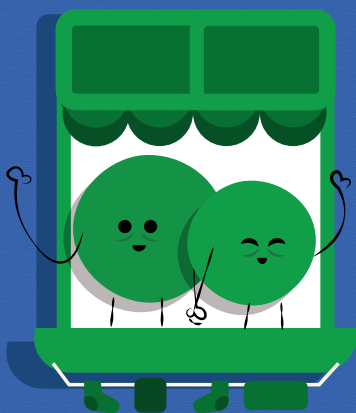
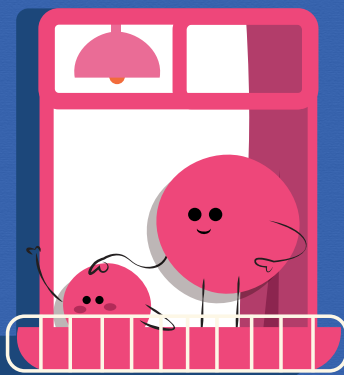
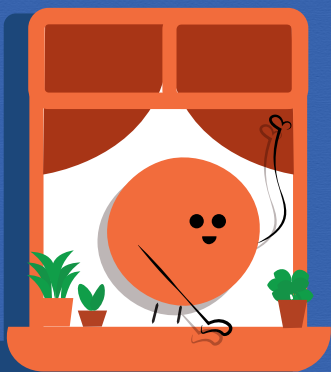


TIME BANKING



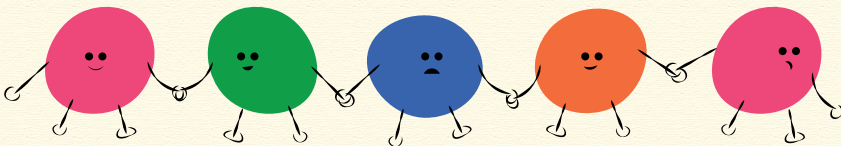
HELLO!



Roving Labs is an initiative that encourages everyday residents to participate in grassroots initiatives in Singapore's heartlands. With community-building as its focus, Roving Labs aims to equip residents with the tools, knowledge, and confidence needed to organise and kickstart their own community projects.

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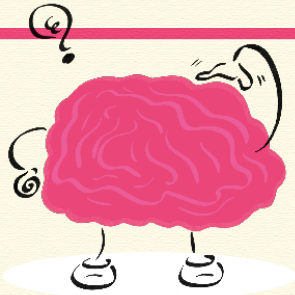


1. WHAT IS TIMEBANKING?

Timebanking is an initiative by Roving Labs that seeks to alleviate the number of tasks individuals need to accomplish by lending or giving time. Timebanking is a concept where skills, services, and help are interchanged between groups/individuals and paid for with time instead of more traditional financial methods.

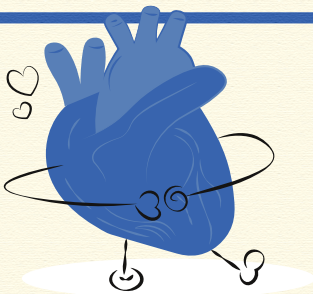
The core idea is that **time is the currency**: for every hour an individual spends helping another member of the Timebank, they earn one hour that they can then use to receive help from someone else in the community. With facilitators assisting in matching participants together for exchanges, Timebanking is also about getting to know the community through mutual understanding.

WHO'S INVOLVED IN TIMEBANKING?



1 Facilitator

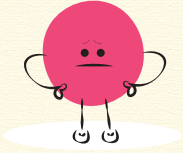
Facilitators are the **head** of the group. Their main goal is to bond participants in a community and promote an open-door culture, by matching individuals with similar goals and objectives.



2 Participants

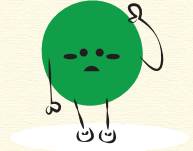
Participants are the **heart** of the group. The goal of a participant is to interact with other participants and build a supportive community, by offering and requesting help through the timebanking system.

2. WHY SHOULD I JOIN?



Have you ever seen your neighbour gardening and thought “Wow, I wish I could grow plants like that!”

Do you have a valuable skill that you can trade, but aren't sure how to go about doing it?



Well, say goodbye to your worries and hello to the Timebanking community!

Keep the kampung spirit alive by getting to know the people living right next to you. By joining Timebanking, you can put your skills, resources, and time to good use in a mutual exchange that not only helps you out — but helps out your neighbours too!

The goal of Timebanking is to foster social inclusion, and allow participants to feel more connected and supported by their community! If you want to contribute and help create a sense of belonging among your neighbors, start those conversations and become a facilitator – be the person who brings people together.



If you're worried about sharing your personal information with others, don't worry! As participants, your information will remain anonymous until your matching pair has been decided and agreed on.

Are you ready to be part of Timebanking?

3. GETTING STARTED

Forming a Timebank:

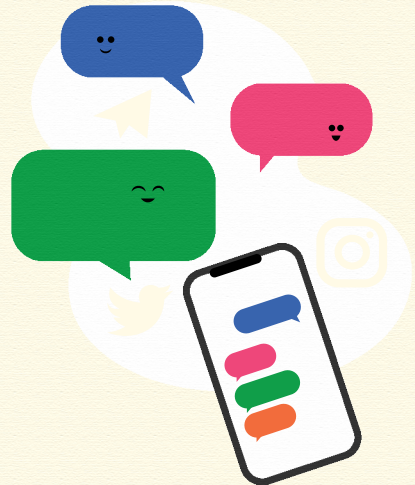
At the start, initiating a Timebank may seem complex. Fret not! The following section will equip you with the necessary knowledge to help you kick-start your journey!

A) Gather Individuals Within the Community who are Interested in Timebanking

Do you know anyone interested in exchanging their skills and/or services within your neighbourhood? This person could be someone who reaches out to be apart of the Timebank, or you can even take the initiative to get in touch with others!

Our voices are powerful tools of communication. Asking through word-of-mouth encourages more individuals to join, as there is a fundamental trust within the community.

Consider spreading a participant **Recruit Form** around through social media channels such as WhatsApp, Instagram, Telegram, or Facebook. **Here's a template!** If you have a knack for design, create your own fliers and distribute them to neighbours who you think might be interested in joining your Timebank.



To facilitators: Gather people you know (family, friends, or neighbours), or a group of residents who are interested in the mutual exchange of services! Help to build a relationship within the group, and encourage interested individuals to attend informational meetings – this aids in understanding the concept and benefits of a Timebank.

B) Identify the Interests and Needs of Your Members

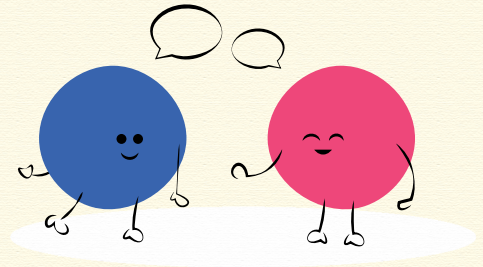
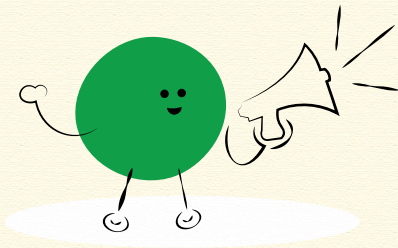
Engage in discussions to understand the **unique skills and talents individuals can offer**, along with their **service needs**. By recognising these interests and needs, everyone's time is valued and their skills will be put to good use within the Timebank.

C) Goal Setting and Articulating Support Needs

Setting goals and expectations is important! When participating in a Timebank, keep your offers and requests **clear and concise**. Describe the services you can provide, while also specifying any limitations or requirements. This guarantees that receivers do not make unreasonable demands, while givers will be accountable for doing their best to meet the receiver's needs.

If there are only **two residents** involved, have a conversation with the other party!

As for **groups**, the facilitator should lead the conversation on the group's behalf.



Unsure of how to carry out this conversation? The following prompts might be helpful for you:

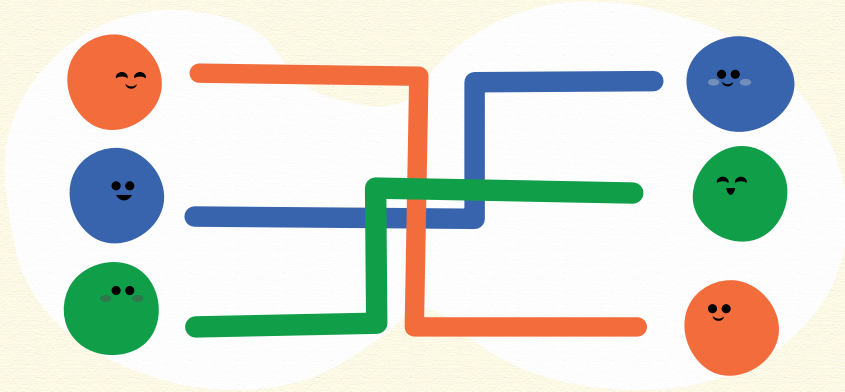
- I can offer help in (an aspect), what skills/services can I receive in return?
- What are (the receiver's) expectations of it?
- Here is a list of what I can offer. If (the receiver) is not satisfied, I'll see if I can accommodate (the receiver).

To note: It is of utmost importance that the receiver remains anonymous in their biography during the selection of volunteers to support them, as their identification information remains confidential and personal.

D) Matching Participants

Found individuals that are interested in your Timebank? Excellent! Match up the individuals and remember to check if everyone is satisfied on both the giving and receiving end.

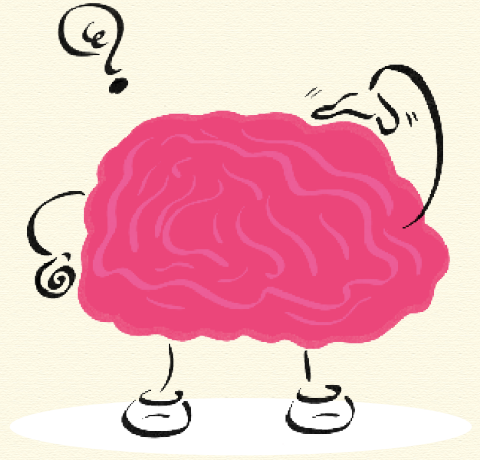
To facilitators: To establish a successful Timebank that benefits your community, ensure that each individual is satisfied with their matches. Match individuals with similar goals and objectives – this will foster collaboration, and strengthen community resilience, all while valuing the unique skills and time of each member!



4. KEY RESPONSIBILITIES

a Facilitators

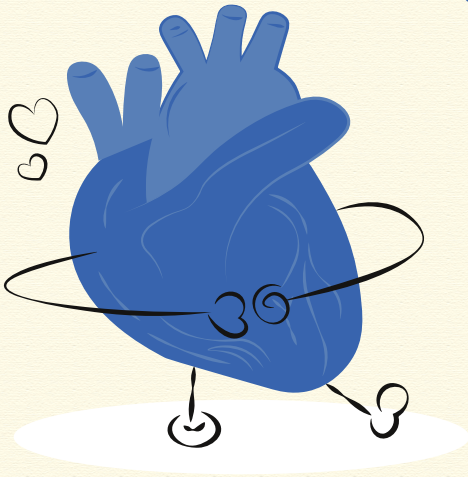
- Facilitators don't necessarily have to participate in the Timebank.
- Match individuals with similar goals and objectives.
- The objective is to familiarise members to one another to promote open door culture.
- You may wish to build your group around a key motive or need.



Remember, trust within the group is the foundation for a successful Timebank!

b Participants

- Come in with an open mind and a positive attitude. Everyone is there for a reason!
- Don't be afraid to ask for help, and deliver it the best you can when matched accordingly.
- Update your facilitator when you have completed your service.
- The perception of returns can be different for every individual. Accomplish your tasks as if it was your own, and the same will be done for you!



Timebanking is about building connections and supporting each other, so make the most of it, and be sure to have fun along the way!

FREQUENTLY ASKED QUESTIONS (FAQs)

For more information, please head to the Roving Labs website at rovinglabs-sg.com or scan the QR code here:



Q: I want to help out by being a facilitator but don't feel qualified enough. Should I be a participant instead?

A: Don't worry! There are no criterias in what qualifies for a facilitator. As long as you have the motivation to host and manage these Timebanks, it's more than enough.

Q: I've decided to take on the facilitator role. Is there a format to follow for the first meeting?

A: Not necessarily, but we do recommend the following. Opening introductions, discuss how Timebanking would work for your group, discussion of goals, norms, roles and the sharing of logistics and planning.

Q: Where may I get further information detailing Timebanking?

A: Feel free to check out all the available resources at rovinglabs-sg.com

Q: What happens if my tasks aren't completed up to my expectations?

A: Everyone has different expectations when completing certain tasks. Whenever you offload a task to another individual, bear in mind that it may not be their best skill but that they are willing regardless to help to their best abilities. Raise issues when needed to your facilitator but keep your trust in the community grounded.

Some people need immediate help and care (the ones who are sick, facing financial issues etc.), while others might have to take a back seat if you don't have enough people. Either way, everyone will get the help they need eventually.

Q: Who do I contact for further inquiries?

A: You may contact Justin Lee at either **+65 6601 1419** or **justin.lee@nus.edu.sg**.



**Scan this to visit the
Roving Labs website!**