



# Seeds of Hope

Honolulu Community Action Program, Inc.  
2012 Annual Report





## Aloha Mai Kākou,



It has been a pleasure to serve the Honolulu Community Action Program as Executive Director for another remarkable year. Through the programs and services HCAP offers, we provided services to over 17,000 individuals and families. This report showcases the growing diversity of programs HCAP offers to the community.

**Family.** HCAP conducted its Free Tax Assistance Program and Earned Income Tax Credit (EITC) Campaign from February thru April, 2012. This year, HCAP assisted 492 individuals and families submit both federal and state tax returns that claimed over \$807,551 in refunds, including \$564,362 in EITC.

**Community.** Mayor Peter Carlisle and the City and County of Honolulu recognized HCAP as a community partner in the City's effort to reduce the high school drop-out rate and create brighter futures for young people.

**Agency Partnerships.** HCAP's collaboration with LEAF Hawaii came to fruition when the new LEAF Hawaii/HCAP Aina Corps Organic Farming Training Program opened its doors to its first cohort of trainees. The Aina Corps program trains unemployed individuals in permaculture farm design, soil fertility, organic pest management, irrigation, crop planning and production, animal husbandry, and la'au'lapa'au (Hawaiian medicinal plants).

Our nation, state, and island communities are dealing with unprecedented challenges. Notwithstanding these challenges, HCAP remains committed to its mission, and we will stand firm in our support of those in need in our community. We will achieve an end to poverty by working collaboratively within our community with our clients, our partner agencies and organizations, and our Federal, State and local governmental partners. Collectively, we will all rise in the same tide.

Mahalo piha,

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



## What is a Community Action Agency?

Community Action Agencies (CAAs) are nonprofit private and public organizations established under the Economic Opportunity Act of 1964 to fight America's War on Poverty. Community Action Agencies help people to help themselves in achieving self-sufficiency.

## What does HCAP do?

Honolulu Community Action Program, Inc. is a private, non-profit 501(c)(3) community action agency serving Oahu's low-income residents since 1965. HCAP offers a range of programs and services to assist individuals and families to gain self-sufficiency. Annually, HCAP impacts over 17,000 people throughout the island of Oahu (Honolulu County).

HCAP offers programs and services in six major areas: Early Childhood; Employment; Education; Economic Development; Emergency & Transitional Programs; and Community Development & Advocacy. HCAP's programs are designed to benefit low-income and disadvantaged clients. While programs are its primary service delivery vehicle, equally important are HCAP's efforts to mobilize community members and groups to advocate for the needs of low-income people.

## HCAP's Mission:



# IMPACT

## 17,000

Children, youth, and adults who found relief through HCAP's various programs

## 187

Persons at-risk for homelessness received safe, affordable transitional housing and support services

## 5,308

Families received energy credits through the Low Income Home Energy Program (LIHEAP)

## 5,688

Individuals provided with food assistance through the Ohana Produce program



# HCAP Financial Statement

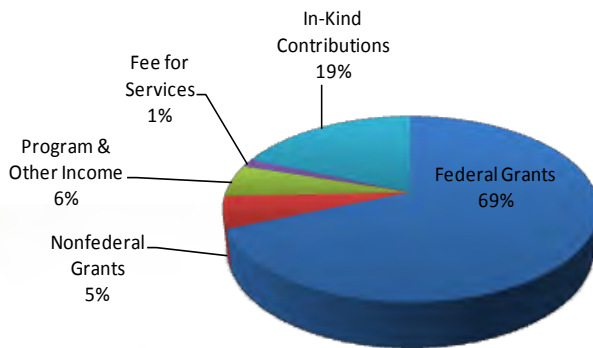
Fiscal Year April 1, 2011 to March 31, 2012

## Support and Revenue

Federal Grants	\$19,844,531
Nonfederal Grants	1,602,859
Program & Other Income	1,610,579
Fee for Services	415,605
In-Kind Contributions	5,388,465

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**Total** **\$28,862,039**



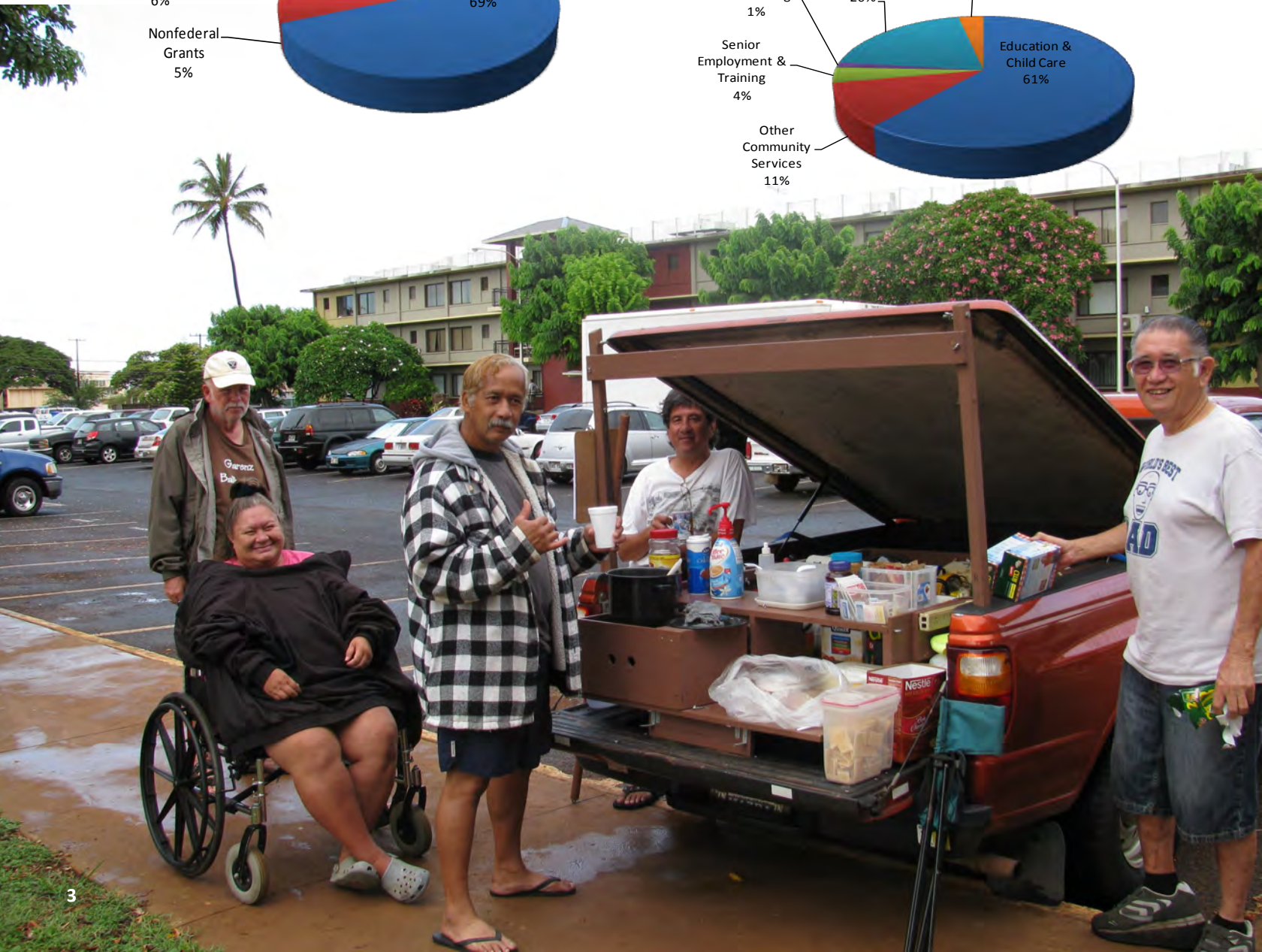
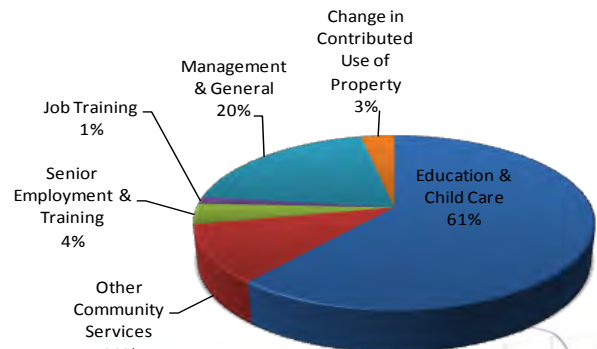
## Expenses and Change in Contributed Use of Property

Program Services:	
Education & Child Care	\$16,196,430
Senior Employment & Training	1,002,197
Job Training	350,310
Other Community Services	2,865,979

Supporting Services:	
Management & General	5,245,668
Change in Contributed Use of Property	840,325

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**Total** **\$26,500,909**





# Self-sufficiency starts with one seed



## **District Service Centers** ***“One-Stop Shops” for Case Management, Job Readiness Training, & Emergency Assistance***

HCAP has five neighborhood-based centers in the **Leeward**, **Central**, **Kalihi-Palama**, **Leahi** and **Windward** districts. Our district centers provide family development, case management, job readiness training, crisis intervention, leadership development, and general assistance to clients in their geographic areas. They coordinate the distribution of donated goods and services, providing basic necessities essential to the subsistence and well-being of Oahu's economically disadvantaged residents.



# Alice's Story

Alice lived at HCAP's Kumuhonua Transitional Living Center for seven months before proudly sharing that she had secured her own apartment. Alice loves her new home and says she is thankful for all the support she received. Before moving to Kumuhonua, Alice had been living with her son. When he passed away unexpectedly in 2010, Alice moved in temporarily with other family members, but eventually had to seek shelter. She stayed at a homeless shelter in Waianae, where she was referred to Kumuhonua. "I came here and I didn't want to leave," Alice shares. "I found myself again. I was lost." Among the best parts of the Kumuhonua program for her were meeting new friends and attending educational workshops. She also thanks her case manager, Luana Lester-Nelson. "Luana was such a big help," says Alice. "To realize that someone cared so much [helped] push me to move on."



## Kumuhonua Transitional Living Center Community Garden



Residents, staff and volunteers pitched in at Kumuhonua Transitional Living Center to help build five new garden plots. This pilot project is modeled after community gardens. These plots will enable the formerly homeless residents of Kumuhonua to grow their own fresh fruits and vegetables at a lower cost than purchasing the items at a store. "We've had garden projects in the past," says program manager Tiana Wilkinson, "but when our gardening residents transition out of Kumuhonua and into permanent housing, the garden wilts until there's a new resident who takes interest in the project." The program is looking to create a way for the garden to flourish even when residents move in and out of the program.

# 64

Adults from Kumuhonua secured permanent housing





# Senior Community Service Employment Program (SCSEP)

HCAP has offered the Senior Community Service Employment Program for over three decades, providing on-the-job training to unemployed seniors (55 years of age or older). Seniors are placed in part-time training positions such as: computer/ data entry, general office, teacher aid, janitorial, and more.

**231**

Seniors placed in part-time and full-time jobs

## Youth Services Program



HCAP Youth Services (HYS) is committed to breaking the cycle of poverty by motivating Hawaii's youth through innovative education and leadership development initiatives. The program's target groups are at-risk youth aged 16 to 21 on Oahu, who are from low-income households; challenged families (single parent, incarcerated parent, domestic violence issues, homelessness); at-risk for substance abuse and/or criminal involvement; or deficient in basic life skills. Some students are teen parents, have past criminal involvement, learning disabilities, and/or behavioral problems. HYS offers educational services which include individual tutoring, NovaNet tutoring, and the Competency-Based Community School Diploma Program (C-Base). HYS also offers Work Readiness Training and Placement, as well as Youth Development.

**124**

Individuals graduated from the C-Base Program



# The Hā Initiative: Creative STEM After-School Program



Through the Hā Initiative, students in grades 2-8 from low-income communities receive support in their academic lives through a safe, physical, electronic environment where they can flourish in subject matters that may be intimidating. We aim to help students become comfortable, not only in the Science, Technology, Engineering, and Math (STEM) areas but with academic pursuits in general.

We believe that in the war on poverty, one of the greatest tools is education. Supporting youth education and engaging with families to gain support of their student's education is extremely important.

Shown below, students from Kalihi, the "Palamabots" and "Palamatrons" teams participated in the FIRST Lego League tournament. With the support of their teacher, Christian Miller, the kids created original presentations and competed with other teams.



The hā is the "stem" of the kalo (taro) which supports the plant's growth. In the same way, the Hā Initiative helps young people establish a strong foundation in math and science for personal and academic growth.







Board Member Colleen Minami and friends donate household supplies to help residents of Kumuhonua Transitional Shelter set up their new homes

## Many hands make the work easy

**2,463**

Community members volunteered at HCAP

**120**

Adults took leadership roles on councils & committees

**117,709**

Volunteer hours donated to HCAP



**Mahalo to our Donors and Volunteers!**





Caring for the garden  
takes the whole family.

**1881**

Children served

**1659**

Average monthly enrollment

**100%**

Average enrollment as a % of funded  
enrollment

**94%**

% of eligible children served

# Head Start

## Empowering Families

- Head Start staff assists families to better understand child development and its connection to parenting. Families identify resources that will help them increase knowledge in child development and parenting skills.
- Families learn practical life skills, including preventive health practices, behavior management, nutritious eating, dental hygiene, home and money management, transition to Kindergarten, and other desired topics.
- As a workforce development model, parents are provided opportunities for job readiness. At times, parents are involved in classrooms as substitute Assistant Teachers. Through these kinds of activities, parents are able to increase their knowledge in child development, leadership skills, gain new experiences, and build self-confidence and self-esteem.



# Family Engagement

At HCAP, we believe that one of the keys to eliminating poverty is through high quality early childhood education. Comprehensive services provided to the HCAP children and families continue to be the foundation of the program. Program staff focus on empowering families and building positive family partnerships. Through these partnerships, families feel supported and can identify opportunities to increase their knowledge and skills. Empowerment of families is achieved through a range of activities such as open houses, participation in the classroom, on committees, and at community events.



## School Readiness

HCAP Head Start's goal is to prepare students to enter kindergarten. Through the program, students develop school readiness skills, including language development and literacy, social skills, and physical development. Student progress is measured three times a year, in the fall, winter, and spring. To meet these goals, teachers use creative curriculum, encourage family participation, engage in parent conferences, and develop strong relationships with students and families.





# Head Start Financial Statement

Fiscal Year April 1, 2011 to March 31, 2012

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. The program is in compliance with Federal regulations. The next Federal review will occur in 2014.

## Revenues and Other Support

Federal Funds	
Head Start Grant	\$ 12,222,563
Program Improvement	181,207
Supplemental T/TA	12,000
American Rec./Reinv. Act	31,538
	<u>12,447,308</u>

State, Local & Private Funds	59,894
State of Hawaii	416,040
Ho'okako'o Corp.	48,177
	<u>524,111</u>

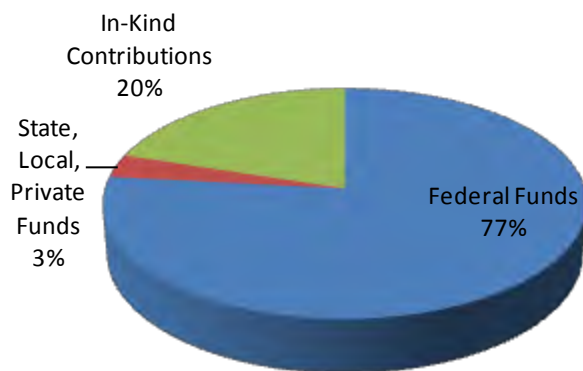
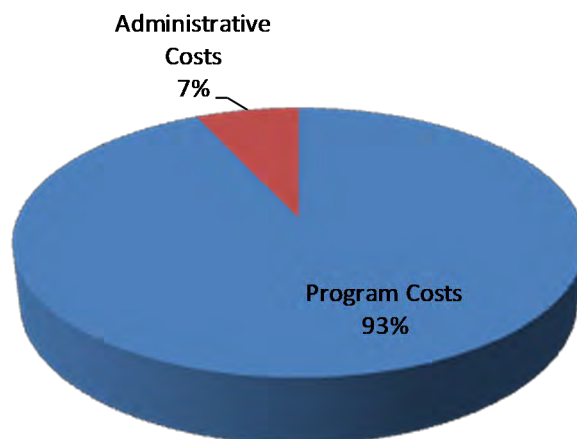
In-Kind Contributions	
Volunteers	1,243,321
Space (Base Grant)	2,010,537
Space (ARRA)	7,884
	<u>3,261,742</u>

**Total** **\$16,233,161**

## Expenses

Program Costs	\$11,585,903
Administrative Costs	861,405

**Total** **\$12,447,308**





# Health & Wellness/ Nutrition

Due to the increasing number of children who are overweight or at risk for childhood obesity in Hawaii, HCAP secured funding and partnerships to address nutrition and physical activity of both children and families. Head Start students are screened twice a year for a variety of health issues, including obesity. Follow-up for at-risk children includes one or more of the following: a) complete nutrition assessment of family meals, b) parent provided with recipe suggestions, c) referral to WIC program services. In addition, HCAP continues to work with the University of Hawaii Expanded Food and Nutrition Program (EFNEP) to provide families with a 4 to 6 week series of workshops on purchasing foods and preparing low-cost nutritious meals.



## **On Your Mark... Get Set... Go!** *Head Start Keiki Fun Run*

HCAP's kids love the annual Head Start Fun Run, a healthy living initiative that promotes physical fitness, community partnership and parent participation through a day of fun activities. The kids, teachers and parents started off the day with stretching and balancing exercises. The three-year olds ran a flat course, then the older children did a more challenging uphill course. Parents held up the Start and Finish signs and cheered them on the whole way. After the run, the kids enjoyed obstacle courses, a tricycle relay and sack race. Through community donations, all the children received a prize for their hard work.



# District Advisory Councils 2011-2012

## Leeward

Frederick Saunders- Chairperson  
Naomi Digitaki- Vice Chairperson  
Kehau Lopez- Secretary/Treasurer  
James Manaku, Sr.- Board Representative  
Barbie Lei Burgess  
Christine Chung  
Catalin Makekau  
Pastor Bob Smith

## Windward

Virgil Amoroso- Chairperson  
Gladys Sanchez- Vice Chairperson  
Lokelani Correa- Secretary  
Norma Jean Shackley- Treasurer  
Ella Abe- Board Representative  
June Hashimoto  
Ryan Yamamoto

## Central

Deborah Howell- Chairperson  
Marlene Hoohuli- Vice Chairperson  
Kapiolani Silva- Secretary/Treasurer  
John Dudoit, Jr.- Board Representative  
Lance Jyo- Board Representative  
Rose Downie  
Birdie Holt  
Cheryl Johnson  
Eddie Mersereau  
Ron Valenciana

## Leahi

Jane Nuuhiwa- Chairperson  
Karen Iwamoto- Vice Chairperson  
Theresa Colburn- Secretary  
Christopher Yang- Treasurer  
Anne Chipchase  
Puni Kekauoha  
Desiree Kihnao  
Utu Langi  
Steven Maybir  
David Soo

## Kalihi-Palama

Toelupe Toelupe- Chairperson  
Jadelyn Neal- Vice Chairperson  
Sandra Mensza- Secretary/Treasurer  
Aldora Kahele- Board Representative  
Zara Aki  
Hope K-Aloha  
Rose M. Ayala-Switzer  
Clarissa Hosino  
Marleen Lafaele  
Louise Li  
Kehau Lopez  
Jackie Ma  
Vickie Milo  
June Talia







# Board of Directors 2011-2012

*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).*

## Officers

<b>Mark L. Forman</b>	Chair
<b>Ella Abe</b>	Vice Chair
<b>Isaac W. Choy</b>	Secretary/Treasurer

## Resident Sector

**Ella Abe**  
Windward District Advisory Council

**Anne Chipchase**  
Leahi District Advisory Council

**John Dudoit, Jr.**  
Central District Council

**Lance Jyo**  
Central District Advisory Council

**Aldora Kahele**  
Kalihi-Palama District Council

**James Manaku, Sr.**  
Leeward District Advisory Council

**Tiffany Tuilata**  
Head Start Policy Council

## Private Sector

**Roxanne Bolden**  
Aloha Independent Living Hawaii

**Michael Broderick**  
YMCA of Honolulu

**Garrick L.H. Goo**  
Attorney at Law, LLC

**Phyllis Ida**  
Hawaii P-3 Windward Grant

**Colleen Minami**  
Community Volunteer

**William Shiroma**  
Bank of Hawaii

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

## Public Sector

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

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

**Mark L. Forman**  
Office of Senator Suzanne Chun Oakland

**Karen Iwamoto**  
Office of Representative Calvin Say

**Frank Lopez**  
Governor's Representative

**Gary Okino**  
Mayor's Representative

**Ernest Y. Martin**  
Honolulu City Council



# Promise of 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.

## **Honolulu Community Action Program, Inc.**

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(808) 521-4531 [hcp@hcpweb.org](mailto:hcp@hcpweb.org) [www.hcpweb.org](http://www.hcpweb.org)

