Honolulu Community Action Program, Inc. (HCAP) is a 501(c)(3) nonprofit organization delivering needs-based services on the island of Oʻahu since 1965.

As a Community Action Agency, HCAP's mission is rooted in responsiveness to the community and its needs. HCAP serves over 20,000 people annually.
Aloha Mai Kākou,

I am pleased to share our Annual Report for the 2020-2021 Program Year. Throughout the year, we adapted existing programs and developed new CARES Act-funded programs to best serve low-income individuals and families on O‘ahu, as they continued to weather the COVID-19 pandemic.

HCAP maintained program operations throughout the year, while staying abreast of public health guidelines for the safety of our staff and clients. Critical programs and services, including the Nā Lima Hana: Employment Core Services Program, the Kumuhonua Transitional Living Center, and Low-Income Home Energy Assistance Program continued to offer vital support to community members in need. Our Head Start & Early Head Start Program and Hā Initiative: Creative STEM After-School Program quickly adjusted to remote learning when necessary, and returned to in-person instruction when it was deemed safe to do so.

Over the course of the year, HCAP also made use of CARES Act funding to help struggling individuals and families meet their basic needs. The Hale Kākou Program provided rental and utility payment assistance, and the Kōkua Food Assistance Program offered grocery gift cards and food box deliveries. These initiatives were key to serving those experiencing hardships brought on by the COVID-19 pandemic.

The need for HCAP’s services in our community has been magnified by the COVID-19 pandemic, and I believe we rose to the challenge thanks to the dedication, resilience, and resourcefulness of our staff and ‘ohana. As our community continues to recover and rebuild from the pandemic, we will remain steadfast in our mission of providing opportunities and inspiration to those we serve.

Robert N.E. Piper, Esq.
Executive Director
Board of Directors

Board Officers
Edward Mersereau | Chair
Terrence H. Aratani, Esq. | Vice Chair
William Shiroma | Secretary/Treasurer

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Roxanne U. Bolden | Aloha Independent Living Hawaii
William Shiroma | Bank of Hawaii
Manu Anana | Hawaii Department of Education
Joanna Markle | Hawaiian Electric Company
Mani Sehgal | Hawaii Pacific University
Donald Aweau | Kilina‘i Consulting
Elmer K. Kaai | Native Hawaiian Chamber of Commerce

Resident Sector
Kealohilani Kea | Head Start Policy Council
Edward Mersereau | Central District Advisory Council
Jessica Lee | Central District Advisory Council
Pauni Nagaseu-Escue | Kalihi-Palama District Advisory Council
Anne Chipchase | Leahi District Advisory Council
Jodi Johnson | Leeward District Advisory Council
Virgil Amoroso | Windward District Advisory Council

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Colleen E. Minami | Mayor’s Representative
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Garrick L.H. Goo, Esq. | Office of Senator Clarence K. Nishihara
Blake K. Oshiro, Esq. | Office of Representative Calvin K.Y. Say
Rep. Mark J. Hashem | Office of Representative Mark J. Hashem

Board Structure
As HCAP’s governing body, the Board of Directors is responsible for oversight of all agency affairs. The Board’s structure is tripartite, with one third of the members representing the public sector, one third representing the private sector, and one third representing the resident sector. This structure allows voices in every level of the community to be heard.
EXECUTIVE MANAGEMENT TEAM

Grant Kogami
Director of Head Start

Robin Fakaosi
Director of Community Services

Ryan Obrero
Director of Finance

Sonia Chan
Director of Information Services

Tania McMoore
Director of Human Resources

Michael Hane
Director of Planning, Program Development, and Communications

DISTRICT ADVISORY COUNCILS

Central
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Marlene Hoohuli | Vice Chair
Cheryl Johnson | Secretary/Treasurer
Edward Mersereau | Board Representative
Jessica Lee | Board Representative
Elizabeth Kekua | Council Member
Lance Jyo | Council Member
Liliuokalani Coyle | Council Member

Kalihi-Palama
Aldora Kahele | Chairperson
Tai Tui | Vice Chair
Sandra Menzsa | Secretary/Treasurer
Pauni Nagaseu-ESCue | Board Representative
Christianna Brown | Council Member
Christina Whinnery | Council Member
Eric Wong | Council Member
Helen Lee | Council Member

Leahi
Pauline Hirohata | Chairperson
Jacquelyn Manaole | Secretary/Treasurer
Anne Chipchase | Board Representative

Leeward
Jodi Johnson | Chairperson
Barbie Lei Burgess | Vice Chair
Pua ‘Ena Burgess | Secretary/Treasurer
Jodi Johnson | Board Representative

Windward
Sara Alimoot | Chairperson
Virgil Amoroso | Board Representative

Head Start
Kealohilani Kea | Chairperson
Samantha Garcia | Vice Chair
Alexis Perreira | Secretary
Lauren Campos | Treasurer
Kealohilani Kea | Board Representative
OUR MISSION

PROVIDING OPPORTUNITIES and INSPIRATION
to enable low-income individuals or families to achieve self-reliance
**District Service Centers**

HCAP’s five District Service Centers on O‘ahu provide resources and services to low-income residents in their home communities. The Centers offer a variety of programs and support services, including employment training and placement, housing referrals, tax preparation, utilities assistance, and emergency food assistance.

**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 preschool 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, creative place for kids in grades 2 through 8 to learn and grow by exploring the worlds of Science, Technology, Engineering, and Math (STEM). The program provides participants with after-school snacks, tutoring, and opportunities to meet other kids while enjoying exciting, hands-on science projects and computer activities.
Kumuhonua Transitional Living Center
Kumuhonua is a transitional living center located in the Kalaeloa-Barbers Point area of O‘ahu. Kumuhonua serves single adults and couples 18 years and older who are either homeless or at-risk for homelessness. Kumuhonua provides housing, case management services, and ongoing workshops and classes to residents.

Kūpuna Independent Life Series
The Kūpuna Independent Life Series is a multi-generational effort to help seniors 55 and older “age in place” through health and wellness education, support groups, free nutritious meals, and more. The program aims to provide kūpuna (elders) with support to continue productive independent lives and proactive civic engagement.

Low-Income Home Energy Assistance Program
The Low-Income Home Energy Assistance Program (LIHEAP) helps struggling households keep gas and electric services turned on, especially those that are most vulnerable, such as the elderly, the disabled, and families with young children. LIHEAP provides energy assistance grants to utility providers on behalf of households.

Nā Lima Hana Employment Core Services
Nā Lima Hana “for the working hand” Employment Core Services provides employment training, job placement, and personalized case management services to unemployed and underemployed individuals. Participants may attend workshops to develop career goals, build their resumes, participate in mock interviews, and more.
Rapid Re-Housing Program
The Rapid Re-housing Program (RRH) provides individuals and families who are homeless or at-risk of homelessness with the case management and support services needed to obtain permanent housing. Participants may receive emergency food and clothing, program referrals, and rental subsidies once housing is secured.

Weatherization Assistance Program
The Weatherization Assistance Program (WAP) offers home energy education along with a selection of cost-effective, energy-efficient measures to help qualifying households reduce their energy burden free of charge. Measures include high-efficiency faucet aerators and shower heads, energy-efficient water heaters, LED lights, and more.

During the 2020-2021 program year,
5,295 individuals
received case management services from HCAP

CARES Act-Funded Programs & Services
Hale Kākou Program:
Funded through the Community Services Block Grant CARES Act Federal Funds, the Hale Kākou Program provides rent, mortgage, and utility assistance for individuals and households impacted by COVID-19 through loss of employment, reduction of work hours, or other pandemic-related challenges.

Kōkua Food Assistance Program:
The Kōkua Food Assistance Program provides food assistance to eligible individuals and households impacted by COVID-19 through loss of employment, reduction of work hours, or other pandemic-related challenges.
You may think that your help is small, but it really has gone a long way and has left a lasting impression.”

- Mary, Nā Lima Hana Participant

Mary initially came to HCAP’s Leahi District Service Center after losing her job and experiencing multiple financial setbacks due to COVID-19. Mary enrolled in HCAP’s Nā Lima Hana Employment Core Services Program, where she received help with obtaining her business license and eventually gained the skills to start her own cleaning business. Mary also went from not having a high school diploma to actively enrolling in McKinley Community School for Adults GED program.

During the 2020-2021 program year, 152 individuals received job readiness training

Mary’s story: Becoming self-employed and self-sufficient

PROGRAM HIGHLIGHTS

Nā Lima Hana Employment Core Services

Engaging with STEM at home and in the classroom

Hā Initiative: Creative STEM After-School Program

Hā Initiative: Creative STEM After-School Program students received STEM Kits at home, providing them with opportunities to continue their hands-on learning. The STEM kits included materials for science experiments, coding, and FIRST LEGO League. Hā Initiative students and teachers alike were excited to return to in-person learning at HCAP’s Central, Leeward, and Windward STEM Exploration Centers in June of 2021. Students began preparing for the FIRST LEGO League Robotics Season, exploring challenges from previous seasons and honing their robotics skills to prepare for the competition.
In 2021, Shellyann (right) was a participant at HCAP’s Kumuhonua Transitional Living Center. She was upbeat, positive, and determined to find a fresh start in life. With the help of HCAP staff, Shellyann took steps to improve her chances of gaining employment and financial security. She also worked with HCAP’s Nā Lima Hana Employment Core Services Program at the Leeward District Service Center to find employment, which would help her obtain permanent housing. All the while, she remained committed to substance abuse recovery, staying clean and moving forward with her life.

Shellyann’s story:
Finding support and stability at Kumuhonua

Leilani was furloughed from her full-time job at McDonald’s when the COVID-19 pandemic hit. Being part of a vulnerable population, Leilani complied with state mandates and sheltered in-place. Facing a significant cut in wages and struggling to find another job, Leilani was unable to keep up with her electric bills. Leilani contacted HCAP’s Central District Service Center and applied for the Low-Income Home Energy Assistance Program’s Energy Crisis Intervention option. With the help of HCAP staff, she was able to keep her electricity on and continue searching for a new job. Leilani shared that she would not have been able to continue living independently throughout the pandemic without all the support she received from HCAP.

Leilani’s story:
Keeping the lights on during the COVID-19 pandemic

Low-Income Home Energy Assistance Program (LIHEAP)

During the 2020-2021 program year, 1,239 individuals received assistance with utility payments

Kumuhonua Transitional Living Center

During the 2020-2021 program year, 1,239 individuals received assistance with utility payments
COVID-19 RESPONSE: CARING FOR OUR COMMUNITY

Improving access to COVID-19 vaccines

Partnering with other non-profit organizations and state agencies

Utilizing CARES Act Federal Funds

Kōkua Food Assistance

Hale Kākou Program
COVID-19 RESPONSE

Improving access to COVID-19 vaccines

Throughout the 2020-2021 program year, HCAP participated in COVID-19 vaccination events in partnership with the Hawai‘i State Department of Health, the Native Hawaiian & Pacific Islander Hawai‘i COVID-19 Response, Recovery, and Resilience Team, and Project Vision Hawai‘i. The vaccination events targeted rural, low-income, and immigrant communities on O‘ahu that were hit hardest by the pandemic.

Kōkua Food Assistance Program

Through the CARES Act-funded Kōkua Food Assistance Program, individuals and families experiencing food insecurity due to the COVID-19 pandemic received grocery gift cards, grocery boxes, and access to an emergency food pantry. Glen (left) had boxes of food delivered to his home through the Kōkua Food Assistance Program. As Glen typically uses the Handi Van and has to carry his groceries upstairs to his home, these deliveries lessened his load. Glenn has also been a participant in HCAP’s Kūpuna Independent Life Series.

Hale Kākou Program

The CARES Act-funded Hale Kākou Program provided assistance with rental and utility payments for individuals and families impacted by the COVID-19 pandemic. Cherolyn and her family (right) were faced with great financial stress after her income decreased due to the pandemic. Unable to keep up with their rental and utility costs, Cherolyn reached out to HCAP’s Leahi District Service Center, where she received rental and utility payment assistance from HCAP’s Hale Kākou Program. Cherolyn also learned about enrolling her keiki in the HCAP Head Start & Early Head Start Program.

During the 2020-2021 program year, 343 individuals received food assistance through Kōkua Food Assistance, 769 individuals received assistance with utility payments through Hale Kākou, and 785 individuals received assistance with rental payments through Hale Kākou.
Support & Revenue

Federal Grants $17,561,796
Nonfederal Grants $1,347,261
Program & Other Income $137,977
In-Kind Contributions $2,614,578
Total $21,661,612

Expenses

Program Services:
Education & Childcare $15,455,054
Senior Employment & Training $210,237
Other Community Services $4,335,843

 Supporting Services:
Management & General $1,459,349
Total $21,460,483
HCAP
HEAD START & EARLY HEAD START

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

Vision
Enriching the Lives of Children; Engaging Families and Strengthening Communities
Family Engagement

Family Engagement is a collaborative, strengths-based process through which HCAP Head Start & 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 support the parent-child relationships that are crucial to a child’s healthy development, school readiness, and wellbeing.

Teachers and Family Advocates plan monthly family engagement activities that provide an opportunity for families to learn more about effectively supporting children’s growth and development across Head Start & Early Head Start domains.

During the 2020-2021 program year, 1,119 individuals received parenting classes.

School Readiness

The HCAP Head Start & Early Head Start program provides a comprehensive curriculum designed to prepare children for kindergarten. The curriculum aligns the Head Start Early Learning Framework, Hawai‘i Early Learning Development Standards, and MyTeachingStrategies to provide developmentally-appropriate practices for kindergarten readiness.

HCAP Head Start & Early Head Start gather data from teacher observations, the Classroom Assessment Scoring System, MyTeachingStrategies, and parent input to provide outcomes for school readiness goals. Using this data, teaching staff are able to tailor specific goals and objectives for each individual child enrolled in the program.
HCAP Head Start keiki were excited to return to their classrooms in May of 2021. In-person learning continued through the summer months, with precautions and procedures in place to protect teachers, students, and their families. When a new school year began in August, O'ahu saw a significant increase in positive COVID-19 case counts. Despite maintaining high standards of health and safety precautions, 33 of 76 Head Start classrooms were closed temporarily, due to COVID-19 positive and close-contact cases involving Head Start students and families. As a result, all Head Start classrooms were temporarily closed in September of 2021. As positive COVID-19 case rates on O'ahu declined, in-person services for HCAP Head Start & Early Head Start keiki resumed in November of 2021.

During the 2020-2021 program year, 777 parents and caregivers demonstrated increased sensitivity & responsiveness in their interactions with their children.

Back in the Classroom

HCAP Head Start keiki were excited to return to their classrooms in May of 2021. In-person learning continued through the summer months, with precautions and procedures in place to protect teachers, students, and their families.

When a new school year began in August, O'ahu saw a significant increase in positive COVID-19 case counts. Despite maintaining high standards of health and safety precautions, 33 of 76 Head Start classrooms were closed temporarily, due to COVID-19 positive and close-contact cases involving Head Start students and families. As a result, all Head Start classrooms were temporarily closed in September of 2021. As positive COVID-19 case rates on O'ahu declined, in-person services for HCAP Head Start & Early Head Start keiki resumed in November of 2021.

During the 2020-2021 program year, 1,492 children ages 0 to 5 demonstrated improved emergent literacy skills and skills for school readiness.
## Support & Revenue

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<tr>
<th>Revenue Source</th>
<th>Amount</th>
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<tr>
<td>Federal Grants</td>
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<tr>
<td>Program &amp; Other Income</td>
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<tr>
<td>In-Kind Contributions</td>
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<td><strong>Total</strong></td>
<td><strong>$14,701,447</strong></td>
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### Expenses

<table>
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<tr>
<th>Expense</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Costs</td>
<td>$11,215,907</td>
</tr>
<tr>
<td>Administrative Costs</td>
<td>$478,957</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$11,694,864</strong></td>
</tr>
</tbody>
</table>

### Diagrams

#### Support & Revenue

- 80% Federal Grants
- 20% In-Kind Contributions
- 4% Administrative Costs
- 96% Program Costs

#### Expenses

- Program Costs: $11,215,907
- Administrative Costs: $478,957
- Total: $11,694,864
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www.hcapweb.org
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(808) 488-6834
99-102 Kalaloa St., Aiea, HI 96701

Kalihi-Palama District Service Center
(808) 847-0804
1555 Haka Dr., #2408 Honolulu, HI 96817

Leahi District Service Center
(808) 732-7755
1915 Palolo Ave., Honolulu, HI 96816

Leeward District Service Center
(808) 696-4261
85-555 Farrington Hwy., Waianae, HI 96792

Windward District Service Center
(808) 239-5754
47-232 Waihee Rd., Kaneohe, HI 96744

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