

1961 PLAN OF WORK

James

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LOCAL HOME AGENT

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I. County Situation

Sussex lies in the southern Coastal Plain except the extreme western corner which is in the Piedmont Plateau. It is bordered on the northeast by the Blackwater River and on the southwest by the Meherrin River. Total land in farms is 182,138 acres, this is about 57 percent of the county's area of 317,440 acres. There are 1,009 farms averaging 165.7 acres in size and \$12,954 in value of land and buildings (1950 census). Six-hundred thirty-one of the 1,009 farms are Negro and 468 are white farms. The total population is 12,785.

The topography is made up of low irregular hills and some level land. Elevations vary from 50 to 250 feet above sea level. Temperatures average about 40 degrees in January and 77 degrees in July. The frost-free growing season is about 190 days, extending from around April 15 to October 22. Annual precipitation averages about 48 inches.

Agriculture is the chief industry, and the value of farm products sold averages more than four and a half million dollars per year. Sussex is one of the leading counties in the state and ranks fourth in acreage of peanuts and number of hogs. The peanut crop is the principal source of cash farm income and supplies about 48 percent of the county's total. Hogs contribute about 18 percent of the total, flue-cured tobacco about 8 percent; and cattle and calves a little over 5 percent. Other sources of farm income are poultry, soybeans, corn, cotton and forest products. Several families are employed in surrounding urban area in order to budget the family income and add some of the facilities which add for more comfort in the home. Families are still building new homes and remodeling old ones in order to add more comfort and beauty.

Industries in surrounding urban areas have caused some of the young couples to migrate from rural areas wherein others commute daily. All recreational activities are planned by schools, churches, social organizations and 4-H and H. D. clubs. All activities are carried out in schools and churches which makes it less interesting because of crowded conditions due to lack of space. Many younger couples migrate to urban areas because of this reason. Hunting and fishing provides opportunities for outings. The county consist of several creeks and plenty of water. Most of the families obtain water from shallow dug wells or driven wells sunk in the terrace deposits of sand and clay.

Most homes have electricity power, but there are still homes without this convenience. Telephones are limited throughout the county, however, some families around the two larger settlements have telephones.

Health and medical facilities are available in the county. There are several private doctors and the county's health department (clinic).

Many vegetable and fruit products such as watermelons, cantaloupes, beans, tomatoes, cabbages, etc. are marketed from house to house in seasons when they are popular in the kitchen. Many of the farm products are sold in nearby market concerns in other counties or cities.

II. County Extension Program - Adult

A. Organization

1. County Agricultural Extension Service Board is composed of representatives from all communities in the county, representatives from the Home Demonstration clubs and all 4-H leaders. This organization will meet three times during the year and will receive the over-all report of Extension

work in the county. Farm and Home Development work, all goal chairmans and the Community Improvement club will report to this organization periodically. Four "H" and Home Demonstration club calendars are reviewed by this board. Delegates to attend the State Advisory Board meeting in September will be elected from this board. Plans have been made to feature some educational speakers at regular meetings as well as at county-wide meetings. The first county-wide program of 1961 will feature information on "Keeping Farm and Home Records." This is planned for February. The next county-wide educational feature will be held in the spring. One fund-raising activity will be sponsored by this board during the year. In the fall, the advisory board will sponsor a county-wide tour showing some result demonstration work in both the areas of improved farm and homemaking procedure.

2. County Home Demonstration Committee is composed of the presidents and two leaders from each Home Demonstration club. This committee will meet three times during the year. Leaders from each H. D. club will report club activities to this committee. Leaders will also check with clubs before the meeting and present problems of the club to the committee. This group will work out all county-wide Home Demonstration club activities, such as the celebration for National H. D. Week, and Achievement Day Program. This committee will also conduct the H. D. program planning during the month of July. Delegates to attend the following activities will be elected by this committee: District H. D. meeting, Farm and Home Week, and other meetings that may be held during the year that may be beneficial to the county's program. A fund-raising activity will be sponsored by the H. D. committee in January.

B. Subject Matter and Special Emphasis Areas (outlined on following charts)

ADULT WORK

Subject Matter or Special Emphasis Area Clothing Number of Clubs, Groups or Committees Involved

Problem	Topics to be Included	Number of Clubs, Groups or Committees Involved
Since many homemakers sew in the home, there is a need for more information on selecting good quality materials as well as a need for information on good selection of ready to wear; and on planning, selecting and buying family clothing in order to spend the clothing dollar to its best advantage.	Buying Fabrics and Yard Goods. Wise Spending of The Family Clothing Dollar - Investing In Fit, Fashion, Fabric and Finish.	11 H. D. Clubs

Goals	What People Are To Learn	Plans For Carrying Out Program and Measuring Results	Notes On Results, Adjustments, And Accomplishments
Changes expected in the people are: An awareness of saving on the clothing dollar through wise planning, selection and buying.	The people are to learn: To select good quality fabric and yard goods.	Specialist assistance will be used on both topics which will be given in H. D. clubs by the leaders and the agent.	
Better dressing through selection of good quality fabric and yard goods for home sewing.	To make good investment in buying the family clothes.	The radio, film scrip and printed materials will be used. Results will be measured by a survey to find out how many homemakers used information given. Exhibits at Achievement Day will also be used.	

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ADULT WORK

Subject Matter or Special Emphasis Area Home Improvement

Number of Clubs, Groups
or Committees Involved

Problem

Topics to be Included

Adequate storage is one problem that seems common to many homemakers in this area, especially those who have older homes.

Bedroom and Clothing Storage

11 H. D. Clubs

Many of the older homes are built without any closet space for storing clothes; therefore, how to add more clothing space is a great need.

Goals

What People Are
To Learn

Plans For Carrying Out Pro-
gram and Measuring Results

Notes On Re-
sults, Adjust-
ments & Accompl.

Changes expected in people are: To become more aware of ways of improving or adding storage space for the family clothing.

The people are to learn:
Ways of improving or adding
bedroom and clothing space.

A leader training meeting will be conducted by the specialist.

Discussions and demonstrations will be conducted by the leaders and agent in H. D. clubs.

The radio will be used to emphasize and follow up this work.

Results will be made through observation on home visits and by reports from members.

ADULT WORK

Subject Matter or Special Emphasis Area House Furnishings

<u>Problem</u>	<u>Topics to be Included</u>	<u>Number of Clubs, Groups or Committees Involved</u>
How to select good quality bedding and bed linen.	Selecting Bedding and Bed Linens	11 H. D. Clubs
How to get more use out of older worn pieces of furniture that are still useable.	Upholstery	1 Special Interest Group

<u>Goals</u>	<u>What People Are To Learn</u>	<u>Plans For Carrying Out Program and Measuring Results</u>	<u>Notes On Results, Adjustments, And Accomplishments</u>
Changes expected in people: To become more aware of selecting the best quality bedding and bed linen for their money. To become aware of how to get more use out of older pieces of furniture through upholstery repairs.	The people are to learn: To make wise selections of bedding and bed linen. To do simple upholstery repairs.	Specialist assistance will be given in an upholstery workshop to leaders and agent. A workshop on making upholstery repairs will be given as a special interest activity. Specialist assistance will also be used in selecting bedding. This information will be given to H. D. clubs by the agent and leaders. Radio and printed material will be used. Results of this work will be obtained on community tour and from monthly report given by club members.	

ADULT WORK

Subject Matter or Special Emphasis Area Rural Arts

<u>Problem</u>	<u>Topics to be Included</u>	<u>Number of Clubs, Groups or Committees Involved</u>
Since educational exhibits are made in the county by the various clubs, homemakers felt they needed more information on this topic in carrying out this work.	How to Make Educational Exhibits	11 H. D. Clubs
	Textile Painting	
	Making Christmas Cards and Wrappings	1 Special Interest Group
Homemakers expressed a desire for art work that would be pleasurable as well as useful to them.	Basketry	

<u>Goals</u>	<u>What People Are To Learn</u>	<u>Plans For Carrying Out Program and Measuring Results</u>	<u>Notes On Results, Adjustments, And Accomplishments</u>
Changes expected in the people are: To become aware of making good educational exhibits.	The people are to learn:	Rural Art leaders will be given training by the specialist on the various topics.	
	To make educational exhibits.		
To become more aware of the different art works that can be useful in the home as well as pleasurable to make.	Make Christmas Cards and Wrappings.	Leaders and agent will conduct demonstrations in H. D. clubs.	
	Do Textile Painting and basketry.	There will be special interest group activities in this area.	
		Rural art leaders will report on the work done in their clubs and exhibits will be made at Achievement Day.	

ADULT WORK

Subject Matter or Special Emphasis Area <u>Food and Nutrition</u>		
<u>Problem</u>	<u>Topics to be Included</u>	<u>Number of Clubs, Groups or Committees Involved</u>
How to get all of the various food nutrients in the daily diet.	Planning Adequate Meals	11 H. D. Clubs
How to plan and shop wisely to get the most out of the food dollar.	Wise Food Shopping Nutritious Snacks and Refreshments	
How to make snacks and refreshments more nutritious for better family health.		

<u>Goals</u>	<u>What People Are To Learn</u>	<u>Plans For Carrying Out Program and Measuring Results</u>	<u>Notes On Results, Adjustments, And Accomplishments</u>
Changes expected in people are: To plan adequate family meals.	The people are to learn to: Plan balance daily meals.	Leader training session will be conducted by the agent after specialist assistance.	
To get more out of the food dollar through wise planning and shopping.	Plan and shop wisely using the food dollar to its best advantage.	Leaders will give demonstrations in H. D. club.	
To become aware of serving nutritious snacks and refreshments.	Prepare nutritious snacks.	The radio, pamphlets, film scrip and bulletin will also be used to inform more people. To measure the results at the end of the year, survey will be taken to find out how many homemakers used information given on these topics. Homemakers will also make monthly reports in regards to subject matter at each H. D. club regular meeting.	

C. Other Activities

1. Home Demonstration Club Community Projects:

Each club will select one community project to work on during the year. The progress of these projects will be reported at each H. D. Committee meeting. It is hoped that this will not only make an improvement in the community, but stimulate more interest in extension work and more community pride.

2. County Home Demonstration Club Objectives are: Better Health, Improving Outside Surroundings, More Planned Recreation, Reaching More People, and Running Water. Most of these goals are continued from the past several years. In carrying out these objectives, discussions and talks will be conducted at various county-wide meetings, thereby stimulating more interest in a large group. Information will also be given in regular H. D. club meetings. There are 12 goal chairmen who will also put forth special efforts on these goals in each community. In August each goal chairman will conduct a community tour.

3. National H. D. Club Week

This celebration will be planned by the County Home Demonstration Committee. A county-wide program will be held along with observance in each club. The H. D. Committee will also plan an out-of-county educational trip during May as a part of the county observance.

4. Achievement Program

The Achievement Day Program will be held in the fall. All H. D. clubs will make educational exhibits. Several method demonstrations will be given by H. D. club members. This is held with the 4-H'ers.

5. Community Improvement Club

There is one Community Improvement Club. This club has decided to continue their same community project which was landscaping church grounds and developing a permanent parking area at the church and work on church cemetery. Along with this, special emphasis will be placed on some yard improvement by each family. Farm and Home Improvement projects will be carried out by each family in their home.

6. Tours

A county-wide tour will be conducted in the early fall to review some result demonstration work. This will serve as a means of informing the public about extension work as well as seeing results.

7. Judging by Leaders

Leaders will be used to judge at special events when they occur.

D. Plans for Carrying Out Program with Urban Families

There are no urban centers in Sussex County. However, there are two small towns. At present there are no organized groups in these areas. Some homemakers in these areas belong to H. D. clubs. The radio, newspaper, bulletins, pamphlets and special interest groups, will be used in reaching these families.

E. Farm and Home Development

There are two farm and home development families being worked with at this time. During 1961 plans are to add more. The County Advisory Board along with both agents will locate more families. My objectives for promoting farm and home development work are: 1. to help families develop better home management skills, 2. to help families develop more skills in making important decisions and 3. to provide families with information that will improve their family living.

Monthly home visits will be made by the agent to individual families. Several group meetings will be conducted in carrying out some subject matter relating to all families. Each month the families will be sent specific information on improved practices that may be helpful to them in the home and on the farm. A monthly record will be kept by the agent of all help given to each family. At the end of the year, each family will be asked to make a report of all work done and decisions made that were influenced by extension teaching. This will be compared with the agent's record to show the progress made by the families. Tours of the home and farm of these families will be made during the summer to show others some of the progress being made. Each family will also keep a home and farm record for all money taken in and spent during the year.

III. County Extension Program - Youth

A. Organization

1. County 4-H Council. This organization is composed of all 4-H club officers, adult and junior leaders. This council will meet three times per year. The first meeting of 1961 will be an officers training meeting for all 4-H officers. Other training (record keeping) will also be given through this council. Plans for the following activities are made in this group: National 4-H Week, 4-H Achievement Day, 4-H Plan of Work, Fund-Raising Campaign, Rural Life Sunday, and any other county-wide program that may be held during the year.

During 1961, the 4-H council also hopes to plan some type of county-wide recreational programs.

2. Project Planning Committee consist of adult and junior leaders and

older 4-H club members. This committee will meet once a year. All projects and problems concerning project work are reviewed by this committee. New projects are selected for the county by this group. The projects that were selected for the county by this group for 1961 are: Garden, Electric, Looking Your Best, and Money Management.

B. Project Work (main projects outlined on following charts)

Along with the main projects for the year, many girls carry individual projects. For 1961 girls are enrolled in: Food Preparation, Food Preservation, Make or Remake, and So You'd Like To Sew.

4-H Subject Area		
Project	Topics to be included	Number of Clubs, Groups Involved
Clothing (Unit - Looking Your Best)	Storing Summer Clothes Selection and Care of Hosiery Care of Hands, Feet and Shoes Pressing - Skirts and Slacks Care of Hair and Skin Learning Quick Repairs Storing Winter Clothes Hanging Up Clothes Improving Posture and Voice	3 Clubs

GOALS	WHAT MEMBERS ARE TO LEARN	PLANS FOR CARRYING OUT PROJECT	NOTES - RESULTS, ADJUSTMENTS, ACCOMPLISHMENTS
To encourage and develop pride in good grooming.	Members are to learn: To care for themselves and their clothes, to develop good posture and to speak in a clear low voice.	Demonstrations and discussions will be conducted by leaders and the agent. Film scrip and printed material will be used. Result will be measured by record book.	

4-H Subject Area

Project	Topics to be included	Number of Clubs, Groups Involved
Electric (Unit I)	Improving the Lighting In Your Home Repairing Service Cords Care of Electric Appliances In the Home and on the Farm Remodel An Old Lamp Converting an Oil Lamp Into Electric Fuses and How to Replace Them	6 Clubs

GOAL	WHAT MEMBERS ARE TO LEARN	PLANS FOR CARRYING OUT PROJECT
To teach more about electricity and its uses in the home and on the farm.	Members are to learn: To care for and repair electric appliances on the farm and in the home. The proper lighting for the home and farm.	Discussions and demonstrations will be given by adult and junior leaders and the agents. Home visit, visual aids, radio, and printed materials will be used. Results will be measured by record books.

Project	4-H Subject Area	Number of Clubs, Groups Involved
Money Management	Topics to be included Keeping A Personal Account Making Good and Poor Buy Keeping An Account of How Much Is Spent On Family Car Making Plans for Spending (Budgeting)	1 Club

GOALS	WHAT MEMBERS ARE TO LEARN	PLANS FOR CARRYING OUT PROJECT	NOTES - RESULTS, ADJUSTMENTS, ACCOMPLISHMENTS
To teach members to make wise decision on the use of money.	Members are to learn to determine what money they actually have and how to spend it to their advantage.	Discussions will be conducted by agent and leaders. Printed material and visual aid will be used.	

4-H Subject Area

<u>Project</u>	<u>Topics to be included</u>	<u>Number of Clubs, Groups Involved</u>
Garden (Unit II)	Planning a Variety of Vegetables for the Family Garden A Plan Layout for Family Garden-Size to Meet the Family Needs. Selecting Recommended Varieties Study of Fertilizer Recommendations Controlling Insects and Diseases <u>Storage of Vegetables and Fruits</u>	2 Clubs

<u>GOALS</u>	<u>WHAT MEMBERS ARE TO LEARN</u>	<u>PLANS FOR CARRYING OUT PROJECT</u>	<u>NOTES - RESULTS, ADJUSTMENTS, ACCOMPLISHMENTS</u>
To develop an awareness of the value of a good home garden.	Members are to learn:	Discussions will be conducted by the agents and leaders at club meetings.	
To teach methods of growing and care for vegetables.	To plan and layout a garden to meet family needs.	Home visits, and film scrip will also be used.	
	To select the best varieties of vegetables and care for them through the correct use of fertilizer, insect and disease control etc.	Results will be measured by record books and exhibits at Achievement Day.	

C. Other Activities

1. Rural Life Sunday

Rural Life Sunday will be observed during the month of May by all clubs in the various communities. A county-wide program will also be held at one of the county churches.

2. Achievement Day

Achievement Day will be held in the fall. This is combined with the H. D. achievement program. Four "H" members will display project work and record books. Method demonstration will also be given by 4-H'ers.

3. Community Activities

Each 4-H club will sponsor one program in their community during the year. This will serve as a means of informing the public.

4. National 4-H Week

National 4-H Club Week will be observed with a county-wide program. This program will be planned by the 4-H County Council. Exhibits and posters will be displayed in some local businesses and at all county schools.

IV. Scope of Work	No. in 1960	Goal for 1961
No. H. D. Clubs	11	13
Membership	230	275
No. H. D. Groups* (unorganized)	0	1
Membership	0	14
No. 4-H Clubs	10	12
Membership	253	300
No. YMW Clubs	0	1
Membership	0	12
No. Community Clubs	1	1
Membership	54	54
No. Home Ec. Committees	0	1
Membership	0	10
No. General Interest Committees	0	1
Membership	0	10
No. Youth Committees	2	2
Membership	66	66
No. Other Organizations	0	0

IV. Scope of Work (continued)	No. in 1960	Goal for 1961
No. Farm & Home Dev. Families	2	4
No. Other Families reached	307	350
No. Different families reached	611	800

Greatest emphasis are needed in the areas of organizing Home Economic Committee and on work with families in the two small towns in the county.

Many of the homemakers work out of the home. Plans are being made to reach more of these families through special interest group activities, radio broadcast and distribution of bulletins, etc. During the year we are planning to organize the Home Economic and General Interest Committee.

B. The public will be informed about the Extension Home Economics Program through special county-wide programs, newspaper articles, radio broadcast and exhibits. Many families not participating in organized clubs will be reached through bulletins, pamphlets, etc., also with radio. Special interest activities will also be used along with home visits.

V. Leadership

A. Plan for Leadership.

1. County program leaders.	No. in 1960	Goal for 1961
a. County Agricultural Extension Service Board	35	35
b. Youth Council	66	75
c. Home Economics Council	9	12
2. Home Demonstration Leadership	No. in 1960	Goal for 1961
No. organizational leaders	50	36
No. project leaders (subject matter)	27	34
No. Federation program of work chairmen	11	12
No. program development leaders	11	12
No. result demonstrators	44	52
No. training meetings by specialists	4	6
No. training meetings by dist. agents	0	0
No. training meetings by agents	29	32
No. training meetings by others	0	0
Attendance at all training meetings	64	140
No. meetings held without an agent	12	24
No. meetings leaders assisted	59	65
Demonstrations by leaders	39	49

V. Leadership (continued)	No. in 1960	Goal for 1961
<u>Talks and discussions by leaders</u>	<u>73</u>	<u>90</u>
3. 4-H Club Leadership	No. in 1960	Goal for 1961
<u>No. Club officers</u>	<u>70</u>	<u>70</u>
<u>No. adult project leaders</u>	<u>28</u>	<u>32</u>
<u>No. junior project leaders</u>	<u>16</u>	<u>18</u>
<u>No. result demonstrators</u>	<u>12</u>	<u>12</u>
<u>No. training meetings by specialists</u>	<u>0</u>	<u>0</u>
<u>No. training meetings by dist. agents</u>	<u>0</u>	<u>0</u>
<u>No. training meetings by agents</u>	<u>1</u>	<u>5</u>
<u>No. training meetings by members club dept.</u>	<u>0</u>	<u>0</u>
<u>No. training meetings by others</u>	<u>0</u>	<u>0</u>
<u>Total attendance at ldr. tr. meetings</u>	<u>16</u>	<u>56</u>
<u>No. 4-H leaders trained individually</u>	<u>98</u>	<u>100</u>
<u>No. club mtgs. held by ldr. w/out agent</u>	<u>11</u>	<u>30</u>
<u>No. additional club meetings at which leaders assisted</u>	<u>66</u>	<u>76</u>
<u>No. demonstrations given by adult leaders</u>	<u>86</u>	<u>90</u>
<u>No. demonstrations given by junior leaders</u>	<u>53</u>	<u>53</u>

B. Strengthening Leadership

Greatest emphasis is needed on securing more capable leaders for various subject matter work. Plans have been made to secure leaders in all H. D. clubs for subject matter area. Leaders are to be selected for the subject matter area that she is best suited for. Leader training will be conducted to strengthen these leaders.

A 4-H Leader Council will be organized to help strengthen 4-H leaders.

VI. For Special Consideration

My plans for maintaining and strengthening good public relations in the county are as follows:

1. Relations within the State Extension Organization Itself. The agent will keep her objective and line of work in coherence with the State program. The agent will also conduct herself in a proper manner at all times so as to be good advertisement to the extension organization.

2. Relations within the Parent Institution. The agent will cooperate with officials at the parents institutions at all times and will put forth every effort to be helpful when she can. She will also encourage students to attend these institutions.

3. Relationship with Elected and Appointed Officials. The agent will give her cooperation to elected and appointed representatives in the county.

4. Relationship with Organizations. Cooperation with other organizations will be given by agent. The agent will give her assistance whenever possible.

5. Relationship with Businesses. Commercial material will be used in carrying out the program wherever possible. None will be advertised through the county extension program.

6. Relationship with Mass Media Personnel. The agent will cooperate with the mass media personnel by trying to have all materials in on time and by trying to arrange work with them when it would be most convenient to all.

7. Relationship with Other Agencies. The agent will give her cooperation to other agencies in helping them carry out their program.

8. Individuals and Families. The agent will be friendly with all individuals and families throughout the county and will assist them when needed, however, no personal favors will be given to families or individuals through the extension program.

B. Plan for Professional Improvement

1. The agent will participate in programs and workshops planned by extension service and other organizations when they are available.

2. Professional books and publications will be read by the agent.

3. Agent will keep up dues in Agents' Association.

C. In my opinion the work on Food and Nutrition will make the most

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significant contribution towards family living. Plans for following through in this area are: Distribution of illustrative material, news articles and news letters, and radio broadcast. Exhibits will also be made at County High School on nights when the P. T. A. meeting is held.