>
</tr>
<tr>
<td>William Shiroma</td>
<td>Treasurer</td>
</tr>
</tbody>
</table>

#### RESIDENT SECTOR

<table>
<thead>
<tr>
<th>Name</th>
<th>Area of Representation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Isabel Quintero</td>
<td>Head Start Policy Council</td>
</tr>
<tr>
<td>John Dudoit, Jr.</td>
<td>Central District Council</td>
</tr>
<tr>
<td>Eddie Mersereau</td>
<td>Central District Council</td>
</tr>
<tr>
<td>Angela Tuika</td>
<td>Kalihi-Palama District Council</td>
</tr>
<tr>
<td>Debra Jardine</td>
<td>Leahi District Council</td>
</tr>
<tr>
<td>James Manaku, Sr.</td>
<td>Leeward District Council</td>
</tr>
<tr>
<td>Ryan Yamamoto</td>
<td>Windward District Council</td>
</tr>
</tbody>
</table>

#### PRIVATE SECTOR

<table>
<thead>
<tr>
<th>Name</th>
<th>Area of Representation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roxanne Bolden</td>
<td>Aloha Independent Living Hawaii</td>
</tr>
<tr>
<td>Michael Broderick</td>
<td>YMCA of Honolulu</td>
</tr>
<tr>
<td>Garrick L.H. Goo</td>
<td>Attorney at Law, LLLC</td>
</tr>
<tr>
<td>Phyllis Ida</td>
<td>P-3 Windward Grant</td>
</tr>
<tr>
<td>Colleen Minami</td>
<td>Community Volunteer</td>
</tr>
<tr>
<td>William Shiroma</td>
<td>Bank of Hawaii</td>
</tr>
<tr>
<td>Kevin A. Souza, Esq.</td>
<td>Native Hawaiian Chamber of Commerce</td>
</tr>
</tbody>
</table>

#### PUBLIC SECTOR

<table>
<thead>
<tr>
<th>Name</th>
<th>Area of Representation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ernest Y. Martin</td>
<td>City Council</td>
</tr>
<tr>
<td>Frank Lopez</td>
<td>Governor’s Representative</td>
</tr>
<tr>
<td>Gary Okino</td>
<td>Mayor’s Representative</td>
</tr>
<tr>
<td>Karen Iwamoto</td>
<td>Office of Representative Calvin Say</td>
</tr>
<tr>
<td>Rep. Isaac W. Choy</td>
<td>Office of Representative Marcus Oshiro</td>
</tr>
<tr>
<td>Terrence Aratani, Esq.</td>
<td>Office of Senator Brian Taniguchi</td>
</tr>
<tr>
<td>Mark L. Forman</td>
<td>Office of Senator Suzanne Chun Oakland</td>
</tr>
</tbody>
</table>
District Advisory Council

Central District Advisory Council members
Marlene Hoohuli – Chairperson
Birdie Holt – Vice Chairperson
John L. Dudoit – Board Representative
Eddie Mersereau – Board Representative
Rose Downie
Kristine Garables
Cheryl Johnson
Lance Jyo

Leahi District Advisory Council members
Phyllis Tiulepe Ngauamo Vea – Chairperson
Karen Iwamoto – Vice Chairperson
Pauline Hirohata – Secretary
Shaun St. Vincent – Treasurer
Debra Jardine – Board Representative
Anne M. Chipchase
Jill T. Kitamura
Stephen Maybir

Leeward District Advisory Council members
Lisa Tavares – Chairperson
Kehau Lopez – Vice Chairperson
Christie Talkington Chung – Secretary/Treasurer
James Manaku, Sr. – Board Representative
Barbie-Lei Burgess
Rose Lono
Frederick E. Saunders, Jr.

Windward District Advisory Council members
Ella Abe – Chairperson
Virgil Amoroso – Vice Chairperson
June Hashimoto – Secretary
Ryan Yamamoto – Board Representative
Roxanne Akana
Gladys Sanchez
Norma Jean Shackley

Kalihi-Palama District Advisory Council members
Aldora Kahele – Chairperson
Louise Li – Vice Chairperson
Sandra Mensza – Secretary/Treasurer
Angela Tuika – Board Representative
Rose M. Ayala Switzer
Pius Casiano
Geoff Jones
Lehua Lum
Jackie Ma
Vickie Milo
Toelupe Toelupe
## Impact

<table>
<thead>
<tr>
<th>Impact</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>6,866</strong></td>
<td>Individuals provided with food assistance through the Ohana Produce Program</td>
</tr>
<tr>
<td><strong>5,637</strong></td>
<td>Households received assistance for utility payment through the Low-Income Home Energy Assistance Program (LIHEAP)</td>
</tr>
<tr>
<td><strong>82</strong></td>
<td>Students received their Competency Based High School Diploma</td>
</tr>
<tr>
<td><strong>1,824</strong></td>
<td>Head Start Preschool students developed school readiness skills</td>
</tr>
<tr>
<td><strong>$1,000,000+</strong></td>
<td>Brought into the community through free tax preparation services</td>
</tr>
<tr>
<td><strong>20,000</strong></td>
<td>Low-income individuals and families impacted through HCAP’s services</td>
</tr>
<tr>
<td><strong>148</strong></td>
<td>Senior Citizens were placed in subsidized employment</td>
</tr>
<tr>
<td><strong>200</strong></td>
<td>Unemployed clients seeking employment obtained jobs</td>
</tr>
</tbody>
</table>

We, at HCAP, believe that everyone should have the opportunity to contribute – to the best of their capabilities – and share in our society’s social and economic well-being and prosperity.
Impact

Kūpuna Independent Life Series

Antlers, wigs and lei were some of the creative outfits worn by the kūpuna (seniors) celebrating at HCAP’s first Kūpuna Prom. The prom marked the completion of the first semester of the Kūpuna Independent Life Series. Offered by the HCAP Leeward District Service Center in collaboration with Hawai‘i Pacific University, the series focuses on the physical, social and emotional aspects of aging and provides a support system for seniors.
The residents of Kumuhonua Transitional Living Center have been busy working, taking classes, and looking for permanent housing, but they still make time to give back to the community.

The Garden Committee has been working on the continued beautification of the grounds surrounding the building. They also care for the residents’ on-site garden, which is bountiful with tomatoes, eggplant, Hawaiian chili pepper, Mauina lettuce and other herbs. “Gardening and working in the yard is our family’s way of spending quality time together,” said Kumuhonua resident Jewel. Kumuhonua is grateful to Kealii for helping to get a donation of palms, soil and other products thanks to the Urban Garden Center!
Agency Financials

HCAP Financial Statement
Fiscal Year April 1, 2012 to March 31, 2013

Support and Revenue

Federal Grants $17,558,609
Nonfederal Grants  326,394
Program & Other Income  1,511,623
Fee for Service  289,625
In-Kind Contributions  5,717,670
Total $25,403,921

Expenses

Program Services:
  Education & Child Care $18,435,977
  Senior Employment & Training  1,006,550
  Job Training  380,692
  Other Community Services  2,044,097
Supporting Services:
  Management & General  3,448,880
Total $25,316,196
Without the generosity of our donors and funders, HCAP would not be able to impact over 20,000 individuals and families each year. Contributions, both large and small, monetary or in-kind enable HCAP to provide clients with a variety of services and resources.

HCAP’s Board of Directors and tireless volunteers contributed over 100,000 hours in the 2012-2013 program year, participating and donating their time to various HCAP programs. Volunteers distributed food, collected and distributed donations during the holiday season, spent time at their community Head Start classrooms, and so much more.

From teachers, intake aids, case managers, educators, program administrators, to fiscal, administrative and executive staff, HCAP’s 300+ employees work toward one mission: Providing Opportunities and Inspiration to enable low-income individuals or families to achieve self-reliance. HCAP staff are committed to ending to poverty.

At HCAP, we believe that everyone should have the opportunity to contribute and share in our society’s social and economic well-being. Our programs are offered throughout the island to those in need- whether it be hygiene items, food, or help finding a job. HCAP’s programs exist to respond and service the community and its needs.

HCAP's Board of Directors and tireless volunteers contributed over 100,000 hours in the 2012-2013 program year, participating and donating their time to various HCAP programs. Volunteers distributed food, collected and distributed donations during the holiday season, spent time at their community Head Start classrooms, and so much more.

From teachers, intake aids, case managers, educators, program administrators, to fiscal, administrative and executive staff, HCAP’s 300+ employees work toward one mission: Providing Opportunities and Inspiration to enable low-income individuals or families to achieve self-reliance. HCAP staff are committed to ending to poverty.

At HCAP, we believe that everyone should have the opportunity to contribute and share in our society’s social and economic well-being. Our programs are offered throughout the island to those in need- whether it be hygiene items, food, or help finding a job. HCAP’s programs exist to respond and service the community and its needs.

Without the generosity of our donors and funders, HCAP would not be able to impact over 20,000 individuals and families each year. Contributions, both large and small, monetary or in-kind enable HCAP to provide clients with a variety of services and resources.

HCAP's Board of Directors and tireless volunteers contributed over 100,000 hours in the 2012-2013 program year, participating and donating their time to various HCAP programs. Volunteers distributed food, collected and distributed donations during the holiday season, spent time at their community Head Start classrooms, and so much more.

From teachers, intake aids, case managers, educators, program administrators, to fiscal, administrative and executive staff, HCAP’s 300+ employees work toward one mission: Providing Opportunities and Inspiration to enable low-income individuals or families to achieve self-reliance. HCAP staff are committed to ending to poverty.

At HCAP, we believe that everyone should have the opportunity to contribute and share in our society’s social and economic well-being. Our programs are offered throughout the island to those in need- whether it be hygiene items, food, or help finding a job. HCAP’s programs exist to respond and service the community and its needs.
Ways to Give

HCAP is extremely grateful to everyone in the community that supports our efforts.

<table>
<thead>
<tr>
<th>Time</th>
<th>Donations</th>
<th>Talent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Become a volunteer for one of our many programs. Head Start, Ohana Food Produce, and the Hā Initiative: Creative STEM After-School Program are always in need of individuals willing to lend a helping hand.</td>
<td>Our programs and clients are always in need of monetary donations, hygiene items, clothing, and educational toys. The amount of your donation is tax deductible to the extent allowed by law.</td>
<td>If you have a talent - from landscaping and building, to teaching and sharing your knowledge and passions, we would love to have you share your skills with our various programs.</td>
</tr>
</tbody>
</table>

AirMarket USA supports HCAP’s mission of helping Oahu’s families increase their economic self-sufficiency

Elisabeth Galvin and her daughter Gina first heard about HCAP at the Waianae Keiki Spring Fest in 2011, where they volunteered at a face painting booth. Inspired by the families they met, Elisabeth and her company, AirMarket USA, have quietly organized fundraising projects to raise support for HCAP children and families. In November, their gift of 1,000 meals were delivered to the Kumuhonua Transitional Living Center and distributed throughout Oahu to children, youth, families and seniors in need.
HCAP offers a wide variety of programs and services to assist individuals and families to achieve self-reliance

- Head Start
- Hā Initiative: Creative STEM After-School Program
- Kumuhonua Transitional Living Center
- Income Tax Services
- Low-Income Home Energy Assistance Program (LIHEAP)
- Senior Community Service Employment Program (SCSEP)
- Weatherization Assistance Program (WAP)
- Youth Services
- District Service Center Programs and Services
The topic at the Head Start Puuhale Parent Committee meeting was “Positive Parenting: Young Children with Challenging Behaviors”. The parents learned about being specific and realistic with their expectations, acknowledging positive behaviors, being prepared and staying calm. It was a special meeting, as they also welcomed Head Start Literacy Specialist Dulcie Arakawa who shared the importance of reading aloud to their child and the areas of development that are reinforced by reading.

**Education**

HCAP’s Competency-Based Community School Diploma (C-Base) Program offers youth and adults the opportunity to earn their diplomas through a partnership with the State of Hawaii Department of Education (DOE). Gwen was a student in the C-Base program and completed the final book in the series. She passed the master test and then worked to complete 100 hours of volunteer service. Her next goal is to attend Hawaii Medical School to become a medical assistant.

**Employment**

Mr. Nawaia applied to the Senior Community Service Employment Program (SCSEP) with hopes of finding employment. He was interviewed and subsequently offered a position at Lanakila Multi-Purpose Senior Center. Soon after Mr. Nawaia began working at Lanakila, the director at the site was so impressed by Mr. Nawaia’s work ethics that when a regular part-time janitorial position became available, Mr. Nawaia was offered the position.

**Economic Development**

The Free Tax Assistance Program is a partnership with the Hawaii Alliance for Community-Based Economic Development (HACBED). HCAP was recognized for its outstanding job during the Free Tax Assistance Program, which was held from February 1, 2013 through April 5, 2013. During the program period, HCAP helped clients receive a total of $1,248,003 in refunds. Additionally, HCAP was acknowledged for having the highest percentage of Earned Income Tax Credit (EITC) eligible clients served, with over 50% of its clients receiving the credit.

**Emergency & Transitional**

Joseph entered Kumuhonua in July of 2012 and secured permanent housing in August 2013. Joseph had been facing challenges in securing housing. With the help of his case manager spending countless hours advocating and building relationships with community partners on Joseph’s behalf, he secured public housing. During his stay at Kumuhonua, Joseph completed financial literacy classes through Hawaiian Community Assets (HCA) and participated in program workshops and community events.

**Community Development and Advocacy**

To engage and participate in the legislative process, a group of HCAP Head Start parents met with State legislators from their respective districts to share their families’ experiences with early childhood education. They also sat in on sessions of the State Senate and House, where Head Start Policy Council Chairperson Isabel Quintero was honored to offer the invocation.
Head Start

Our Mission:
Enriching the Lives of Children; Engaging Families; and Strengthening Communities.

Our Vision:
Families Thriving; Making A Difference in Our Community as Advocates and Leaders for Early Childhood Education.
Head Start Financials

HCAP Head Start Financial Statement
Fiscal Year April 1, 2012 to March 31, 2013

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, and private grants and donations. The most recent triennial federal review of HCAP Head Start was conducted in January 2011.

Support and Revenue

Federal Funds
- Head Start Grant $12,341,411
- Program Improvement 50,000
- Supplemental T/TA 15,000
- USDA 962,194

$13,368,605

Other Funds
- City Funds $5,943
- State Funds 142,885
- Private Funds 157,620

$306,448

In-Kind Contributions
- Volunteers $1,623,539
- Space 4,552,670
- Supplies 545

$6,176,754

TOTAL $19,851,807

Expenses

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program</td>
<td>$18,854,409</td>
</tr>
<tr>
<td>Administrative</td>
<td>997,398</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$19,851,807</td>
</tr>
</tbody>
</table>

Program Costs 95%
Administrative Costs 5%
Impact

275
Preschool aged children provided with wraparound day care through the Full Day/Full Year component of the HCAP Head Start program to develop school readiness skills

1,824
Head Start Preschool students developed school readiness skills

1,871
Parents and family members of HCAP Head Start preschool children learned an exhibited improved parenting skills

1009
Children were developmentally ready to enter Kindergarten

From the HCAP Mail Box:

I want to take a minute to express my appreciation for the longer hours given for our children in the HEAD START PROGRAM at Pu‘uhale Elementary School. I am grateful for the extra learning time my daughter Abigail is able to take from this. Based on popular opinion, I expected great things from this school and I have not been disappointed. My daughter can’t seem to stop talking about her wonderful teachers, but most of all, the school and environment itself. It’s comforting to know that not only is Abigail getting a great education, but she is happy at school as well. Her education and happiness mean the world to me and you and the staff have made it come true.

Sincerely,
Remy
Every month, the families of preschoolers at HCAP Head Start Jefferson II participate in parent activities with a special emphasis on involving male role models. The kids and their fathers, uncles and grandfathers enjoyed making and flying kites. As the families decorated their kites together, the staff provided questions for the adults to ask the kids, like, “How does the wind lift the kite?” and “How could we make the kite go higher?” While the families flew their kites, they got to engage with their children with more questions, “Did the kite fly like you thought?” and “What would happen if the wind stopped?” These interactions allow for relationship-building and help the men to learn more about what their children are doing in school. “I didn't know he knew this much about wind,” said one father. “He is learning!”