



2013-2014 ANNUAL REPORT

HONOLULU COMMUNITY ACTION PROGRAM, INC.



Providing Opportunities and Inspiration Since 1965



Honolulu Community Action Program, Inc. is a non-profit Community Action Agency serving low-income Oahu residents. In the 2013-2014 Program Year, HCAP assisted over 20,000 seniors, adults, youth & children with employment, education, housing and basic needs.



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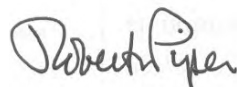
Aloha Mai Kākou,

I am pleased to present our annual report for the 2013-2014 Program Year. Each year, we provide program highlights and other information that showcases who we are and what we have accomplished during the course of the program year. Although we do our best to convey all of the pertinent information, we realize that truly celebrating the milestones of our programs and clients, and thanking those who make it possible, is not easy to do within an annual report alone.

Realizing this, HCAP has made great efforts during the 2013-2014 Program Year to reinvent our website and develop our social media strategies. We believe this interactive approach increases public awareness of the agency and allows us to share in detail all of the exciting things happening in our agency. Most importantly, it allows us to share the stories of individuals and families who are making strides towards self-sufficiency, and recognize the staff, volunteers, and donors who allow HCAP to provide assistance to those in need.

I welcome everyone to visit our website (www.hcapweb.org), view our HCAP Weekly E-Newsletters and quarterly newsletters, and join us on social media (@HCAPhi). Through these outlets, we invite you to learn about our new and exciting endeavors such as our Na Lima Hana (“for the working hand”) Employment Core Services Program, our newest Hā Initiative: Creative STEM After-School Program Exploration Center at Waiahole Elementary School, and programs and services such as the Kupuna Independent Life Series and HCAP Free Health Center being offered at the new Harry & Jeanette Weinberg Center for Community Action, Leeward District Service Center. We are very proud of what our ohana has achieved throughout the 2013-2014 Program Year, and hope to continue providing opportunities and inspiration to the people we serve.

Mahalo piha,



Robert N.E. Piper



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

HCAP Executive Management Team



Robert Naniole
Director of
Community Services



Lynn Cabato
Head Start
Director



Derek Nishimura
Director of
Human Resources



Corinne Murashige
Director of
Finance



Michael Hane
Director of Planning,
Program Development and
Communications





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.



BOARD OF DIRECTORS

Board Officers

TITLE & NAME

AFFILIATION

Chair
Rep. Isaac W. Choy

Office of the Mayor

Vice Chair
Eddie Mersereau

Central District Advisory Council

Secretary/Treasurer
William Shiroma

Bank of Hawaii

Principals

NAME

TITLE

Robert N.E. Piper, Esq., MBA
Lynn Cabato
Michael Hane

Executive Director
Head Start Director
Director of Planning, Program
Development and Communications
Director of Finance
Director of Community Services
Director of Human Resources

Corinne Murashige
Robert Naniole
Derek Nishimura

Board Members

NAME

AFFILIATION

Terrence Aratani, Esq.
Jeselle Bassingthwaite
Roxanne Bolden
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John Dudoit, Jr.
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Garrick L.H. Goo
Phyllis Ida
Frank Lopez
Eddie Mersereau
Colleen Minami
Pauni Nagaseu-Escue
Frederick Saunders
Alan Shinn
William Shiroma
Judge Kevin A. Souza
Ryan Yamamoto
Karen Iwamoto
Debra Jardine
Vacant

Office of Senator Brian T. Taniguchi
HCAP Head Start Policy Council
Aloha Independent Living Hawaii
YMCA of Honolulu
Office of the Mayor
Central District Advisory Council
Office of Senator Suzanne Chun Oakland
Law Offices of Garrick L.H. Goo
P-3 Windward Grant
Office of the Governor
Central District Advisory Council
Office of Representative Marcus Oshiro
Kalihi-Palama District Advisory Council
Leeward District Advisory Council
Coalition for a Drug-Free Hawaii
Bank of Hawaii
Native Hawaiian Chamber of Commerce
Windward District Advisory Council
Office of Representative Calvin Say
Leahi District Advisory Council
Honolulu City Council

DISTRICT ADVISORY COUNCIL



“I enjoy the quality of the people on HCAP’s Board; they bring many essential perspectives on serving our community. I see a great year ahead for HCAP. I am humbled and honored to be the chairman, and want to continue to move the agency in the direction that it is going.”



-Representative
Isaac Choy,
Chairman of the Board

Central District

Advisory Council Members

Marlene Hoohuli	Chairperson
Birdie Holt	Vice Chairperson
John L. Dudoit	Board Representative
Eddie Mersereau	Board Representative
Rose Downie	Council Member
Kristine Garables	Council Member
Cheryl Johnson	Council Member
Lance Jyo	Council Member
Clisha Jesus	Council Member

Kalihi-Palama District

Advisory Council Members

Aldora Kahele	Chairperson
Sandra Mensza	Secretary/Treasurer
Pauni Nagaseu-Escue	Board Representative
Roger Mari	Council Member
Vivian Yun	Council Member
Kuulei Pili	Council Member
Louella C. king	Council Member
Faith Kalamau	Council Member



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
Stephen Maybir	Alternate Board Representative
Jill T. Kitamura	Council Member

Leeward District

Advisory Council Members

James Manaku, Sr.	Chairperson
Kehau Lopez	Vice Chairperson
Christie Chung Talkington	Secretary/Treasurer
Frederick E. Saunders, Jr.	Board Representative
Barbie-Lei Burgess	Council Member
Tiana Wilkinson	Council Member
Naomi Digitaki	Council Member

Windward District

Advisory Council Members

Ella Abe	Chairperson
Virgil Amoroso	Vice Chairperson
June Hashimoto	Secretary
Ryan Yamamoto	Board Representative
Roxanne Akana	Alternate Board Representative
Gladys Sanchez	Council Member
Norma Jean Shackley	Council Member

HCAP offers a wide variety of programs and services to assist individuals and families to achieve self-reliance:

- District Service Center Programs and Services
- HCAP Head Start
- Hā Initiative: Creative STEM After-School Program
- Income Tax Services
- Kumuhonua Transitional Living Center
- Low-Income Home Energy Assistance Program (LIHEAP)
- Na Lima Hana- Employment Core Services (ECS)
- Senior Community Service Employment Program (SCSEP)
- Weatherization Assistance Program (WAP)
- Youth Services

Early Childhood



HCAP Head Start parents planned a Spring Fling Family Engagement Day for the children and families of Wahiawa Head Start. Parent volunteers organized activities that served as an extension to what the children were learning. There were five different activity stations, each covering a specific school readiness goal. The “Build-A-Rainbow” gross motor activity was held on the outdoor slide that was covered with a large strip of paper. The children slid down the slide while holding crayons and created their own beautiful rainbow!

Employment

Like many of our participants, Tyrone reached out to HCAP when he was unemployed and struggling with the overwhelming job search process. He lacked work experience and did not have transportation that would enable him to look for employment. With the help of HCAP staff, Tyrone enrolled in the Na Lima Hana- Employment Core Services program and attended Job Readiness Training. At his training, he learned where to look for a job, how to write a resume, how fill out an application efficiently, and gained valuable interviewing skills.

Additionally, HCAP provided Tyrone with a bus pass to remove his transportation barrier since he could not afford to get one himself. With these basic services, along with job leads and 1-on-1 guidance from HCAP’s Windward District Service Center community workers, Tyrone was able to obtain a job within four months of joining the program.

Education

During the summer break, students at the Hā Initiative’s Leeward STEM Exploration Center learned about a variety of topics ranging from music to mechanical engineering. Students were also able to experiment with rocketry in an air-conditioned environment and use their creativity in a professional sound studio.

All topics were geared toward Science, Technology, Engineering & Math (STEM) with an understanding that math is central to the entire framework of STEM.



Programs



Emergency & Transitional

Rose became homeless in January 2012. In October 2012, she applied for assistance and was accepted into the Kumuhonua Transitional Living Center. During her stay, she completed numerous classes which included financial literacy workshops through Hawaiian Community Assets (HCA), nutrition workshops, job readiness workshops, and employment workshops. With her commitment and hard work, Rose became a staff member as a Resident Aide at Kumuhonua in July 2013.

In addition, Rose was able to reunite with her daughter who also became a resident of Kumuhonua in October of 2013. As a result of their diligence to saving, being proactive with financial literacy workshops, and working closely with their financial counselor and case manager, they qualified for several renters' assistance programs. In June 2014, Rose and her daughter secured permanent housing.

Community Development & Advocacy

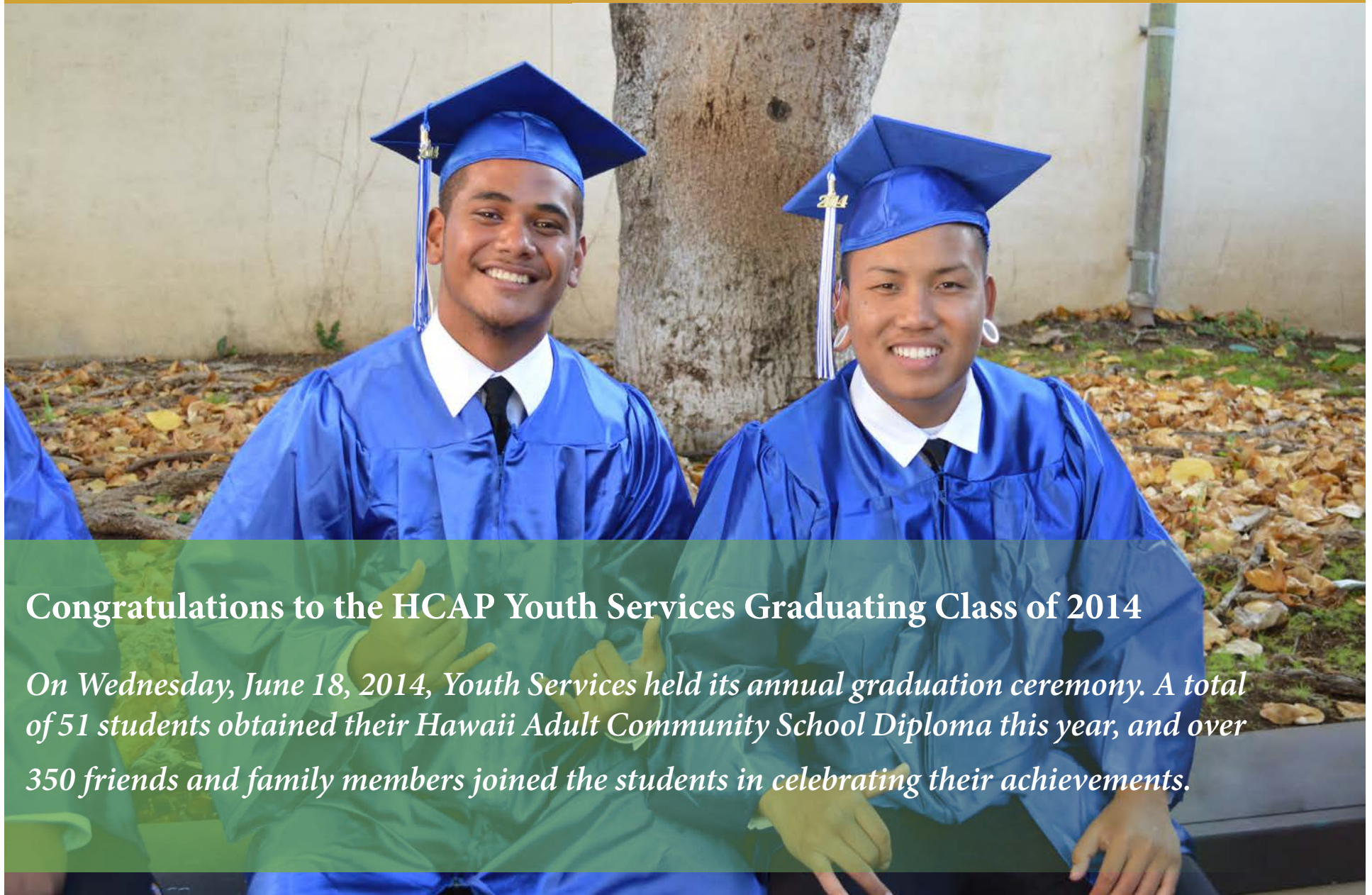


HCAP Head Start parents and staff had the honor and pleasure of meeting with Governor Neil Abercrombie regarding the importance of advocacy for Early Childhood Education. Parents then made their way around the Capitol to meet legislators and share information about the Head Start program. The day at the Capitol ended with HCAP Board member Senator Suzanne Chun Oakland and Representative Isaac Choy introducing Head Start parents and staff members in their respective chambers.

Economic Development

Tyler, an employee at HCAP Head Start, went to the Windward District Service Center for assistance in filing his taxes. Through the Hawaii Volunteer Income Tax Assistance (VITA) & Financial Empowerment Coalition, HCAP's Income Tax Services program was able to help him get all the credits he qualified for, which lead to Tyler receiving a refund. After paying off some of his bills and putting money into his savings account, Tyler was able to purchase a plane ticket to visit his family in New York.

In 2014, IRS-certified volunteers (including HCAP staff) assisted 764 filers in efficiently completing their tax returns. This represents a 28% increase in the number of filers assisted from 2013. These families and individuals received a total of \$1,278,354 in refunds this year, with 356 filers qualifying for the Earned Income Tax Credit.



Congratulations to the HCAP Youth Services Graduating Class of 2014

On Wednesday, June 18, 2014, Youth Services held its annual graduation ceremony. A total of 51 students obtained their Hawaii Adult Community School Diploma this year, and over 350 friends and family members joined the students in celebrating their achievements.

Harry & Jeanette Weinberg Center for Community Action – Leeward District Service Center Opening and Blessing



“This is the community’s house, this house belongs to all of you.”

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

HCAP held the opening and blessing of the Leeward District Service Center on January 10, 2014. The Royal Order of Kamehameha I performed the opening oli and Reverend Bob Nakata blessed each room in the building. HCAP Executive Director, Robert N. E. Piper, welcomed the community, stating, “This is the community’s house, this house belongs to all of you.” Various special guests, such as Chair of the HCAP Board of Directors and State Representative Isaac Choy, House District 23, Governor Neil Abercrombie, and Congresswoman Tulsi Gabbard’s representative Vandeth Sek spoke to share the importance of and commitment to community action.

HCAP is excited about the enormous potential the Harry & Jeanette Weinberg Center for Community Action - Leeward District Service Center holds for providing needed services to the community.



“

“We realized that in today’s society it is really important to have social media. It goes hand in hand with a nonprofit like ours in that it’s a very cost-effective and efficient way of communicating, not only with our clients but with the general public who may not know what we do. It is a good way to get the word out about the type of work we do since we operate island-wide. We want to be able to create dialogue and have more conversations through our social media presence.”

.....
-Tehani Diaz,
Planning and Development
Specialist

A Year of Social Media

In 2013, HCAP launched into the social media world to start conversations with clients and the general public.

In the 2013-2014 Program Year:

515

Facebook Likes



279

Twitter Followers



via Facebook:

“We love the HCAP Head Start Program! Miss you guys! Can't believe my daughter is in 1st grade already! I wish the parent participation in elementary school is as good as it was in preschool!”

-Former HS Parent



..... @HCAPhi

#GivingTuesday 2013 Campaign

In Fall 2013, HCAP launched its first #GivingTuesday campaign and encouraged HCAP staff to share how they give back to the community with the use of the #UNselfie. As a new day of giving that follows Thanksgiving, Black Friday, and Cyber Monday, #GivingTuesday aims to help others give more, give smarter, and celebrate the spirit of contribution.



HCAP Launches New Website

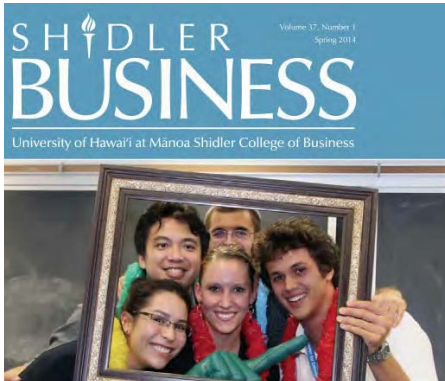
On April 11, 2014, with assistance from social media consultant Roxanne Darling, HCAP launched a brand new website: www.hcapweb.org

“It is our hope that clients, partners, and potential funders find the new website informative and easy to navigate,” says Michael Hane, Director of Planning, Program Development and Communications.

Several new features of the website include the ability for parents of current and potential Head Start students to apply to the program online. In addition, HCAP’s Weekly E-Newsletters, Quarterly Newsletters and Annual Reports are available for viewing on the website.



Agency Highlights



HCAP staff, including Executive Director Robert N. E. Piper (JD, MBA), Director of Finance Corinne Murashige (MBA), Director of Planning, Program Development and Communications Michael Hane (BBA), and Director of Human Resources Derek Nishimura (BBA) were mentioned in the **University of Hawai'i at Mānoa Shidler College of Business "Shidler Business" Spring 2014 newsletter.**

PACIFIC BUSINESS NEWS

HCAP's newest program Na Lima Hana- Employment Core Services (ECS) was featured in a **Morning Edition of Pacific Business News** on February 4, 2014 for its launch into the HCAP community.

HCAP IN THE NEWS

Throughout the 2013-2014 Program Year



On June 1, 2014, **Hawaii News Now** featured the Low-Income Home Energy Assistance Program (LIHEAP), a federally funded program designed to help income-eligible households with payments for fuel and energy bills.



On October 4, 2013, HCAP was featured in a story in **Hawaii News Now**, discussing the potential impact of the government shutdown on our clients, services, and programs.



Tehani Diaz, Planning & Development Specialist, was interviewed by **Pacific Business News** and featured in the "How I" section of the December 27, 2013, issue for her work on establishing HCAP's social media.

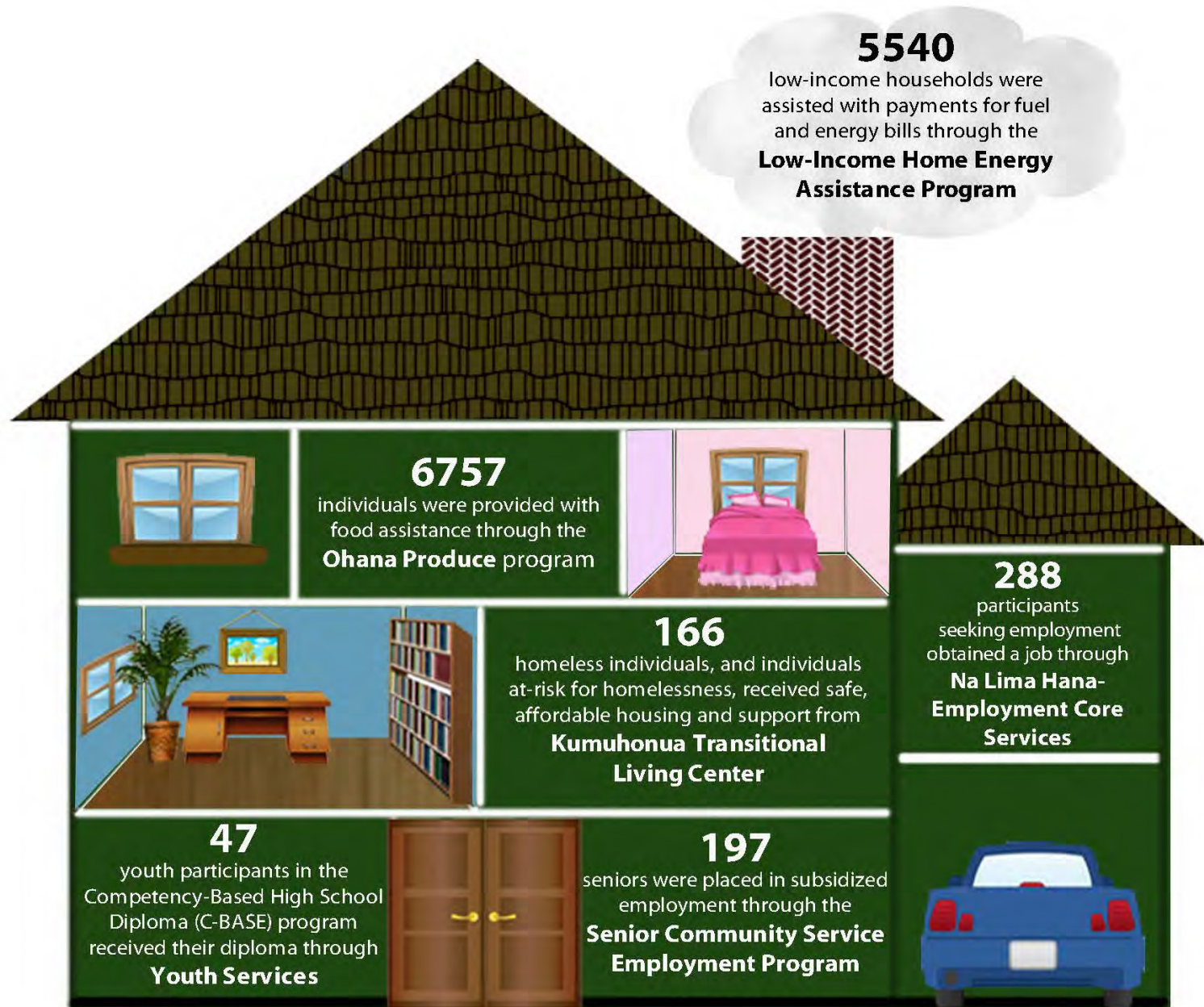


A Letter to Kumuhonua Transitional Living Center

"We would like to thank HCAP and Kumuhonua Transitional Living Center for the huge impact you have made in our lives. You have gotten us out of homelessness and into a life flowing with milk and honey. These programs are necessary to help get us out of lives of destruction, to give us a second chance at life. It is hard to express and put into words to express our gratitude. We are forever grateful. The program has given my husband and I so much hope for the future."

-Nanette, Kumuhonua resident

2013-2014

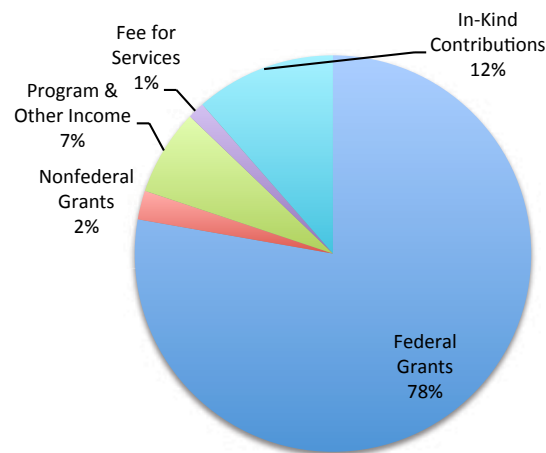


HCAP Financial Statement

Fiscal Year April 1, 2013 to March 31, 2014

Support and Revenue

Federal Grants	\$16,350,497
Nonfederal Grants	\$495,572
Program & Other Income	\$1,479,610
Fee for Services	\$290,785
In-Kind Contributions	\$2,407,832
Total	\$21,024,296



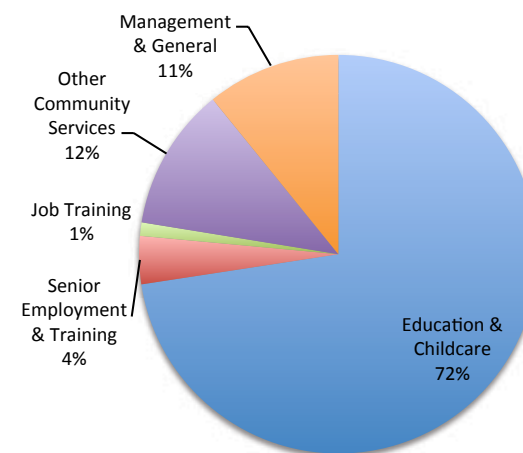
Expenses

Program Services:

Education & Childcare	\$15,454,850
Senior Employment & Training	\$828,978
Job Training	\$231,416
Other Community Services	\$2,468,465

Supporting Services:

Management & General	\$2,310,158
Total	\$21,293,867





HCAP 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.*

Family Engagement

“

“Over the years, I’ve worked with inspiring teachers, supporting parents, encouraging staff, and even developed a passion for the children and families we service. HCAP Head Start has given me the opportunity to grow, pursue my education, build relationships with community partners and heighten my experiences through meetings, trainings, and workshops.”

• • • • •

- Raynell,
former HCAP Head Start
Kunia parent and volunteer



In Spring 2014, HCAP Head Start held several family health and wellness fairs around the island. These fairs engaged Head Start families as well as community members in fun and educational activities.

At Kapolei Regional Park, Head Start Leeward and various vendors set up booths and shared information about their programs and organizations. Families were able to take home valuable information and the children had the opportunity to participate in several different activities such as yoga, Zumba, and relay races.

Head Start Windward held a Family Health & Wellness Fair at Kaneohe District Park. Head Start partnered with community organizations and various companies to provide health awareness, resources, and share information about Head Start. New York Life provided Keiki IDs, the Hawaii Health Connector shared information about affordable health care, and Hawaii Energy distributed energy efficient CFL bulbs as well as energy saving information. Head Start teachers provided activities such as dance, arts and crafts, planting seeds and learning about gardening. Families were also able to take home small plants that Head Start children had grown at school.

Highlights



Dr. Fujii is a dentist on the Leeward Coast at the Waianae Coast Comprehensive Health Center (WCCHC). He and his staff have been working closely with the community and participate in HCAP Head Start's community events, such as the Family Health & Wellness Fair in February 2014.

Dr. Fujii visited the Puu Heleakala classrooms on the Leeward Coast and held a workshop to educate parents on dental health. Along with the lessons, he also provided free dental screenings for the children. The children were all smiles at Head Start!

Head Start Ewa children were visited by Ewa community police officers. The police officers talked to the children about safety, including traffic signs and wearing a helmet when riding a bike or scooter.

From the officers, the children learned what number to call when they need help and when they should call. After the first group of police officers spoke, the children got to see the ins and outs of a police car. Some children were afraid of police officers; however, they all learned that police officers are our friends and are here to help.



Children at Jack Hall Head Start learned about "Community Helpers." On February 19, 2014, children at Jack Hall Head Start got to experience what it's like to work as a carpenter. Children and parents worked together on making a football ring toss. This was a hands-on activity generously provided by Home Depot Kapolei.

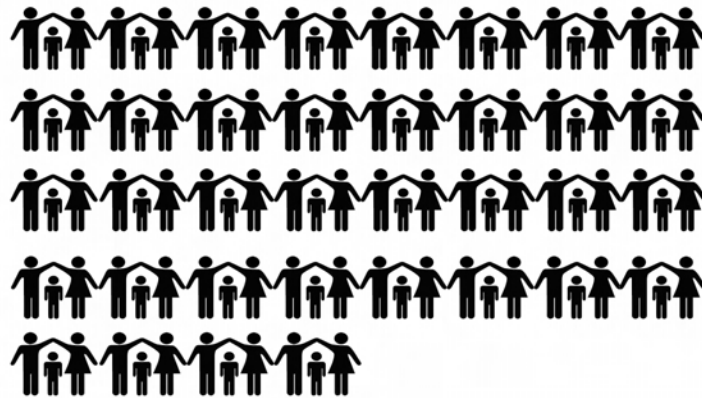


- The Head Start Bookmobile, driven by
- Uncle Phil, visited Keiki Country I and
- Nanakuli I Head Start classrooms. Upon
- arriving at the classrooms, Auntie Dulcie
- read the children a few stories. Then
- the children went into the Bookmobile
- to choose a few books to borrow. The
- children really enjoyed visiting with
- Auntie Dulcie and Uncle Phil.



FACTS AND FIGURES

1727 children ages 3 to 5 participated in HCAP Head Start pre-school activities to develop school readiness skills



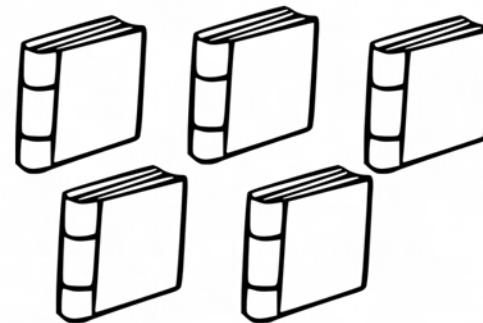
166 pre-school aged children had an Individualized Education Program (IEP) and received special education and related services



983 children were developmentally ready to enter Kindergarten at the end of the HCAP Head Start enrollment year



2458 parents and family members of HCAP Head Start preschool children learned and exhibited improved parenting skills by participating in developmentally appropriate practices in the classroom



SYMBOL KEY

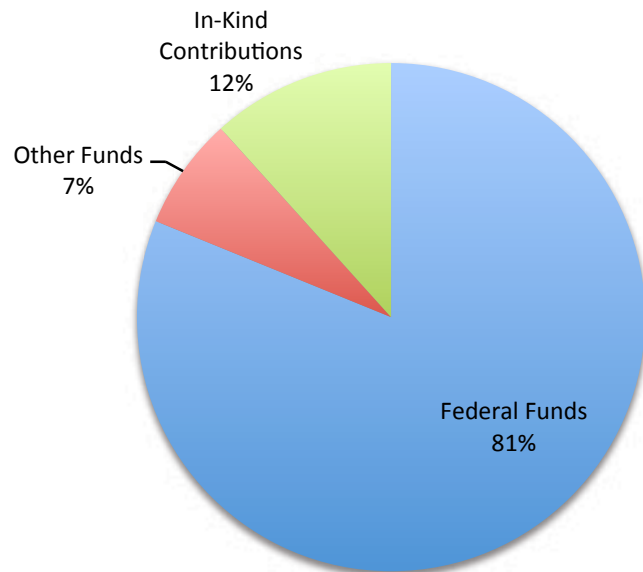


HCAP Head Start Financial Statement

Fiscal Year April 1, 2013 to March 31, 2014

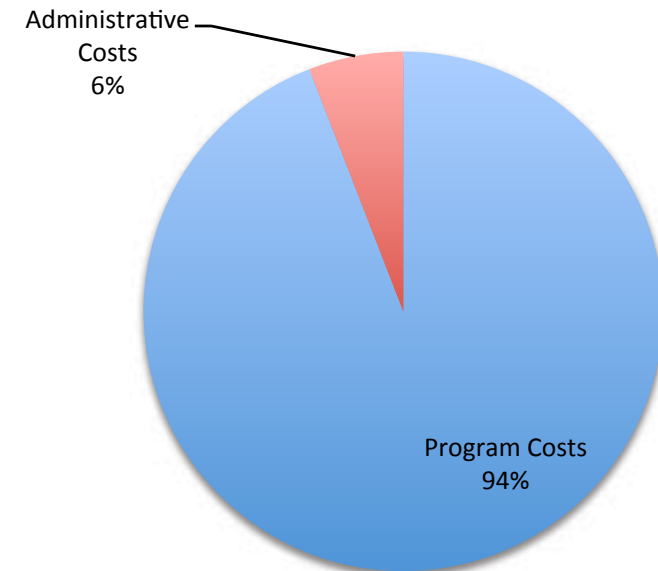
Support and Revenue

Federal Grants	\$13,046,601
Other Funds	\$1,148,925
In-Kind Contributions	\$1,878,279
Total	\$16,073,805



Expenses

Program Costs	\$16,723,648
Administrative Costs	\$1,046,994
Total	\$17,770,642





Lend a Helping Hand

There are numerous ways you can support us: by volunteering, by connecting with us on social media and sharing our updates, by making a tax-deductible donation, and by joining our email list.

For more information, visit our website at www.hcapweb.org

To make a secure, tax-deductible donation, click “donate” below or on our website at www.hcapweb.org/support-hcap

Donate





Honolulu Community Action Program, Inc.

33 South King Street, Suite 300, Honolulu, HI 96813

Tel: (808) 521-4531 Email: hcp@hcpweb.org

District Service Centers

Central

Tel: 488-6834 Fax: 488-7862
99-102 Kalaloa St. Aiea, HI 96701

Kalihi-Palama

Tel: 847-0804 Fax: 841-7971
1555 Haka Dr. #2408 Honolulu, HI 96816

Leahi

Tel: 732-7755 Fax: 735-6034
1915 Palolo Ave. Honolulu, HI 96816

Leeward

Tel: 696-4261 Fax: 696-0169
85-555 Farrington Hwy. Waianae, HI 96792

Windward

Tel: 239-5754 Fax: 239-3912
47-232 Waihee Rd. Kaneohe, HI 96744

Programs

Hā Initiative: Creative STEM

After-School Program

Tel: 521-4531 Fax: 521-4538

Kumuhonua Transitional Living Center

Tel: 682-5494 Fax: 682-5495

Na Lima Hana- Employment Core Services

Tel: 521-4531 Fax: 521-4538

Senior Employment Program (SCSEP)

Tel: 521-4531 Fax: 521-4538

Weatherization Assistance Program (WAP)

Tel: 521-4531 Fax: 521-4538

Youth Services

Tel: 592-1766 Fax: 591-1768

HCAP Head Start

Head Start Dillingham

Tel: 847-2400 Fax: 847-2302

Head Start Kunia (HARC)

Tel: 200-7690 Fax: 200-4780

Head Start Kunia

Tel: 621-5099 Fax: 621-3843

Head Start Leeward

Tel: 696-0175 Fax: 696-0176

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Click "donate" below or visit our website at

www.hcapweb.org/support-hcap

