

Annual Report 2022

Honolulu Community Action Program, Inc.

*Providing Opportunities and
Inspiration since 1965*

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

EXECUTIVE DIRECTOR'S MESSAGE

The Honolulu Community Action Program, Inc., is pleased to share our Annual Report for the 2021-2022 Program Year. Throughout the year, we adapted to and monitored the COVID-19 pandemic, staying abreast of public health guidelines for the safety of our staff, clients, and community at large. This year, we continued to successfully operate essential programs, welcomed the safe return of in-person services, and remained dedicated to our mission of offering vital support to low-income individuals and families.

The need for HCAP's services in our community has been magnified by the COVID-19 pandemic. 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 on O'ahu. Abandonment of our communities' needs during these tough times will never be an option. Collectively, we will all rise in the same tide. Our dedicated Board of Directors, driven staff, and tireless volunteers continue to perform the necessary tasks to help address the concerns of our communities.

Over the course of the year, we have added new members to HCAP's Executive Management Team which is a dedicated body of highly capable directors. I am thrilled to have welcomed into our agency leadership this year, Mele Kauvaka as our Director of Human Resources and Lynnelle Hasagawa as our Director of Finance. These women have strengthened the agency and have helped make strides in achieving the mission of HCAP.

I believe we can 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. 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., MBA
Executive Director

BOARD OF DIRECTORS

2021-2022

BOARD OFFICERS

Edward Mersereau | Chair

Terrence H. Aratani, Esq. | Vice Chair

William Shiroma | Secretary/Treasurer

RESIDENT SECTOR

Jennifer Billings | Head Start Policy Council

Edward Mersereau | Central District Advisory

Lillian Segal | Central District Advisory

Pauni Nagaseu-Escue | Kalihi-Palama District Advisory

Pauline Hirohata | Leahi District Advisory Council

Jodi Johnson | Leeward District Advisory Council

Virgil Amoroso Windward District Advisory Council

PUBLIC SECTOR

Frank J. Lopez | Governor's Representative

Colleen E. Minami | Mayor's Representative

Terrence H. Aratani, Esq. | Representative for Senator Brian T. Taniguchi

Blake K. Oshiro, Esq. | Representative for Council Member

Calvin K.Y. Say

Rep. Linda Ichiyama, Esq. | Office of Rep. Linda Ichiyama

Rep. Mark J. Hashem | Office of Rep. Mark J. Hashem

Garrick L.H. Goo, Esq. Office of Senator Clarence K.

Nishihara

PRIVATE SECTOR

Donald Aweau | Kilina`i Consulting

Roxanne U. Bolden | Aloha Independent Living Hawaii

William Shiroma | Bank of Hawaii

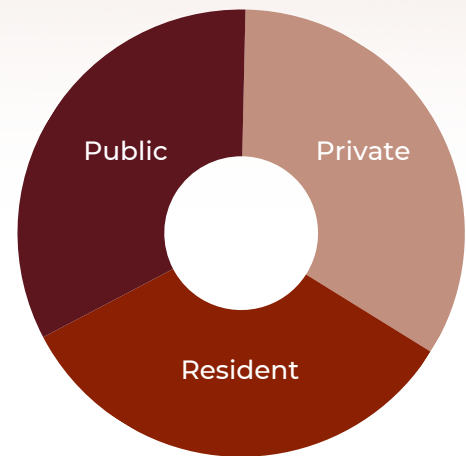
Joanna Markle | Hawaiian Electric Companies

Mani Sehgal | Hawaii Pacific University

Elmer K. Kaai | Native Hawaiian Chamber of Commerce

Manu Anana | Dept. of Education, Campbell/Kapolei

Complex



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 from every level of the community to be heard.

EXECUTIVE MANAGEMENT TEAM

Lynnelle Hasagawa
Director of Finance

Mele Kauvaka
Director of Human Resources



Grant Kogami
*Director of Head Start
Director of Planning, Program
Development & Communications*

Robin Fakaosi
Director of Community Services

Sonia Chan
Director of Information Services

DISTRICT ADVISORY COUNCILS

Central

Liliuokalani Coyle | *Chairperson*
Elizabeth Kekua | *Vice Chair*
Cheryl Johnson | *Secretary/Treasurer*
Edward Mersereau | *Board Representative*
Lillian Segal | *Board Representative*
Lance Jyo | *Council Member, Alternate #1*
Kristyl Kim | *Council Member, Alternate #2*
Julianna Moefu-Kaleopa | *Council Member*
Jessica Lee | *Council Member*
Marlene Hoohuli | *Council Member*

Leeward

Jodi Johnson | *Chairperson*
Barbie-Lei Burgess | *Vice Chair*
Pua'Ena Burgess | *Secretary/Treasurer, Alternate #1*
Jodi Johnson | *Board Representative*
Fanchon Keamo-Young | *Council Member*
Maria Dunauchelle | *Council Member*

Kalihi-Palama

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

Windward

Kalae Kukahiko | *Chairperson*
Sara Alimoot | *Vice Chair*
Virgil Amoroso | *Board Representative*

Leahi

Anne Chipchase | *Chairperson*
Pauline Hirohata | *Board Representative*
Jerolyn Johnston | *Council Member*
Nathan Toyama | *Council Member*
Kimberley Watts | *Council Member*

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 six 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 resources. 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 resources for clients including employment training and placement, housing referrals, tax preparation, utilities assistance, and emergency food assistance.

CENTRAL

KALAELOA

KALIHI-PALAMA



LEAHI

LEEWARD

WINDWARD

PROGRAMS & SERVICES

HEAD START & EARLY HEAD START

Head Start is a federally funded program that provides quality services to qualifying children and their families. From our humble beginning as a summer project in 1965, we have grown to become the largest early childhood program in the State of Hawaii serving over 1,500 children and their families each year. HCAP Head Start 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 and creative place for kids in grades 2 through 8 to spend their after-school time. Through this program, kids learn and grow by exploring the worlds of Science, Technology, Engineering & Math (STEM). The program is free and provides participants snacks, tutoring, and an opportunity to meet other kids and engage in exciting hands-on science projects and computer activities. They can also join a LEGO League robotics team!



NĀ LIMA HANA - EMPLOYMENT CORE SERVICES PROGRAM

Nā Lima Hana “for the working hand” Employment Core Services Program provides personalized one-one-one employment counseling services, job readiness training, tuition assistance for vocational school, and job placement to unemployed and underemployed individuals throughout the island of O’ahu.



PROGRAMS & SERVICES

KUMUHONUA TRANSITIONAL LIVING CENTER

Kumuhonua Transitional Living Center is 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. All referrals and applications for Kumuhonua are now provided through the State of Hawaii Coordinated Entry System (CES).

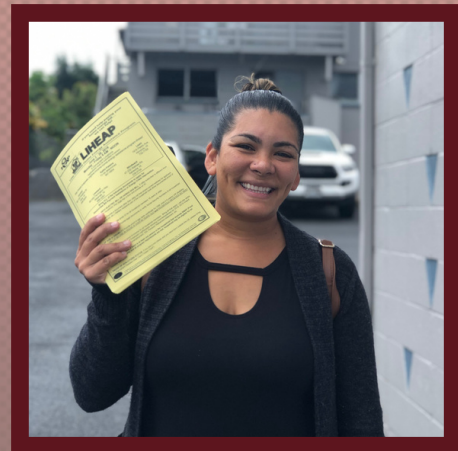


WEATHERIZATION ASSISTANCE PROGRAM

The Weatherization Assistance Program (WAP) can help low-income households reduce their energy consumption and costs. This is achieved through a home energy audit plus household-specific energy efficiency tips and education, and a selection of cost-effective energy efficient measures. Some of those measures may include high-efficiency faucet aerators & shower heads, compact fluorescent lighting (CFL) or Light Emitting Diode lighting (LED), and/or an energy-efficient solar water heater, all provided free of charge.

LOW-INCOME HOME ENERGY & WATER ASSISTANCE PROGRAM (LIHEAP/LIHWAP)

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 through either the Energy Credit (EC) or, for households that have a notice of disconnection from the utility company, the Energy Crisis Intervention (ECI).



PROGRAMS & SERVICES

INCOME TAX SERVICES

In partnership with the IRS and the Hawai'i Volunteer Income Tax Assistance (VITA) and Financial Empowerment Coalition, HCAP's Income Tax Services and Earned Income Tax Credit (EITC) Program helps working families and individuals get the federal tax credits they have earned. In 2019, over \$1.2 million was brought back into the local community through this program.



KŪPUNA INDEPENDENT LIFE SERIES

The Kūpuna Independent Life Series is a comprehensive approach to assisting seniors, age 55+ with health education, support for living productive independent lives, and proactive engagement with the "Wai'anāe community.

The series is held twice a year through the Leeward District Service Center.



KŌKUA FOOD ASSISTANCE PROGRAM

Funded through the Community Services Block Grant CARES Act Federal Funds, HCAP is providing food assistance to eligible individuals and households impacted by COVID-19 through loss of employment, reduction of work hours, or other pandemic-related challenges. This program provides grocery cards (gift cards), grocery boxes, and a food pantry for emergency food assistance for eligible individuals and families.



PROGRAM HIGHLIGHTS

Nā Lima Hana Employment Core Services

Mother of Five Pursues Education to Become a Better Role Model

Sheena first contacted HCAP's Central District Service Center after her work hours were reduced due to COVID-19. Though her husband continued to work full-time, it had become increasingly difficult to provide for their five children with her reduced income. Sheena told Central staff that she had put off her own education and interests in the past to focus on supporting her family, but had always wanted to work in the healthcare field. "Sheena felt it was time to pursue her dreams – she wanted to be a better role model for her children. To show them that furthering their education is achievable and important," said Sheree, Central District Community Services Specialist.



Sheena was referred to the Nā Lima Hana Employment Core Services Program and participated in job readiness training. Through Nā Lima Hana, Sheena qualified for tuition assistance to attend the phlebotomy training program at Professional Healthcare Educators. By November 2021, Sheena completed the course and began job searching.

Central District staff continued working with Sheena during her job search and Nā Lima Hana was also able to provide Sheena with the scrub tops and slip-resistant shoes she needed to begin her new career. Since then, Sheena has completed her 30, 60, and 90-day employment milestones. HCAP also provided school supplies to Sheena's children in partnership with Helping Hands Hawai'i's annual Ready to Learn program. Sheena is "ecstatic" to finally be working in her dream career and hopes her success will continue to encourage her children to always reach their goals.

Hā Initiative: Creative STEM After-School Program

STEM Students Shine at Statewide Robotics Competition

On December 3, 2022, the Hā Initiative: Creative STEM After-School Program competed at the Hawai'i First Robotics State Competition at the Blaisdell Center in Honolulu. A total of six teams from four STEM Exploration Centers entered the First Lego League competition, including three Explore teams and three Challenge teams.

The Hā Initiative's Challenge Team from Ka'iulani STEM Exploration Center placed 8th out of 51 teams competing in the robot games from across the state. The Explore Teams from both Ka'iulani and Windward STEM Exploration Centers were also honored for their Team Model Builds and Lincoln STEM Exploration Center's Explore Team was honored for Team Poster Design



PROGRAM HIGHLIGHTS

Weatherization Assistance Program

HCAP Delivers 16 Refrigerators to Kūpuna This Holiday Season

HCAP's Weatherization Assistance Program (WAP) team kicked off the Holidays with a mass delivery of refrigerators to residents at the Hale Mohalu senior apartments. Nearly 30 qualifying seniors received services from WAP, an energy-efficiency initiative that assists residents in reducing the cost of their utility expenses by creating energy-efficient homes. In total, 29 seniors received services with 16 residents being eligible for brand-new energy star refrigerators!

WAP staff was on-site to assist kūpuna with the process and gift the residents with goodie bags filled with hygiene supplies as a little token of holiday cheer. The residents were overjoyed to receive their new

energy-saving refrigerators, especially during the holiday season and as the cost of electricity has increased. Keeping up with household utility bills is significant and a key component of self-sustainability. It is the hope of HCAP and the WAP team to enable more individuals and families to have energy-efficient homes.



Kumuhonua Transitional Living Center

Leeward Community College Students Adopt Kumuhonua Transitional Living Center

Students from the University of Hawai'i Leeward Community College "adopted" HCAP's Kumuhonua Transitional Living Center for Giving Tuesday 2022. As part of a class project focused on serving their community, the students contacted Kumuhonua staff earlier this month to coordinate an effort to help O'ahu's homeless individuals and families. Kumuhonua staff were happy to invite the group to participate in the center's Giving Tuesday food drive.

The students were able to collect nine bags of nonperishable food donations in the following weeks. On November 30, the students and their instructor, Kumu Laimana, delivered the donations to Kumuhonua. The group was also able to take a brief tour of the center and speak to Kumuhonua staff about their role at HCAP and the various programs and services the agency has to offer.



PROGRAM HIGHLIGHTS

Kūpuna Independent Life Series

Kūpuna Independent Life Series Celebrates 10th Anniversary

On October 4, 2022, the Kūpuna Independent Life Series began its 10th year of providing seniors living on the Wai'anae Coast with health education workshops at the Leeward District Service Center. Leeward staff was honored to have two pillars in the Wai'anae community join, Auntie Esmeralda Shelltrak and Auntie Ruby Maunakea, original participating kūpuna who have continued to attend classes over the past ten years. Since 2012, Leeward has retained a fruitful partnership with the HPU College of Nursing and the faculty advisor Monica Magallanes, a Wai'anae HPU graduate who was a student nurse during the first Kūpuna Independent Life Series.



This semester, the health curriculum will focus on the anatomy of laughter and how laughing benefits different parts of the body. The curriculum includes guest speakers, who bring a wealth of knowledge to the kūpuna, arts and crafts, and guest musicians to perform for the kūpuna during the holiday season.

Kōkua Food Assistance

Employment and Food Assistance Help Central Family Bounce Back from Pandemic Hardships

Earlier this year, Kassydy was completing an online Head Start application when she noticed the Kōkua Food Assistance program on HCAP's list of programs and services. She contacted Central District Service Center to request more information about the program and began sharing her story with the community services staff. Kassydy explained that she is a mother of four young children and had been staying at home with them when the COVID-19 pandemic hit. With her children in distance learning indefinitely, Kassydy was unable to return to work and the family was struggling to get by on her husband's income alone.



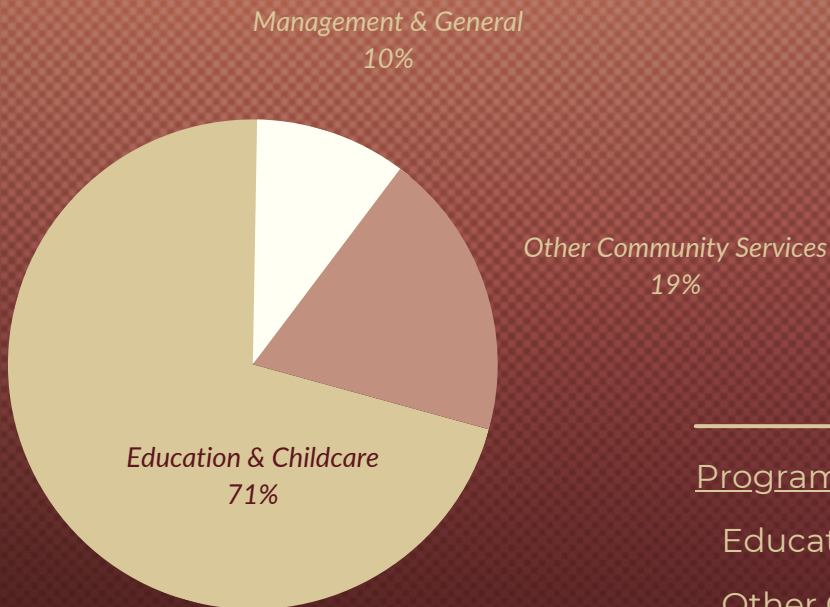
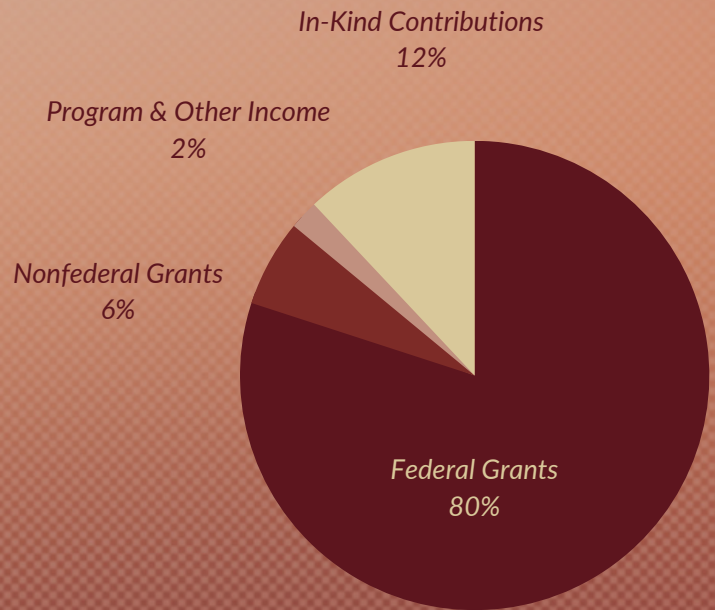
Kassydy's family received immediate assistance through Central's emergency food pantry and further assistance buying groceries through the CARES Act-funded Kōkua Food Assistance program. Central District staff also recommended Kassydy for the Nā Lima Hana Employment Core Services program to complete job readiness training and prepare to rejoin the workforce. Kassydy has kept in touch with Central District staff throughout her job search. At the end of June, she was offered a job and was able to receive work attire from Nā Lima Hana Employment Core Services

AGENCY FINANCIALS

Fiscal Year April 1, 2021-March 31, 2022

Support & Revenue

Federal Grants	\$ 17,343,036
Nonfederal Grants	\$ 1,185,997
Program & Other Income	\$ 336,816
In-Kind Contributions	\$ 2,569,928
Total	\$ 21,435,777



Expenses

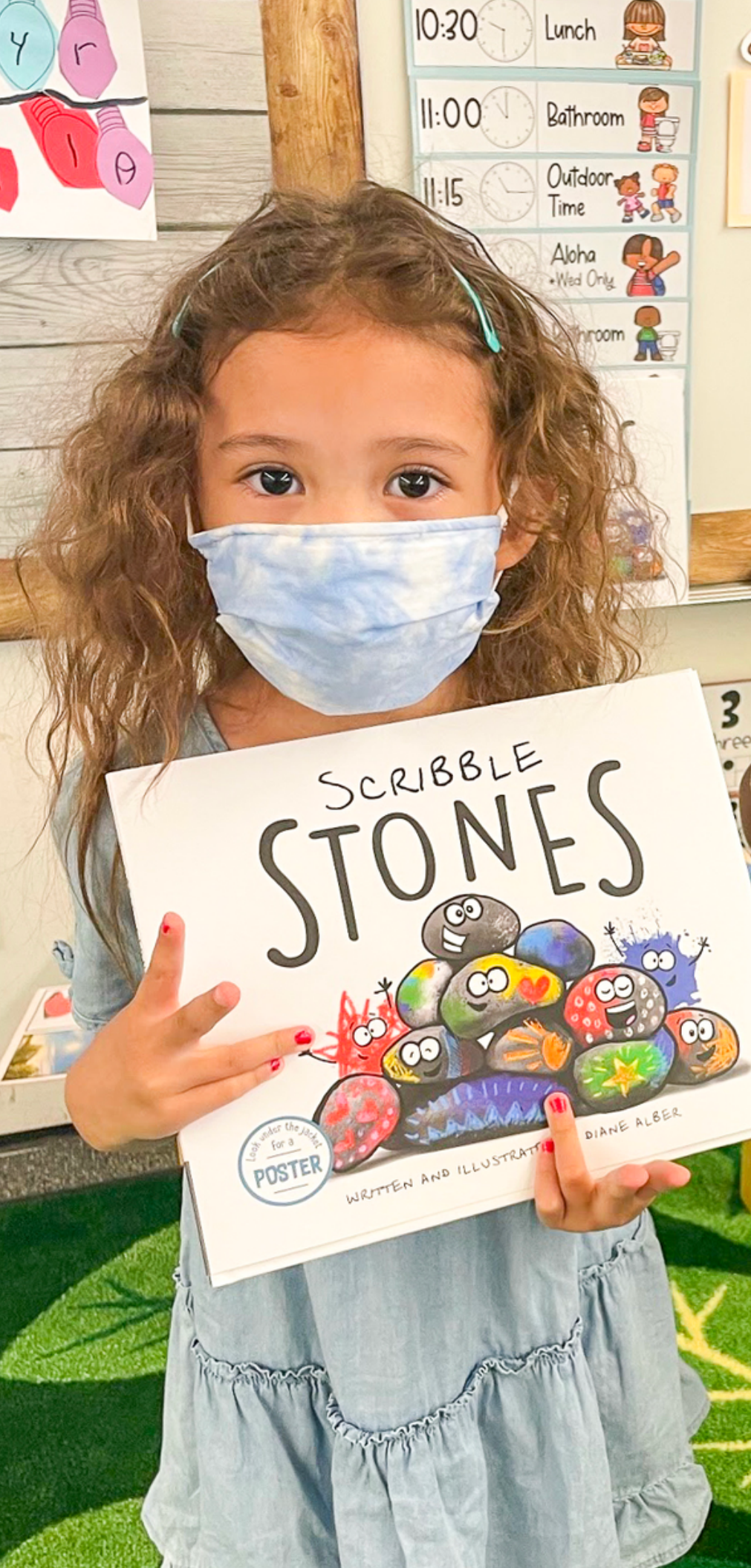
Program Services:

Education & Childcare	\$ 15,523,046
Other Community Services	\$ 4,127,551

Supporting Services:

Management & General	\$ 2,072,136
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Total	\$ 21,722,733
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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



HCAP HEAD START & EARLY HEAD START

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 2021-2022
1504 children ages 0 to 5
were served through Head Start Programs

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.



HEAD START

2021-2022

1,497

CHILDREN RECEIVED
MEDICAL CARE THROUGH
HEAD START PROGRAMS



96%

OF HEAD START
CHILDREN RECEIVED
DENTAL CARE

519

PARENTS RECEIVED
EDUCATION ON
NUTRITION

100%

OF 1 & 2 YEAR OLDS
DEMONSTRATED IMPROVED
LANGUAGE COMPREHENSION

590

PARENTS RECEIVED
EDUCATION ON PREVENTIVE
ORAL AND MEDICAL HEALTH

1,032

PARENTS DISCUSSED
THEIR CHILDS PROGRESS
WITH TEACHERS



94%

OF 4 YEAR OLDS DEMONSTRATED
STRENGTHENED GROSS MOTOR
SKILLS

HCAP HEAD START & EARLY HEAD START

On a Nature Walk

The HCAP Head Start keiki of 'Aiea I kicked off their study of nature investigation with a nature walk around the campus. During the walk, students collected and observed a variety of seeds with a magnifying glass. After placing the collected seeds in the classroom's science center, the children assisted in soil preparation for their next gardening project.



Keiki Share Gifts of Happiness

He'eia Head Start keiki created and gifted "Happiness Stones" to kūpuna at the Plaza Assisted Living. The keiki were excited to be decorating their stones, knowing that they were creating special gifts of happiness. Head Start teachers pre-arranged a safe delivery of the happiness stones to The Plaza staff, accompanied by He'eia Elementary School Principal Danny Garcia. After the happiness stones were delivered, each keiki received their own copy of the book "Scribble Stones" from HCAP Head Start. The Head Start keiki are looking forward to creating more gifts of happiness for the kūpuna at The Plaza.



Story Time with Atlas Insurance

As part of a community partnership project, Atlas Insurance Agency employees visited HCAP Head Start classrooms throughout O'ahu to read a variety of fun picture books to the keiki. Last week, a total of 12 employees visited Head Start classrooms. Keiki at Jefferson Pre-Plus enjoyed gathering as a class to hear "Pete the Cat: Too Cool for School" and "Down by the Bay." Mahalo to Atlas Insurance for giving back to the community and sharing stories with our Head Start keiki!



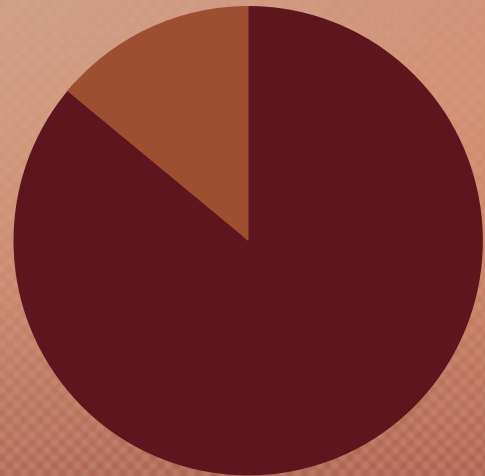
HEAD START FINANCIALS

Fiscal Year April 1, 2021-March 31, 2022

Support & Revenue

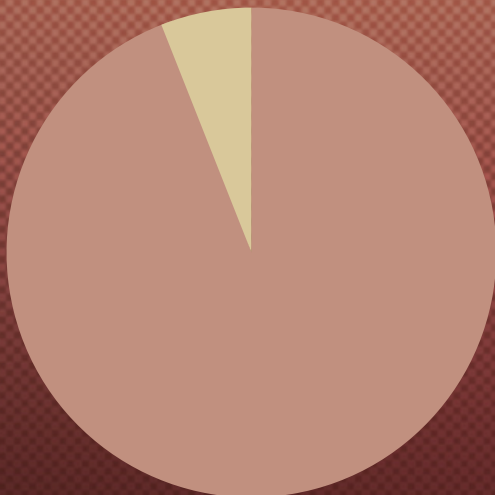
Federal Grants	\$ 13,251,592
In-Kind Contributions	\$ 2,218,495
Total	\$ 15,470,087

In-Kind Contributions
14%



Federal Grants
86%

Management & General
6%



Program Costs
94%

Expenses

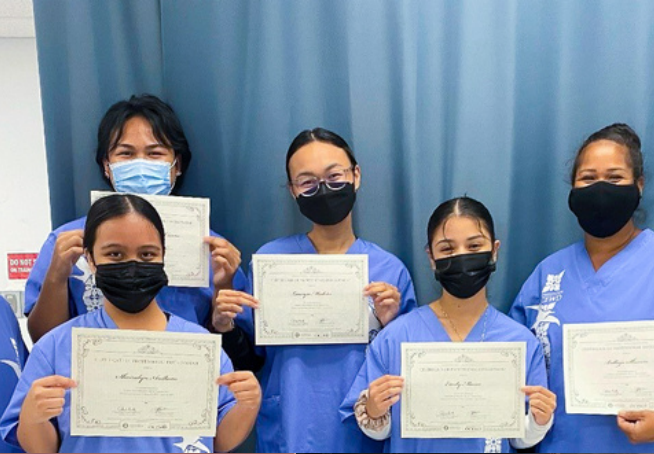
Program Services:

Program Costs \$ 14,494,048

Supporting Services:

Management & General \$ 976,039

Total **\$ 15,470,087**



Support HCAP

Become a volunteer
Make a tax-deductible donation
Join HCAP's mailing list





Corporate Office

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1132 Bishop Street, Suite 100

Honolulu, HI 96813

Email: hcpap@hcpapweb.org

HCAP Head Start & Early Head Start Office

(808) 847-2400

94-810 Moloalo St., Suite 200 & 210,

Waipahu, HI 96797

Kumuhonua Transitional Living Center

(808) 682-5494

91-1096 Yorktown St., Kapolei, HI 96707

Central District Service Center

(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

Kalaeloa District Service Center

(808) 682-5494

91-1096 Yorktown St., Kapolei, HI 96707

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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@HCAPHI



www.hcapweb.org