

COOPERATIVE EXTENSION SERVICE WORK
IN
AGRICULTURE AND HOME ECONOMICS

U. S. DEPARTMENT OF AGRICULTURE &
VIRGINIA POLYTECHNIC INSTITUTE
COOPERATING

EXTENSION SERVICE
LOCAL FARM AND HOME
DEMONSTRATION WORK

PLAN OF WORK

- 1964 -

COUNTY

Nottoway

NAME

L. S. Mayfield
Local Home Agent

DATE MAILED 1/2/64

- CONTENT -

MAJOR EMPHASIS:	PROJECT AREA:	PHASE:	PAGE:
1. EDUCATIONAL PLAN	EXTENSION HOME ECONOMICS	Foods And Nutrition	1 - 2
2. EDUCATIONAL PLAN	EXTENSION HOME ECONOMICS	HOME Management	3 - 4
3. EDUCATIONAL PLAN	FOUR-H AND OTHER EXTENSION YOUTH PROGRAMS	Four-H Leader Training Program	5 - 6
4. EDUCATIONAL PLAN	COMMUNITY AND PUBLIC AFFAIRS	County Advisory Board and Community Improvement Club Work	7 - 8
5. ORGANIZATIONAL PLAN	EXTENSION HOME ECONOMICS	Home Demonstration Club Work	9 - 10
6. OTHER TOPICS OF INTEREST TO HOMEMAKERS TO BE COVERED IN 1964:			11

A MAJOR EMPHASIS: EDUCATIONAL PLAN

PROJECT AREA: EXTENSION HOME ECONOMICS

PHASE: Foods and Nutrition, Year: 1964

The Situation:

Homemakers in Nottoway County need further help on meal planning and preparation to insure family members more nutritious meals. Breakfasts, lunches, and snacks presents the most problems along with getting more milk in the diet.

The Specific Problem:

Many homemakers lack knowledge and skills in planning and preparing breakfasts, lunches, and snacks and ways to get more milk in the diet.

The Program Objective:

To improve knowledge and skills in planning and preparing breakfasts, lunches, and snacks. To improve skills in preparing foods to include milk for the diet.

TEACHING OBJECTIVES	SOURCE OF ASSISTANCE (Personnel and Public's)	METHODS	WHEN	BY WHOM
1. To provide home-makers knowledge and skills in planning and preparing: (a) Breakfasts (b) Lunches	Extension Specialist Illustrative Materials Slides (when possible) American Inst. of Baking Cereal Inst. Inc. <u>Extension Bulletins</u> MF-323 Va. Bakery Council, Inc. The School Lunch Box American Med. Association	Circular Letters News Releases Home Visits Result Demonstrations Discussions <u>and</u> Leader Training Demonstrations Leader Training Demonstrations	 Dec. Jan. Jan. Feb.	Agent Trained Leaders Result Demon- strators Agent Leaders Trained Agent Leaders Trained

(CON.)

TEACHING OBJECTIVES	SOURCE OF ASSISTANCE (Personnel and Public's)	METHODS	WHEN	BY WHOM
2. To teach skills and techniques in preparing foods with milk to increase the milk in the diet.	<u>Extension Bulletin</u> Cir. 618 MF - 389	Leader Training Demonstrations	Feb. Mar.	Agent Leaders Trained
3. To provide knowledge and skills in planning and preparing snacks.	<u>Extension Bulletin</u> Cir - 702 MF - 289	Leader Training Demonstrations	Mar. Apr.	Agent Leaders Trained

EVALUATION:

1. Through formal and informal surveys and roll call responses determine: (a) number of homemakers making use of foods and nutrition information; (b) how information was used; (c) number sharing or demonstrating use to others.
2. Homemakers continuous observation of families general health and eating habits to determine progress made in bettering the families' health and their attitudes toward better diets.

A MAJOR EMPHASIS: EDUCATIONAL PLAN

PROJECT AREA: EXTENSION HOME ECONOMICS

PHASE: Home Management, Year: 1964

The Situation:

Homemakers in Nottoway County need assistance in the home management phase of the Home Economics Program to aid them in planning and carrying out their everyday duties in the home.

The Specific Problem:

Many homemakers lack knowledge and skills in selection and care of large and small electrical appliances used often in the home. Many need training in arranging their kitchen equipment to achieve an efficient working area and help on short cuts in house cleaning to save time and energy in getting the cleaning job done.

The Program Objective:

To improve knowledge and skills in selection and care of large and small electrical equipment (Large: Freezer, Refrigerators, Ranges). To provide opportunities for developing skills in arranging kitchen equipment and skills in house cleaning.

TEACHING OBJECTIVES	SOURCE OF ASSISTANCE (Personnel and Public's)	METHODS	WHEN	BY WHOM
1. To make homemakers aware of the importance of home management.	Extension Specialist U.S.D.A & Va. Agr. Ex. Ser. Illustrative Materials Slides	Circular Letters News Releases Home Visits Result Demonstrations		Specialist VEPCO
2. To teach homemakers how to select and care for small electrical appliances.	<u>Extension Bulletins:</u> Cir. 930 Others	<u>and</u> Leader Training Demonstrations	Apr. June	Agent Trained Leaders VEPCO
3. To teach homemakers how to select and care for large electrical Appliances.	<u>Extension Bulletins:</u> Cir. 935 Cir. 937 Others	Leader Training Demonstrations	June July	Agent Trained Leaders

(CON.)

TEACHING OBJECTIVES	SOURCE OF ASSISTANCE (Personnel and Public's)	METHODS	WHEN	BY WHOM
4. To teach homemakers how to identify and arrange the various working centers located in the kitchen.	<u>Extension Bulletin</u> Kitchen Arrangement Step Saving Kitchens	Leader Training Demonstrations	Aug. Sept.	Agent Trained Leaders Result Demon- strators
5. To make homemakers aware of a well arranged kitchen.				
6. To teach short cut methods in house cleaning.	<u>Extension Bulletin</u> MM - FHD: 45	Leader Training Demonstrations	Sept. Oct.	Agent Trained Leaders

EVALUATION:

1. Homemakers expressed understanding of home management.
2. Through surveys, tours and observations made during home visits and discussions on improvements made during the year, determine number of homemakers making use of home management information.
3. Homemakers awareness of a well arranged kitchen.

A MAJOR EMPHASIS: EDUCATIONAL PLAN

PROJECT AREA: FOUR-H AND OTHER EXTENSION YOUTH PROGRAMS

PHASE: Four-H Leader Training Program, Year: 1964

The Situation:

Potential and present 4-H project leaders serving in Nottoway County need training in giving demonstrations to assist 4-H members with project work. A clearer understanding of project requirements and the needs and interest of 4-H members is needed also.

The Specific Problem:

Leaders lack knowledge in project requirements and an understanding of needs and interest of 4-H members. Project leaders lack skills in giving demonstrations.

The Program Objective:

To increase leaders understanding of needs and interest of 4-H members and project requirements. To improve leaders skills in giving demonstrations.

TEACHING OBJECTIVES	SOURCE OF ASSISTANCE (Personnel and Public's)	METHODS	WHEN	BY WHOM
1. To increase leaders knowledge of projects and requirements.	Extension 4-H Agent Agent Ext. Bull. 255 Ext. Project Records	One-Day Leaders Meeting with Local Farm Agent as consultant to cover 1 and 2 teaching objective.	Feb. special mtg	Local Farm Agent Agent Other Qualified Leaders
2. To increase understanding of needs and interest of 4-H members.(various age groups)	4-H Facts - Cir. 724 Ext. Bull. 270	Circular Letters Home Visits		

(CON.)

TEACHING OBJECTIVES	SOURCE OF ASSISTANCE (Personnel and Public's)	METHODS	WHEN	BY WHOM
3. To increase project leaders skills in giving demonstrations through - (a) General Project instructional meetings	Extension Specialist, V.P.I. Agent (County & Out of County)	Leader Training on giving demonstrations during regular asso. meeting	Mar.	Agent
(b) Special project instructional leader training meetings on projects being carried by 4-Hers during the year.	Extension Bulletins, Circulars and Leaflets on available projects for the year. Other recommended agencies.	Leader Training Workshops on available projects; a month or more in advance to give project assistance needed by members.	Mar. To Dec.	Agent Other Local Agents Other Agencies

EVALUATION:

1. Leaders performance since training period.
2. Survey, number 4-H members receiving project assistance individually or in smaller groups.
3. Percentage of projects completed.
4. Changes in attitudes on the part of leaders and members toward project work and the total 4-H program.
5. Formal survey to determine whether leaders needs were met during training period and to determine the 1965 program goals.

A MAJOR EMPHASIS: EDUCATIONAL PLAN

PROJECT AREA: COMMUNITY AND PUBLIC AFFAIRS

PHASE: County Advisory Board and Community Improvement Club Work, Year: 1964

The Situation:

The Nettoway County Advisory Board and Community Clubs assist with disseminating extension outlook material and aid in making people aware of new and improved farm and home practices. They could do a better job through a stronger educational program on phases of the extension program of interest to the people at a particular time or season. They would perhaps be more willing to serve.

The Specific Problem:

The County Advisory Board and Community Clubs lack knowledge in the many rapid changes and developments pertaining to the extension program and daily living trends that would enable them to work more effectively with the county extension program.

The Program Objective:

To increase the effectiveness of the County Board and Community Clubs through educational programs during their regular meetings.

TEACHING OBJECTIVES	SOURCE OF ASSISTANCE (Personnel and Public's)	METHODS	WHEN	BY WHOM
1. To increase leaders knowledge of extension program.	Extension Specialist <u>Extension Bulletins</u> Bull. 211 Others	Slides Discussions	Jan. Regular Mtg.	Agent
2. To provide leaders with information on: -Outlook, related to needs -Improved Farm & Home practices recommended. -Policies from other Extension Agencies. -Available assistance from other agencies	Extension News Releases Outlook Information Economics Reviews County Ext. Agencies as needed Literature & notices from Extension Agencies	Discussions Panels Demonstration (when possible) Circular Letters News Releases Result Demonstrations Families and Communities	Regular Meetings	Agent Specialist Representatives Of Other Agencies

(CON.)

TEACHING OBJECTIVES	SOURCE OF ASSISTANCE (Personnel and Public's)	METHODS	WHEN	BY WHOM
3. To increase or improve leaders skills in demonstrating to others recommended farm and home practices.		Discussions Demonstrations Announcements	Regular Meetings	Agent Specialist Other Agencies Representatives

EVALUATION:

1. Increase interest in the extension program on the part of members.
2. Information shared and assistance given others on improved farm and home practices.
3. Number new persons volunteering to serve on board and committees.
4. Accomplishments made by result demonstrations (Families and Communities)
5. Participation in County, State and District Activities.
6. Leaders awareness of assistance available through other extension agencies.

A MAJOR EMPHASIS: ORGANIZATIONAL PLAN

PROJECT AREA: EXTENSION HOME ECONOMICS

PHASE: Home Demonstration Club Work, Year: 1964

The Situation:

Very few young homemakers are being reached with the extension program in Nottoway County. Homemakers participating in home demonstration club work in the county are of the older age group - ranging from the forties to the sixties and seventies. A few homemakers in the thirties participate. Many of the girls in the county are marrying at an early age. Most of these young homemakers have children and need help with many of their home-making problems - as noted by older HD members, of which some are parents of these young girls. Due to the wide range in ages, many of the young homemakers hesitate to join the older group. Perhaps more would benefit from the extension program through the organization of HD clubs for young homemakers.

The Specific Problem:

Many young homemakers are not being reached with the extension program in Nottoway County.

The Program Objective:

To organize HD clubs of young homemakers in Nottoway County to reach more of these homemakers with the extension program.

TEACHING OBJECTIVES	SOURCE OF ASSISTANCE (Personnel and Public's)	METHODS	WHEN	BY WHOM
1. To interest leaders in assisting with encouraging the younger homemakers to get organized.	Extension Specialists District Agent County Leaders and Officers Extension Bulletins County Handbooks	1. Discuss organizational work with with HD members and other key leaders in the county and the District Agent.	Jan. Regular Meetings	Agent
2. To provide inactive young homemakers with information on home demonstration club work, and its program for the year.		2. Send letters 3. Home visits 4. To hold county-wide group meeting with representative of the young homemakers. 5. To hold organizational meetings as requested.	Feb. Feb.- Mar. Apr. May - Dec.	Agent Leaders Agent Leaders Agent Leaders

(CON.)

TEACHING OBJECTIVES	SOURCE OF ASSISTANCE (Personnel and Public's)	METHODS	WHEN	BY WHOM
3. To make plans for a group meeting of interest to persons from the various communities. 4. To encourage these leaders to assist with the organization of HD clubs in their respective communities. 5. To make plans for community organizational meetings. 6. To continue to work with leaders and members during regular club and training meetings.				

EVALUATION:

1. Number of clubs organized.
2. Number of members participating in clubs organized.
3. Questionnaire to determine whether the program met their needs.

OTHER TOPICS OF INTEREST TO HOMEMAKERS TO BE COVERED, YEAR: 1964

1. First Aid Course ----- Apr.
2. Canning & Freezing Of Fruits & Vegetables ----- June
3. ReUpholstering Workshop ----- July
4. Hat Making Clinic, Fall ----- Sept.
5. Family Relationships ----- Nov.
6. Christmas Suggestions ----- Nov.

ANNUAL NARRATIVE REPORT

COUNTY
EXTENSION
WORK

Virginia Agricultural Extension Service

L. H. Mayfield

Extension Agent

Extension Agent

Assistant Agent

Assistant Agent

Assistant Agent



1964

Natthew
County

-----CONTENT-----

SECTION:		PAGE:		
I.	THE INVOLVEMENT OF LOCAL LEADERS IN PLANNING AND CARRYING OUT THE EXTENSION PROGRAM	2		
II.	REPORT ON PROJECT AREAS	5		
	<u>MAJOR EMPHASIS:</u> <u>PROJECT AREA:</u> <u>PHASE:</u>			
1.	EDUCATIONAL PLAN	EXTENSION HOME ECONOMICS	FOODS and Nutrition	6
2.	EDUCATIONAL PLAN	EXTENSION HOME ECONOMICS	Home Management	10
3.	EDUCATIONAL PLAN	FOUR-H AND OTHER EXTENSION YOUTH PROGRAMS	Four-H Leader Training Program	13
4.	EDUCATIONAL PLAN	COMMUNITY AND PUBLIC AFFAIRS	County Advisory Board and Community Improvement Club Work	15
5.	ORGANIZATIONAL PLAN	EXTENSION HOME ECONOMICS	Home Demonstration Club Work	18
6.	OTHER TOPICS OF INTEREST TO HOMEMAKERS COVERED IN 1964			21
III.	GENERAL APPRAISAL OF PAST YEAR: 1964			22

I

The Involvement of Local
Leadership In Planning and
Carrying Out the Extension Program.

(1)

Involvement of Local Leadership In
Planning and Carrying Out the Extension Program.

The involvement of Local leaders is necessary in developing a county extension program to meet the needs of the people in the County. As in previous years--organizational, sponsor, program development, and project leaders were used to assist with the extension program in Nottoway County as well as other county key leaders serving on the Advisory Board and committees. The program is planned by the people. To determine the many problems and assistance needed by families in the County, pre-program planning meetings are held in each club (4-H and HD) in May with further suggestions being made by the County Advisory Board. This procedure gives each community an opportunity to participate and the planning committee a broader concept of County needs. These needs and desires are presented by leaders representing the various clubs during County-wide 4-H and HD planning meetings which are held in June for the purpose of outlining the year's program.

In the 4-H program the Adult and Jr. 4-H leaders work cooperatively together in carrying out this phase of work. Junior 4-H leaders are associate members of the County 4-H Leaders Association, which helps to insure a continuous leadership program for the County. The leaders Association gives assistance on a County-wide basis which includes, financial aid to sponsor delegates to the Annual State 4-H Short Course and Wild Life Conference; sponsoring of Annual County-wide activities; and organizational and project leadership. County-wide activities the association sponsors or assist with includes: Rural Life Sunday Programs and Services, Four-H Week and Achievement programs, Picnics and Tours, Rally Days, and Christmas Recreational Programs. Members of the Association also assist with Jr. Council Training and Planning Meetings and Demonstration Days.

The selection, orientation, and training of leaders follow the usual pattern in extension. Leaders usually volunteer to serve or are recommended by other leaders or members as being qualified to do certain jobs. Also, observations are made by the Agent during meetings, programs, and visits and potential leaders are noted. Training meetings are held for leaders to make sure recommended procedures are used in their teachings. These meetings are conducted by the Home Agent and other qual-

ified leaders after receiving Specialist help from the State Extension Office.

The few leaders now serving the adult and youth program in the County are doing a very good job. They are assisting members with projects and making others aware of the services available to them through the Virginia Agricultural Extension Service. The people recognize the need for active leader participation in the County, but individuals will not readily volunteer their services to the program. Six other adults volunteered to work with the 4-H program as project and organizational leaders in 1964 as a result of two area meetings held--one in Blackstone and one in Burkeville--to explain fully the duties of project and organizational leaders. With an understanding of their duties as leaders and an assurance that they will receive further training at intervals these individuals hesitated less to accept this responsibility.

Developing a strong leadership program in Nottoway County continues to be a very slow process, but with more County-wide and area training meetings in 1965, it is felt that more individuals will volunteer their services.

II.

Report On Project Areas.

NOTTOWAY COUNTY

(1.)

MAJOR EMPHASIS: EDUCATIONAL PLAN
PROJECT AREA: EXTENSION HOME ECONOMICS
PHASE: FOOD AND NUTRITION, Year: 1964

Homemakers in Nottoway County realized a need for further help in planning and preparing more nutritious meals for the family after studying topics on basic food needs of everyone and on ways of adding variety to meals in 1963. Planning and preparing appetizing breakfasts, lunches, and snacks presented the largest challenge as well as planning ways to get more milk in the diet. Therefore, the main objectives of this phase of the program were to improve knowledge and skills in planning and preparing breakfasts, lunches, and snacks, and to improve skills in preparing foods with milk as an ingredient in order to get more milk in the diet.

To accomplish these objectives ~~lower~~ training meetings were conducted by the home Agent a month in advance of meetings dates as follows: "Better Breakfasts" in December, 1963; "The Packed Lunch" on January 28; and "Ways To Get More Milk In the Diet" on Friday, February 21. Also, Discussions were held and demonstrations were given by the Home Agent and trained leaders with emphasis on actual practice by homemakers during regular meetings and while at home. Menu tips were included in circular letters sent to homemakers and other in-

terested persons to further encourage better diets. Bulletins and circulars prepared by the extension specialists were used as reference material along with other supplementary materials from other sources as recommended by the specialist.

Better breakfast topics included the importance of eating breakfast; what constitutes a good breakfast; and types of nourishing breakfasts. Sample breakfast dishes prepared were french toast, proched egg on toast, and bread variations. To stimulate the breakfast eating habit stress was placed on deviating from the typical bacon and egg breakfast to using other nourishing foods not normally served for breakfast, such as soups and sandwiches. Moderate low-fat well-balanced breakfasts were also discussed.

The Packed Lunch or the meal away from home presented the homemakers with many problems in planning and preparing. Leaders and homemakers were encouraged to plan and prepare more appetizing and nutritious lunches for family members, with stress on planning the lunch as a complete meal which would help make up the total daily requirement based on the basic four food groups. Tips on improving home packed lunches included: Do-ahead foods for lunches, balance lunch suggestions, lunch containers and care, how to make sandwiches, and ways to add surprises or interest to lunches.

To improve the family in-take of milk, stress was placed on why you need milk, the amount needed, and ways to get more milk in the diet. To demonstrate a few ways to get more milk

in the diet, the following recipes were prepared. White sauce mix, chocolate pudding mix, and lemon sponge pudding. Other ways were suggested. Extension prepared circular, "Ways To Get More Milk In The Diet" and bulletin, "Getting Enough milk", were given members for further reference.

During April, Nottoway HD Club members studied how to help teenages to eat better with emphasis on "Snacks for Teenagers". It was noted during the discussion period that local teenagers' eating habits were very much the same as those found in studies of teenager eating habits in other areas of the country--they skip breakfast, many do not like milk, they eat too many sweets between meals, they fear getting too fat, and tend to dislike foods they hear the adults or parents say they dislike.

To help the parents encourage better eating habits among teenagers, stress was placed on the importance of well-balanced meals. Emphasis on "Snacks For Teenagers" included recipes of favorite snacks that were pleasing to taste, refreshing but not filling, low in calories and high in vitamins and minerals.

During November, Christmas menus and recipe suggestions were compiled by the Home Agent, using previous material from the extension food specialists to encourage easier meal preparation and entertaining during the holidays. Emphasis was placed on easy to prepare recipes and ways to use

up leftover foods to help the food budget this time of year. Stress was also placed on preserving the true spirit of Christmas and on using time wisely, as well as keeping in mind balance diets even during the holidays.

Through the summary of accomplishments listed by home demonstration club members, over half of the 106 members reported and stated that they serve more nutritious meals to their families and shared recipes and nutrition information with their neighbors and other friends. Roll call responses indicated that homemakers were more aware of the importance of planning daily menus with all three meals in mind to be sure daily food requirements were met. Their fear of not getting the proper amount of milk in the diet decreased after learning that they were getting some of it in the diet in many ways other than as a beverage. Sandwiches and soup suggestions for breakfast were well received and proved to be an easier way to start the day. Many parents realized that they were partly to blame for many poor eating habits of teenagers and vowed to put forth special effort to correct this and pass the information on to others.

Every effort is being put forth by members to improve the family general health through better diets. The year 1965 will include assistance on serving food in an attractive way, making it even more attractive and appetizing to the family.

NOTTOWAY COUNTY

(1.)

MAJOR EMPHASIS: EDUCATIONAL PLAN
PROJECT AREA: EXTENSION HOME ECONOMICS
PHASE: Home Management, Year: 1964

Homemakers in Nottoway County needed assistance in the home management phase of the home economics program to aid them in planning and carrying out their everyday duties in the home. The main objectives of this program was to improve knowledge and skills in selection and care of large and small electrical appliances used often in the home; to provide training in arranging kitchen equipment to achieve an efficient working area; and to provide help on short cuts in house cleaning to save time and energy in getting the cleaning job done.

These objectives were accomplished through the following teaching methods: Leader training meetings, demonstrations, discussions, along with reference bulletins, circulars, and leaflets prepared by extension service specialists. Follow-up on application of information gained was accomplished through home visits.

Pertinent information covered on the following topics-- "Selection and Care Of Small Electrical Appliances"--included points to consider when purchasing small appliances, features to look for, and general instructions for care.

Emphasis was placed on the selection and care of toasters, mixers, and irons--appliances more members were likely to own. Slides were shown to acquaint members with small electrical equipment now on the market. Appliances that could do more than one job were noted to prevent duplications and waste of money when selecting them.

"Selection and Care Of Large Equipment" (Freezers and Refrigerators) included, evaluating the need for the equipment, the size of the family and the amount of entertaining carried on, the space for it and other facts. Consideration was given to the care of the interior and exterior as a means of prolonging the life of the equipment. Members studied the various models of freezers, refrigerators, and combinations of the two now on the market. Advantages, disadvantages, and approximate expense to operate them were discussed also.

"Kitchen arrangement" covered identifying the various centers in a kitchen; the triangular work pattern (from stove, sink, refrigerator) in the kitchen; and storage space for food, utensil, and cleaning articles used in the kitchen. Stress was placed on the well arranged kitchen to save time and energy. Slides were shown on the "Beltsville Energy Saving Kitchen Workroom."

Cleaning short-cut tips were explained to members which would aid them in saving time and energy in getting the job done. Homemakers were encouraged to apply the six work simplification principles as follows: keep everything in easy

reach; use best equipment, tools and supplies for the job; work in a comfortable position; combine jobs or parts of jobs; leave out parts of a job; and use both hands. Demonstrations were given on getting the maximum use from the vacuum cleaner and its attachments, cleansing aids for getting a lasting cleaning job, and how to make a homemade oven cleaner as recommended by the extension specialist.

The home management phase of the year's program proved to be a most interesting one to the members and homemakers. They realized it takes planning and an understanding of family needs, interest, and activities to efficiently organize and run a home. Several homemakers were making plans to purchase a refrigerator and a freezer. After observing the various models on the market, they were able to intelligently evaluate their needs and make plans for selecting the model that would meet these needs. One in particular, needed only a combination freezer-frigerator to meet her family needs. Four homemakers improved their kitchen arrangement to a small degree, five planned and followed a schedule for house cleaning, and several purchased large and small appliances. Many homemakers reported during regular meetings their results from using the homemade oven cleaner. They were delighted to find the cleaner actually accomplished the job and it was cheaper and safer to use than some of the commercial products. Homemakers in Nottoway County are aware of what is involved in managing a home.

NOTTOWAY COUNTY

(1.)

MAJOR EMPHASIS: EDUCATIONAL PLAN

PROJECT AREA: FOUR-H AND OTHER EXTENSION YOUTH PROGRAMS

PHASE: Four-H Leader Training Program, Year: 1964

Potential and present 4-H project leaders serving in Nottoway County needed training in giving demonstrations to assist 4-H members with project work. Also, leaders lacked knowledge in project requirements and an understanding of needs and interest of 4-H members.

The objectives of this phase of work were; to increase leaders understanding of needs and interest of 4-H members and project requirements and to improve leaders skills in giving demonstrations.

Methods used to improve leadership assistance in the County included a morning session for leaders at the beginning of the club year during the 4-H Jr. Council training meeting with Mr. M. C. Harding, Farm Agent of Lunenburg County, serving as consultant. This group consisted of adult leaders and parents of 4-H'ers. Much of the information on "Leader Led Clubs" as presented by Miss Margaret Gulley, State 4-H Agent, during the Annual Agents' Conference in 1963, was used to explain this phase of the program to leaders with other important facts stressed on age groups and their particular interests. Project training meetings

were held during regular Leaders Association meetings which reached only a small per centage of the leaders. Some of the Jr. leaders were given individual assistance due to the transportation problem of getting together on a county-wide basis. Parents and other persons were kept informed on 4-H activities through circular letters and announcements.

Six adults offered their assistance as leaders in 1964. There are potentials for 1965, with an increase in well planned area group meetings for specialized training. Due to the advanced age of leaders, illness and one death caused many interruptions during the year. The four community 4-H clubs receive more individual assistance. School clubs still lack the leadership necessary for individual project guidance. The school clubs constitute the largest per cent of 4-H members. Seventy-nine 4-H members completed projects satisfactorily. Leaders are more aware of the need for leader assistance and the importance of project work as a means of developing boys and girls. However, a complete survey will be made later to determine ways and means of meeting the needs of leaders.

NOTTOWAY COUNTY

MAJOR EMPHASIS: EDUCATIONAL PLAN
PROJECT AREA: COMMUNITY AND PUBLIC AFFAIRS
PHASE: County Advisory Board and Community
improvement club work, year: 1964

The Nottoway County Advisory Board and Community Club assists with disseminating extension outlook material and aid in making people aware of new and improved farm and home practices. Quite a few of these leaders were not aware of the many rapid changes and developments pertaining to the extension program that would enable them to work more effectively with the program. The objective of the year's program for this group was to increase their effectiveness through providing educational programs during their regular monthly and bi-monthly meetings.

To increase leaders knowledge of the extension program they were provided outlook information as related to needs; information on new or improved practices for home or farm; and were made aware of assistance available through other extension agencies in the County. Demonstrations, discussions, circulars, letters, news releases and result demonstrations were used to achieve this objective.

All members of both groups received monthly copies of "Landscape Notes" and "Garden Suggestions" as provided by the State Extension Horticulturists, which supplied them up-to-date information in this area. Community Club mem-

bers were shown slides pertaining to club projects and current interest on "Planning The Home Ground Landscape", "Home Improvements Made In Nottoway County", and the Civil Defense slide on "Family Survival Plan". Community Club members served as result demonstrators for the Community Improvement program, sponsored by the County Advisory Board.

Members of the board and club continued their leadership in the County and shared information and assistance with others. One other person gave his services to the Advisory Board during 1964. The Poplar Lawn Community Club accomplishments made two other communities interested in well-landscaped church grounds and sought assistance to accomplish this goal. The two groups—Spring Hill and Mt. Gazarine—received assistance from Dr. W. L. Watson, Horticulturist of Virginia State College, on landscape plans for their respective church grounds and cemeteries. Plans were drawn-up to include suggestions for shrubbery, parking, and picnic area placements. Also, suggestions for designing cemeteries for easier care.

Leaders were active this year in County, State, and district activities. The County Advisory Board sponsored the Annual picnic for HD, 4-H'ers, and leaders on July 18, at the Prince Edward County State Park, which provided wholesome recreation for adults and youth in the county and

(3.)

a means of fellowshipping together. Four adults and two youths represented the County at the State Family and Community improvement Institute on July 7-9 at Virginia State College, and received timely information, for personal and club use, from the theme discussed--"Meeting the Challenge of Change in the 1960's".

Also, Mr. and Mrs. Ralph Jackson, Advisory Board leaders from Crewe, represented Nottoway County at the Annual State Advisory Board Meeting, held in the Peninsula Area. The State meeting enable delegates to observe and appreciate the different industries in different sections of the State and to observe home and farm improvements that have been made. It stimulates leadership. They also share information with County leaders.

Leaders are more aware of assistance available through other extension agencies and are more aware of the importance of their individual leadership and recognizes their accomplishments and need for improvements in some areas.

The community club showed great interest while working on a particular goal (getting a landscape plan drawn-up for the church grounds and installing the walk-way), but displays a lesser degree of interest in working on their long term goals. One good point is they recognize this slowing of pace and are trying to work out a consistent plan to keep going as a demonstration community and as a means of meeting their necessary needs in their respective communities.

NOTTOWAY COUNTY

MAJOR EMPHASIS: ORGANIZATIONAL PLAN

PROJECT AREA: EXTENSION HOME ECONOMICS

PHASE: Home Demonstration Club Work, Year: 1964

Leaders in Nottoway County recognized that the extension program could be of great benefit to the young homemakers in Nottoway County. Most of these Young homemakers have children and need help with many of their homemaking problems--as noted by older HD members and parents of these young girls. Due to the wide range of ages between the members and the young homemakers it was felt that they would participate more readily if younger group were organized.

With the specific problem of not reaching the young homemakers with the extension program, the main objective for 1964 was to organized HD Clubs of young homemakers in Nottoway County to reach more of these homemakers with the extension program.

Methods and procedures used to try to obtain this objective included discussions held with HD members and other key leaders in the County on organizational work; HD handbooks were sent to non-members; letters, notices sent to inform non-members of special interest activities and events; and home visits were made in four different communities to seek leaders to stimulate interest in organizing HD Clubs. Homemaking information was sent to these non-members, es-

pecially releases of a particular interest were sent through circular letters.

To date, there is a mailing list in the extension office of young homemakers in Nottoway County, which was compiled by home demonstration club members and former extension secretaries. Some on the list expressed interest in organizing—others were suggested interested persons. Organization has not taken place as yet, due to many reasons—some are working, some have baby sitter problems, and other transportation problems.

It has been noted that the young and early middle age homemakers (those contacted) are more interested in special interest groups than organized HD Clubs—groups that will meet for a month or two for a certain number of days a week. This was noted when the Agent in cooperation with the Red Cross Dept. and Nurses at Piedmont Hospital in 1963, organized a Home Nursing Course—twenty-five enrolled for this one special interest group with twenty-two completing the course. This was done through the home demonstration club program. The program reached home demonstration club members as well as non-members who ordinarily would not attend an HD meeting. This meeting met a need for these ladies. This same interest was shown when a hat clinic was held—twenty-three participated and twenty-two completed a hat—which gave them a new hobby and a means of earning extra money. In this group HD

members participated, non-HD members, and former members participated. The former members haven't attended a meeting since. Also, during a leader training meeting in 1964, on reupholstering furniture, many expressed an interest in such a workshop. Since this was held in July, after the June planning meeting, it was not worked into the 1965 program of work.

Recently a request has been made for a clothing construction special interest workshop for homemakers. This information was gathered through discussions, observations, and past experiences. No formal questionnaire was used as planned. The number of members participating in home demonstration club phase of the extension program totals 106.

It is felt that the extension program which is available to all people in the county, with continuous efforts put forth by leaders and the Agent, will reach and benefit more people in 1965.

NOTTOWAY COUNTY

OTHER TOPICS OF INTEREST TO HOMEMAKERS

COVERED IN 1964

PHASE: HOUSE FURNISHINGS

RE-UPHOSTERY WORKSHOP:

In answer to a request for help in saving old furniture in need of repair in the homes of homemakers in Nottoway County, nine leaders representing three HD Clubs in the County were trained in the art of re-upholstering chairs during a five day workshop which was held July 27-31, from 9:00 A. M. to 4:00 P. M. daily. Thus, making available nine leaders to assist homemakers with re-upholstering furniture.

In preparation for the above workshop a pre-upholstery clinic was held July 7, and on other dates leaders with chairs to upholster were visited to give instructions on equipment and materials needed to do the job and to help them determine whether the chairs were worth the time and expense necessary to do a good job.

During the workshop, leaders completed one overstuffed chair and two occasional chairs. Leaders trained represent the Blackstone, Burkeville, and Nottoway-Crewe Communities.

Miss Katherine Habel, House Furnishing Specialist, held an agent training meeting in Brunswick County in February, 1964 to prepare the Agent for the workshop. Miss Mary L. Moody, Home Agent of Prince Edward County, assisted two days with the County Workshop.

NOTTOWAY COUNTY

COUNTY EXTENSION PROGRAM, YEAR: 1964

Nottoway County extension organizations were active in their County, District, and State Meetings during 1964. Participating in the County extension program were five (5) Home Demonstration Clubs with an enrollment of 106 members and seven (7) Four-H Clubs with an enrollment of 95 boys and 143 girls--totaling 238 members. Other extension organizations assisting with the program in 1964 were the County Advisory Board, Home Demonstration Club Committee, 4-H Leaders Association, 4-H Junior Council, and the Poplar Lawn Community Club which is sponsored by the County Advisory Board.

Demonstrations and discussions held on project work and topics of interest made the people in the County more aware of the need for this out of school educational program and the assistance available. Many realized they could still take better advantage of other areas of the extension program and serve in many ways as leaders on various occasions. Seventy-nine 4-H Club members completed their projects satisfactorily--with much room for improvement. This can be accomplished through the recruitment of qualified project leaders and by giving them more training in their duties.

In order to improve project work in 1964, which helps to improve individuals in the County, twenty-one (21) leader training meetings were held for HD Club members with an

attendance of 124 and 24 leader training meeting were held for 4-H'ers with an attendance of 203. One hundred and ninety-two (192) visits were made by the Home Agent during meeting times and on special trips to make contacts with the people in the county and to give assistance with problems as requested. Good use was made of extension publications to further supplement information needed by individuals.

Also in the project area, homemakers are more aware of the importance of planning daily menus with all three meals in mind to be sure daily food requirements are met and that it is the job of parents to set good eating habits for their children. Homemakers are also aware that home management involves planning in order to meet the needs of a family and are giving more thought and some action to accomplishing this end.

Special interest meetings and workshops to meet an immediate need seems to be preferred by the young and early middle age homemakers. Efforts will be made to work them into the 1965 program. However, since this is a preference of a small group that was contacted, a more formal survey will be made in 1965, to find out whether this holds true for a larger segment of the County.

In 1965 more advantage will be taken of the local news media, especially the newspapers, to reach the County people

with the extension program. The year 1965 will be a challenging year with special attention given to developing a strong leadership program; emphasis on good nutrition and continuous progress in the home management area as an individual family project; and to interest leaders in community improvement work—recognizing their needs and planning action programs to accomplish their goals.

Art Appreciation and Application In The Home, the home demonstration club members' area of emphasis with stress on "Foods and Nutrition" and "Clothing" for 1965, has been planned to provide needed information for problems noted in 1964. Four-H Clubs carrying out their Home Furnishings Club project in 1965 will further improve family living, or at least, make family members aware of improvements needed in this area. Also, special interest workshops will be planned to meet an immediate need or interest of homemakers in Nottoway County whenever possible.

On a whole, 1964 brought about many improvements in the County with many challenges for 1965.

SECTION I: SUMMARY OF SELECTED EXTENSION TEACHING ACTIVITIES

(See instructions in Section I for columns A-B-C-D-E-F.)

Teaching Activities	Work Done By --					
	Home Agents	Youth Agents	Agricul- tural Agents	County Total	State Staff	Grand Total
	A	B	C		E	F
1. Farm, home, firm and other out-of-office visits	192	-	-	192	✓	-
2. Office calls	180	-	-	180	✓	-
3. Telephone calls (received or made)	291	-	-	291	✓	-
4. Newspaper articles or stories:						
a. Prepared and released directly to newspapers or magazines	3	-	-	3	✓	-
b. Prepared by state office and released through county extension offices	0	-	-	0	✓	XXXXX
5. Broadcasts made:						
a. Radio	0	-	-	0	✓	-
b. Television	0	-	-	0	✓	-
6. Publications distributed directly to the public	4,996	-	-	4,996	✓	-
7. Circular and commodity letters written	14	-	-	14	✓	-
8. Training meetings held for local leaders:						
a. Adult work (1) Number	21	-	-	21	✓	-
(2) Attendance	124	-	-	124	✓	-
b. Youth work (1) Number	24	-	-	24	✓	-
(2) Attendance	203	-	-	203	✓	-
9. Other meetings at which agents or specialists presented educational information:						
a. Adult work (1) Number	69	-	-	69	✓	-
(2) Attendance	761	-	-	761	✓	-
b. Youth work (1) Number	62	-	-	62	✓	-
(2) Attendance	4,459	-	-	4,459	✓	-
10. Meetings held by local leaders:						
a. Adult work (1) Number	15	-	-	15	✓	-
(2) Attendance	93	-	-	93	✓	-
b. Youth Work (1) Number	22	-	-	22	✓	-
(2) Attendance	196	-	-	196	✓	-

SECTION II: PROGRAM EMPHASIS
(See instructions for Section II.)

	Days Devoted By	
	County Staff	State Staff
	A	B
11. Planning and management of the farm business	-	-
12. Field crops, pasture, range (production and on-farm marketing)..	-	-
13. Soil management	-	-
14. Horticulture (production and on-farm marketing)	-	-
15. Forestry (production and on-farm marketing)	-	-
16. Soil and water conservation, wildlife	-	-
17. Plant pathology	-	-
18. Entomology	-	-
19. Agricultural chemicals (pesticides, additives, etc.)	-	-
20. Dairy (production and on-farm marketing)	-	-
21. Poultry (production and on-farm marketing)	-	-
22. Livestock (production and on-farm marketing)	-	-
23. Animal and poultry health	-	-
24. Marketing and utilization	-	-
25. Consumer education in use of agricultural products	-	-
26. Agricultural engineering	-	-
27. Dwellings and equipment	-	-
28. Home grounds improvement	14	-
29. Planning and management in the home	16	-
30. Family economics	10	-
31. Home furnishings	18	-
32. Clothing selection and care	13	-
33. Clothing construction	15	-
34. Food preparation and selection	17	-
35. Food preservation	10	-
36. Nutrition	15	-
37. Human relations, child development	8	-
38. Health	11	-
39. Safety	8	-
40. Recreation	10	-
41. Outlook	3	-
42. Community development and resource adjustment	12	-
43. Manpower development, employment information	0	-
44. Public affairs	0	-
45. Rural defense	3	-
46. Leadership development	23	-
47. Extension administration, organization	1	-
48. Program planning	6	-
49. Supervision of extension personnel	XXXXX	-
50. Inservice training received	17	-
51. Miscellaneous (cannot be charged to above items)	0	-
52. Total days worked (items 11-51)	228	-
Of total days reported in item 52, how many were devoted to:		
53. a. Adult work	123	-
b. Young adult work (ages 18-25)	-	-
c. 4-H Club work	105	-
d. Work with other youth and youth serving groups (within 4-H age)	-	-

54. Adult voluntary local leaders assisting in the conduct of county extension work.
(Read instructions before completing.)

	Men	Women
	A	B
a. In overall county-wide extension councils or committees, community improvement work and other work not covered below	15	41
b. In adult agricultural and related fields	-	-
c. In adult home economics and related fields	-	41
d. In work with young adults	-	-
e. In 4-H Club work: (Different leaders only)		
(1) Organizational leaders	2	5
(2) Project or subject-matter leaders	0	12
(3) Other adult leaders	1	18
f. Total DIFFERENT adult leaders	18	77

HOME ECONOMICS EXTENSION WORK

55. Organized clubs or other groups continuously carrying on adult home economics extension work:

a. Number of groups	<u>5</u>
b. Number of members	<u>106</u>

56. Special audience and specific interest groups:

a. Organized by extension and worked with in home economics extension work:	
(1) Number of such groups worked with	<u>1</u>
(2) Attendance at meetings held with these groups	<u>6</u>
b. Not organized by extension:	
(1) Number of such groups worked with	<u>1</u>
(2) Attendance at meetings held with these groups	<u>14</u>
(3) Number of leaders in non-extension organized groups trained by extension during the year	<u>14</u>

WORK WITH YOUNG ADULTS

Work designed to meet the continuing education needs of men and women, primarily out of school, unmarried, and in the age range of 18-25. Report all worked with of this age group regardless of whether they are also reported elsewhere.

57. Extension sponsored groups of young adults:

a. Number of groups worked with	<u>-</u>
b. Number in such groups	Men: <u>-</u>
	Women: <u>-</u>

58. Number worked with through young adult programs (jointly sponsored groups, non-extension groups, and individuals not in groups). Men:

Men: -

Women: -

WORK WITH OTHER YOUTH

59. Number of youth (of 4-H Club age) worked with in addition to 4-H Club members

4-H CLUB WORK

60. Number of 4-H Clubs	<u>7</u>	53. Four-H Club members by years in club work:	
61. Different 4-H Club members enrolled:		a. 1st year	<u>98</u>
a. Boys	<u>95</u>	b. 2nd year	<u>109</u>
b. Girls	<u>143</u>	c. 3rd year	<u>23</u>
c. Total	<u>238</u>	d. 4th year	<u>6</u>
		e. 5th year	<u>1</u>
		f. 6th year and over	<u>2</u>

52. Four-H Club members enrolled by place of residence:		54. Four-H Club members by age groups:	
a. Farm	<u>40</u>	a. 12 years and under	<u>162</u>
b. Rural non-farm	<u>138</u>	b. 13-15 years inclusive ..	<u>69</u>
c. Urban	<u>60</u>	c. 16-20 years inclusive ..	<u>7</u>

65. Four-H enrollment in projects and activities:

(A member may be enrolled in more than one project or activity under each of the following groupings and should be counted each time.)

a. Agronomy (crops and soils)	-
b. Horticulture (fruits, vegetables, landscaping)	-
c. Entomology and plant pathology	-
d. Conservation (soil, water, forest, wildlife)	-
e. Poultry	-
f. Dairy	-
g. Beef	-
h. Swine	-
i. Other livestock	-
j. Engineering (include electricity, tractor, automotive)	-
k. Management on the farm	-
l. Marketing and business	-
m. Management in the home	-
n. Clothing	<u>197</u>
o. Food and nutrition	<u>32</u>
p. Home improvement and furnishings	<u>40</u>
q. Family life education	<u>1</u>
r. Personal development (public speaking, grooming)	-
s. Health	<u>38</u>
t. Safety	-
u. Recreation (include crafts)	-
v. Community and public affairs	-
w. Career exploration	-
x. Total enrollment in projects and activities	<u>308</u>

66. Junior 4-H Club leaders:

a. Boys	<u>2</u>
b. Girls	<u>36</u>

SECTION III: COOPERATION WITH OTHER PUBLIC AGENCIES

(Read instructions before completing.)

	Days Devoted By	
	County Staff	State Staff
	A	B
FEDERAL AGENCIES		
67. Agricultural Research Service	-	-
68. Agricultural Stabilization and Conservation Service	-	-
69. Bureau of Indian Affairs	-	-
70. Bureau of Land Management; Bureau of Reclamation	-	-
71. Department of Commerce (Area Redevelopment)	-	-
72. Economic Research Service	-	-
73. Farm Credit Administration	-	-
74. Farmer Cooperative Service	-	-
75. Farmers Home Administration	-	-
76. Fish and Wildlife Service	-	-
77. Food and Drug Administration	-	-
78. Forest Service	-	-
79. Housing and Home Finance Agency	-	-
80. Rural Electrification Administration	-	-
81. Selective Service	-	-
82. Social Security Administration; Internal Revenue Service	-	-
83. Soil Conservation Service	-	-
84. Area Authorities (TVA, etc.)	-	-
85. USDA Defense Board	-	-
STATE AGENCIES		
86. Civil Defense (at both state and county level)	-	-
87. Health Department	-	-
88. Highway Department	-	-
89. Commissions on: Children and Youth; Juvenile Delinquency; Aging ..	-	-
90. State Departments of Agriculture and Forestry	-	-
91. State Department of Education (schools in general)	-	-
92. State Employment Service	-	-
93. Welfare Department	-	-
94. State RAD Committee	-	-
COUNTY AGENCIES		
95. Soil Conservation Districts	-	-
96. Vocational Agricultural and Home Economics Departments	5	-
97. County or area RAD Committees	-	-