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December 1, 2014

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Dear Mr. Phillips and Mrs. Cooper:

We have enclosed our technical writing proposal report regarding implementing a time bank at California State University, Long Beach (CSULB).

A time bank is a formal platform, mainly available via websites or mobile apps, where students, teachers, mentors, clubs, and organizations can trade both skills and knowledge with the universal currency of time. Our research, conducted from analyzing time banks existing in the United States as well as 46 surveys of our fellow students, suggests that a time bank would be very beneficial for CSULB.

From our surveys, we found that a majority of students do not have access to the skills of students who are not in their respective majors. Additionally, many students noted they did not believe CSULB had a strong community of students, unless you and willing to actively participate in clubs and school organizations. Research shows that time banks reach the most isolated in a community creating not only connections between active members of a community, but touching those who have been unable or inactive in a community. Interviewing a club head and a tutor, we found that the club and tutor were not only willing to help market a school time bank, but they were willing to participate in it as active members because it was directly beneficial to them. We also interviewed the head of an upcoming time bank, where we found that CSULB, ASI, and SLD have existing qualifications to satisfy the needs of a time bank.

Our research team believes that a time bank would benefit the community of CSULB students. If you have any questions or concerns, please contact our research team by phone at (123) 123-1234 or by email at [project4@yahoo.com](mailto:project4@yahoo.com). Thank you for your time and we look forward to speaking to you soon.

Sincerely,

J. Smith

# Creating and Implementing a Time Bank at CSULB

December 1, 2014

To: Joseph Phillips and Imani Cooper

J. Smith

## Executive Summary

The objective of our study is to provide the Associated Students Inc. (ASI) and the Student Life and Development (SLD) staff with the research of time banking as well as the features, management and cost required to effectively implement a time bank for CSULB students.

We extensively researched time banking and its history. Additionally, we researched time banks in the United States and the materials required to create a successful time bank. We then interviewed the manager of an upcoming time bank to ensure we had the right resources.

We conducted a survey, which we distributed through only CSULB students via social media sites and classroom handouts. Because our targeted audience for a time bank also includes clubs and tutors, we interviewed a club head and a tutor. The results from these surveys and interviews gave us the information we needed to make realistic suggestions about the marketing of a time bank at CSULB as well as tailored time bank features for the CSULB students.

Our surveys helped us to determine that there is in fact a problem for CSULB students as we hypothesized. Many students remain stuck in their respective majors and fail to network themselves among other students in majors aside from their own. Additionally, students felt that they had to be very active in clubs and school organizations to have a purposeful part in the CSULB community of students. A time bank can profitably turn these problems around creating a connection for the trading of skills between clubs and organizations, touching the CSULB students who feel they are isolated by creating a place that requires little and only time for participation. A time bank also creates a platform where students can more easily access tutoring and knowledge on and off the CSULB campus.

Based on the surveys, interviews, and research we conducted, we created an implementation plan for a CSULB time bank. Our surveys helped us to determine what skills students would like to trade. While, our interviews helped us to implement a marketing strategy for the time bank. Additionally, our research helped us to determine the software, materials, management, and cost this time bank would take.

Our group recommends implementing a formal time bank at CSULB. With a small cost and a great benefit, a time bank would reach the students at CSULB who feel the most isolated, create stronger connections between the great clubs and organizations that have already been established, and take our educational system to the next level in accessibility and student involvement.

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In this report, we will state the objectives for creating a time bank with optimal features. We have gathered these objectives by research on other successful time banks. We will then discuss the methods we used in obtaining data from our fellow CSULB students as well as interviews of a club head, a tutor, and a manager of an upcoming time bank. Analyzing the data we obtained, we have created a time bank solution tailored to our CSULB community. The remaining sections will describe this solution as well as the resources, qualifications, management, and cost required to implement this solution. We provide our research and options that may help ASI and SLD staff implement a CSULB time bank and benefit the school and community as a whole.

Time banks are built to assist in the creation of an even stronger community. They create a symbiotic relationship between two people. In a time bank, everyone is equal. Additionally, a CSULB time bank can assist in touching the isolated as well as increasing the bond between already established organizations. As fellow students and members of organizations, ASI and SLD staff can directly benefit from the time bank by using its properties. For example, if ASI is putting on a homecoming dance and needs assistance with media aids, sound, or programming, they can easily find a student with these skills through the time bank. Not only will ASI receive the help they need, but the student benefits through applications of his or her own studies and interests while receiving time hours to fix a future problem or need they may have. Ultimately, it will also give organizations like ASI and SLD the access to trade skills with both organizations benefiting. We expect our research to provide a clear way to implement a time bank. In this way, ASI and SLD will have a clear plan in which they can see how the time bank will work and its benefits. Our research can be an integral point for ASI and SLD considering their main objectives include implementing programs and promoting opportunities for campus and community involvement through student organizations.

## Problem: Why a Time Bank would be Beneficial for CSULB?

We have noticed that CSULB students and club members remain stuck in their prospective majors or groups. They do not have a formal platform to network themselves and, therefore, lack the accessibility to get easy help on subjects not necessarily in their majors. Additionally, many students have never seen a tutor to help them with their studies. Whether because of a confidence issue, or a lack of tutor accessibility during crucial studying times, we believe a time bank can be implemented to reform both education and student involvement. A goal of SLD staff, from the SLD website is to promote community involvement at CSULB through organizations.

Additionally, from the ASI website, a goal of ASI is to “facilitate the achievement of students’ educational objectives and life goals through programs that advocate student needs and interests, compel student representation in campus decision making and provide students with resources that they identify as necessary for their intellectual, social and physical development.” The problems we have proposed affects both of these goals. Therefore, we propose a time bank will be the most efficient and profitable way that will both aid in ultimate goals of CSULB while also benefiting ASI and SLD directly as organizations.

For an easy and direct example: of the members working on this proposal, there is one math major and three computer science majors. All members have realized that they have little to no interaction with students who are not directly in their majors or clubs. Therefore, all members lacked a community where skills can be easily exchanged as they are in many future careers and professions. Additionally, it is no secret that with hard classes, students often find trouble finding jobs or lack a greater purpose as they feel that their heads are continuously shoved in books. With a time bank, they can find a purpose that was not presented to them before. Students will also be able to find an additional educational outlet to aid in their learning processes through a time bank.

Time banks have been proven to assist in education. In an article titled “Time Banking: The Next Big Innovative Learning Technique,” it is stated that the concept of a time bank can: “improve the educational ecosystem by allowing students and educators to locate the right mentor that can help them to improve their skills or fulfill their knowledge needs. Teachers can mentor students, students can mentor other students, students can mentor teachers, and mentors can be in any location, thanks to the flexibility offered by technology.” By creating a system where students build confidence by giving their skills, they will feel more comfortable receiving help from members of clubs and tutors allowing both members of our CSULB community to benefit. With this, other skills can be traded that will assist in additional areas creating a purpose for students who would like to apply their hobbies as well as their educational needs.

A CSULB time bank will not only create a platform for students to seek help, but it will create a networking opportunity as well as direct applications in the areas they are studying. In an article by *The Wall Street Journal* about the effects of a time bank in Spain, one of the time bank’s



members documents that: “The time bank not only saves her cash, she says, but also lifts her spirits by making her feel ‘part of a community that's taking some positive action during hard times.’” To aid in the goals of ASI and SLD, a time bank can serve to promote community involvement between clubs, promote community involvement through those who are isolated, and overall create a stronger community through the already existing student organizations. Additionally, it will be profitable in the sense that these clubs and student organizations can save money by spending only time. Time banks have been successfully developed in many communities around the world. They have found success through their members and a way to both strengthen a community and the individual people within it. Using the resources at CSULB right in front of us, we can create a time bank that is efficient for students to access alternative skills, profitable for clubs and organizations, and a network that will bring CSULB to the next level as a community.

## Objectives for Creating the Perfect Features of a CSULB Time Bank

In order to have a successful time bank, there are several things that are necessary. Our research objectives were to find the properties successful time banks have while also tailoring our time bank to student needs. A time bank absolutely needs a website. This website should contain announcements, future events, as well as postings for wanted services or posting for services one could provide. Research of the most successful time banks showcased every single one possessing a website where all time bank activities were monitored and practiced.

The establishment of a group inside a strong social network such as a Facebook page is also necessary, as it would provide an additional way for people to stay in contact and communicate. To ensure maximum exposure, we need to make sure the social network is popular and that the majority of people use the social network.

The time bank also needs to be designed in a way that maximizes the amount of options people have within the time bank while keeping everything fair. After researching very populated time banks such as The Crooked River Alliance of Time Banks, the Wellington Time Bank and the O.R. Exchange Time Bank, we will base our time bank designs on their strengths. We will also use these successful Time Banks as references to see what kind of skills should be traded for time bank hours.

The student surveys were also vital to our research and we learned several things from them. We have realized that most students have no idea what a time bank is. We will need to devise a method to educate students on the concept of a time bank. Our surveys also showcased that the majority of CSULB students do not receive tutoring. We will make sure our time bank has tutoring options that will encourage students to seek tutoring, since it is known that students who receive tutoring earn higher grades. In an article titled “Does Tutoring Work”, it mentions how a study done by Cuesta College of San Luis Obispo showcased that: “A strong correlation exists between success and number of tutoring sessions.” Tutoring, without a doubt, benefits students and our time bank will support tutoring. To greater tailor a time bank solution, we surveyed CSULB students with additional questions and conducted interviews to get other direct input for the CSULB time bank.

## Methods for Evaluation

Through the use of surveys and questionnaires, we were able to figure out how students would respond to a time bank at CSULB. Surveys were handed out to CSULB students only. We acquired data from students in a variety of majors since students have different organizations tailored to their major. Students taking the survey included those who are in organizations and clubs, as well as students who are not. In order to get the viewpoint of tutors and presidents of organizations, we conducted personal interviews with a math tutor, a president of a club, and the current manager of Hope Xchange time bank.

## Student Surveys and Questionnaire

We handed out 46 student surveys by hand or electronically through the use of Google Survey. Google Survey made it simple for us to view results once the data was collected providing graphs and charts. The students were allowed to take the surveys on their own time and were not required to provide names. This ensured that the surveys were not biased and included the true opinions of our fellow peers. We asked students if they knew what a time bank was. From there, we had a page that explained the dynamic of a time bank that was easy to grasp. After the definition, we asked students questions about the CSULB community to give us an idea on where a time bank was needed. We also included questions about what skills students would like to trade to greater tailor our time banking solution. We asked students the following questions:

1. Do you know what a time bank is?
2. What is your major?
3. Do you find that CSULB has a strong community of students?
4. How often do you work with people in other majors besides your own?
5. Would you be willing to give up your time for a time bank?
6. Do you go to tutoring?
7. What kinds of skills would you be willing to trade?

## Interview Process

We conducted three interviews over the last few weeks. The interviewees were chosen because they offered insight on our time bank's development or they were people who can potentially be involved in the time bank. Kerry Martin, the current manager of an upcoming time bank called Hope Xchange, was asked the following questions via skype on November 19<sup>th</sup>, 2014:

1. What qualifications do you think a time bank needs?
2. Why is time banking important for a community?
3. What has been your current budget and materials in opening your time bank?

In a personal interview on November 12<sup>th</sup>, 2014, we asked Lauren Lopez, a fellow tutor at CSULB, the following questions to gain better insight on how the tutoring system works, and the type of help students ask for:

1. What is your professional opinion of a time bank? Do you think it would benefit the tutoring community spreading help to more students afraid to formally search a tutoring center?
2. Would you trade your tutoring skills for time hours? You can then use your time hours tutoring to trade for other skills you may need in the future.
3. Would you find that a time bank like this would assist in networking your personal tutoring?
4. Do the people that go to tutoring, need tutoring for their specific major or do they need tutoring for classes outside their major?

In order to gain insight on how well organizations and clubs work together, we interviewed Anthony Becerril co president of the SHPE organization on November 14<sup>th</sup>, 2014. We needed to know how often clubs and organizations organized amongst themselves to help students in more ways than one. Additionally, it would help us gain insight into whether or not the clubs would be willing to promote the time bank via their club activities. We asked the following questions:

1. Does a trading system like in our time bank already exist between certain clubs? (Do you trade skills between clubs?) If so, do you find that you benefit sufficiently when you trade skills?
2. Do you find that the system we propose would be something your club would like to help concerning marketing on Club week?

## Solution: The CSULB Tailored Time Bank

Our proposed solution to CSULB contains four main parts: a way to kick start and market the time bank, a formal platform and social network to access the time bank, design features of the time bank and finally, time bank tailored skills our fellow CSULB peers would like to trade. We propose these time bank features to ASI and SLD staff based on our extensive research.

### Kick Starting and Marketing the CSULB Time Bank

As Figure 2 showcases, 91% of students do not know what a time bank is. To educate these students, we propose holding a seminar that teaches the concept of time banks. We also propose marketing time banks during official club advertisement events such as the annual CSULB Week of Welcome.

Do you know what a time bank is?

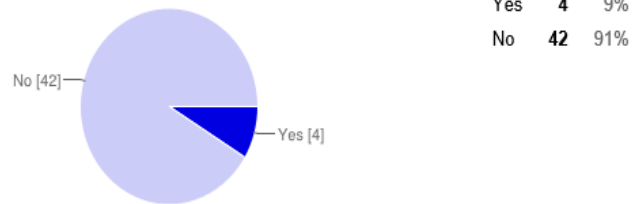


Figure 2

Our interview with a club president included a question regarding if he would be willing to help market time banks. Mr. Becerril answered yes. We are confident that with support from various club presidents such as Mr. Becerril, the CSULB time bank will be well marketed. During the marketing and seminar, make sure to push how time banking can be performed by everyone since everyone has skills to share. For example, some students have the ability to tutor while other students may want to invest time in hobbies like gardening. During time banking seminars and marketing events, push the concept that all students can give. This should give students confidence in their ability to contribute and receive from a time bank making it accessible to all CSULB students. Now students can feel more comfortable reaching out for a tutor as they may be able to contribute their alternative skills making them equals in the battles of college.

### Making the CSULB Time Bank Accessible

In order to make the CSULB time bank accessible, we need to establish a formal platform or webpage. To establish optimal webpage features, we propose utilizing Time Banks USA to create a website. There are many benefits to utilizing this model. Websites created using this model have a wonderful user interface that contain everything we need. This interface contains a front page that has a place for upcoming events, featured events, and a place that showcases skills being traded called “Recent Yellow Page Listings”, and a well-placed login area. Another added benefit of using this model is that Time Banks associated with Time Banks USA are part of an online database located at the website URL: <http://community.timebanks.org/>. This is an excellent resource for time bank exposure, and can really bring a CSULB time bank into the public eye. The online database consists of a list of time banks, a way to contact the time bank, city, state, country, amount of members, the time of last exchange, the amount of exchanges, and the total hours exchanged. This information can showcase the success of the time bank, and as

our numbers grow, other Time Banks will notice, greatly improving the reputation of a CSULB time bank.

The social network we are choosing as the official social network of the CSULB time bank will be Facebook. ASI and SLD staff can use the groups feature of Facebook and create a CSULB Time Bank group. This will enable people to comfortably communicate over a very well-known and established system. Facebook is a system that almost all average CSULB student are familiar with. It is present on many people's mobile devices as well, so it can keep people up to date on the go.

### CSULB Time Bank Design Features

There are several design features ASI and SLD staff can implement that maximizes the amount of options people have within the time bank as well as the amount of fairness. These design elements include: materials cost, money being given in conjunction with time bank hours, time minutes, negative balances, and labor equality. In terms of materials costs, we will have the receiver of the exchange pay for all materials used by the provider, if there are materials. It is important that this is discussed before the transaction takes place. This rule is to help with things such as automobile gas, etc. In terms of money being given in conjunction with time bank hours, it is allowed for laborers to be paid in time bank dollars and cash. This is for work that might take longer than an hour. In these situations, real money might be a good incentive to complete lengthy tasks. For example, someone who is doing a four hour job, can be paid in money and in two hours of time bank dollars. In terms of time minutes, it is ok to have jobs that are not quite done in whole hours, so it is possible to earn an hour and a half of time bank hours etc. Rounding up will be enforced, for example an hour and seventeen minutes would be an hour and twenty minutes. Concerning negative balances, we will make it so one has to have the required time bank hours before receiving service. This is to strengthen the value of a time bank hour. In terms of labor equality, no person's labor is worth more than another. Regardless of the scarcity or uniqueness of a person's skill, it equals the same as a common skill. This is to promote community and equality. With all these designs in place, fairness and options will be fostered.

### Tailored Time Banking Skills

The CSLUB time bank will be tailored to the surveys we received from our fellow CSULB peers. They were asked what skills they would like to trade. From their responses and research we have done concerning other successful time banks, we created a chart that features the skills our time bank will contain. The type of skills that can be traded are broken into categories with various sub-skills under each category. We will showcase this with the following figure 3 table:

Figure 3

<b>Art</b>	Painting	Illustration	Concept Art	Sketching	Animation
<b>Beauty</b>	Haircut	Nails	Waxing	Tanning	
<b>Business</b>	Finance	Accounting	Marketing		
<b>Children</b>	Babysitting	Potty Training			
<b>Tutoring</b>	Science/ Math	English/ History	Humanities	Arts	
<b>Community</b>	Service				
<b>Computer</b>	Websites	Java	C++	Python	
<b>Counseling</b>	Crisis	Marriage	Parenting	Purpose	
<b>Dating</b>	Advice				
<b>Entertainment</b>	Singing	Clown @ parties	Balloon art	Wedding help	
<b>Fitness</b>	Nature walks	Yoga	Personal training	Nutrition	
<b>Garden/Yard</b>	Weeds	Lawn mowing	Garden Gnomes	Trees/plants	Tree art
<b>Home</b>	Vacuuming	Carpet Shampooing	Dusting	Housesitting	
<b>Pet Care</b>	Pet Walking	Pet sitting	Potty Training		
<b>Writing</b>	Grammar	Short Story	Movie Script	Poetry	Songwriting

The vast array of skills that qualify for hours will ensure that the time bank will have something for everybody. Students can then post skills under these categories that have more specific information on what they are willing to give.

## Resources Needed to Successfully Implement a CSULB Time Bank

The resources needed to implement a time bank are small. They include software, a designated space for meetings, a marketing strategy, and a time banking committee.

### Software for a Time Bank

A time bank without software is almost impossible. In order to implement a successful time bank, there needs to be an efficient software system that allows members and administrators to monitor transactions. This software can be implemented using CSULB's WebComm software that also handles the CSULB website. We offered an alternative of using Community Weaver software through Time Banks USA that already includes an easy to use interface, as well as managing security and maintenance. Software for the CSULB Time Bank is just a tool members will use to implement a time bank. It will not replace the essence of sharing knowledge, passion, and energy that the system and its members will provide.

### Space for Meetings

Like other organizations at CSULB, there must be a designated room for its members. This room will mainly be used to conduct meetings and discussions among the organization's officers. Officers including the president, treasurer, and other positions, will discuss any social events that they might want to hold at CSULB. Any events in CSULB will need a designated room or area assigned by ASI and SLD for the time bank organization. A main computer will be needed for administrators of the time bank to make announcements for members to view.

### Marketing Strategy

The time bank at CSULB will gain recognition through Club Week and Week of Welcome. Clubs and organizations like SHPE are willing to spread the word about the time bank system, but the CSULB Time Bank will need its own booth in order for students to gain a better understanding of what it is. The use of pamphlets and brochures will be useful resources placed in different locations at CSULB like the USU or having its own section in the newsletter that can get students informed about the time bank system.

### Time Banking Committee

At first, ASI and SLD will need a few main students to research and implement the time bank. As the CSULB time bank evolves, a committee of officers will also be needed to run weekly meeting, adding or removing time banking activities based on demand, and overall improving the CSULB time banking organization. Weekly meetings will be open to the CSULB student community, to gather feedback and update students on upcoming events. The committee will eventually consist of a president, vice president, treasurer, secretary, ASI and SLD representative, PR officer, and a website and applications officer. The committee will be election based and will have to be voted on by the time banking community on a yearly basis.



## Qualifications: Why CSULB, ASI and SLD are the Best Candidates?

It is not a mystery that the CSULB community has already developed many different clubs and organizations. From cultural organizations like the Latino Student Union to recreational clubs like the CSULB salsa club, our campus has served as the basis for a community where students are welcome to participate in various ways. For these reasons, we propose that CSULB contains the perfect community for a time bank to flourish. A time bank does not take the place of any of the existing clubs and organizations that have already been established. Instead, it serves as a connector to these clubs and students who have not yet had the time or confidence to join these clubs. By showing these clubs and organizations how they will benefit, we have already established members of a time bank. The members of clubs and organizations can serve as members of our time bank while also assisting in the marketing of our time bank as individuals and as a group. Because we have already established strong organizations, a time bank will be an easy benefit and implementation for every club at CSULB. With ASI and SLD having access to these clubs, we propose that the ingredients or qualifications for the rest our time bank are simple.

As shown in our solution, the requirements for a CSULB time bank are small. Additionally from our interview of a manager of the upcoming time bank Hope Xchange, we found that ASI and SLD benefit in two main ways compared to other upcoming time banks. As previously stated, we already have a strong set of organizations to build on and connect. This community will aid in the growth and marketing of our time bank as well as setting a stable set of members for our time banking community. Additionally, our time bank already has a home front, the CSULB campus. This campus can aid in supplying space for time banking committee meetings. ASI and SLD have the resources and the means to implement a successful time bank. With the missions and goals for a time bank in collaboration with ASI and SLD being so similar, qualifications for implementing and the other various qualifications for the management of a time bank should be easy to access. For these reasons, it is the perfect project for ASI and SLD staff to take on.

## Management of a CSULB Time Bank

In order to have the CSULB Time Bank continuously gain recognition throughout campus years, it must need the help of the Student Life and Development organization. Student Life and Development promotes opportunities through Orientation to Campus Life. Most students will not know what a time bank is, so there must be a brief seminar or announcement that educates students how to get involved at the beginning of every year. This announcement or seminar during orientation will be done by the CSULB Time Bank's own officers and spokesperson, but will need to be approved by Student Life and Development.

Another essential part of the CSULB Time Bank evolution is the software that will host an online time bank. The open source software, Community Weaver, already provides a simple way to implement a time bank that includes organizing memberships, displaying important information and announcements, and properly displaying offers and requests as the time bank grows. However, the Student Life and Development staff and ASI will need administrators to oversee and supervise the technicality of the online time bank, making sure that it is running properly and with the features our school desires. These administrators will eventually become the Time Banking Committee. The option offered by Time Banks USA that handles security, updates, and server maintenance for a fee can also evolve with our time bank. This fee grows, as the time bank grows and is will be explained in the cost section. However, as the time bank evolves, the CSULB Time Bank could have its own team of coordinators to handle the actual transactions that go on between members and replace the fees of the Time Bank USA as it will be no longer necessary for maintenance.

Throughout the semester, time banks will occasionally have social events that will need to be supervised by ASI and SLD. This is to keep members of the time bank trading and active. Like many organizations at CSULB, students and the members themselves will mainly run these events. ASI and SLD administrators will need to make sure that this organization is beneficial for students, professors, and the whole CSULB community. The evolution and future management of our time bank can include as little or as much ASI and SLD personal management as can be partitioned. The rest of the work can be delegated to organizations like Time Banks USA who can offer help as the CSULB time bank evolves via the personal website or alternative time banking questions.

## Cost to Implement a CSULB Time Bank

We expect, at the beginning, for our time bank to cost the low price of \$375. This budget includes a seminar to launch the time bank for which CSULB clubs and organizations can be informed of time banking benefits. This cost is estimated at \$115. Recommending Community Weaver for its success in other time banks around the world, we have a free software that can even be tested by ASI and SLD staff on the timebanks.org website before we decide to actually implement this software. This budget does not include training. The timebanks.org website that we recommend has a full time banking resources hub. This hub includes everything from example orientation worksheets for people new to time banking to discussion forums with other time banks in Time Bank USA. It is completely free. However, we have included an additional cost of \$140 to go towards other training in software ASI or SLD may need to further implement the time bank or create a time banking committee. This could include a donation to the Time Bank USA website for their help, or the paid fees for a software team in ASI or SLD who are doing the main implementations to get the time bank up and running. The remaining fee of \$120 will go toward the membership fee for Time Bank USA to manage or update website features based on the demands. We expect our time bank to start out with many club members, ASI, and SLD staff. Therefore, we expect it to start out with about twenty-six to one hundred members. The annual fee to manage a time bank of this size is \$120 according to the timebanks.org website. With our time bank growing yearly, the annual cost rises. Therefore, as our time bank evolves, this budget will change. We have included the annual fees of for the management and maintenance from Time Banks USA. If ASI and SLD decide to continue using this team in managing the time banking website as it evolves, the fees are as follows in figure 4 from the timebank.org website.

Select your membership level below to pay your annual hosting fees. (for Time Bank USA website maintenance and management)
1 to 25 Members   <b>\$25</b>
26 to 100 Members   <b>\$120</b>
101 to 200 Members   <b>\$240</b>
201 to 800 Members   <b>\$450</b>
801+ Members   <b>\$900</b>

**Figure 4**

However, with club participation and marketing, donations should be easy to attain and well worth the many benefits the time bank will bring to our fellow CSULB students.

To quote from the software company, Community Weaver on their Time Bank USA website:

“When the sense of purpose is shared, when you know how you are going to go forward, then it

will be time to set up your membership on the software, and start recording all the good stuff that's going on. Remember: the software is just a tool. Essential, yes; but secondary. You will be ready to move much faster and stronger when you have put strong people-to-people foundations in place." As CSULB already has a strong foundation in place, we predict that the cost to implement a time bank will be a small fee concerning its benefits.

## Conclusion and Why Creating a Time Bank at CSULB is Important for the future?

By implementing the time bank we have created and tailored for CSULB, ASI and SLD staff will be able to accomplish their goals of facilitating education and optimizing community involvement for CSULB students. Our research suggests that there is a problem in the networking of students to skills other than those provided in their major. A time bank can not only solve this problem but benefit other school organizations directly. From our research, we have detailed the features of a time bank based on exactly what CSULB students have recommended. Additionally, by marketing through clubs as a whole and as individual members, a time bank can be easily spread to all CSULB students. Although our research included the most promising software that we found, there are many other time banking resources that can be useful to our school. For these reasons, we recommend that you contact Julie M. Fagan, Ph.D. Associate Professor, Rutgers University at her email [CountyStateStrong@gmail.com](mailto:CountyStateStrong@gmail.com). Rutgers University is currently teaming up with another software called [hourworld.org](http://hourworld.org) and has created many time banks in New Jersey. Dr. Fagan may have some additional information and tips for the CSULB time bank. ASI and SLD staff have the means and resources to implement a time bank at a small cost. The only steps left are to implement a small solution that will make a great change now and in the future for the strength and community of CSULB students.

To start the steps in creating a time bank, ASI and SLD need a small team to continue the research on the Time Bank USA software, community Weaver, and start talking to clubs about the time bank through a small seminar. After that research, we can gather a group, expected to be twenty-six or more through the seminar and start our time bank on the [timebank.org](http://timebank.org) website. As the CSULB time bank evolves, we believe that the resources and management described that is required to maintain the time bank will fall into place through community connections.

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