



How To Become A Member of Bridging the Bayous Timebank

We invite all individuals (ages 18 and up) living within the parishes of Lafourche (including Grand Isle), Terrebonne, & up to Morgan City to join & participate in Bridging the Bayous Timebank.

To complete the registration process, you need to:

1. Register to become a Bridging the Bayous Member by going online: <https://hourworld.org/bank/Join.php?hw=1673>
 - a. We realize there are people who do not have internet addresses that will want to join Bridging the Bayous Timebank. For anyone wishing to join that does not have an e-mail account & does not wish to set one up, know that the email address/user name does not have to be a working email address when filling out the sign up form. It can be a fake address you create, such as dannyd@mytimebank.email & would only be used for logging into your account; however, the fake email you create must end in .email (rather than .com) in order to work. Should you later wish to get a regular email account so that you can receive emails from Bridging the Bayous Timebank, there will be easy instructions in your membership guidebook to help you make that change.
2. Complete Safe Environment Training (which includes a criminal background check) at home over the internet: <http://www.htdiocese.org/safe-environment>. To begin Safe Environment Training online, look on the left side of the page & click on Training.
 - a. As part of Safe Environment Training, a nationwide criminal/ sex offender background check will be run on each member. Enrollment forms & background checks will be reviewed by CCHT/Bridging the Bayous Staff. Individuals with criminal records will not necessarily be denied entry into the program; rather, program acceptance will be determined on a case by case basis. Community members who present risks because of

past criminal behavior(s) will either be limited in their participation or denied membership.

3. Complete Orientation either in house (offered monthly) or online (at your convenience): <http://www.htdiocese.org/bridging-the-bayous-timebank> in order to become familiar with how Bridging the Bayous Timebank works.
 - a. After clicking on the orientation link, the member handbook & program expectations will be reviewed and explained.
 - b. Once orientation is complete, please print and sign the Participant Agreement Form and email: jgaudet@htdiocese.org; or mail your agreement to Bridging the Bayous Timebank, 1220 Aycocock Street, Houma LA 70360.

Acceptance into the Program

Applicants' online accounts will be activated & the applicant will be notified of their acceptance status after all paperwork has been returned, background checks run, & orientation has been completed. New members will automatically receive 1 Time Dollar for attending orientation, 1 Time Dollar for completing the enrollment paperwork, & 2 Time Dollars for completing the Safe Environment Training. CCHT/Bridging the Bayous Timebank Staff will enter these hours into the software for each new member that is approved.

Please note as we strive to get Bridging the Bayous Timebank off to a good start, all member accounts will not become activated until we have enough members signed up to begin making exchanges.

Bridging the Bayous Timebank is administered by Catholic Charities of the Diocese of Houma Thibodaux.

A staff member is usually available to assist members between the hours of 8:30am – 4:30pm. Remember that staff members attend meetings in the community, meet with members within and outside of the office, have an hour off for lunch, and perform other job duties related to their jobs. Members are free to visit the staff at any time, but a phone call to the office before the visit will ensure that a staff member will be able to see you. Feel free to leave a message or send an email for a quicker response back to your needs. Direct contact can be made by calling, faxing, or emailing:

Jennifer Gaudet 1220 Aycocock Street, Houma LA 70360

Phone: (985) 876-0490 Fax: (985) 876-7751

Email: jgaudet@htdiocese.org