

ANNUAL REPORT

2017-2018



Honolulu Community Action Program Inc.



Honolulu Community Action Program, Inc. is a non-profit Community Action Agency that has been 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. HCAP offers programs and services in six major areas: Early Childhood; Employment; Education; Economic Development; Emergency & Transitional programs; and Community Development & Advocacy.





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ALOHA MAI KĀKOU,

I am pleased to present our annual report for the 2017-2018 Program Year. This report summarizes and highlights many of the programs and accomplishments we have shared with you throughout the year on our website, the HCAP Weekly newsletter, and other social media platforms.

HCAP has been serving Oahu's low-income communities since 1965, providing programs and services that will assist them on their path to self-reliance. As community needs change and evolve, we continually assess our programs and services to determine how we may better address these needs.



To that end, among the agency highlights featured in the annual report are two new and exciting endeavors that have been added to the HCAP program roster: Early Head Start and Rapid Re-housing. Both programs are intended to provide much needed assistance in areas identified by HCAP's community needs assessment. The Early Head Start Program enhances our Head Start Program by providing home-based child development and family support services to low-income families with infants and toddlers, ages 0-3 years. The Rapid Re-housing Program provides rental assistance to individuals and families who are homeless or at-risk of homelessness.

We will continue to evaluate our new and existing programs and services to ensure we continue to offer relevant services to the people we serve.

Mahalo piha,

A handwritten signature in black ink, reading "Robert N.E. Piper". The signature is fluid and cursive, written over a light gray rectangular background.

Robert N.E. Piper, Esq.
Executive Director

EXECUTIVE MANAGEMENT TEAM



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TEHANI DIAZ
Director of
Community
Services



MICHAEL HANE
Director of
Planning, Program
Development
and Communications



GRANT KOGAMI
Director of Head
Start



**CORINNE
MURASHIGE**
Director of
Finance

"I will remember you and the people of HCAP because you helped me when I was at the lowest."

former Na Lima Hana Employment Core Services (ECS) Program client to HCAP's Central District Service Center Community Services Manager Katy Perry



POI: Providing Opportunities and Inspiration to enable low-income individuals or families to achieve self-reliance.

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Leahi District Advisory Council
Leeward District Advisory Council
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Lana Ulu	Alt. Board Representative

HEAD START POLICY COUNCIL

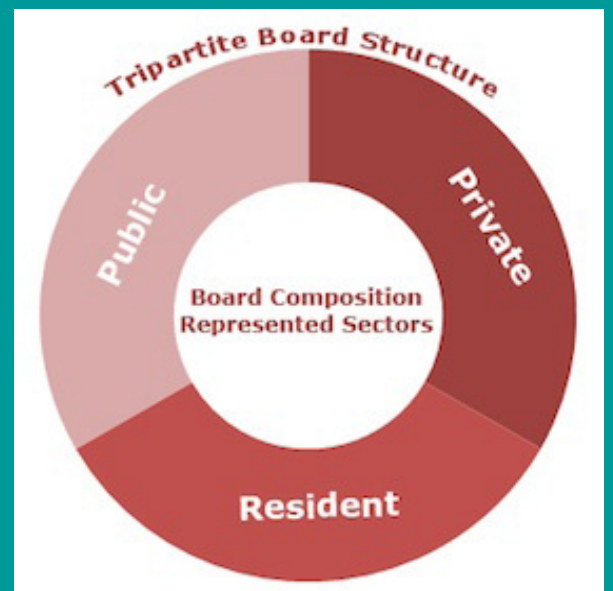
Keola Iaela	Chairperson
Angel Lin	Vice Chair
Scott Mastainich	Secretary
Kendall Mindar	Treasurer
Keola Iaela	Board Representative

HCAP Board Structure

The HCAP Board of Directors is the governing body of the organization, responsible for oversight of all affairs of HCAP.

The composition of HCAP's Board of Directors consists of a tripartite membership - one-third of the members represent the public sector, one-third of the members represent the private sector, and one-third of the members represent the resident sector.

This unique Board structure allows all voices in the community to be represented, in order to help HCAP deliver the best programs and services to the communities we serve.



PROGRAMS & SERVICES



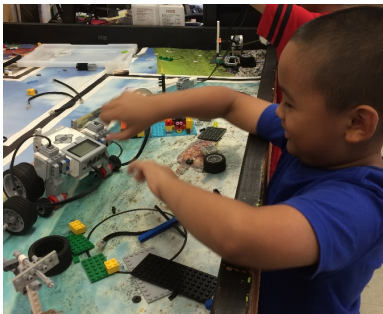
DISTRICT SERVICE CENTERS

HCAP operates five district service centers on Oahu to provide resources and services to low-income residents near their home communities. District Service Centers offer a variety of programs and services including, but not limited to outreach, intake, assessment, service planning, and support services. District Service Centers are encouraged to develop and implement programs specific to their community needs.



HCAP HEAD START & EARLY HEAD START

HCAP Head Start is a federally funded program that provides quality services to qualifying children and their families. It is comprised of the Head Start pre-school program for children 3 to 5 years old and the Early Head Start program for infants, toddlers, and pregnant women.



HĀ INITIATIVE: CREATIVE STEM AFTER-SCHOOL PROGRAM

The Hā Initiative is a fun and creative place for kids in grades 2 through 8 to learn and grow by exploring the worlds of Science, Technology, Engineering & Math (STEM). The program is free and provides participants an after-school snack, tutoring, the opportunity to meet other kids, and enjoy exciting, hands-on science projects and computer activities.



INCOME TAX SERVICES

HCAP's Income Tax Services/ Earned Income Tax Credit (EITC) program helps working families and individuals get the federal tax credits they have earned. To qualify to use our services, filers should have an Adjusted Gross Income (AGI) of about \$55,000 or less and be filing a relatively simple return. The tax preparation and filing services are free of charge to those who qualify.



KUMUHONUA TRANSITIONAL LIVING CENTER

Kumuhonua is a transitional living center located at Kalaeloa, Barbers Point. Kumuhonua is for single adults and couples (18 and over) who are homeless or at-risk for homelessness. Kumuhonua provides housing, case management services and ongoing workshops and classes.

PROGRAMS & SERVICES



KUPUNA INDEPENDENT LIFE SERIES

The Kupuna Independent Life Series assists seniors 55 and older to “age in place” through health and wellness workshops, exercise, support groups, free nutritious breakfast and lunch, and more. The program is a multi-generational effort to provide seniors, age 55 and older, with health education, support for living productive independent lives, and proactive civic engagement.



LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)

The Low-Income Home Energy Assistance Program (LIHEAP) is designed to help families keep their utilities (gas or electric) on, especially those households that are most vulnerable, such as the elderly, the disabled, and households with young children. LIHEAP primarily assists households by applying an energy assistance grant directly to the energy provider on behalf of the eligible household.



NA LIMA HANA EMPLOYMENT CORE SERVICES (ECS)

Na Lima Hana “for the working hand” Employment Core Services Program provides employment preparation training, personalized case management services, and job placement to unemployed and underemployed individuals. Participants can attend workshops to develop career goals, build their resume, participate in mock interviewing, and learn basic computer skills.



RAPID RE-HOUSING PROGRAM

The Rapid Re-housing Program provides individuals and families who are homeless or at-risk for homelessness with case management and support needed to obtain permanent housing. Direct services include providing participants with emergency food and clothing, program referrals, as well as rental subsidies after the participant successfully secures housing.



SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP)

Senior Community Service Employment Program (SCSEP) is a federally-funded program under the Title V of the Older Americans Act. The primary functions of the SCSEP program are two-fold: To provide meaningful part-time subsidized “hands-on” training to low-income seniors aged 55 and older and to assist program participants into finding regular jobs in the community.

PROGRAMS & SERVICES



WEATHERIZATION ASSISTANCE PROGRAM (WAP)

The Weatherization Assistance Program provides education and tips, and a selection of cost-effective energy efficient measures to qualifying households to reduce their energy burden. Some of the measures may include high-efficiency faucet aerators & shower-heads, LED lights, and/or an energy efficient water heater, provided free of charge.



YOUTH SERVICES

The Youth Services Program helps youth ages 16 to 24 years of age through Novanet and Individualized Tutoring with the ultimate goal of obtaining their Hawaii Adult Community School Diploma using the Competency-Based Community School Diploma Program (C-Base) developed by the Department of Education.

HCAP in the News

HCAP was mentioned in a story by the Honolulu Star-Advertiser on December 6, 2017. The story was about the United Airlines “fantasy flight” that transported children to the North Pole. Some of the keiki participants were selected from HCAP’s programs such as Head Start and the Hā Initiative: Creative STEM After-School Program.



On September 25, 2018, Hawaii News Now featured HCAP Head Start. Architects and engineers from Stantec, a design firm, mowed grass and spruced the campus at Pu’uhale Head Start. Head Start Assistant Director Suzie Uyeda was interviewed on the clean-up.

H A W A I I

NEWS NOW

HCAP was recognized by Mufi Hanneman as one of the top fundraisers at the 39th Annual Charity Walk in his MidWeek column dated October 4, 2017. This was HCAP’s second year participating in the Charity Walk.

MidWeek

AGENCY HIGHLIGHTS



HCAP's Youth Services Program provided Denmark, a high school dropout, individualized instruction and support from two teachers. Within a few months, Denmark took the GED and passed the test. With a high school diploma in hand, Denmark enlisted in the military and later completed an associate's degree. Today, Denmark works for the state's Department of Taxation.

AGENCY HIGHLIGHTS



In March 2018, Kumuhonua Transitional Living Center's Rapid Re-housing Program staff were on hand to witness the Joshua family move into their three-bedroom unit at Kauhale Kamaile, the City and County of Honolulu's housing complex. The Joshuas received rental assistance through Rapid Re-housing Program for six months.

AGENCY HIGHLIGHTS



From Audrey, a Head Start parent:

“For the 2017-2018 school year, my child has been enrolled at Keiki Country I. The staff there exceeds my expectations. I applaud their service and dedication! It really takes a village. Thank you for helping my child grow on many levels and thank you for helping me to become a better mother.”

AGENCY HIGHLIGHTS



In April 2018, over 50 participants of the Kupuna Independent Life Series from Kalihi-Palama District Service Center, Leahi District Service Center, Leeward District Service Center, and Windward District Service Center convened at Pokai Bay Beach Park for their first-ever Kupuna Day - a day of education, awareness and good fun for citizens 55 and over.

AGENCY HIGHLIGHTS



HCAP Head Start began its Early Head Start (EHS) program on October 1, 2017. The EHS program provides continuous supports and services for infants, toddlers, and pregnant women.

The very first infant was born into the HCAP Early Head Start program on December 26, 2017. Congratulations to Shelby and her baby boy Logan! Shelby's toddler Tristan has been receiving EHS services.

IMPACT

During the 2017-2018 program year, **22,105** adults and children benefited from the programs and services provided by HCAP.

4,981

households received assistance for utility payments



31

students received their competency-based high school diploma



3,300

individuals provided with food assistance



183

unemployed clients obtained employment

~~UNEMPLOYED~~

82

unemployed seniors received part-time subsidized job training



173

individuals received weatherization education and services



145

individuals demonstrated increased nutrition skills



142

students attended the Hā Initiative: Creative STEM After-School Program for 30 days or more



760

low-income working individuals or families were assisted with free tax preparation services, bringing over \$1.24 million in refunds into the community



108

homeless individuals received transitional housing and support services



AGENCY FINANCIALS

HCAP FINANCIAL STATEMENT

Fiscal Year April 1, 2017 to March 31, 2018

Support and Revenue

Federal Grants	\$16,168,693
Nonfederal Grants	\$774,635
Program & Other Income	\$1,323,917
Fee for Services	\$40,930
In-Kind Contributions*	\$2,453,983

Total \$20,762,158

*Generally accepted accounting principles do not allow the recognition of volunteer time or training. However, if those figures were included, the In-Kind and Cash Contributions would total \$4,105,205 and total Support and Revenue would total \$22,413,380.

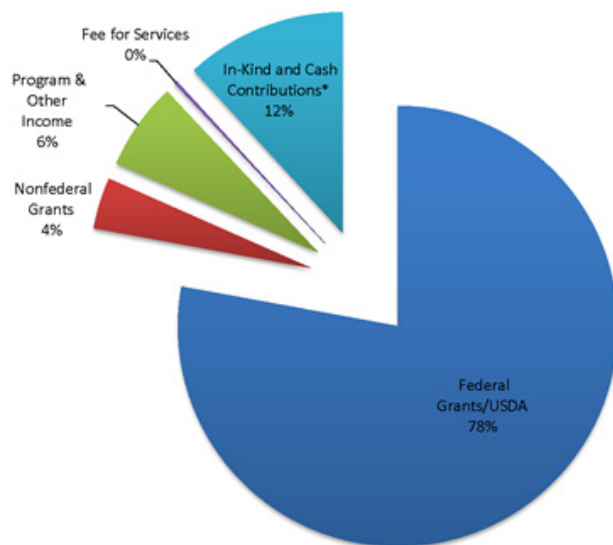
Expenses

Program Services:	
Education & Child Care	\$15,522,185
Senior Employment & Training	\$763,908
Other Community Services	\$2,644,784
Job Training	\$112,535

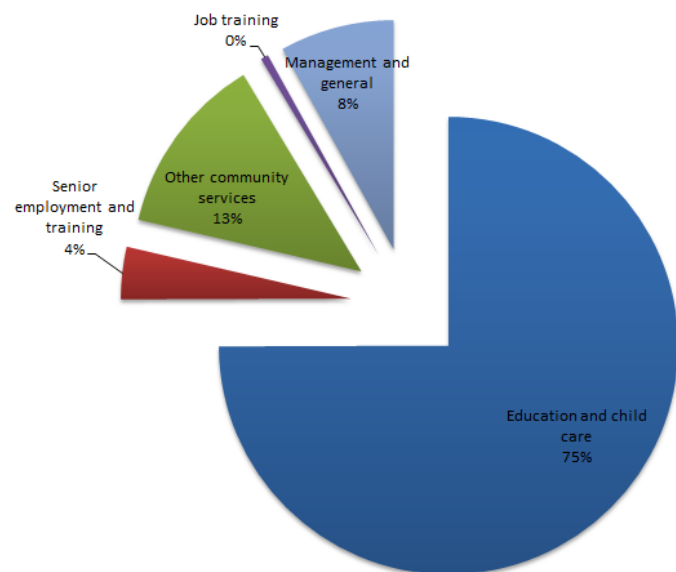
Supporting Services:	
Management & General	\$1,667,517

Total \$20,710,929

Support and Revenue



Expenses



HCAP HEAD START & EARLY HEAD START



Our Mission

Enriching the Lives of Children;
Engaging Families; and Strengthening
Communities

Our Vision

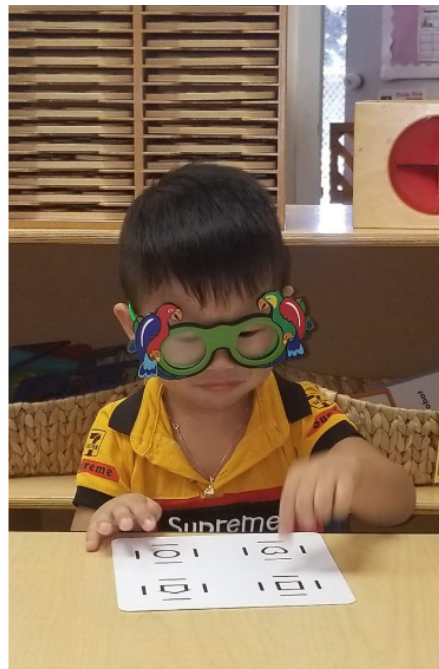
Families Thriving; Making a Difference in Our
Community as Advocates and Leaders for Early
Childhood Education

HCAP HEAD START & EARLY HEAD START

SCHOOL READINESS

HCAP Head Start & Early Head Start provides a comprehensive curriculum that prepares children for kindergarten. My Teaching Strategies, Head Start Early Learning Framework and Hawaii Early Learning Development Standards all align to provide developmentally appropriate practices to be kindergarten ready.

HCAP Head Start & Early Head Start gathered data from Teacher observations, Classroom Assessment Scoring System (CLASS), My Teaching Strategies and parent input which provided outcomes for the school readiness goals. Through this data, teaching staff were able to create specific goals and objectives for each individual child while in enrolled in the program.



HCAP HEAD START & EARLY HEAD START

FAMILY ENGAGEMENT

Family engagement is a collaborative and strengths-based process through which HCAP Head Start and Early Head Start professionals, families, and children build positive and goal-oriented relationships. It is a shared commitment to creating and sustaining ongoing partnerships that supports parent-child relationships which are crucial to a child's healthy development, school readiness, and well-being.

Teacher and Family Advocates plan monthly family engagement activities which provides an opportunity for families to learn more about how to effectively support children's growth and development across the Head Start Early Learning Outcomes Framework domains.



HCAP HEAD START & EARLY HEAD START

IMPACT

	Head Start	Early Head Start
Children who enrolled and participated in the program	1727	41
Children who completed a Dental Exam	96%	100%
Children with Individualized Plans (IEP or IFSP)	160	5
Age eligible children entering next grade level at the end of HCAP's enrollment year	822	0
Volunteer hours donated by families	90,165	3,388
Families who were given the opportunity to engage in learning experiences and leadership opportunities	1,629	29
Children who completed a Medical Exam	100%	100%
Parents who participated in the Head Start Policy Council	56	2

HCAP HEAD START & EARLY HEAD START

FINANCIAL STATEMENT

Support and Revenue

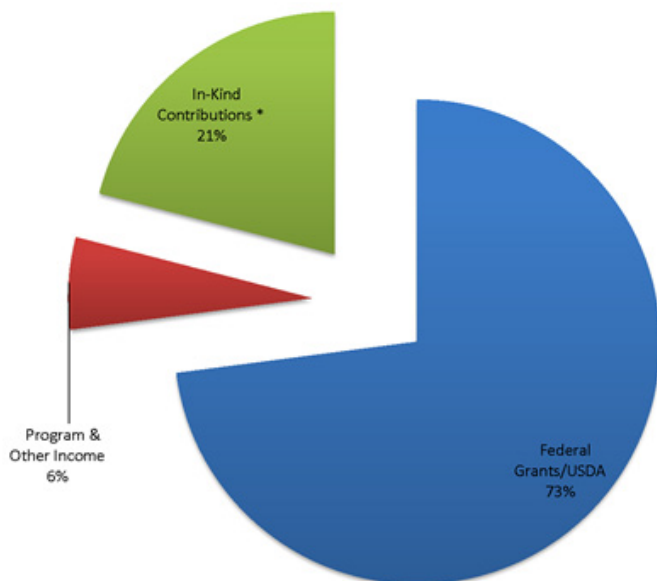
Federal Grants	\$12,703,931
Program & Other Income	\$1,063,530
In-Kind Contributions*	\$3,650,617
Total	\$17,418,079

Expenses

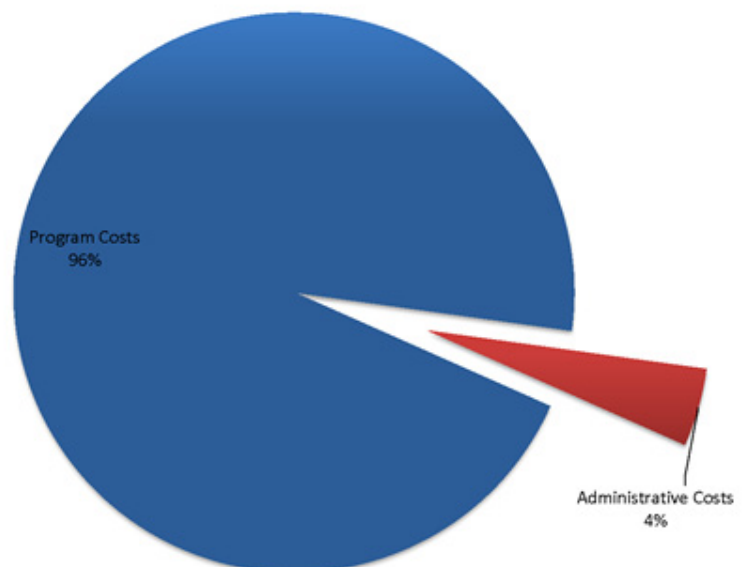
Program Costs	\$16,798,923
Administrative Costs	\$788,705
Total	\$17,587,628

* Includes in-kind volunteer, not included in audited financial statements.

Support and Revenue



Expenses



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, visit our website at www.hcapweb.org/support-hcap

Donate





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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 Honoulu, HI 96817

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

Na Lima Hana- Employment Core Services Program

Tel: 521-4531 Fax: 521-4538

Senior Community Service Employment Program (SCSEP)

Tel: 521-4531 Fax: 521-4538

Weatherization Assistance Program (WAP)

Tel: 521-4531 Fax: 521-4538

Kumuhonua Transitional Living Center

Tel: 682-5494 Fax: 682-5495

91-1096 Yorktown St. Kapolei, HI 96707

HCAP Head Start

Head Start Waipahu

Tel: 847-2400 Fax: 847-2302

94-810 Moloalo St, Suite 200 & 210

Waipahu, HI 96797

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www.hcapweb.org

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