



Time-Banking Project Guidelines

When a Love Your Community (LYC) team reaches a desired time-banking grant award level, time-banked hours may be cashed in to use for an eligible project, event or expense. Examples include:

- Beautification Projects
 - Landscaping of right-of-way areas or public spaces/common areas
- Recycling Projects
 - Recycling receptacles for public collection of recyclables
 - Cost of hosting recycling events
- Community Garden Projects
 - Implement community garden, butterfly garden or hydro-garden in a public space/common area
- Park Projects
 - Provide park benches or trashcans
 - Create pocket park on public property
- Miscellaneous Projects & Expenses
 - Purchase cleaning supplies for use in public space
 - Compost bin for public use
 - Bird bath fountain
 - Litter trap
 - Project permitting costs

How to Get Started

When a team elects to cash in time-banked hours, a brief narrative based on the attached information must be provided to LYC Coordinator Evelyn DeAngelo at coordinator@loveyourcommunity.com or mailed to 1150 Government Street, Suite 200, Mobile, AL 36604. For more information, call (251) 444-7144.

Project Narrative

What, Where and Why

Give a thorough description of the project or event including itemized costs and where it will be located. The project or event must be located in a public area with appropriate documentation as needed from authorized entities (HOA or governmental bodies). Project descriptions must include the purpose for the proposed area and “before” pictures where the project will be implemented.

Plan of Action

What materials will be used? What is the timeline for completing the project or hosting the event?

Who

Who is going to do the work? Which member of the team will oversee the project or event from start to finish?

Sustainability

How will the event impact the community or how will the project be maintained after completion? What is the plan to keep the area clean, watered, weeded, etc.?