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ANNUAL REPORT

OF

SALLYE HAMILTON

STATE HOME MANAGEMENT SPECIALIST

VIRGINIA

December 1, 1937 - November 30, 1938

V. P. I. Extension Division

Home Management Department - Home Demonstration Work

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REPORT OF HOME MANAGEMENT SPECIALIST

STATE OF VIRGINIA

December 1, 1937 - November 30, 1938

I. INTRODUCTION

This report covers the home demonstration activities relating to home management projects in the adult program and the 4-H home improvement projects. Other related projects included are electrification, better housing, water systems and heating systems, kitchen plans and kitchen storage, use of Outlook information and handicrafts (4-H).

One state specialist is employed and is responsible for the subject matter material in these fields. This specialist teaches in the college one quarter each year, her college work including both house furnishings and home management. During her quarter of teaching any necessary field work on these projects is carried on by the state homemaking specialist, who substitutes for all specialists when they do college work.

At the close of the year's 1938 program, the homemaking specialist was made responsible for the adult house furnishings projects. The home management specialist is still responsible for the 4-H home improvement projects.

II. PROJECTS FOR 1938

A. Factors determining the home management program for 1938:

1. Established state extension policies.
2. County programs of previous years.
3. Economic conditions in state.
4. Needs of counties as revealed by studies of local needs made by leaders and executive committees in counties, and as expressed by these groups.
5. Social and health conditions in rural areas of the state.
6. Lack of rural electrical lines throughout the state.
7. Continued need for improving and adding home conveniences in rural homes of the state.
8. Expressed need of homemakers for methods of efficiency in performing household tasks to save time and energy.
9. Expressed needs of county groups for achieving better family co-operation and relationships.
10. Expressed need of local county groups for assistance in improving management of family income and expenditures.
11. The continued need and responsibility for inspiring the discouraged and arousing the indifferent to the benefits that are possible through improved methods of work and improved home surroundings.

B. Ultimate Goals of the Home Management Program:

1. Making farm family living a more satisfying experience for young and old.
2. Building a happier home and community life for farm families in the state.
3. Every farm family using to the best advantage all available resources
 - a. Financial
 - b. Human
 - c. Material (Equipment, etc.)
4. To develop the initiative and resourcefulness of farm families to the point where they will be able to more intelligently work out and execute plans that are really their own.
5. To help farm families to see the farm and home as a unit and to work cooperatively in plans for improvement.
6. Better equipped homes.
7. Better management and more efficient housekeeping methods that will bring enriched experiences for family living.
8. Family councils in every family group.
9. Every family working out a satisfactory money spending plan and method of account keeping.

C. List of Projects:

1. Women:

Home Management

Project I: The Homemaker - A Home Manager.

1. A Plan for Housekeeping Activities.
2. Family Participation in Household Activities.
3. Bringing the Family Storage Up-to-Date.
4. The Home "Brain Center".
5. Tools that Work
6. The Homemaker's Tool Box.
7. Detours in Summer Housekeeping.
8. Family Night
9. The Family Medicine Cabinet
10. Preventing Accidents in the Home.
11. Your Girl's Room
12. Your Boy's Room

Project II: The Homemaker - A Buyer.

1. Buying practices that help or hinder.
2. How to Buy a Rug and Like It.
3. Mattresses for Comfort and Durability.
4. Selection of Lighting Fixtures.

Project III. A Program for the Family

1. The Family Program of Activities
2. Teamwork in the Family.
3. A Money Plan that Fits the Family Pocketbook.
4. The Family Plans Its Recreational Program.
5. A Check-up on Your family Program.

2. 4-H Projects:

First Year Project - The Club Member's Room

- Demonstrations:
1. A Desirable Room for a Club Girl.
 2. Making the Plan for Improvement.
 3. Color Brings Life into the Room.
 4. A Plan for the Care of the Room.
 5. The Four Walls and Woodwork.
 6. Floors and Rugs that We Like.
 7. Window Treatments that Satisfy.
 8. Accessories for Charm and Attractiveness.
 9. Study of Furniture for Room
 - Buying Remodelling
 - Making Refinishing

Second Year Project - With the Help of the Family

- Demonstrations:
1. Things We Can Make that Will Help Mother.
 2. How Can We Make Less Work in Our Housekeeping.
 3. Things We Can Make for Family Fun.

Suggested lists were given under each of the above but they were changed as needed and added to where necessary to fit into the local needs of the county groups.

III. METHODS USED:

A. Major Home Economics Projects are chosen for each county by the home demonstration advisory boards and the 4-H councils respectively. In both instances the major projects are selected by these groups in late summer.

The state plan for 1938 suggested that each county hold as many as six or more but required not less than four monthly meetings be given to method demonstrations relating to the major project selected, besides minor projects, county campaigns, Federation Goals, and other means for developing interest and obtaining desired results.

The 4-H projects were planned on a yearly basis. Each county was given the privilege of adapting the state project outlines to its own needs or expressed preferences. They were given the assistance of the home agents and specialists in planning and carrying out their plans.

B. Minor Projects are, as a rule more limited in appeal and time requirement. In some instances they were selected by the county as a whole, in others by separate community groups. Minor projects were used to :

1. Supplement the major project.
2. Give desired variety to the year's program, and, or
3. Meet special needs of groups.

C. Training Project Leaders is one of the most important methods of developing the major projects. All-day county leaders training meetings are arranged by the county home demonstration agents, and subject-matter instruction, with some method instruction, is given leaders by the specialist or agent. At each such training meeting the leaders are prepared for the two succeeding local group demonstration meetings, for adults or 4-H clubs as the case may be. Each county is allowed six days of specialist help, three for assistance with the development of the adult program and three with the 4-H program. During 1938 one of the three days in practically every case was given to planning and conferences with the home agent and county leaders, and the others to leaders' training meetings.

During this year the specialist gave instructions at thirty-eight such meetings for adults and thirty-five for 4-H leaders.

Training meetings for minor projects were held by the specialist only in very few instances. Where necessary these meetings were held by the county home demonstration agents.

D. Method Demonstration, one of the most popular and effective means for extension teaching, was the most used method in all home management projects. Leaders were assisted in using this method.

E. Discussion and Conference methods were also used in many instances.

F. Personal Conferences and Home Visits by the county home demonstration agent and specialist have been used to supplement the other methods. An effort has been made to have more time for home agent and specialist conferences, especially on major projects, in order that both the agent and specialist may visualize more clearly the project selected by the local groups; understand better the needs of these groups; and how the program can best be adapted to meet these needs in each particular county.

G. Circular Letters from the state office have not been used to any great extent. They have been sent only when necessary to get timely information to them.

The home agents have used circular letters more extensively and have found them an efficient means in creating interest in campaigns, special events and in the regular program of work.

H. County Achievement Day Programs in October and November have provided for a check-up of all accomplishments for the year. They also gave publicity

to the program and accomplishments, and offered challenge and inspiration for the coming year.

I. Exhibits of Work have been held in most counties. These were made at Achievement Days or at Community, County, or District Fairs.

J. Publicity has consisted of public meetings, publicity articles, radio talks, circular letters and press notices.

IV. THE ADULT HOME MANAGEMENT MAJOR PROJECTS:

A. Project I. - The Homemaker - A Home Manager.

1. Eight white counties majored in this project. It included demonstrations in planning schedules, securing family participation and co-operation in homemaking activities; bringing family storage up to date; the homemaker's planning center; study of small kitchen tools; the homemaker's tool box and making small repairs; and helpful suggestions for summer housekeeping.

2. The purpose of this project was to give homemaker's assistance needed and requested in problems as listed above.

B. Project II. - The Homemaker - A Buyer.

1. Only one county, (Goochland) took this as a major. The topics included were: Buying Practices; How to Buy Rugs; Selection of Lighting Fixtures; and How to Buy Mattresses.

2. Purpose:

The purpose of this project was to give homemakers a better understanding of buying principles and some understanding basis for the selection and purchase of different articles included in program as listed above.

C. Project III. - The Family Program.

1. Chesterfield County was the only county majoring in this project. Topics included were: The Family Program; Teamwork in the Family; Making the Family Money Plan; Planning the Recreational Program for the Family; and A Check-up on the Family Program.

2. Purpose:

The purpose of this program was to assist families in developing satisfactory programs of the various family activities and to give them some fundamentals in understanding how they can secure greater satisfactions in family living through group and individual development.

D. Accomplishments - Summary of Home Management Major Projects.

The results of work done in these projects for 1938 are shown in the table below, which includes both white and negro results:

ITEMS	Results Achieved		
	White	Negro	
	10 Cos:		TOTAL:
No. Community groups.....	97	8	105
No. homes participating.....	1492	590	2082
No. members in community group.....	2511	627	3138
No. leaders.....	167	78	237
No. meetings held by leaders.....	155	18	173
Attendance - meetings of leaders.....	2240	139	2379
No. method demonstrations given by leaders.....	247	28	275
Attendance at demonstrations given by leaders.....	3821	121	3942
No. method demonstrations assisted by leaders.....	103	9	112
Attendance.....	1519	117	1636
No. method demonstrations given by agent.....	392	60	452
Attendance.....	6674	465	7140
No. leaders training meetings.....	29	5	34
Leaders training meetings - attendance.....	354	42	396
No. leaders training meetings - agents alone.....	4	8	12
No. leaders training meetings - specialist assisted..	18		18
Days devoted to line of work by agent.....	456 ¹ / ₂	136	692 ¹ / ₂
by specialist.....	26		26
by leaders.....	843	78	921
No. kitchens rearranged or improved for convenience.....	472	590	1062
No. Families following recommendations in buying labor-saving equipment.....	376	41	417
No. labor-saving articles bought.....	837	43	880
No. labor-saving articles bought that were steam pressure cookers.....	51	7	58

ITEM	Results Achieved		
	White	Negro	TOTAL
	10 cos:		
No. families adopting recommended laundry methods.....	417	415	832
No. families assisted in making soap.....	1280	31	1311
No. lbs. soap made.....	10977	966	11943
No. families assisted in making homemade equipment..... or conveniences.....	354	353	707
No. articles made.....	501	377	878
No. women following a recommended schedule for home activities.....	1405	236	1641
No. families keeping home accounts according to a recommended plan.....	561	73	634
No. families budgeting expenditures as recommended....	498	65	563
No. families assisted in developing home industries for incomes.....	539	167	706
No. families following recommended method in buying... for the home (other than food and clothing).....	518	320	838
No. families buying home equipment (including sewing machines)	1247	59	1306
No. pieces home equipment bought (including sewing machines).....	1953	69	2022
No. home appliances improved (including sewing mach)....	232	20	302
No. families assisted in using timely economics information as a basis for readjusting family living.....	763	197	960
No. families assisted in making adjustments in homemaking to gain a more satisfactory standard of living.....	979	882	1860
No. families having increased time for rest and leisure as a result of the home management program.....	782	331	1113
Total estimates savings due to home management program.....	\$8903.80	\$4200	\$13103.80

ITEM	Results Achieved		
	White	Negro	TOTAL
No. women adjusting working heights to individuals.....	226	319	545
No. families installing sanitary toilets according to recommendations.....	89	75	164
No. homes screened partially or as a whole.....	399	210	609
No. families following methods for controlling household pests.....	469	559	1038
No. dwellings constructed.....	38	6	44
No. remodeled, repaired, painted.....	362	56	418
<u>STORAGE SPACES</u>			
Total No. homes in which storage spaces were improved.....	565	77	642
Total No. storage spaces improved for foods.....	100	39	139
Total No. spaces improved for Kitchen supplies and equipment.....	139	24	163
Total No. storage spaces improved for clothing.....	103	114	217
Total No. storage spaces improved for recreational supplies and equipment.....	70	4	74
Total No. storage spaces improved for childrens' toys:	53	3	56
Total no. storage spaces improved for outdoor equip. :	32	9	41
Total no. storage spaces improved for others.....	84	18	102
<u>WATER SYSTEMS</u>			
No. sewage systems installed.....	69	5	74
No. complete water systems installed.....	59	5	64
No. other improvements made:			
No. putting running water in kitchen only.....	76	2	78
No. putting in kitchen sink only.....	101	2	103
No. bathrooms installed.....	66	4	70

ITEM	Results Achieved		
	White	Negro	TOTAL
LIGHTING			
No. rooms made lighter by use of lighter wall colors:	438	195	633
No. new windows cut or glass doors added.....	192	14	206
No. additional or better lamps secured.....	441	2	443
No. families making lighting improvements listed above.....	427	21	448
No. electric lighting systems installed.....	187	16	203
<u>Heating</u>			
No. better heaters secured.....	146	4	150
No. homes preventing heat waste (weather stripping insulation, etc.).....	110		110
No. central heating systems installed.....	63		63

Items from special report of Home Management Major Programs

ITEM	Results achieved
No. families holding family councils.....	700
No. family councils held.....	5603
No. families making inventories of last year's activities...	5278
No. families making schedules:	
daily.....	673
weekly.....	600
monthly and seasonal.....	621
No. families using calendars as reminders.....	714
No. families making and using family bulletin board	61
No. families making a "check-up" (inventory) on family program for this year.....	237
Check-up made by mother.....	269
Check-up made by father.....	46
Check-up made cooperatively.....	195
No. families who have extended their interest in their family program through	
Reading special articles or books pertaining to family life.....	741
Radio programs portraying family life.....	667
No. families where homemakers secured interest and coopera- tion of family in making schedules and developing program	640
No. families where members shared responsibilities in home	1224
Percentage of families in program having family members sharing responsibilities.....	84.6
No. families where children shared in making family plans	602
No. tool boxes made.....	100
No. families represented.....	96
Value.....	\$122.50
No. family members participating.....	110
No. families buying additional tools.....	187
No. tools bought.....	376
Value.....	\$138.60
No. families buying ready-made tool boxes.....	12

ITEM	Results Achieved
No. families making small repairs.....	392
No. small repairs made.....	4513
No. family members participating in repairs made.....	251
Value of repairs.....	\$517.00
No. families making inventory of small kitchen tools, knives, etc.....	138
No. families following recommended methods in Care of knives and other small kitchen tools.....	140
No. families following recommended methods in buying knives and other small kitchen tools.....	86
No. kitchen knives and other small kitchen tools actually cared for by recommended methods.....	236
No. kitchen knives and other tools purchased according to recommended methods.....	305
No. members who established a homemaker's planning desk in her home.....	253
No. families establishing some system of record keeping for the household.....	331
No. file boxes made.....	129
No. file boxes purchased.....	71
No. families making improvement for safety in home.....	75
No. safety improvements made.....	178
No. families adopting home safety practices as recommended....	94
No. families following recommendations in care of medicines in the home.....	76
No. medicine cabinets made.....	23
No. families represented.....	43
No. medicine cabinets purchased.....	15
No. families represented.....	15
No. medicine cabinets equipped.....	33
No. families rearranging medicines for safety and convenience: (other than medicine cabinets above).....	40

ITEM	Results Achieved
No. families whose money spending plans were made by mother	60
father	10
mother and father	35
cooperatively, father, mother and children..	49
No. families whose home accounts were kept by mother	82
father	2
children	14
cooperatively	18
No. families adopting practices of money allowances for children.....	66
No. families making Family Finance Board.....	38
No. families keeping account of farm and home products grown and used for family living.....	26
Value of home products.....	\$4810.00
No. families who have increased their home production program this year.....	20
No. families making inventory of recreational facilities or possibilities in community.....	18
No. families participating in planning community activities and recreational facilities.....	137
No. families who rearranged rooms in their home for family enjoyment.....	52
No. families holding "Family Night at Home" or family celebrations (birthdays, anniversary, etc.) as result of program.....	73
No. families making financial plans for the family recreational program.....	18
No. families making recreational programs for family as group	48
No. families making homemade equipment for family recreation	34
Actual cost of articles made.....	\$14.50
Actual savings.....	\$72.50
No. families buying new equipment or supplies for family recreation.....	61
Cost of equipment or supplies purchased	\$490.00

ITEM	Results Achieved
No. families buying small electrical equipment.....	88
No. articles purchased.....	210
Value.....	\$685.00
No. members making small electrical repairs.....	28
No. families represented.....	24
Value of repairs.....	\$124.00
Actual cost.....	\$29.85

SUMMARY OF HOME MANAGEMENT - MAJOR AND MINOR PROJECT WORK NOT REPORTED OTHERWISE

ITEM	MINORS		MAJORS		TOTAL
	Negro	White	White	Negro	
Total number kitchens rearranged, improved for convenience.....	:	2087	472	590	3044
No. families obtaining labor-saving equipment.....	20	3100	376	41	3517
Labor-saving equipment secured:					
Number of refrigerators <u>878</u>					
No. stoves or ranges <u>867</u>					
No. pressure cookers		467	51	7	519
No. other articles		4473			
No. families making homemade equip. or conveniences.....		1967	354	353	2674
No. articles homemade equipment made..		2376	501	377	3254
No. putting in kitchen sinks only.....		628	101	2	731
Running water in kitchens.....		670	76	2	748
Bathrooms installed.....		464	66	4	534
Complete water systems installed.....		322	59	5	386
No. wells made safe, cisterns built...		1167			1167
No. sanitary toilets built.....		1240			1240

ITEM	MINORS		MAJORS		TOTAL
	Negro	White	White	Negro	
No. houses screened partially or as a whole.....		2838	399	210	3447
No. homes controlling household pests by recommended methods.....		2965	469	559	3993
No. families making general clean-up of premises.....		6745			6745
No. families assisted in making soap			1280	31	1311
No. pounds soap made at home.....			10977	966	11943
Total no. homes in which storage spaces were improved for kitchen supplies and equipment		958	139	24	1121
No. families following recommendations in (other than food & clo)		947	518	520	1785
No. families assisted in using timely economic information as a basis for adjusting family living..... (other than reported under food & clothing)		1950	763	197	2910
No. families assisted in making adjustments in homemaking to gain a more satisfactory standard of living.....		5707	979	881	7567

F. ✓ Stories of ~~Mult Home Management~~ work as reported by ~~County Home~~
Demonstration Agents in ~~Annual Reports~~:

TAKEWELL COUNTY:

"The family program was a very worthwhile one. After the demonstration on the family council, one-half of the club members started holding family councils for the purpose of planning the work and organizing the family group. These family councils were held on an average of one each week. As a result of the family council, one-fourth of the families represented made an inventory of last year's activities.

At the beginning of the study only six homemakers were using a schedule for routine daily tasks. After the study it was estimated that this number had been increased to 35. Out of 137 families represented, 36 families (out of this number) were inspired to keep weekly schedules. The results show that 62 homemakers are planning schedules for monthly and seasonal tasks.

As a result of the family council, the homemakers were ~~able to secure~~ the interest and cooperation of the other members of the family in making and developing a schedule for family activities. It is interesting to note in 91% of the families represented that all members in the families are sharing in the homemaking responsibilities. In one-third of the families represented it was noticed that the children were sharing in making plans for the general activities of the family."

NOTTOWAY: *see 83*

Rural Electrification

"As a result of the building of R. E. A. lines the following have been purchased: 241 radios, 176 irons, 154 refrigerators, 49 washing machines, 45 electric lamps, 8 vacuum cleaners, 350 houses wired and 45 water pumps bought.

Foods - Salads and Cold Drinks

"Since 154 electric refrigerators have been purchased this year, the women were very anxious to try new recipes in frozen and congealed salads. Demonstrations showing the use of native fresh fruits and vegetables were interesting and profitable. All clubs used this as their July topic."

PRINCE WILLIAM:

"Replacing Tools that Fail to do the Work" and "The Homemaker's Tool Box" proved to be the most popular demonstrations. As the result of the demonstration on Replacing Tools in four of the clubs 292 knives and other small tools were replaced according to recommendations. One of the Woodbridge leaders states, "I don't know how I kept house before attending that leader's training meeting." Her cripple son who prepares the meal when she attends leader training or club meetings remarked, "Mom, I'll do all the cooking and housework every day for you

to go to the club if you will come home with as many ideas to replace some of this junk we've got and make work easier."

"A member of the Hickory Grove club was so pleased with the tool box that she sold the idea to her eleven year old son. He not only made a lovely tool box for his mother, but one for his grandmother and one for his aunt. A member of the Nokesville club after equipping her tool box states, "My husband likes my tool box so well, that I had to put a lock on it in order to have the tools in place when I want them." Forty-one tool boxes have been reported made by club members since this demonstration.

"An outstanding piece of work on developing a planning center is being done by one of the Greenwich leaders. She has planned to remodel her kitchen so that it will include a planning center. While waiting for the carpenter she had made her files, and begun her records. She stated during the agent's last visit, "If that carpenter doesn't get here soon, I am going to get in that kitchen and build those shelves myself."

LEE:

"Mrs. J. H. Wheeler, Ewing, Virginia, has done outstanding work this year. The Wheeler family is one of the TVA Farm and Home Demonstrators; also, this family was selected as one of the three Master Farmers of the state. Mrs. Wheeler takes part in community activities, participating in the Home Demonstration club as project leader. She made an excellent contribution in this capacity. Plans for improving the farm home for 1938 were made in accordance with the TVA home program. Mrs. Wheeler has kept a record of plans made for home improvement and home expenditures. This was her first experience in keeping home records. Mrs. Wheeler has realized definite benefits from her undertaking. The plan for home improvement was made to continue over a period of five years. Improvements which were to be made this year were listed separately and according to immediate needs. The improvements made are a pleasing result of a well planned piece of work. Other than the home improvements made, Mrs. Wheeler has made a definite contribution to the family income. Savings on household expenses and clothing have been made. Direct contribution has been made on sale of eggs and poultry."

JAMES CITY:

"A definite step was made towards helping those who wished to increase their incomes by entertaining tourists in their homes. Circular letters were sent to every club member your agent thought might be interested in the project. From this list, fifteen homes, having all modern conveniences, were selected and a leaflet prepared by the Homemaking Board stating the location of the homes, accommodations and prices charged. The elimination of all who had primitive sanitation helped materially in impressing those who wished to earn money in this way with the fact that tourists wanted only modern homes. Next year we

hope to help by planning a simple account book. So far as it was possible to get the data this year, these fourteen homes (one did not receive guests after planning to do so because of a family complication) cleared for the housewife \$800.00. The majority of them had washing machines at home, so there was very little added expense when only letting rooms. Those who supplied breakfasts, of course, had more involved in the venture. From visiting these homes one fact is quite evident, without telephones the tourist home is greatly handicapped. A new telephone line from Williamsburg to Jamestown in the last two months has resulted in increased business.

"One family decided they would entertain tourists only on the week-ends which covered national holidays, Easter, Memorial Day, July 4th, Labor Day and Armistice Day. On those week-ends the family camped out at home and their four bedrooms were made ready for tourists and a sign hung out. They took in an average of twenty-five dollars each week-end and the family life was disturbed only for five week-ends during the season. The tourist business has certainly grown to the point when the agent will have to include it in her regular plan of work.

BEDFORD:

Story of Outstanding Achievement by Individual:

"One club leader, Mrs. W. H. Whitten of the Edgewood-Goods Home Demonstration club has achieved a great deal during the year. She has attended all leaders conferences in the major project and given six demonstrations to her club. The club met with her the month the demonstration "The Home Brain Center" was given. Mrs. Whitten had taken a walnut table over 100 years old and made a desk to use as her "Brain Center". She had made shelves, files, a desk pad and other accessories. She also had a collection of books and recipes which she used on her desk. She had made daily, weekly, monthly and seasonal schedules which she used. She had remodeled her kitchen for convenience, painted the walls, built storage spaces, put down a new linoleum and rearranged her equipment. Seeing what she had done served as an inspiration to the other club members.

"Besides these improvements, this leader had built an outdoor fireplace with chairs, table and benches for picnicking. She had made walks of flagstones, a small lily pool with fish in it, a rock garden, and had put out a great many flowers and some shrubbery.

"She had also made some very attractive dresses, smocks and aprons for members of her family. She sent some smocks and aprons to Washington to the 75th anniversary of the Extension of Agriculture, and one of her smocks was sold "perhaps to members of the white house" as the clothing specialist wrote her."

V. 4-H HOME IMPROVEMENT PROJECTS:

A. List of Projects:

Seven counties carried the first year 4-H project, "The Club Member's Room", and eight counties the second year project, "With the Help of

the family". Topics and demonstrations of these two projects are listed on page 3 under Section II - 2 Projects for 1938.

In the total of 15 counties doing 4-H home improvement work, there was an enrollment of 7644, 5385 of whom completed their project. Eight negro counties also carried home improvement work in their 4-H clubs with an enrollment of 2735 members, 2430 of whom completed their projects.

The following table shows a comparison of enrollments and completions with last year, 1937. The marked increase in each instance is most interesting and encouraging.

		1937			1938				
	No. : Cos.:	No. : Clubs:	No. : Leaders:	Enroll- ment :	Com- pletions :	No. : Cos.:	No. : Leaders:	Enroll- ment :	Com- pletions :
White:	19 :	212 :	242 :	4976 :	3834 :	15 :	469 :	7644 :	5385 :
Negro :	3 :	48 :	816 :	644 :	8 :	134 :	2735 :	2430 :	
Total :	22 :	212 :	290 :	5792 :	4528 :	23 :	503 :	10379 :	7815 :

B. PURPOSE:

The purpose of the 4-H home improvement program was to instruct girls in ways of making their own and other rooms of the home more comfortable and more attractive; to encourage an appreciation of the entire home through the sharing of responsibilities and doing things to make the home more attractive to the entire family; and to develop in 4-H members a more cooperative spirit in assuming responsibilities of the home by fostering the habit of "doing things together".

C. ACCOMPLISHMENTS:

The results of the 4-H home improvement in both white and negro counties are pictured below in the table of figures.

SUMMARY OF 4-H HOME IMPROVEMENT WORK

ITEMS	Results Achieved					
	Participating			Reporting		
	White	Negro	Total	White	Negro	Total
Improvement in selection of household furnishings.....	2987	121	3008	2005	89	2094
Repairing, remodeling or refinishing furniture, including slip covers and upholstery.....	2264	79	2343	1320	61	1381

ITEMS	Results Achieved					
	No. Girls Participating			No. Families Reporting		
	White	Negro	Total	White	Negro	Total
Improvement in window treatments.....	2279	630	2909	1481	520	2001
Improvement in arrangement of rooms.....	3371	562	3933	2560	529	3089
Improvement of walls, woodwork and floor:	1755	123	1878	1206	149	1355
Improvement of color schemes for rooms...	2638	112	2750	1815	130	1945
Making porches more comfortable for summer use.....	1081	40	1121	925	33	958
Improvement in storage spaces for cloth- ing and other storage.....	2069	41	2109	1647	33	1680
Sharing housework by caring for own room and other tasks.....	6006	435	6441	4880	321	5201
Personal accounts kept.....	5652	427	6079	2851	157	3008
Personal budgets kept.....	444		444	413		413
Assisting with household accounts.....	615		615	648		648

ITEMS	Number			Actual Cost			Amount Saved		
	White	Negro	Total	White	Negro	Total	White	Negro	Total
Chairs or stools seated.....	95	8	103	\$ 286.17	\$ 1.80	\$ 287.97	\$ 587.32	\$ 2.35	\$ 589.67
Pieces of furniture renovated (slip-covered, upholstered, repaired, remodeled,refinished)	1647	85	1732	853.75	11.20	864.95	1697.38	37.75	1735.13
Pieces of furniture made at home:	1006	117	1123	362.25	73.94	436.19	819.73	107.45	927.18
Number rooms in which walls, woodwork, or floor finishes were improved(Living room _____) dining room _____ bedroom _____ other _____	3771	333	4104	3754.21	745.75	4499.96	3298.39	942.50	4340.89
Number small articles, access. pieces or sets of linen made for: bedroom, dining room or living room.....	1565	292	6857	709.62	101.57	811.19	1559.90	73.28	1633.18
Homemade rugs.....	898	371	1269	139.80	3.60	143.40	570.35	21.31	591.66
Ready-made articles bought.....	2187	59	2246	2158.95	59.16	2218.11	573.88		573.88
TOTALS.....	14608	931	15539	7929.92	997.02	8926.94	8566.37	1184.64	9751.01

White : Negro : Total

Total estimated savings due to home improvement program.....\$5487.38 : \$1184.64 : \$6672.02

B. Stories of 4-H work as reported in the County Home Demonstration Agents' Annual reports:

AUGUSTA:

"Eileen Bowers of the Weyers Cave Club did the best project work for the past year. She carried through the year two minor projects; Food Preservation and Poultry, and her major project; Room Improvement. Eileen took her own room to do over for her project piece of work. The first thing she did in this room was to remove the congolesum rug, then she removed three coats of paint from the floor, next she painted her woodwork ivory and cleaned her walls which were papered. After this she sandpapered her floor, filled the cracks with a natural wood filler, applied two coats of hot linseed oil, then polished. With this good foundation she now started to work on her furniture. She cut down her bed, removed the mirror from the chest of drawers and hung it, then she took an old washstand and from this made herself a desk. With two orange crates she made herself a modern book case to go beside her bed. All of this furniture she painted ivory. The curtains and draperies she made and hung and re-upholstered her chair to match the draperies. In her poultry project she cleared \$25.00. In her Food Preservation work she did the family canning due to illness of her mother. At the county fair this year she made 15 entries and won \$41.50. In her exhibit of her room improvement work at the county fair she won enough money to pay for the cost of fixing her room, \$10.56."

TAZEWELL: The Story of the Best Project Work by Individual

"Louise Gregory, a 14 year old girl from the Cove Creek 4-H club, did the best project work in the county. This girl improved her bedroom, which was very drab and unattractive before she became interested in room improvement project work. Her home is a modest, but comfortable four room house. She, being the only girl, had one of the bedrooms for her own. The project was planned with the assistance of the home agent; color schemes, backgrounds, curtains, rugs, and furnishings were discussed. The girl painted her floor, walls, and furniture. She made a dressing table, with the help of her mother, from orange crates, and a stool. She bought a mirror to go with this unit. She framed pictures and crocheted rag rugs for the floor. This improvement was done at a total cost of \$6.40. A unit of five pieces was exhibited at the county fair. This exhibit was awarded a prize of \$5.00 for room improvement."

TAZEWELL: Story of Achievement of Your Best Club

"The Jewell Ridge 4-H Club has probably done the best piece of work during the year. This is not due to individual achievements as such as to the development of the group. Forty-five girls are organized in a 4-H Club, without the boys, in this coal mining community. Many of the girls come from families where both living conditions and morals are low. Two women, one the superintendent's wife, and the other a mine foreman's wife, have taken such a deep interest in this group of girls. They have interested the girls in room improvement. Many of these girls live in small homes where it is impossible for them to have a dining room. They concentrated on a combination living and dining room. China cupboards and larger tables were bought in certain instances and placed in the living room where the

furniture had been rearranged. This was considered a highly worth while project.

The leaders sponsored picnics, skating parties, and other activities during the year. Members of this group attended the county camp. As a community project they planted and cared for flowers in the church yard."

MONTGOMERY:

Story of Best Project Work by Individual

"Nancy Jane Hawkins, member of the Blacksburg Senior Club, did the most outstanding work on her bedroom. She was out of school last winter due to heart trouble so this gave her ample time for work. Nancy Jane repapered her room, laid baseboard, painted woodwork, got new light fixtures, refinished an old walnut wardrobe, and put rod and shelves inside. She also framed pictures for her room and crocheted a bed spread. Nancy is back in school this year and hopes to put a new floor in her room next year."

AMHERST:

Story of the Best Project Work by Individual

"One of the most outstanding pieces of work was that done by Alice Lewis Tucker, a 4-H club member in the Bellevue community. Her room was small, rather dreary looking and not particularly a comfortable place in which to rest or dress. The transformation includes the following: A remodeled clothes closet in which we find light walls, properly arranged shelves, clothes rods, shoe racks, laundry bag and hat rest. In this closet everything which is needed for adequate care of clothing has been arranged for comfort and attractiveness.

"Next Alice Lewis started work on the room--its cream walls and pretty light brown floor have formed an excellent background for ivory furniture and a dainty dressing table. A large massive bed was cut down to suit the small room. The bed has good linen and has been fitted with comfortable springs and mattress. This club girl, who has not been particularly strong in previous years, has improved wonderfully during the last eight or nine months, and the agent is of the opinion that this comfortable bed has played a rather important part in her improvement. She has told the agent that she is sleeping better and that she does not awake with that tired feeling when the time comes to start a new and heavy day in the country.

"This club girl has shown excellent taste in her selection of pictures and accessories. We will find in her room two or three lovely pieces of pottery of good color and shape, a small gray stone jug that holds flowers and two or three well chosen pictures--the effect is charming and the girl's pride in her room is a joy to those who know and love her.

"The work on the room cost very little - the father and an older brother helped with the refinishing of walls, the floor; and the mother helped with bed spread and curtains, a little less than \$4.00 represents

the actual cash outlay for work and materials. The only large investment is represented by the new bed springs and mattress."

PRINCE EDWARD:

Recreation (Home and Community)

"Sixteen 4-H Club girls made homemade games for family recreation. In five of the seven 4-H Clubs, there was an entire meeting devoted to recreation. Darlington Heights group invited other young people to the community and went to a government owned lake for a swim and picnic supper. The other groups held weenie roasts and picnics in their respective communities."

NORFOLK:

County-Wide Unit

"There are ten 4-H Clubs with an enrollment of 167 girls. The County-wide unit this year has been Room Improvement. All County-wide meetings were held in the girls' own bedrooms, after school or on Saturdays. In each club one girl offered her bedroom as a demonstration room. Club met in this room first. At this time the girl's mother was invited to sit in on the meeting. The problems and possible improvements were discussed with the mother and girl. These suggested improvements, and a means of getting them done, were written in the girl's room plan. Then the mother and daughter set about getting the cooperation of other members of the family, where and when needed. There were nine demonstration rooms in the County. The agent and one leader did their bedrooms over. These rooms were visited along with the others on the tour of 4-H rooms. Agent obtained gratis from a wall paper place, enough paper for the walls of each demonstration room. This proved a splendid incentive. Each club member drew a plan of her bedroom and listed improvements to be made. Recommendations for improvements were made as each room was visited. Each girl did some unit in cooperation with the family. In most instances this year, this unit was storage for clothing, books, or shoes. Demonstrations were given on Refinishing Furniture, Window Treatment, Homemade furniture, Accessories for the Bedroom", Color in the Bedroom, and Furniture Arrangement.

"Each girl kept record of club activities, and a record of all money spent by, or for her for six months, and an account of cost of improvements made in her home."

NORFOLK:

Achievement of Best Club

"Hickory 4-H Club has membership of eleven girls, and ten boys, making a total of twenty-one members. Eleven girls completed their project work this year. Four club parties have been held, at which

time twenty dollars was realized for the club treasury. All the club members have cooperated and worked well together on any project. The Community project was the building of an out-door fireplace."

VI. LEADERSHIP

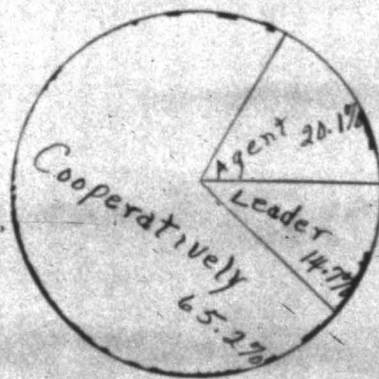
A. Summary of Adult Leadership in Adult Projects

The following table gives an interesting picture of the work by the leaders in the home demonstration clubs as shown in comparison with demonstrations by the agent and the total number of demonstrations given:

<u>Club Leadership in Adult Home Management Work</u>	<u>White</u>	<u>Negro</u>	<u>Total</u>
No. leaders (adult).....	219	70	289
No. meetings held by leaders.....	178	18	196
Attendance.....	2724	139	2863
No. method demonstrations given by leaders.....	320	28	348
Attendance.....	4820	121	4941
No. method demonstrations assisted by leaders....	134	9	143
Attendance.....	1925	117	2042
No. method demonstrations given by agent.....	565	69	634
Attendance.....	9178	466	9644
No. leaders training meetings held.....	38	5	43
Attendance.....	402	42	444
No. leaders training meetings held by agent alone:	5	8	13
No. leaders training meetings held by specialist assisting.....	21		21
Days devoted to line of work by agent.....	839½	136	975½
Days devoted to line of work by specialist.....	36		36
Days devoted to line of work by leaders.....	1000	78	1078

A picture of this leadership work is shown in the following percentage table and circle:

Percentage of Methods Demonstrations given by agent.....20.1
Percentage of Methods Demonstrations given by leader.....14.7
Percentage of Methods Demonstrations given cooperatively...65.2



B. Summary of Leadership in 4-H Projects

Interesting too is the following table giving information on the work of the 4-H leaders in comparison with the number of demonstrations given by the agent:

Club Leadership in 4-H Home Improvement Work	Home Improvement						Grand Total for 4-H Home Improvement Leaders
	Home Management			House Furnishings			
	White	Negro	Total	White	Negro	Total	
No. leaders - adult	49	41	90	273	55	328	418
No. leaders - girls	11	11	22	126	27	153	175
No. meetings held by leaders.....	44	16	60	318	54	372	432
Attendance meetings held by leaders.....	994	186	1180	5607	549	6156	7336
No. method demonstra- tions given by leader	47	9	56	448	62	510	566
Attendance method demonstration given by leader.....	1069	122	1091	5290	496	5786	6887
No. method demonstra- tions assisted by leader.....	52		52	129	31	160	222
Attendance method demonstration assisted by leader.....	1238		1238	1155	502	1657	2895
No. method demonstra- tions given by agent	181	33	214	813	126	939	1153
Attendance method demonstration given by agent.....	3260	197	3457	9697	1194	10891	14348
No. leader training meetings held.....	10	6	16	36	18	54	70
Attendance leader training meetings.....	102	6	108	327	59	386	594
No. leader training meetings held agents alone.....	6	4	10	24	17	41	51

Club Leadership in 4-H Home Improvement Work	Home Improvement						:Grand Total :for 4-H Home :Improvement :Leaders
	Home Management			House Furnishings			
	:White	: Negro	: Total	: White	: Negro	: Total	
No. leader training	:	:	:	:	:	:	:
meetings held, special	:	:	:	:	:	:	:
1st assisted.....	35	:	35	22	1	23	58
Days devoted to line	:	:	:	:	:	:	:
of work by agent.....	176	111	287	918½	187	1005½	1292½
Days devoted to line	:	:	:	:	:	:	:
of work by specialist..	4	:	4	31	1	32	36
Days devoted to line	:	:	:	:	:	:	:
of work by leader.....	67	67	134	871	167	1038	1172

VII. MISCELLANEOUS ACTIVITIES:

A. Cooperation with Other Agencies:

County home demonstration agents in the counties having home demonstration work cooperated with other agencies doing work with rural people. These agencies included Resettlement Administration, Rural Electrification, Schools of Vocational Agriculture, Tennessee Valley Authority and others.

B. State 4-H Short Course:

The home management specialist was responsible for a number of activities and assisted with others. The majority of her time was spent in arranging for and assisting with the 4-H programs for radio, together with Mr. Michael who is in charge of radio at V. P. I. She attended different discussion group meetings and selected different 4-H'ers each day for the broadcast, basing choice on participation and contributions of those selected to the general group discussion.

She also assisted Miss Wallace in preparation for a panel discussion she conducted on "Family Living".

C. Virginia Home Demonstration Federation Meeting:

The Federation of Home Demonstration Clubs was held the latter part of July. The Institute of Rural Affairs was held at the same time. The home management specialist was general hostess at the Student Activity Building. She was assisted in many helpful ways by Mr. Guthrie of the Agricultural Extension Division.

The specialist also met with committees of the Federation of special topics relating to the home management work in the state. She also met in a half-day conference with delegates from all counties who had indicated their desire to include home management in their program for 1939. Each county delegate expressed the desires of their particular county women and these were discussed by the group, as they were related to each other.

D. Special Meetings:

Each county held an Adult Achievement Day and a 4-H Achievement Day. At each of these there was a special program relating to the work of the year and exhibits and reports showing the results of work accomplished during the year.

E. Outlook Information:

In October the specialist attended the National Outlook Meeting in Washington, D. C. On returning to the state she met with the Assistant State Leader in charge of Home Demonstration Work and the other specialists and one member of the district staff and presented a resume of the Washington meeting, making application to Virginia situations. A copy of this report was

typed and given to each staff member attending this conference so that they would be able to study material further and so be more able to assist in writing the "Outlook for Virginia Farm Families for 1939".

The specialist gave a radio talk on Outlook before and after the Washington meeting over the local station.

Each specialist assisted with and checked material relating to her field that was included in the "Outlook for Virginia Farm Families for 1939". A two-page article was prepared for farm families and a one-page article of instructions for county home agents.

The plan to be carried out is as follows:

Copies of this are to be placed in the hands of each leader in the adult program and each specialist is to give the first twenty minutes or more of her first leaders meeting, following the Outlook, for a discussion of the Outlook information, covering the entire field and then making special application to her particular program which is being carried on in her particular county. The leaders will be asked to take the first ten or fifteen minutes of their next meeting to present this to their club members.

The home management specialist will give this information to the county home demonstration agent at their annual meeting in Blacksburg in December. The county home agents in turn will be asked to present it to members of their county homemaking boards at the next meeting.

Copies of the two-page Virginia Farm Family Living Outlook will be given to the supervisor and teachers of Vocational Home Economics, and the assistant director, supervisors and workers in the Resettlement Administration. Copies of the National Farm Family Living Outlook will also be included for each of the above.

Several articles relating to Outlook for Virginia Farm Families were used in the press and the local Extension News also carried an article.

There are many reasons to believe that in general and to all concerned, staff members (state, district and county alike), the Outlook information this year meant more than it ever had before.

F. Annual Meeting of Home Demonstration Agents:

The annual meeting of county home agents was held in December 1937. The home management specialist presented to the group the general 1938 Virginia Farm Family Living Outlook information and the food and clothing specialist presented the outlook from the viewpoint of their departments respectively. This was followed by general discussion by the group.

G. Marginal Work:

Because of better organization and leadership and a greater interest on the part of leaders and club members in the regularly organized

programs the county home agents were able to get much more work done with the less privileged groups than formerly. More and more the leaders of the regularly organized home demonstration clubs are more willing to take over the work of their club in order to free the home agent for work with the less privileged and low income groups that they have not been able to reach with their programs.

H. Community Activities:

Community activities are more and more becoming of interest to and holding the interest of the home demonstration and 4-H groups in many counties. While many of these are of a social nature, they by no means are the only interest. Other activities included are those relating to welfare, legislation, libraries, civic responsibilities, etc.

I. Tours:

Tours were used by a number of counties in adult and 4-H work. They were recommended by the specialist to agents and leaders and in turn by them to club members. Efforts are being made to have greater use made of these in the coming year.

J. County Campaigns:

All counties carrying adult work were required by the state home demonstration office to conduct a county campaign. The campaign topic in each instance was selected by the local county group based on its particular needs.

VIII. SUBJECT MATTER MATERIAL:

Subject matter material for adult and 4-H projects was prepared as follows:

1. Material for new units mimeographed
2. Revision of material formerly used
3. Circular letter material bearing on particular subjects, as home accounts, etc.
4. Special material for minor projects and special programs as needed and requested.

This material was used by leaders and county home demonstration agents in county programs.

Radio talks were prepared and broadcast monthly.

Articles for publicity were prepared for the Virginia Extension Division News at regular intervals.

Reference and illustrative materials were prepared by the specialist for use in leaders training meetings and were loaned to home agents and leaders

for use in regular community club meetings. This included material for both 4-H Home Improvement and Adult programs.

IX. OUTLOOK FOR FUTURE PROGRESS:

There is evidence of a growing interest in many phases of home management work, and the outlook for the future is much brighter than it was even last year.

There is a growing interest and expressed need by the women themselves for assistance in financial management, earning supplementary income, management of time and energy, family cooperation and many other phases.

Family cooperation and teamwork was one of the phases of home management that was stressed particularly in the 1938 program. Some of the results and stories reported by county home agents give evidence of the good results that were accomplished by the club members as a result of these programs. Some of these are as follows:

- 700 families held family councils, and these family councils met 5603 times.
- 640 homemakers reported they secured the interest and cooperation of other members of their family groups in making schedules and developing family programs.
- 602 families reported children shared in making family plans.
- 1224 families reported family members shared home responsibilities. This was 84.6% of all families in clubs carrying programs.
- 741 families reported that they extended the interest aroused through their family programs by reading special articles and books on family life.
- 667 families reported greater interest and more time spent listening to radio programs that portray family life.

There is evidence of an increasing interest in home management among leaders in the counties contacted and among county home demonstration agents.

There has been a definite increase in the requests for assistance with economic problems of the home, as well as in the requests for assistance with general managerial problems in the home.

The specialist during the past year has and is continuing to do everything possible to build up a better philosophy of thinking regarding money management in the home. This seems to be the first step necessary to building up our management work. There are many families who want to and in many cases have tried to make money plans and set up records for keeping accounts but have given up because they have become discouraged. Their confidence in themselves and in the benefits received from some system of

home management must be restored before they will again attempt any sort of plan for the management of family finances. The outlook for 1940 in this regard is very encouraging. The specialist feels that the increased emphasis placed on the use of Outlook material gave a new and added impetus to this part of the home management program.

Cooperation with the Farm Management Division:

The nine farm and home unit demonstrations in two selected counties are to continue in 1940. While there is much that is still to be done and much more we would like to have seen accomplished by this group in 1938, there was definite progress made by each family represented according to reports given by the county agents in these counties.

There is a plan under way, as a result of a cooperative effort between the farm and home management departments, by which two mimeograph sheets carrying a one-page home account record and a one-page home inventory would be placed in the Virginia Farm Account Books that are to be distributed to eight hundred farmers. Instruction in the use of these will be given cooperatively by the two departments if this plan finally is approved.

It is hoped in this way to secure some simple farm home accounts and inventories of our farm families. A net worth statement is also included. This is a real beginning for getting complete records for farm and home as a unit.

X. ASSISTANCE DESIRED

- A. Personal conferences with Miss Mary Rokahr and other members of the staff.
- B. Group or regional conferences with home management specialists from nearby states.
- C. Continuation of economics material prepared or collected by Miss Rokahr.
- D. More material giving facts for consumers.
- E. More information regarding programs of other states.
- F. Arrangement for interchange of subject matter material of state specialist, especially those having similar programs.

XI. PERSONAL DATA:

Days in the office.....118
Days in the field..... 95

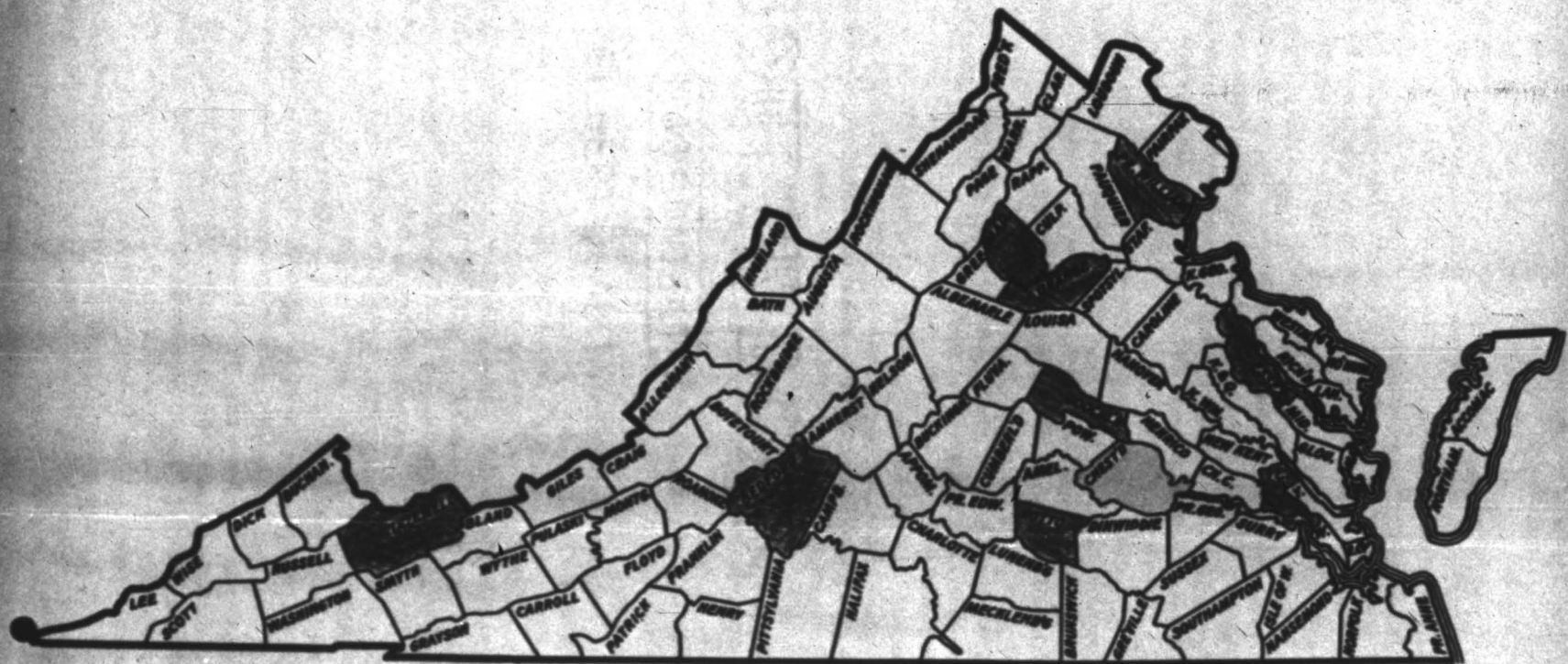
Days given to:
Adult leaders' meetings..... 38¹/₂
4-H leaders' meetings. 7
Adult program planning..... 6
Special meetings..... 2
Annual agents' meeting..... 8
State 4-H Short Course..... 5
Institute of Rural Affairs..... 5
Outlook meeting..... 6
Special work collecting materials... 2
T. V. A. Work..... 3¹/₂
Conferences with agents..... 8 (68 conferences in
Conferences with negro agents..... 3 all)
Travel..... 1

95




Days given to college work..... 59
Holidays..... 2
Annual leave..... 24
Sick leave..... 15

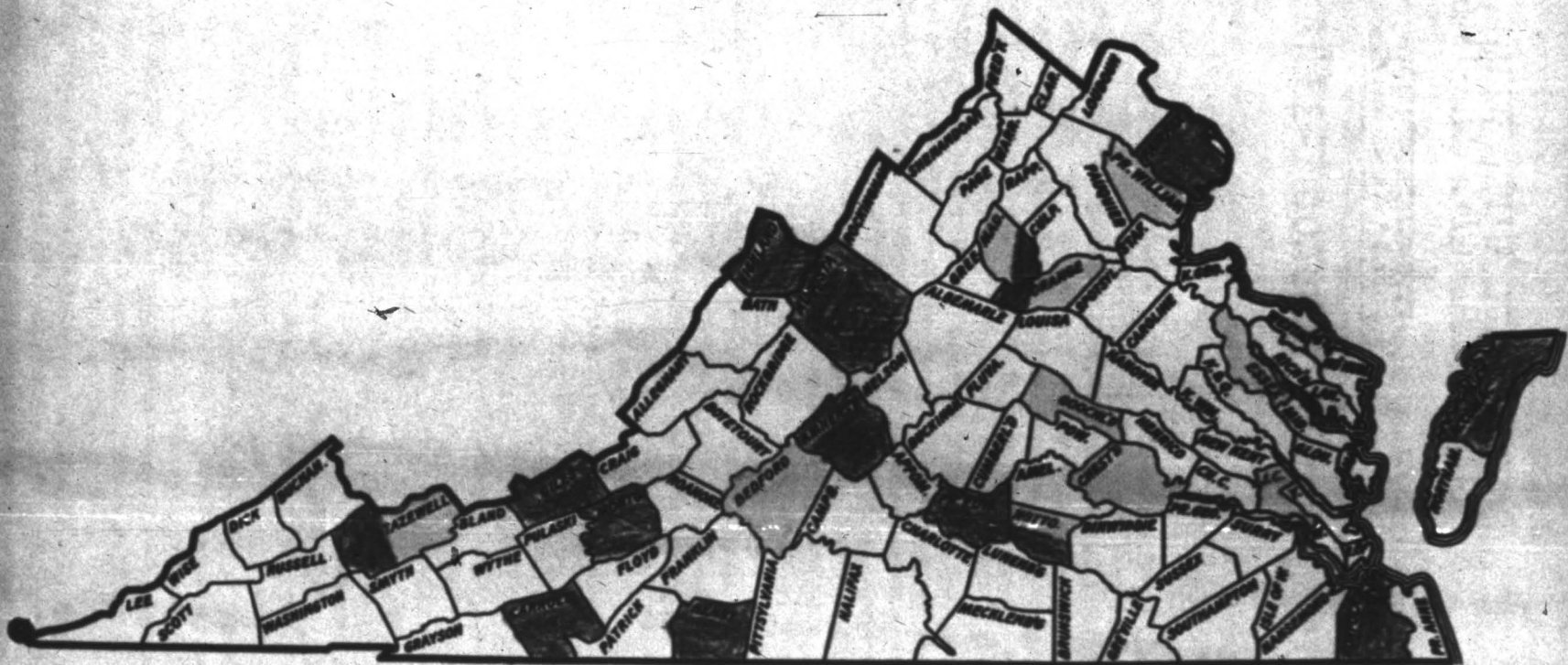
313

Letters written572
Circular letters written..... 14
Copies.....415
News articles..... 3
Radio..... 12
No. miles traveled.....8135
No. demonstrations given.....91






Map Showing Counties Carrying Major Home Management Program

- | | | |
|---|--|--------------|
|  | Project I - The Homemaker & Home Manager | - 3 counties |
|  | Project II - The Homemaker & Buyer | - 1 county |
|  | Project III - The Family Program | - 1 county |



Composite picture of all counties doing major work in Adult Home Management and 4-H Home Improvement

-  Adult Home Management
-  4-H Home Improvement
-  Adult Home Management and 4-H Home Improvement

Outlook for Farm Family Living in Virginia for 1939

I. FACTORS IN THE GENERAL AGRICULTURAL AND ECONOMIC OUTLOOK THAT MAY AFFECT FARM FAMILY LIVING IN 1939:

Improved Demand for Farm Products: The demand for agricultural products is expected to be somewhat more favorable in 1939 than in 1938.

Increased Industrial Activity: Industrial activity and consumer incomes are expected to average higher, but not as high as in 1937.

Outlook for the South Atlantic States: Since the major portion of farm income in the South Atlantic States is obtained from crops, and the larger part of the annual returns is received in the last five months of the year, many Virginia farm families would be wise to make their spending plan for the coming year during this period. Lower prices of most of the important crops may cause the farm income in this section during the latter months of 1938 to be somewhat lower than for the same period of 1937. However, with the upward trend in consumer incomes in prospect, it is probably that in the early part of 1939 the fruit and truck crops will yield a larger income to farmers in these states than in 1938.

Increased Farm Income: Farm income is expected to be higher in 1939 than in 1938, with the increase coming mainly from commodities that respond more quickly to increases in consumer purchasing power.

Credit: Ample short term credit will be available for meeting all demands by farmers of good credit standing. Plentiful supplies of credit for loans to cooperatives are also available.

Prices: A slight rise in prices of farm products as a whole may occur. Higher prices in 1939 than in 1938 are probable in raw materials, building materials, clothing, some crops, and other products. Prices received by farmers are likely to increase sufficiently to bring about some increase above the present level (79) of the ratio of prices received to prices paid by farmers.

II. SOME PRICE TRENDS FOR 1939 THAT WILL BE OF INTEREST TO FARM FAMILIES:

The general level of prices of commodities bought for farm family living are not expected to change much from their present levels during 1939.

Coal prices may be somewhat higher, but no marked changes are expected in the prices of gas, kerosene and gasoline.

Clothing prices are expected to average a little higher, although the prices of some textiles may be about the same.

Increases in the prices of leather and the reduction in shoe inventories, along with the expected demand increase, points to some increase in the price of shoes.

Furniture prices, according to trade sources, may be a little higher. However, there is some tendency for increased quantities of furniture to be sold from sample. This practice is said to reduce the retailer's carrying charges and, therefore, should bring about some reduction in prices to customers.

According to most trade sources, the market for electrical appliances appears to have improved somewhat since summer, when there was price-cutting and generous allowances on some types of old equipment turned in.

Prices of 1939 automobile models at present are about 5% less than those of 1938. Tires are expected to be higher.

Prices for 1939 radio models are somewhat below the early prices of 1938. There may be less price cutting during the coming year than in 1938, because improvement in demand is expected and stocks on hand are smaller than those of a year ago.

III. OUTLOOK FOR RURAL ELECTRIFICATION AND WATER SYSTEMS:

It is expected that the electrification of farms will continue at a high rate in 1939.

The outlook for an increase in the number of farm homes with running water and other sanitary facilities is related not only to the outlook for increased family income, but also to the family choices as to ways of spending, and the ability of farm family members to install such conveniences themselves, or to obtain the services of others for this purpose.

Farm families should consider well the family satisfactions, home sanitation, and family health that result from having running water before making an outlay of money for other major farm or home improvements.

IV. HOW WILL THESE CONDITIONS AFFECT VIRGINIA FARM FAMILIES AND WHAT ADJUSTMENTS CAN THEY MAKE:

Money Income: Farm families are expected to be better off than in 1938. Because of the upward trend in consumer incomes, and the outlook for more farm income, farm families may have more money to spend for family living; also for savings and getting ahead financially.

Non-Farm Income: Net money-income from farming is supplemented by varying amounts of money-income from non-farm earnings. The 1935 census showed that 37% of Virginia farm operators had non-farm income at that time. Any widespread betterment in the economic situation will mean the possibility of increased income from non-farm sources for the farm family. The income that farm families receive from non-farm sources may be a little higher, with improving business conditions.

The recent W. P. A. ruling that makes worker in the South with incomes below a specified minimum eligible for W. P. A. employment without prior certification for relief will probably aid many Virginia farm families thus to supplement their incomes in the next few months.

Non-Money Income: The non-money income from farm products furnished the family by the farm is a factor of great significance in determining the level of living achieved by the farm family. Virginia farm families should consider whether or not they could improve their living levels by raising more fruits and vegetables for home consumption.

Expenditures for food are larger than for any other item of family living. If cash expenditures for this item can be reduced through a larger program of home-production, farm families will have more cash available for family living and to spend for items that cannot be produced on the farm.

Clothing and Shoes: With the likelihood of relatively higher prices for garments than for cloth, farm families bent on reducing living expenses should be careful in their selection of fabrics. They could increase the proportion of clothing made at home as a means of having better quality and a larger amount of clothing for the cash spent.

The shoe bill takes a generous proportion of the total clothing budget of farm families. Thus, with a probable increase in the price of shoes, the thrifty farm family will give special attention to the selection, care and repair of shoes and boots of all family members. It is suggested that each family make a clothing inventory at the beginning of the year, and follow this with a clothing plan for the year.

Furnishings and Furniture: The dollars spent for family furnishings may be made to buy more through improved choices in ways of spending, making of furnishings at home, finding new uses for discarded articles, and by prolonging the usefulness of articles in use through needed repairs. Where new pieces are to be purchased, families may be able to save on purchases by buying from sample.

Household Operation: The trend toward electrification of farm homes and the installation of labor-saving equipment may add materially to the cost of running the house. Farm families who are installing these should study economics in the use of lights and equipment in order to get the greatest returns in service and satisfactions from the power consumed.

Farm Home Inventory and Net Worth of Farm Family: Every farm family should know where it stands financially, although many do not take the time or make the effort to find out. Did your family get ahead financially this year? At the end of 1939 farm families will be able to answer this question IF they will make a farm home inventory and figure their family's NET WORTH at the beginning and at the end of the year. Ask your county farm or home agent for assistance needed.

SOME WAYS IN WHICH THE COUNTY HOME DEMONSTRATION AGENTS CAN CARRY OUTLOOK INFORMATION
TO THE FARM FAMILIES IN HER COUNTY

The home agent should secure the assistance and cooperation of the farm agent and make the program a joint one for the farm and the home. His economic information and knowledge of local agricultural conditions and plans will be helpful.

The national and state material sent to the county should be studied by the agents and interpreted and applied to the local situation. The varied types of farming sections in Virginia make this more necessary than in most of the other Southern States.

Some Questions That Will Help the County Farm and Home Agents When Adapting General Information to Local Situations and Needs:

1. How can we help farm families make better use of their money and non-money income?
2. How can we help them to become more familiar with the use of fundamental economic principles?
3. How can we help them to work out more intelligently their production, marketing and management plans?
4. What can we do that will help farm families to become better acquainted with International, National, State and County trends in agriculture and industry?

Some Questions Rural People Are Asking - Can You, As Agents, Help Them to Answer Them?

1. We need more cash. Why don't we have it? How can we get it?
2. Why does not the cash that we have go farther?
3. What should we produce?
4. What can we sell? How?
5. What should we buy and how?

The Home Demonstration Agent's Responsibility for Interpreting and Presenting Outlook Information to the Rural People in the County: Facts Agents Should Know:

If we are going to help rural people plan we must have some knowledge of not only what decisions they make, but HOW they make them and WHY, the nature of farming done, the way farm families live, and what their problems are.

1. What do the rural people want from Outlook information?
2. What are rural people thinking?
3. What are farm families setting values on?
4. Why are they interested in these things?
5. What pressure is being brought to bear to "get the things that other people have?"

How Can the Extension Program in the County Help the Rural People Answer These Questions?

1. The real purpose of Extension Work is the development of rural people.
2. The aim of an Outlook program should be to help farm families help themselves.
3. In working out an Outlook program with farm families:
Start with them where they are.
Give them all the facts that will help them to set up their own goals, and work out their own solutions for their problems.
Use all the means and agencies available to get them to think and act.

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"If I can supply you with a thought
You may remember and you may not.
But if I can make you think a thought for yourself,
I have indeed added to your stature."

-- Elbert Hubbard.

The farm home committee of the State Agricultural Advisory Council appointed in 1930 had this to say relative to the farm home situation:

"Frequently the farm house is either so small or inefficiently arranged, the furnishings and equipment insufficient, or of such poor quality, that it is difficult, if not impossible, to satisfy the varying physical, social and esthetic needs of the family. Only a small percentage of the homes have running water, electricity or gas, telephone or radio, or are on good roads. The lack of some of these things means that the homemaker, too, often spends her time upon household tasks to the neglect of the family, that is, child training, recreation, social activities, etc., which are essential to satisfactory home life. Many homemakers do not have the knowledge necessary for a basis of efficient management of household labor. This lies in wise distribution of tasks among members of the family, hired help and outside agencies, according to what can be most profitably done by each from the standpoint of time, physical strength and income."

The Federal Farm Survey made in Virginia in 1934 reveals that 45% of the owners' homes and 61% of nonowners' homes were in poor condition. Only two-thirds of the chimneys, one-third of interior walls and ceilings, and one-half of the house roofs, were in good repair.

This Survey in 1934 also showed that 79% of all white farm families carried water to the house an average of 198 ft.; and 97% of nonwhites carried it 389 ft. It was found further that only 10% had flush toilets, 45% had unimproved outdoor toilets, and 17% had none at all; two-thirds of the houses were inadequately, or not at all, screened against flies.

Following the Survey, a committee from the state home demonstration department, the extension rural sociology, and the agricultural engineering departments had this to say:

"All too many Virginia farm houses are without modern labor-saving equipment. In 1930 only 15.5% of farm houses had running water, and in 52 counties the percentage was below that figure. Compared to other states, Virginia ranked 35th. There were 13.2% of farm houses lighted by electricity, but in 38 counties there were less than 10%. Virginia ranked 33rd in the United States."

"During the depression many homes had to be neglected because the money was needed for necessities. As the farm income has increased, however, the farm women have turned their attention to home improvements. Although much has been done toward this in the last few years, continued and united effort will be required to bring Virginia farm homes up to a satisfactory higher average level."

Since this time much has been done, but there is great need for continued effort. The extension home improvement specialist, in her annual report for 1936, said:

"It will be noted that only:

- 35% of club women have running water
- 55.5% of club women have sanitary toilets
- 29% bathrooms
- 36 1/3% storage spaces for clothing
- 56% storage spaces for food and kitchen equipment
- 25% storage spaces for wraps near kitchen
- 55% dry place for storage of vegetables and fruits
- 25% have to go outdoors for potatoes and vegetables
- 42% have electricity."

According to the extension agricultural engineering department, the rural electrification outlook for 1938 is very bright. Five rural electrification cooperatives have been organized and are getting their work under way. Some of these are already functioning. They will serve 23 counties, are planning 1299 miles of rural lines, which will make service possible for 5180 customers.

PROJECT I: THE HOMEMAKER - A HOME MANAGER

1. A PLAN FOR FAMILY HOUSEKEEPING ACTIVITIES.
 - a. Daily.
 - b. Weekly.
 - c. Monthly.
 - d. Occasionally. What has to be done, how and when.
2. PARTICIPATION OF DIFFERENT FAMILY MEMBERS IN HOUSEKEEPING ACTIVITIES.
Who does what, when and how.
3. BRINGING THE FAMILY STORAGE UP-TO-DATE. (Two meetings or all-day meeting)
 - a. Kitchen.
 - b. Cleaning equipment.
 - c. Clothing.
 - d. Equipment for recreation.
4. A KITCHEN BRAIN CENTER FOR THE HOME.
 - a. Homemaker's desk.
 - b. Homemaker's rest and reading center.
 - c. Homemaker's file: catalogues, magazines, books, recipes, etc.
5. REPLACING TOOLS THAT FAIL TO DO THE WORK.
6. THE HOMEMAKER'S TOOL BOX.
 - a. The box itself.
 - b. The tools and their use.
7. LAUNDRY WORK CENTERS ARRANGED FOR CONVENIENCE AND EFFICIENCY.
 - a. Laundry equipment.
 - b. Arrangement and use of equipment.
8. DETOURS IN SUMMER HOUSEKEEPING.
 - a. Short cuts in summer housekeeping.

PROJECT II: THE HOMEMAKER - A BUYER

1. BUYING PRACTICES THAT HELP OR HINDER.
 - a. Buying practices that save time, energy and money.
 - b. Establishing good buying practices.
2. HOW TO BUY A RUG AND LIKE IT.
 - a. Types and construction of different rugs.
 - b. Selection of rugs for different rooms and different purposes.
3. DO YOU KNOW WHAT TO DEMAND IN FURNITURE?
4. THE "IFS AND ANDS" IN BUYING HOUSEHOLD LINENS.
5. WHAT YOU SHOULD KNOW ABOUT BLANKETS.
 - a. Selection.
 - b. Care.
6. MATTRESSES FOR COMFORT AND DURABILITY.
7. SELECTION OF LIGHTING FIXTURES FOR THE FARM HOME.
8. THINGS YOU SHOULD KNOW ABOUT YOUR ELECTRICAL EQUIPMENT.
 - a. Buying small electrical equipment.
 - b. Small repair jobs on small electrical equipment.
9. BUYING YOUR REFRIGERATOR WITH DOLLARS AND SENSE.
 - a. Ice.
 - b. Electric.

10. SOME FACTS ABOUT YOUR COOKING RANGES AND STOVES.

- a. Wood and coal.
- b. Electric.

11. ELECTRIC WASHING MACHINES. What you should know about them.

- NOTE: 1. Demonstrations 7, 8, and 11 are especially for counties having electricity.
2. Demonstrations 9 and 10 can be used in counties not having rural electric lines, as well as in counties having rural electric lines.

PROJECT III: A PROGRAM FOR THE FAMILY

1. THE FAMILY. What does the family inventory for 1937 tell about your family activities?

- a. Take an inventory of last year's activities. What was done and who did it?
- b. Make a plan for this year (begin this year's program). What has to be done and who will do what.
 - (1) What each member of family likes to do.
 - (2) The "give and take" necessary, or what each will find it necessary to do.

2. COMPLETING THE PROGRAM FOR THE YEAR. Some suggested procedures that will prove helpful.

- a. A workable program for the family.
 - (1) The family calendar.
 - (2) The family bulletin board.
 - (3) Yearly reminders.

3. A SCHEDULE THAT FITS THE FAMILY AND ITS ACTIVITIES.

- a. Daily.
- b. Weekly.
- c. Monthly.
- d. Occasionally.

4. TEAMWORK IN THE FAMILY: The family members analyze their part in the family work.

- a. Securing family cooperation in family work, and proper division of work (family discussion).
 - (1) What work do you contribute to?
 - (2) What work do you cause?
 - (3) What work do you eliminate?
 - (4) What work can you help more with?
- b. The family sees mother's side of it.
 - (1) Jobs that mother usually does (list).
 - (2) Which of these can be done by other members of family?
 - (3) Which of these can other members of family assist with?
 - (4) Things we can do to make mother happier.
 - (5) Mother's responsibility for giving children the opportunity to participate.
- c. Father's side of it.
 - (1) Jobs usually done by father in or about the house (list).
 - (2) Things we can do to make father happier.
 - (3) Where else could father help?
 - (4) Father's responsibility for working with other members of family.
- d. The children's side of it.
 - (1) Jobs usually done by the children (list).
 - (2) What work at home can you expect of your high school daughter? (Consider varying factors.)
 - (3) What work at home can you expect of your high school son?
 - (4) How can the early 'teen girl and boy help? Their responsibility to the family and yours to them.
 - (5) How can the smaller members of family help? Your responsibility for giving them the opportunity to participate. (Cont. on page 3)

5. A MONEY PLAN THAT FITS THE FAMILY POCKETBOOK.

a. Family discussion:

- (1) How much does it cost to take care of our family for a year?
- (2) How can we get more for our money?

6. THE FAMILY PLANS ITS RECREATIONAL PROGRAM.

a. Big events of the year for:

- (1) The family as a whole.
- (2) Individual members.

b. Newspapers, magazines and periodicals.

c. Games

(1) Indoors.

(2) Outdoors.

d. Movies.

e. Special events.

7. FAMILY OUTINGS PLAY THEIR ROLE.

a. Family picnic.

b. Supper on the lawn.

c. Auto trips to interesting places.

Demonstration: Lunch Basket Ideas.

8. MAKING A CHECK-UP ON YOUR FAMILY PROGRAM.

NOTE: This unit is one on family living and is primarily a family unit. Its success cannot be measured alone by how much actual work is accomplished, but also by how much all members of family cooperated in the work.

This is an attempt to get the family to make an analysis of its family living activities, and then to build on this for better farm family living.

VIRGINIA 4-H HOME IMPROVEMENT PROGRAM
 "With the Help of the Family"

THINGS WE CAN MAKE FOR FAMILY FUN

Someone once said, "Tell me what a person does in his leisure time and I will tell you what kind of a person he is". Could not that be said also about our family life? The family that can play together and really enjoy an evening or day of fun on a picnic, down by the pond, on a hike, or "just at home" around the fire usually is found to be the family that also does its housework and chores about the home cooperatively.

We sincerely hope this unit will bring happier times to all members of the family and help them make home life more attractive to all members of the group. Things the family members have made to help mother and to make housekeeping lighter all will help give the family time to use the articles made for "family fun". It is well to consider things for indoor and outdoor fun occasions. The rainy days in summer and cold days and nights in winter must be planned for. Just so must outdoor plans be made for the lovely days in spring, summer and fall.

I. REFERENCES

With this project, three references are being used that will furnish material for suggested demonstrations. They are:

YOU CAN MAKE IT series, to be ordered from Superintendent of Documents, Washington, D. C. :

- Volume I: "You Can Make It" - 5¢
 Volume II: "You Can Make It for Camp or Cottage" - 5¢
 Volume III: "You Can Make It for Profit" - 5¢

II. SUGGESTIONS FOR DEMONSTRATIONS AND SPECIFIC REFERENCES FOR THEM

The following are suggestions for demonstrations for both indoor and outdoor equipment for family fun occasions:

YOU CAN MAKE IT series:

Volume I: "You Can Make It"

- | | |
|---|----------------------------|
| 1. Game table, pages 2, 13, and 15 | 3. One-boy seesaw, page 10 |
| 2. Baseball equipment box, page 8 and 9 | 4. Swing seat, page 10 |

Volume II: "You Can Make It for Camp or Cottage"

- | | |
|-----------------------------|-------------------------|
| 1. Bean Bag target, page 15 | 2. Dart target, page 15 |
|-----------------------------|-------------------------|

Volume III: "You Can Make It for Profit"

- | | |
|----------------------------|------------------------|
| 1. Chest for toys, page 39 | 3. Game table, page 40 |
|----------------------------|------------------------|

III. SUGGESTIONS TO LEADERS

It is hoped that each leader will equip herself with a set of these booklets. They are well worth the few pennies they cost and will make a good addition to your family book shelf.

THINGS WE CAN MAKE THAT WILL HELP MOTHER

I. REFERENCES

With this project, four references are being used that will furnish material for suggested demonstrations. They are:

1. YOU CAN MAKE IT series, to be ordered from Superintendent of Documents, Washington, D. C. :

Volume I: "You Can Make It" - 5¢

Volume II: "You Can Make It for Camp or Cottage"- 5¢

Volume III: "You Can Make It for Profit" - 5¢

2. CLOSET AND OTHER STORAGE ARRANGEMENTS, by Maud Wilson, to be ordered from Department of Agriculture, Washington, D. C. (See home agent)

II. PURPOSE

The purposes of this unit are:

1. To get the club girl more interested in doing her part to make mother's work easier so mother will have extra time for family fun occasions and community recreation activities.

2. To provide an opportunity for other members of family to participate in planning and carrying out plans that will help mother.

III. SUGGESTIONS FOR DEMONSTRATIONS AND SPECIFIC REFERENCES FOR THEM

YOU CAN MAKE IT series:

Volume I: "You Can Make It"

- | | |
|--|-------------------------------------|
| 1. Wall bookrack, page 16 and 17 | 10. Waste-bag holder, page 40 |
| 2. Wall desk, page 17 | 11. Shoe box and seat, page 42 |
| 3. Knife, fork and spoon box, page 18 | 12. Folding bench ladder, page 43 |
| 4. Corner shelf, page 18 | 13. Floor polisher, page 43 and 44 |
| 5. Door stop and window stick, page 19 | 14. Letter rack, page 45 |
| 6. Utility Box, page 19 | 15. Serving tray, page 45 |
| 7. Footstool, page 25 | 16. Sink rack, page 45 and 46 |
| 8. Tool chest, page 38 | 17. Magazine or curio rack, page 46 |
| 9. Workbench, page 38 | 18. Waste-paper basket, page 47 |

Volume II: "You Can Make It for Camp or Cottage"

- | | |
|---|---|
| 1. Vanity, page 22 | 9. Desk filing cabinet, page 29 |
| 2. Waste-paper basket, page 24 | 10. Shelf, page 30 |
| 3. Correspondence holder, page 25 | 11. Window seat, page 29 and 30 |
| 4. Book and magazine rack, page 24 | 12. Knife, fork and spoon tray, page 32 |
| 5. Desk, page 26 | 13. Clothes horse, page 34 |
| 6. Fireplace wood basket, page 28 | 14. Clothes drier, page 34 |
| 7. Coat and hat rack, page 28 | 15. Broom holder, page 35 |
| 8. Desk bookcase (for Dad's business papers), page 25 | 16. Bench, page 35 |
| | 17. Meat or bread board, page 36 |
| | 18. Portable Tool Box, page 37 |

Volume III: "You Can Make It for Profit"

- | | |
|--|--------------------------------------|
| 1. Lattice wall trellis, page 6 | 8. Radiator shield, page 33 |
| 2. Clothes hamper, page 30 | 9. Window shelf, page 33 |
| 3. Rack for canned foods & veg., page 21 | 10. Folding screen, page 33 |
| 4. Clothes pin basket, page 25 | 11. Stool, page 34 |
| 5. Corner whatnot, page 28 | 12. Magazine basket, page 34 |
| 6. Fireplace bookcase, page 29 | 13. Sewing stand, page 36 |
| 7. Fireplace woodbox, page 31 | 14. Child's chair and table, page 37 |

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CLOSET AND OTHER STORAGE ARRANGEMENTS, Maud Wilson:

1. Bedroom closet, Plan VI
2. Shoe racks, types I, II, III, and IV, No. 14
3. Bathroom storage spaces, No. 19
4. Cleaning closet, Plan I, No. 21
5. Kitchen storage arrangements, Plan III, No. 27

IV. SUGGESTIONS TO LEADERS

It is hoped that each leader will equip herself with a set of these booklets. They are well worth the few pennies they cost and will make a good addition to your family book shelf.

Get every club member to plan something will help make mother's work lighter and to carry out plan, all to be done with the help of the family.

Demonstrate one or more of these as they fit into club plan of work. One meeting or more may be given to this work.



4H FAMILY ACTIVITIES PROGRAM

FOR GIRLS - UNDER THE DIRECTION OF
Virginia County Home Demonstration Agents

The major emphasis of this program is placed on home and family living and provides for the interrelation of certain activities in which the girl participates in the home.

The subject matter is arranged in short units to be given in the combinations and sequences best suited to the needs of the clubs in each county. There are no prescribed programs for the state as a whole. The planning group in each county will select the desired units and work them into a closely related, well rounded program based on the needs and interests of the club members and their families. With this program as a basis, each club within the county will develop a program to more nearly meet local needs. The flexibility of the entire plan makes it possible to better meet the individual needs and interests of all club members.

All programs are made on a twelve month basis, planned so as to place the weight of work activities in the summer months. Changes in the combinations and emphasis of units each succeeding year should insure an ever growing and developing program. The Family activities Program as here set forth is designed to replace what has been called "project work." Community club activities will be carried jointly with the boys as in the past.

Purposes

To help each girl to:

1. Recognize some of her individual needs and to meet them; such as selecting her clothing with reference to her own type and her mode of living.
2. Participate more fully in her family living; such as getting along with the family and assuming some definite responsibility in the home.
3. Find her place in the community and to develop qualities of leadership and cooperation; such as working with the club group to meet some specific community need.

Suggested Accomplishments for the Average Club Member for One Year

1. Complete 2 units, one of which should be in cooperation with her family.
2. Take part in club meetings and other club activities.
3. Keep an account of all money spent for a definite period (3 to 6 months).
4. Keep a food habit score for at least one month.
5. Keep a 4-H club book.
6. Learn to do well one home task and assume responsibility for it.
7. Submit the 4-H report at the October meeting.

Completion of a year's work will be determined by a careful evaluation by the agent of the club member's work in relation to her opportunities and abilities.

Steps in Building the Program1. The County Planning Meeting

A meeting should be held in September or October to plan the county program for the coming year. All 4-H club leaders, a representative of the home demonstration advisory board and an older girl from each club should attend and actively participate in developing a program which should outline the needs and interests of the county. This will then be used as a guide by each local club in making its own program. In addition to planning the program, this meeting may also be looked upon as a training meeting, since instruction will be given in procedures for making the local program and in conducting the club work.

2. The Club Program Planning Meeting

At the November club meeting there should be a discussion of the program made at the county meeting. The president of the club should be given a copy of all of the units and these should be discussed by the leader and agent, a program committee should be appointed which, with the leader and home agent, will develop the year's program, using as a basis the program made at the county meeting. There are three important steps to follow in making a program.

a. In preparation for this program, the leader or home demonstration agent should find out from the home economics teacher and the principal of the school in the community in which the children are located the phases of home economics to be given in the school during the year. This guide will be helpful in securing the information.

	Subjects taught				
	Child Development	Clothing	Food and Nutrition	Home Improvement	Others
Grade School					
High School					
Other Organizations					

b. With this information in mind, select the units or combinations of units which most nearly meet the needs and interests as indicated, being careful not to duplicate any of the work given in the school.

c. The committee is now ready to decide what should be given at each meeting. After this has been made the committee should report the completed program to the club for adoption at the December club meeting.

Evaluating Results

The program of each club should be so well organized that every member will know clearly what is to be accomplished. Frequent evaluation of the member's progress should be made to challenge increased endeavor. Progress should be recorded from time to time in the 4-H club book. In October each member will summarize results on a special report provided for this purpose.

Units of Basic Activities

In presenting the units for each phase, the purposes and suggested topics have been given in outline form. These will serve as a guide in helping members to realize their needs and to create in them a desire to meet them. It must be borne in mind that each club should take a construction project coming in the summer and to which at least six meetings will be given.

SUGGESTED CLOTHING UNITS

I. Clothing Selection

Purposes	Suggested Topics
To establish good practices in determining clothing needs.	Style trends.
To keep posted in style trends.	Dress design.
To plan a complete outfit to meet a present need.	Appropriateness to occasion.
To do some of your own shopping.	Appropriateness to figure.
To apply art principles in clothing selection.	Decide which will be made and which bought ready made.
To be appropriately dressed for all occasions.	Shopping ethics.
	Buyership, or obtaining value for money expended.
	Plan wardrobe.

Suggested Method

Study style trends as shown in fashion magazines and notes, window displays. Have reports on observations by group. Demonstrate the effect of lines best suited to the various figures. Plan the wardrobe and decide which articles will be purchased, which constructed. Select two articles for self or one for self and another member of the family.

II. Clothing Construction

Purposes	Suggested Topics
To keep posted in style trends.	Know style trends.
To construct at least two pieces of this outfit.	Planning the wardrobe.
To study the use of a pattern and practice in using it advantageously.	Construction involving important techniques and finishes.
To develop skill in the techniques of construction.	Two or more articles of wearing apparel according to ability and need of the club member.
To develop special abilities and interest in making attractive clothing for the girl, her family and friends.	Gifts.

III. Care of Clothing

Purposes	Suggested Topics
To take part in planning construction and care of clothing for other members of the family.	Extending the usefulness of wearing apparel.
To establish good practices in the care of clothing.	Improving or improvising daily, occasional, seasonal (including mending) storage.
To improve clothes closet or improvise one.	Laundering.
	Stain and spot removal.
	Dry cleaning.
	Restyleing and renovation.

IV. Buyership

Purposes	Suggested Topics
To set up accounting system of expenditures, or	Influence of style trends.
To analyze existing accounts and set up suggestions as to how the money can be spent to better advantage this year.	Determining the needs. Planning the wardrobe. Plan those to be bought and those to be constructed.
To do some of your own shopping.	Plans for buying.
To help with the family clothing shopping.	Knowing values (quality and tags).
To know values and interpret correctly the tags & labels in the selection of goods.	Analysis of advertisements and sales cards.
	Shopping ethics.
	Accounts.

V. Personal Appearance

Purposes	Suggested Topics
To improve some phase of your personal appearance building on last year's accomplishments.	Appropriate dress. Good grooming.
To learn the relationship between clothing and health.	Dress as related to health - shoes and clean, comfortable clothing. Posture and walk.
To be appropriately dressed for all occasions.	Planning the wardrobe for presenting best appearance on money available. Buy ready-made and construct garments.

If clothing is selected for special study for this year, all of the topics in any given unit (with any additions that your group may want to include) should be developed. If the special study is in the field of Food or Home Management or Home Improvement, one or more topics of a selected unit may be taken to meet the needs and worked into the program in a natural sequence.

For example, the Foods unit may be "Hospitality in the Home". One or more of the topics under Clothing Selection might logically work in with this foods unit, namely, "Appropriate Clothes for the Occasion". The girls would discuss and study correct dress for the particular type of party being planned, whether it be an outdoor picnic, afternoon tea or bridge party.

Let's take another example of how this may be tied in with a suggested unit in Home Management, "A Plan for My Family as Related to Our Family Money Planning". Some of the topics under Buymanship of Clothing which may be naturally developed and worked through this home management unit would be "Plans for Buymanship", "Determining Needs: Knowing Evaluations", "Analysis of Advertisements and Sales Cards".

In selecting clothing as the subject for special study, it is suggested that the unit selected be developed in such a way that each member will be awakened to her individual needs or problems and be inspired to work consciously toward solving the problem or the fulfillment of the needs. For example, under the suggested topic "Buymanship", in developing the topic "Plans for Buying" or "Determining the Family Clothing Needs", we would use as a basis the analysis of an account and take an inventory of what is usable and then consider:

- Funds available
- Needs of each of the members of the family group
- How money is to be appropriated to these members
- Climatic conditions
- Types of activities - work and social
- Length of the time the garment is expected to wear, and its price

Attractive or catchy phrases for each unit which would be especially applicable to your particular group and perhaps vary within the county according to the club should add interest. For example:

Clothing Selection

The Art of Dressing.
Lines and You.
Fooling the Eye.
Getting the Best for Your Money.
Dressing Your Personality.
The Well Dressed Girl.
Dressing Attractively on Least Money.

Care

Ready for Every Occasion.
Making Things Last Longer.
Clothes Economy.
A Stitch in Time Saves Nine.
Extending the Usefulness of Clothes.

Construction

I Made It Myself!
 Making the Clothing Dollar of More Value
 Preventing that Home-made Look.
 That Finishing Touch.
 Originality in Our Clothing.
 Making One Dress Serve Many Purposes.
 "Sew What?"

Buymanship

Good and Poor Advertising.
 When We Go Shopping.
 Getting Your Money's Worth.
 The Difference between Price and Value.
 How Do I Buy?

In choosing Clothing for special study a minimum of two garments constructed will be expected.

Your attention has been called to the importance of frequent evaluations as to learnings, practices and activities which are taking place on the part of the club member. We want desirable habits to be established and practiced in the clothing field as a result of introducing these topics into the special study programs of other fields as well as when clothing is selected as the special study. For example, is the girl helped in making wise choices, spending her clothing money to better advantage, or is she more appropriately dressed as a result of having discussed these in relation to their natural setting?

SUGGESTED FOODS AND NUTRITION UNITS

The Food program is composed largely of construction units; however, there are many sub-topics which will fit into programs centering around Clothing and Home Management.

When any unit is chosen for actual construction work, it is advisable to take the complete unit, in order to do a creditable piece of work. Each county will set up definite purposes for their unit according to the ability and needs of the members.

I. Attractive Family Meals

<u>Purposes</u>	<u>Suggested Topics</u>
To learn to: Plan meals to fit the family needs. Serve these meals easily and attractively. Use good kitchen technique in meal preparation and in cleaning up.	What to include in the three meals. How to plan meals easily and well. The family breakfast. The school lunch. The family luncheon or supper. Dinner for all the family.

Suggested Method

Each club should plan several meals then prepare and serve at least three meals as a club. Each member will take part in preparing and serving these club meals as well as to assist with the meals at home. A club meal may be used as a feature for the club Achievement Day.

II. Family Food Needs

Purposes	Suggested Topics
To find out what foods I need. To learn how the needs of others in my family differ from mine. To check on food values of my every day foods. To learn how they affect my health and energy.	How much of different foods do we need? What foods are protective to health? Preparation of home grown foods: Fruits, fresh or canned. Vegetables, fresh or canned. Milk dishes for any meal. Eggs, their value and use. Breads, yeast and quick.

Suggested Method

Under each demonstration topic, members may be assigned special dishes to practice at home. She will then demonstrate this dish at the club meeting. Several such demonstrations may be given each time. The leader or agent will supervise preparation and supplement with discussion of food values.

III. Preserving the Food for the Family Needs

Purposes	Suggested Topics
To learn how much of each food class is needed for your family (fruits, vegetables, etc.) To plan amount of canning needed for your family. To learn to preserve fruits and vegetables and as many accessories as possible.	Planning my family's canning. Judging canned products for quality. Canning fruits and vegetables. Canning meats. Making jellies, jams and preserves. Storing canned foods (a good topic for discussion unit).

Suggested Method

Have members bring food and jars for canning to the meeting and actually do the preservation (as many as space will permit). For any difficult process, have one member practice up and demonstrate to the others. This will be of greater value if the members actually participate in canning rather than just watching a demonstration.

IV. Patterns in Food Preparation

Purposes	Suggested Topics
To help members learn the standard patterns in food preparation. To practice these basic dishes and variations at home.	White sauce, its variations and uses. Custard: hows, whys and ways to vary. Quick breads, general proportions in biscuits, muffins, popovers and waffles. Cakes, cookies and frostings. Vegetables, to make them tasty. Meat cookery - broil, roast, stew.

Suggested Method

At one meeting assign certain definite dishes to be practiced at home and demonstrated at the next. The leader or agent will give the "pattern" and its principles.

These units above are designed for the members to first try in her club and then to apply at home. The next one is definitely a family project designed with emphasis on family participation.

V. Hospitality and Family Fun Occasions in the Home

Purposes	Suggested Topics
<p>To help the club member:</p> <p>Enjoy guests in her home.</p> <p>Learn to assume some of the responsibility for guests of the family as well as her own.</p> <p>Learn to plan ahead for guests so that most of the work may be done ahead.</p> <p>Prepare foods for different occasions.</p> <p>Have members encourage family participation in the special family celebrations.</p> <p>Help the members to create interest in these events in the homes.</p>	<p>The art of informal entertaining (demonstration of how to set up an attractive table).</p> <p>Light refreshments when friends come in.</p> <p>Hot snacks for winter guests (or cool snacks for summer guests).</p> <p>Sunday night suppers; when friends come in.</p> <p>A fire place party.</p> <p>The family birthday party.</p> <p>Christmas-at-Home.</p> <p>The family goes on a picnic.</p> <p>How to use the back yard fireplace.</p>

Other Suggestive Discussion Topics which May be Fitted in

<p>Table Courtesies and Service:</p> <p>How to set the table.</p> <p>Table linens that are easily made.</p> <p>Table courtesies in serving.</p>	<p>What Should we Eat?</p> <p>Food values and needs. How to count calories, minerals in foods, vitamins in foods.</p>
<p>Marketing of Foods:</p> <p>What to look for in buying (staple foods, perishable foods, canned foods, packaged foods.)</p> <p>How to plan by a food allowance.</p>	<p>Christmas Suggestions from the Kitchen:</p> <p>Simple wholesome sweets.</p> <p>Cookies for gifts and decorations.</p> <p>Tree decorations from the kitchen.</p>
<p>Invalid Trays and Food for the Convalescent:</p> <p>What foods should be included.</p> <p>How to prepare these foods.</p> <p>How to set up an attractive tray.</p>	<p>Making it Fun to Clean up:</p> <p>Assembling dishes for washing.</p> <p>Procedure in dish washing.</p> <p>Keeping the kitchen orderly.</p>

SUGGESTED HOME IMPROVEMENT UNITSI. The Club Member's Room

Purposes	Suggested Topics
<p>Develop club girl's interest in her room and its improvement.</p> <p>Make study of room and then make a plan for its improvement.</p> <p>Plan improvements with the family, considering:</p> <p>What improvements are needed and desirable - a long-time plan.</p> <p>Money available.</p> <p>What can and should be done this year.</p> <p>What the girl will do alone.</p> <p>Where she will need assistance from other members of family and how she will secure it.</p> <p>What shall we do next year?</p>	<p>A desirable room for a club girl.</p> <p>Making a plan for improvement with the family. This is to be a long-time plan of all improvements needed and desirable.</p> <p>What comes first?</p> <p>What we most need and desire.</p> <p>How we can get it with the money we have.</p> <p>Color brings life into the room.</p> <p>Plan for care of room.</p> <p>The four walls and woodwork.</p> <p>Floors and rugs that we like.</p> <p>Window treatments that satisfy.</p> <p>Accessories for charm and attractiveness.</p>

Suggested Topics (continued)
 Study of furniture for the room:
 Remodeling Fixing
 Refinishing Buying

Suggested Method

- Select one room in each club to be used as a demonstration.
- Home agent and leaders score or make analysis of room by score card prepared for this purpose (a new score card will not contain figures). Mother of club girl should be present for scoring.
- Have club group meet at demonstration room for first meeting of this unit to hear suggestions and prescribe what improvements to make.
- Study of problems to be continued in group meetings.
- Home agent or leader visit the room two or three times between first and last meetings.
- Last meeting on unit work to be held in demonstration room to study what has been done and planning what improvements should come next.
- Study on the problem may continue into another year.
- Tour of all rooms in clubs.

II. With the Help of the Family

Purposes	Suggested Topics
To get the club girl to participate in family living activities.	Things we can make that will help mother: More cupboard space in kitchen. Better storage space for food. Sewing closet. A homemade floor polisher. A knife, fork and spoon box. A sink rack. A window stick. A doorstop. Broom holder.
To provide for a growing interest in home improvement work on the part of the other members of the family.	How we can make less work in our house-keeping: Better storage closets for family clothes. Built-in ironing board. Umbrella stand. Shoe stand. Washstand for "washing up" when coming in from field.
To secure cooperation of family members in home improvement work done by club member.	A rolling stand for soiled dishes. Fireplace wood basket. Newspaper rack or basket. Cleaning closets and cleaning baskets. Household tool box (portable).
To show how the necessary housekeeping can be done with lighter work and fewer steps.	Things we can make for family fun (in-doors and out-of-doors): Game table. Homemade games for the family. Christmas tree stand. Bean bag target. Boy's work table. One-boy seesaw. Baseball equipment box. Swing seat. Out-of-door fireplace. Bench for the yard. Chair for the yard.
To bring happier times to the family and to help in creating a more attractive home life.	

II. With the Help of the Family (continued)

Purposes	Suggested Topics
To bring the family members closer together through the merging of their interests and their working together.	Miscellaneous things we can make for family enjoyment: Shower bath (homemade) Letter rack. Desk bookcase for dad's business papers. Wall tool panel. Garden tool rack or cabinet.

Suggested Method

This unit is one based mostly on family cooperation. It is primarily one on family living and the articles suggested are not supposed to be made by the club girl alone, but with the assistance of other members of her family.

It is suggested that each club member discuss with her family just which of these articles the family would like to make together during the year.

Plans for making these individually should be worked out in family conference after each club meeting.

III. The Club Girl Goes Shopping

Purposes	Suggested Topics
To help the club girl: Establish good buying practices. Analyze her needs. See her needs in relation to the needs of her whole family. Outline her needs (tentatively). See the relationship of the amount of money spent on her to that spent on other members of family. Make a tentative money plan for herself. Analyze purchase made by her or for her. Evaluate advertisements. Make comparison studies of ready-made articles and articles or garments made at home. Check up on actual purchases against "needs listed" and tentative money plan. What will my next plan be?	Problems in shopping for clothing. a. Make list of different articles of clothing you will need this year. b. Make an analysis of things listed by club members. c. From this analysis decide on what special shopping problem or problems in clothing the club wishes to study this year. (Note: Decide on articles of clothing to be bought or made by club members and studied during the year. This could differ in different clubs of county.) Be specific in clubs. d. Discussion of available shopping facilities: local or neighborhood general stores; department stores or specialty stores in town; and mail order houses. (Note: This topic may include two or more meetings according to the number of articles of clothing selected for study. The first meeting will be a discussion one as suggested by the outline given here.) Money for movies Selecting movies for self. Family selecting movies for self. Books I'd like to buy. For myself. For the family. Newspapers, magazines and periodicals for the family.

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III. The Girl Goes Shopping

III. The Girl Goes Shopping - continued

Purposes

Suggested Topics

Selecting and buying games for our family.
Trips and camps for our family members.
My "Sweet Tooth" - candies and other sweets - ice cream, etc.
Homemade vs. bought.
Miscellaneous
School supplies
Gifts
Toilet articles
Accessories

Suggested Method and Activities:

1. Tours
Shopping and buying in stores.
Factories where articles are made where possible.
Each girl to make one or more purchases alone during study.
2. Mail order shopping and buying.
(Each girl to make one or more purchases alone during study.)
3. Shopping activities to be followed each time by discussion in general club group of articles purchased.
4. Making or buying different articles of clothing.
5. Club member to "keep track" of all money spent (with comments as to suggestions for next time).
6. Club member to make tentative money plan for herself.

SUGGESTIONS FOR POULTRY UNITS

These units are suggested for the girls who are interested in poultry, and who want to learn more about the general management. They are not to take the place nor be confused with the poultry projects outlined in the record book. When a club member does sufficient work in one or more of these units she may be considered a poultry project member. Bulletins and other literature dealing with each of these units are available and may be supplied any club member who is interested and intends to make use of them. Many club members have a copy of Poultry Production (Bulletin # 51) and it is suggested that they make sure there is none at home before a new one is given.

I. Keeping a Record of the Farm Flock

Many people have the idea that the farm poultry flock is not profitable, yet records show that many flocks more than pay for their keep. The only sure way of knowing what the flock is doing is to keep an accurate record for at least a year. The interested club girl can be of real service by keeping a record of the flock. Record Book E-133 is very simple and easy to keep, and is available for anyone willing to use it.

II. Feeding the Laying Flock

Because so many farm flocks do not get a balanced ration, and therefore are not profitable, the club member can accomplish a great deal by seeing that the hens are properly fed. Bulletin 51, Chapters 3 and 4.

III. Chicks Hatched Early

The club member can be of real service by learning the right time for hatching, then have the chicks hatched at the right time. Bulletin 1538, pp. 2-4.

IV. Feeding the Growing Pullets

Poor feeding of growing pullets is one of the most costly poultry practices on Virginia farms. The interested club girls can change this practice on many farms. Bulletin # 51, Chapter 13.

V. Houses Kept In Sanitary Condition - Lice and Mite Control

The failure to keep the poultry houses sanitary and free from parasites is often due to lack of information. Club members can get this information and see that it is put into practice. Bulletin # 51, Chapters 2, 6 and 8.

VI. Culling the Home Flock

Probably greater returns are received from time spent in culling the flock than from that spent on any other operation. It is very easy to tell the cull from the good hen; all club members should learn this and practice it on their home flock. Bulletins 1727 and 51.

VII. Preserving Eggs for Home Use

Eggs are plentiful and cheap on farms in spring and summer. They are scarce and expensive in the fall and winter. It is good management to preserve spring eggs for fall use, and all club members should know how to do it. Bul. 1109.

VIII. Fattening and Dressing Poultry for Market and Home Consumption

Virginia poultrymen lose large sums of money each year because they do not fatten and dress their market poultry properly. A little thought and time given to this will yield large returns. Bulletin 1377.

IX. Selling Eggs on Local Markets Under 4-H Club Brands

Club members in many states have developed quite a demand for products with a 4-H Club brand. Many Virginia club members should find this a profitable way to dispose of their products.

X. New Ways of Using Eggs: - Egg consumption per person in Virginia is lower than in many countries. There are many ways of serving eggs that most people know nothing about; the wide awake club girl can introduce many attractive ways of serving this excellent human food. Leaflet No. 39

SUGGESTED GARDEN AND YARD IMPROVEMENT UNITS

The management of the home garden as a whole ordinarily requires more time and energy than the average club girl can devote to it. Yet she should be familiar with some of the more common phases of gardening. She should know the fundamentals concerned with the growing of the vegetables which she uses as food, and which many times she cans in her home canning project. For that reason the following units are suggested which should prove both interesting and instructive, and at the same time not require too much of the club girl's time.

1. THE FALL GARDEN: The average farm garden has no vegetables available for fall and winter months. Yet, Virginia is so favored by climatic conditions that practically all sections may have fresh vegetables available for this period. The fall garden project requires the club member to grow at least six vegetables for fall and winter use. The following vegetables are recommended as possible selections:

Late Cabbage	Spinach	Parsnips	Carrots	Turnips
Kale	Fall Lettuce	Salsify	Beets	Late Tomatoes
				Late Beans

2. LEAFY VEGETABLES THROUGHOUT THE YEAR: At certain seasons many gardens are lacking in an adequate supply of leafy vegetables. The purpose of this project is to supply the family with green or leafy vegetables throughout the year. The following table should help you in your selection of green or leafy vegetables to make this possible.

Vegetables	Available	
	Fresh	Stored
Cabbage	June to November	December to March
Celery	October	November to March
Kale	May to March	
Lettuce	May to June; September to November	
Spinach	April to June; September to March	
Swiss Chard	June to November	
Turnip Salad	April to June; August to November	
Endive	September	November to December
Tendergreen	May to November	
Mustard	May to June; September to November	
Broccoli	June to November	
Collards	September to December	

3. STORAGE OF GARDEN PRODUCTS: Thousands of dollars worth of vegetables go to waste annually in gardens throughout the state. A little care and forethought would largely prevent the waste, and at little or no cost to the gardener. This project should teach the club member how to provide proper facilities for storing vegetables for winter use by inexpensive methods such as attics, cellars, kilns, etc. Among the vegetables which may very readily be stored are:

Potatoes	Beets	Celery	Sweet Potatoes
Turnips	Parsnips	Winter Spinach	Carrots
Cabbage	Salsify	Pumpkins	Onions
Dried beans			

Material on planting dates, cultural practices, storage construction, and other information to assist club members in their minor projects may be secured from the Vegetable Extension Service, Blacksburg, Virginia.

Yard Improvement or Home Beautification

1. HERB GROWING: An old, thrifty garden custom recently come into fashion. Plants grown in herb gardens are: (1) Savory Herbs for seasonings; (2) Sweet Herbs for perfumes and for moth repellants; (3) Simples for home made lotions, dyes, and medicines.

- a. Grow a few useful herbs in vegetable gardens for home use, fresh and cured.
- b. Make a separate herb garden, including appropriate flowers.
- c. Collect recipes for using herbs and try out some of the best.
- d. Use for sale or for gifts: fresh herbs in "Soup Bouquets", packets of fresh, cured herbs; small pots of parsley, dwarf sweet basil, mint-geranium, lemon verbena, etc., sprays of sweet herbs in organdie envelopes, small pillows of sweet herbs.
- e. Make some herb products for home use like: Tarragon vinegar, mint vinegar, celery salt, nasturtium-seed capers, gumbo file powder, mint jelly, candied mint leaves, incense, radiator bags, rose honey, rose vinegar, dyes, etc.
- f. Feature a small attractive exhibit of herbs at a meeting.
- g. Collect some stories of the quaint uses of herbs in former times, and the queer beliefs held about them.

2. FLOWER GROWING:

- a. Grow some choice flowers and study how to use them most effectively in house or garden.
- b. Organize a small group to stage and judge a junior flower show. (This show would be an attractive feature at a meeting.)
- c. Sell some choice flowers on an extension market for pin-money.
- d. Grow some flowers in house or in garden for gifts. (Potted bulbs make gifts from Thanksgiving to Easter.)
- e. Collect information on flowers by: visiting gardens, nurseries and flower shops several times in the season; collect catalogues from the best nurseries; make a collection of clippings on flowers, their culture, arrangement, etc; organize a flower club to study some phase of flower work.
- f. Keep a garden record of personal experience.

3. HOME BEAUTIFICATION:

- a. Keep yard, walks and driveway clean.
- b. Study plants and shrubs suitable for base plantings. Make a plan for base planting for your home.
- c. Study annuals and perennials for flower borders. Plant and care for a border.
- d. Study trees suitable for shade for the home lawn. Care for those there, or plant new ones.

4-H CLUB MEMBERS' MONTHLY RECORD

(To be kept in 4-H notebook)

Month	Work Activities	Home Responsibilities	Other
Nov.			
Dec.			
Jan.			
Feb.			
Mar.			
Apr.			