

WISCONSIN LIVESTOCK IMPROVEMENT BOARD
WISCONSIN LIVESTOCK IMPROVEMENT BOARD
AND NATURAL RESOURCES DEPARTMENT

Evaluation: 12-Months Forage Contests - Livestock Production Improvement Board

To make survey as to the number of purebred bulls, boars and rams which have been placed.

Check on pasture improvement will be made when 12-Months Forage Contests are judged.

The County Livestock Committee is greatly concerned with improving the quality of the livestock as well as the use of better sires, strict culling and the use of cleaner and better quality feeds. It has also been recommended that more attention be given to the quality of the livestock and that a better program be carried out.

The Program Objective: A high number of the breeding animals need to be improved, and a better program carried out.

To improve quality of livestock and feed efficiency, including handling.

BY NAME	NAME	METHOD	COUSINE OR SUBJECT MATTER	PLACING OBJECTIVE
WPI National Livestock	Jan.	1. Best cattle show in- cluding handling materials.	WPI Bulletin: 230 230 225	Added livestock producers:
County Agent	1947-48	2. Purebred sales.	192	1. To produce better specimens of the value of better livestock.
WPI Specialist	Feb.	3. Cakes in selecting breeding animals.	216 207	2. To produce a better understanding of the recommended leading and management practices.
County Agent & Livestock Committee	March	4. Contact livestock showers.	271 282 212 222	3. How this will affect not income of their particular livestock enterprises.
County Agent	Jan. to	5. Contact pasture re- solving demonstration.	1000	
County Agent	Sept.	6. Contact 12-month forage program & contest.		
County Agent	April	7. Work with A-H Dink.		
County Agent	April	8. Contact demonstration on the use of SWI- breed animals.		

II. PROJECT AREAS: AGRICULTURAL PRODUCTION, MANAGEMENT AND NATURAL RESOURCE DEVELOPMENT

NEWPORT NEWS, VIRGINIA

A. Phase: Entomology

B. This phase received emphasis because of the vast number of insects present as a result of the many ornamental shrubs and gardens in an urbanized area.

C. Objective: To make available to gardeners information that will enable them to handle common, everyday insect problems.

of Work was to give current recommendations to local insecticide dealers so that they could have the specific insecticide available when needed. A portion of two of the Garden Clinics was devoted to insect control. It is the feeling of this agent that the sale of Sevin, a relatively new chemical, in large quantities as compared to last year showed that insect control was being practiced by more people. Another means of evaluation was the follow-up telephone calls by interested persons as a result of a series of news articles. If the insect problem was considered of major importance by this agent, the local newspaper ran feature stories

continued

E. Community and Public Affairs

Situation:

Because of the rapid urbanization of county and the loss of old community ties, a need is prevalent for establishing cooperation for various undertakings in larger centers of population.

Recreational needs, especially the acquiring of facilities, one needed since young people and adults must travel outside the county for their needs.

A county-wide organization to assist newly built up communities for overall planning is needed. Prejudices between older and newer communities need to be dissolved in a new spirit of cooperation.

Community and County Center
County Swimming pool
Community organizations

COOPERATION WITH OTHER PUBLIC AGENCIES

Public Agencies Worked With	Days Devoted By:	
	County Staffs	State Staff
	A	B
FEDERAL AGENCIES		
66. Agricultural Research Service	- 0 -	
67. Agricultural Stabilization and Conservation Service	- 0 -	
68. Bureau of Indian Affairs	- 0 -	
69. Bureau of Land Management; Bureau of Reclamation	- 0 -	
70. Department of Commerce (Area Redevelopment)	- 0 -	
71. Farm Credit Administration	- 0 -	
72. Farmers Home Administration	- 0 -	
73. Fish and Wildlife Service	1	
74. Forest Service	- 0 -	
75. Rural Electrification Administration	- 0 -	
76. Selective Service	- 0 -	
77. Social Security Administration; Internal Revenue Service ..	- 0 -	
78. Soil Conservation Service	- 0 -	
79. Valley Authorities (TVA, etc.)	- 0 -	
STATE AGENCIES		
80. Civil Defense	3	
81. Health Department	- 0 -	
82. Highway Department	- 0 -	
83. State Departments of Agriculture and Forestry	- 0 -	
84. State Department of Education (schools in general)	- 0 -	
85. State Employment Service	- 0 -	
86. Welfare Department	- 0 -	
COUNTY AGENCIES		
87. Soil Conservation Service	1	
88. State Department of Agriculture and Home Economics	3	

county agents involved set up schedules for the work. It is felt that the county agent should participate in this planning.

Miscellaneous Activities

The agent assisted one farmer in arriving at equitable terms on a dairy farm lease involving 200 cows and 500 acres of land.

The agent assisted other county agents to hold meetings on Mail in Record Program, farm planning, forage handling, farm income taxes, mulch planting of soybeans, enterprise records, corn demonstration tours, livestock production and county Extension Program planning.

The agent attended one week farm management school, a two day poultry school, District meeting and the National County Agent's Association Meeting.

Summary

Farmer cooperation in the Mail in Record Program has been good and more interest is being shown. More farmers are asking for help in farm planning. As the Mail in Records are closed out and analyzed, there will be more requests for help in planning.

A MAJOR EMPHASIS - EDUCATIONAL PLAN

PROJECT AREA: EXTENSION HOME ECONOMICS

PHASE: Clothing, Fiscal Year: 1962 - 1963

The Situation:

Homemakers were aware of the importance of the hat completing the costume. They felt the need of developing skills in selecting suitable fabric to cover a hat frame for individual needs.

The Specific Problem:

Homemakers needed information, instruction, and opportunity in developing skills in making and covering a hat frame with fabric.

The Program Objective:

- a. To develop an appreciation for quality workmanship in a hat
- b. To develop the ability to cover a hat frame with fabric

TEACHING OBJECTIVES	SOURCE OF SUBJECT MATTER	METHODS	WHEN	BY WHOM
Selection of becoming frame to individual	Workshop conducted by Extension Specialist	Method Demonstrations	Jan.	Agent
Selection of fabric to the frame and to the individual		a. Preparation of Frame	Feb. March	a. To leaders in training meetings or workshops
To develop skills in hat-making	Extension Bulletin	b. Preparation of Fabric	April	b. To organized groups
To develop appreciation for quality of workmanship in a hat	Textbooks on Hatmaking	c. Covering different types		
		1. Sailor		
To develop ability in selection		2. Cloche		
		3. Draping with one piece fabric		
		d. Finishes	August	
		1. Seams		
		2. Brim edges		
		3. Types of stitches		
		e. Media to be used:		
		1. Discussion and demonstration		
		f. Teaching aids		
		1. Several frames		
		2. Several fabrics		
		3. Mounted pictures		

AGRICULTURAL EXTENSION SERVICE
of the
VIRGINIA POLYTECHNIC INSTITUTE

Ext. Form 1

MONTHLY REPORT OF SERVICE RENDERED

Name John M. Amos County or Department Entomology
 Period
 For the ~~MONTH~~ of January 1 - December 31 19 62

Note: Last of each month send first copy to the office of G. Warren Slusser; retain copy for your file.

1	11	21
2	12	22
3	13	23
4	14	24
5	15	25
6	16	26
7	17	27
8	18	28
9	19	29
10	20	30
		31

Place "A" for days annual leave, "S" for days sick leave, "C" for days compensatory leave, in space opposite day or days on which annual, sick, or compensatory leave was taken during the month. If no leave was taken, leave all spaces opposite dates blank. For compensatory leave, enter the holiday on which work was performed. If work was performed on an official holiday, enter the word "Worked." If work was not performed on the holiday, enter the word "Holiday."

I hereby certify that the above report of service rendered is correct.

Signed John M Amos

EXTENSION TEACHING ACTIVITIES

	No. this Month		No. this Month
1. Farm, home, firm and other out-of-office visits.....	62	8. Training meetings held for local leaders:	
2. Office calls.....	45	a. Adult work (1) number.....	3
3. Telephone calls (received or made)....	49	(2) attendance.....	54
4. Newspaper articles or stories:		b. Youth work (1) number.....	1
a. Prepared and released directly to newspapers or magazines.....	1	(2) attendance.....	5
b. Prepared by State office and released through county extension offices.....	20	9. Other meetings at which agents or specialists presented educational information:	
5. Broadcasts made:		a. Adult work (1) number.....	9
a. Radio.....	13	(2) attendance.....	183
b. Television.....		b. Youth work (1) number.....	
6. Publications distributed directly to the public.....	209	(2) attendance.....	
7. Circular or commodity letters written.	2	10. Meetings held by local leaders:	
		a. Adult work (1) number.....	4
		(2) attendance.....	89
		b. Youth work (1) number.....	
		(2) attendance.....	

A MAJOR EMPHASIS - EDUCATIONAL PLAN

PROJECT AREA: AGRICULTURAL PRODUCTION, MANAGEMENT
AND NATURAL RESOURCE DEVELOPMENT

PHASE: Poultry - Environmental Control, Fiscal Year: 1962-63

The Situation:

To meet competition on lower egg prices with the least expense, the VPI Economists say that all commercial egg producers are going to be forced to cut production cost.

The Poultry Committee is very much concerned about the high egg production cost of 70 percent of the commercial egg producers. To best help to lower production cost they are highly recommending that environmental control be emphasized.

The Specific Problem:

A large number of the commercial egg producers do not have environmental control installed.

The Program Objective:

To lower egg production cost by increased feed efficiency, save labor, improve egg quality with more comfortable houses through environmental control.

TEACHING OBJECTIVES	SOURCE OF SUBJECT MATTER	METHODS	WHEN	BY WHOM
Assist poultrymen:	Power Supply Representatives	1. Select demonstrators.	Any time	County Agent
1. To acquire a better understanding as to value of environmental control.	VPI Poultry Specialist	2. Keep comparative records.	All year	County Agent
	VPI Engineers	3. Use Poultry Committee where possible.	All year	Poultry Committee
	VPI Subject Matter	4. Hold meeting with demonstration.	August	VPI Specialist & County Agent
2. To acquire skill as to how the system works.		5. Get engineering help whenever possible to work out plans for each individual poultryman.	Any time possible	
		6. Area Poultry School	Feb. or March	County Agent VPI Specialist VPI Ag. Engineer

(over)

Evaluation through soil samples were quite effective. As for lawns and gardens the increase in the number of calls for information pertaining to same was evidence of the improvement. Another form of evaluation which this agent feels is important was the favorable comments by various garden club members. Another way in which this agent feels progress was made was the increase in inquiries the Extension office received from local garden supply dealers.

There has been an overall improved appearance of the home lawns thus far. This fall there were many lawns reseeded and this agent feels that the best results will show next spring.

8. At leader training meetings, project leaders, local leaders, or committeemen are trained to carry on Extension activities. See item 53.
- 8b. Includes work done through the formally organized 4-H Club program, young men and women's work (YMW) and work with other youth.
9. Includes general educational meetings, method-demonstration meetings, meetings held at result demonstrations, community-organized meetings, tours, achievement days, encampments, and all other meetings (except those for the training of local leaders) that you were responsible for holding. Also, includes meetings that you did not arrange, but attended and actively participated in for the specific purpose of advancing the Extension program. Do not include meetings held by local leaders that you attended for observation or public relations purposes only. Such meetings should be reported under item 10. Do not report county, district, or state conferences of Extension personnel.

In reporting attendance at a meeting count the total number of different persons.

- 9b. In addition to the 4-H Club and YMW meetings you held or participated in, similar Extension meetings for boys and girls who are not enrolled in 4-H Club work should be included.
10. Only those local-leader-held meetings that are a part of the Extension program are to be reported. In most situations State personnel will have nothing to report in column E.

Page 2 - Time should be reported to the nearest whole day.

11. Includes the farm management aspects of any Farm and Home Development work done.
12. Includes the production and farm marketing work done with all crops except those classified as horticulture. Also, includes all weed ~~control work:~~
13. ~~Includes also destruction and farm marketing of unwanted, fatted, culls, and carcasses.~~
15. Include all forest and forest product production and farm marketing work such as planting, timber stand improvement, timber harvesting, estimating and appraising, treating of wood products with preservatives, fire prevention, and production of maple-sirup products or naval stores work done with producers. All work done with buyers, mills and the industry should be reported under item 24.
16. Soil and water conservation means a program promoting primarily conservation practices.
19. Report time spent working with people on the specific matter of chemical residues on crops, livestock as it may affect the product, and in the home. It is recognized that much work in this field will be done in connection with the production and marketing aspects and probably be reported there. Item 19 is an attempt to pull out and report separately chemical residue work whenever possible.

&

County Begins

BEGIN S

- 20-22 Includes both the production and farm marketing aspects. Item 22 includes beef cattle, swine, sheep, goats and horses.
24. Include here all marketing work done with buyers, sellers, handlers, processors, and transporters of crops, livestock and livestock products, as well as forest products. This is the marketing work done after the crop, livestock, livestock product and forest product has left the control of the producer.
25. Includes water management for irrigation and drainage; farm structures and equipment; field power and equipment; vehicles and roads; farm power, heat, light, water supply and sanitation as related to the production and marketing aspects of the farm business.
26. Includes planning new or remodeled dwelling construction, home utilities, equipment, and related maintenance.
27. Includes landscape planning, planting and maintenance of the home surroundings.
28. Also includes the home management aspects of any Farm and Home Development Work.
40. Includes all general agricultural and rural family outlook work. Specific crop and livestock commodity outlook and marketing information given individuals in connection with their farm marketing should be reported under item 12, 14, 15, 20, 21, or 22.
41. Includes local community projects for improving health facilities, services and programs; schools, churches, libraries, roads, community centers, etc., and economic services such as credit facilities, marketing organizations, utilities, transportation and industrial development. This may or may not be done under the Rural Area Development and Area Redevelopment Acts. Also include such regional or area development programs that affect communities such as river basin, watershed, soil conservation district, land use, land reclamation and flood control.
42. Includes such things as developing an understanding of citizenship responsibilities and functions of government -- local, state, or national; study of public documents; national programs or proposals such as those relating to prices, trade, taxation, labor, public welfare, international problems; programs and organizations including work with foreign visitors and trainees; understanding of other peoples; and impact of world affairs on American life.
43. This item refers to training Extension gives its clientele. This is training in techniques of leadership. Training in leadership principles to improve attitude, motivation, and leadership skill, effectiveness of recruitment and recognition. Training in subject matter per se should be reported under the appropriate subject matter items.
44. Include time devoted to general administrative work such as office staff conferences, preparation of plans of work and reports and program planning.
46. All training received by you is reported in this item. Do not charge training you receive to subject matter items. Include days spent attending summer and winter Extension courses, workshops, district and State Extension

PROGRAM EMPHASIS

	Days Devoted		Days Devoted
11. Planning and management of the farm business.....	5	32. Clothing construction.....	—
12. Field crops (production and farm marketing).....	1	33. Food preparation and selection.....	—
13. Soil management.....	1	34. Food preservation.....	—
14. Horticulture (production and farm marketing).....	—	35. Nutrition.....	—
15. Forestry (production and farm marketing).....	—	36. Child development, human relations...	—
16. Soil and water conservation.....	1	37. Health.....	—
17. Plant pathology.....	—	38. Safety.....	—
18. Entomology.....	1	39. Recreation.....	—
19. Chemical residues.....	—	40. Outlook.....	5
20. Dairy (production & farm marketing)...	1	41. Community development and resource adjustment.....	8
21. Poultry (production & farm marketing)...	4	42. Public affairs.....	12
22. Livestock (production and farm marketing).....	9	43. Leadership development.....	—
23. Animal and poultry health.....	—	44. Extension organization and program planning.....	86
24. Marketing and utilization.....	3	45. Supervision.....	119
25. Agricultural engineering.....	1	46. Inservice training received.....	22
26. Dwellings and equipment.....	—	48. Miscellaneous (cannot be charged to above items).....	—
27. Home grounds improvement.....	—	49. Total days worked (items 11-48).....	279
28. Planning & management in the home....	—	Of total days reported in item 49, how many were devoted to--	—
29. Family economics.....	—	50. Adult work.....	184
30. Home furnishings.....	—	51. YMW work.....	—
31. Clothing selection and care.....	—	52. 4-H Club work.....	47

COOPERATION WITH OTHER PUBLIC AGENCIES

	Days Devoted		Days Devoted
FEDERAL AGENCIES		STATE AGENCIES	
66. Agricultural Research Service.....	2	80. Civil Defense.....	3
67. Agricultural Stabilization and Conservation Service.....	2	81. Health Department.....	—
68. Bureau of Indian Affairs.....	—	82. Highway Department.....	—
69. Bureau of Land Management; Bureau of Reclamation.....	—	83. State Departments of Agriculture and Forestry.....	—
70. Department of Commerce (Area Redevelopment).....	—	84. State Department of Education (schools in general).....	1
71. Farm Credit Administration.....	12	85. State Employment Service.....	—
72. Farmers Home Administration.....	5	86. Welfare Department.....	—
73. Fish and Wildlife Service.....	1	COUNTY AGENCIES	
74. Forest Service.....	—	87. Soil Conservation districts.....	2
75. Rural Electrification Administration.....	—	88. Vocational-agricultural and home economics departments.....	1
76. Selective Service.....	—	89. Power Company.....	1
77. Social Security Administration; Internal Revenue Service.....	1		
78. Soil Conservation Service.....	4		
79. Valley Authorities (TVA, etc.).....	—		

As a result, we have approximately 25 adult and junior leaders who will actively assist in the 4-H program. Some have been assigned to specific phases of the program, others have yet to be instructed and assigned. Additional contacts have yet to be made. In January, February and March training meetings will be held and additional assignments given. It will be our attempt to organize these leaders into a county organization both for junior and adult leaders. We have had leaders, however active leadership has been lacking in the 4-H program. We are gradually switching from "paper leaders" to active leaders. It will be our purpose to keep them active through training and have them achieve a sense of accomplishment. Leadership development is a continuous program.

OTHER 4-H FIELDS OF WORK WITHOUT DETAIL PLANS

CLUB MEETINGS:

With the varied interests of the members whose backgrounds are farm and non-farm, rural and village, the 4-H Council with agents and leaders assisting decide at the summer meeting what programs are to be included for the school clubs. The decision is based from questionnaires from the members and is usually devoted to topics of interest to all members. These in the main are of general interest for members, home or community betterment. These are timely and seasonal in nature.

GENERAL ACTIVITIES:

Are directed to assist young people to a more satisfactory rural life. These are set up by the members, leaders and agents. Included are county events, encampments and civic improvement. These have had maximum participation as a whole and will continue to be stressed.

PROJECTS:

The projects offered are selected by the members with the assistance from parents, leaders and Extension agents. These projects are selected to fit the needs of members with members recognizing these needs according to interests, facilities available, landuse and utilization. The projects available and requirements of each are discussed with the members themselves. Each member is given a list of the projects available with the requirements of each.

Every project group has instruction or training sessions set up for them where needed. In isolated project fields individual attention by leaders and agents is given.

Phase - Community Improvement (Cont.)

E Progress made in other phases of Extension work identified in the plan of work

The Home Demonstration and 4-H Board of Directors have been very active on the board. They all attend the meetings twice a month and have headed up the Fund raising drive for the Home Demonstration and 4-H clubs.

F Work accomplished of an unanticipated or emergency nature and therefore not covered in the plan of work

With a group of people as large as the Community center organization naturally there will be some disagreement. Two of the Home Demonstration Clubs did not understand this community center and wanted to pull out of the organization. The Home Demonstration Board of Directors met with these clubs and explained to them that the recreation part of the building was in the future and the main purpose of the building now was to furnish a place for the county people to hold educational, civic meetings and workshops. This has all been worked out now and the Community Center is going at full speed ahead.

in scheduling picking; have a trained picking crew to pick the very best fruit and that the processors would do everything in their power to find marketing outlets within the area, or if not, would try to arrange for the excess fruit to be marketed out of the State.

All of these plans were agreed upon, but due to an exceptional heavy yield of fruit, and the weather conditions for a ten day period during ripening time, many of the efforts were of no avail. Not only were all of the local processing plants over run but the out-of-state buyers had a glut during this same time.

The next approach was to operate the factories over time. This was done by most all processors, with many of the growers filling in to help out at night.

The final result was that most all of the fruit was saved at reasonable prices to the growers.

It was of interest to note that most of the growers were making a special effort to deliver good fruit to the processing plants.

There was one green tomato grower who converted a hay barn into a packing shed. Included in this packing shed was a cooling room, storage space, washer and an assembly line for handling pink tomatoes. This gave a new marketing outlet in a much greater volume than the growers ever had before.

Here the fruit was carefully picked and handled, brought in, graded, washed and neatly packaged in a ten pound carton, and held in the cooling room for the next days delivery.

There were some 25,000 cartons handled in this manner.

VOLUNTARY LOCAL LEADERS

53. Number of different adult voluntary local leaders assisting in the conduct of county Extension work.

Item	Men	Women
	A	B
a. In adult agricultural work	12	0-
b. In adult home demonstration work	0-	344
c. In young men and women's work	0-	0-
d. In 4-H Club work:		
(1) Organizational leaders	3	8
(2) Project or subject-matter leaders	2	8
(3) Other adult club leaders	0-	0-
e. Total DIFFERENT adult leaders	17	360

HOME ECONOMICS EXTENSION WORK

54. Organized clubs or other groups regularly carrying on adult home economics Extension work:

a. Number of groups	41
b. Number of members	840

55. Special audience and specific interest groups organized by Extension and worked with in home economics Extension work:

a. Number of such groups worked with	4
b. Attendance at meetings held with these groups	240

WORK WITH YOUNG MEN AND WOMEN (YMW)

YMW Work is designed to reach young folks 18-30 years of age through special programs geared to meet the needs of this age group.

56. Extension sponsored groups of young men and women (YMW):

a. Number of groups worked with	0-
b. Number in such groups	0-

57. Number of other young men and women worked with through YMW programs (Jointly sponsored groups, non-extension groups and individuals not in groups)

0-

WORK WITH OTHER YOUTH

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

485

and Mae Smith participated in the district contest. They won first place in the district bread making team contest. Six foods project leaders and agent trained the girls along with parent cooperation.

PROGRAM EMPHASIS

Days Devoted	Days Devoted
11. Planning and management of the farm business.....	32. Clothing construction.....
12. Field crops (production and farm marketing).....	33. Food preparation and selection.....
13. Soil management.....	34. Food preservation.....
14. Horticulture (production and farm marketing).....	35. Nutrition.....
15. Forestry (production and farm marketing).....	36. Child development, human relations...
16. Soil and water conservation.....	37. Health.....
17. Plant pathology.....	38. Safety.....
18. Entomology.....	39. Recreation.....
19. Chemical residues.....	40. Outlook..... 1
20. Dairy (production & farm marketing)...	41. Community development and resource adjustment..... 13
21. Poultry (production & farm marketing)...	42. Public affairs..... 41
22. Livestock (production and farm marketing).....	43. Leadership development..... 30
23. Animal and poultry health.....	44. Extension organization and program planning..... 78
24. Marketing and utilization.....	45. Supervision..... 98
25. Agricultural engineering.....	46. Inservice training received..... 12
26. Dwellings and equipment.....	48. Miscellaneous (cannot be charged to above items)..... 11
27. Home grounds improvement.....	49. Total days worked (items 11-48)..... 284
28. Planning & management in the home...	
29. Family economics.....	Of total days reported in item 49, how many were devoted to--
30. Home furnishings.....	50. Adult work..... 168
31. Clothing selection and care.....	51. YMW work..... 25
	52. 4-H Club work..... 91

COOPERATION WITH OTHER PUBLIC AGENCIES

Days Devoted	Days Devoted	
FEDERAL AGENCIES		
66. Agricultural Research Service.....	80. Civil Defense..... 5	
67. Agricultural Stabilization and Conservation Service..... 2	81. Health Department.....	
68. Bureau of Indian Affairs.....	82. Highway Department.....	
69. Bureau of Land Management; Bureau of Reclamation.....	83. State Departments of Agriculture and Forestry..... 2	
70. Department of Commerce (Area Redevelopment)..... 1	84. State Department of Education (schools in general).....	
71. Farm Credit Administration..... 3	85. State Employment Service.....	
72. Farmers Home Administration.....	86. Welfare Department.....	
73. Fish and Wildlife Service.....		
74. Forest Service.....	COUNTY AGENCIES	
75. Rural Electrification Administration..... 1	87. Soil Conservation districts..... 4	
76. Selective Service.....	88. Vocational-agricultural and home economics departments.....	
77. Social Security Administration; Internal Revenue Service.....		
78. Soil Conservation Service..... 1		
79. Valley Authorities (TVA, etc.).....		

were held to provide knowledge and teach skills necessary for a more effective county program based on leader participation.

(e) Plans of Work

The year of 1962 brought about a complete change in Plans of Work outlines for Extension personnel's use in developing a more coordinated program. Four meetings were held to review and explain the procedures to follow in developing and making out these new plans.

(f) 4-H Workshops

A committee of 16 farm and home agents worked with 4-H club specialists to review the How's, Why's and What's of contests and their relationships to the total 4-H programs. These agents were chairmen and co-chairmen of the various agricultural and home economics special activities.

Other agents received this information as they worked in groups planning for the activities.

Ten district meetings of agents were held to make further plans for conducting district activities. Included among these activities were three livestock shows and sale, one sweet potato show and sale and three district 4-H home economics contest.

Evaluation:

1. Determine through formal and informal methods the per cent of leaders who took part in the program.
2. With the help of the livestock committee and the use of a survey, determine the number who appeared to have understood the practices.
3. After a two or three year period make a check to determine the number of producers who changed their practices as a result of the program.
4. Keep a record of pigs which are borned and survived from each litter.

Fairs

4-H members and adults exhibited at the Northern Neck Fair in Warsaw, Virginia. Forty-four members and leaders visited the State Fair in Richmond.

Leaders assisted the judges in selection of quality work and the Agent in putting up educational exhibits.

ANNUAL NARRATIVE REPORT

Ashton W. Sinclair
County Agent-at-Large

This narrative report covers the work of supervising and helping with the conduct of the Extension-TVA work in seven of the Southwest Virginia Counties. These counties include Washington, Scott, Lee, Wise, Russell, Tazewell, and Dickenson. Very little work is done in Dickenson County as there is only one demonstration farm, and this was added in the past year.

The Extension-TVA Program in each county is the responsibility of the Agent. My part of the program is to aid and assist the Agent in every way possible to carry on and improve this work.

UNIT TEST DEMONSTRATION FARMS:

The Unit Test Demonstration Farm is the heart of the program. When a farm is added, we start with all of the resources which the farmer has. We then try to develop the farm to its maximum capacity, taking into consideration the desires and ability of the owner.

A farm plan is made with the cooperator. This plan is subject to change all during the period the farm is on the program. These changes are made at different rates, depending on the co-operator. Generally in making reports, we are inclined to report on the farms making the most progress. All farms that stay on the program for the minimum period of five years make some progress.

A MAJOR EMPHASIS - EDUCATIONAL PLAN
 PROJECT AREA: EXTENSION HOME ECONOMICS
 PHASE: HOME FURNISHINGS - FISCAL YEAR 1962-63

The Situation:

Most of the people in York County own new or good homes. Many new residents are buying new homes or will build new homes in the near future.

The Specific Problem:

Home makers lack educational information on selecting furnishings, coordinating color and design to achieve a pleasing, comfortable home.

The Program Objective:

To give subject matter information that will enable the homemaker to make wise selections of furnishings that will wear well and give a pleasing effect.

TEACHING OBJECTIVES	SOURCE OF SUBJECT MATTER	METHODS	WHEN	BY WHOM
To acquire skills in selecting furnishings for the home.	Extension bulletins Illustrative charts	Leader training meetings		
To teach good color coordination to be applied in selecting furnishings.	Extension Bulletins Color Charts Kit of Samples	Special Interest meetings	Sept.	Trained Leaders
To teach consumer education information in fabric selection and care and use of fabrics to secure best available purchase and properly care for articles.	Extension Bulletins Specialist Professional Magazines	Leader Demonstrations to local groups Newspapers Circular letters	April June	

E SEPARATC

INTERPRETATION OF 1962 STATISTICAL REPORT

Columns

A, B, C Agents who devote more than one-half of their time to a line of work should report ALL of their work in the appropriate column.

Consumer marketing agents employed with A.M.A. funds are to report in column C. Consumer marketing agents not paid from A.M.A. funds will report in column C if their work is oriented to marketing efficiency or in column A if their work is oriented to family satisfaction.

Area Extension agents will report in their respective county column, A, B, or C, or the State staff column E, depending upon whether they get their direction and supervision from the district supervisor or from the State specialist who serves as project leader.

A, B, C, D When two or more agents engaged in the same line of work participate in the same Extension activity it should be reported only once in their respective column and only once in the county total.

When agents, engaged in different lines of work, participate in the same Extension activity, the information is reported once in each of their respective columns and only once in the county total (column D).

E Administrative, supervisory, and subject matter staff members will report their activities in this column as follows:

County activities: When in a county most activities participated in by the State staff will have been arranged for and be reported by the county staff. Only those activities a State staff member initiates and participates in without county staff assistance are to be reported by the State workers.

Multi-County Activities: State staff will report State-wide, regional, and/or district activities they are responsible for holding, which in the normal course of events would not be reported by the county staff.

Headquarter Activities: State staff will report only activities in which program information is given to or received from Extension clientele such as representatives of breed associations, marketing organizations, industrial concerns, magazines, papers, radio and TV stations, public and private organizations and agencies, individual farmers, homemakers, leaders and others with whom the State staff may work directly. Item 4-b is an exception.

When two or more members of the State staff participate in the same activity the person having primary responsibility for the activity should report it. When of equal responsibility they should decide which one will report. The others may show it in parentheses () on their monthly report, thus indicating their participation, but it is not to be included in columns E and F.

PROGRAM EMPHASIS

Days Devoted		Days Devoted	
11. Planning and management of the farm business.....	_____	32. Clothing construction.....	_____
12. Field crops (production and farm marketing).....	_____	33. Food preparation and selection.....	_____
13. Soil management.....	_____	34. Food preservation.....	_____
14. Horticulture (production and farm marketing).....	_____	35. Nutrition.....	_____
15. Forestry (production and farm marketing).....	_____	36. Child development, human relations...	_____
16. Soil and water conservation.....	_____	37. Health.....	_____
17. Plant pathology.....	_____	38. Safety.....	_____
18. Entomology.....	_____	39. Recreation.....	_____
19. Chemical residues.....	_____	40. Outlook.....	<u>1</u>
20. Dairy (production & farm marketing)...	_____	41. Community development and resource adjustment.....	<u>4</u>
21. Poultry (production & farm marketing)...	_____	42. Public affairs.....	<u>2</u>
22. Livestock (production and farm marketing).....	_____	43. Leadership development.....	<u>2</u>
23. Animal and poultry health.....	_____	44. Extension organization and program planning.....	<u>61</u>
24. Marketing and utilization.....	_____	45. Supervision.....	<u>2</u>
25. Agricultural engineering.....	_____	46. Inservice training received.....	_____
26. Dwellings and equipment.....	_____	48. Miscellaneous (cannot be charged to above items).....	_____
27. Home grounds improvement.....	_____	49. Total days worked (items 11-48).....	<u>73</u>
28. Planning & management in the home...	_____	Of total days reported in item 49, how many were devoted to--	
29. Family economics.....	_____	50. Adult work.....	<u>68</u>
30. Home furnishings.....	_____	51. YMW work.....	_____
31. Clothing selection and care.....	_____	52. 4-H Club work.....	<u>4</u>

COOPERATION WITH OTHER PUBLIC AGENCIES

Days Devoted		Days Devoted	
FEDERAL AGENCIES		STATE AGENCIES	
66. Agricultural Research Service.....	_____	80. Civil Defense.....	<u>1</u>
67. Agricultural Stabilization and Conservation Service.....	_____	81. Health Department.....	_____
68. Bureau of Indian Affairs.....	_____	82. Highway Department.....	_____
69. Bureau of Land Management; Bureau of Reclamation.....	_____	83. State Departments of Agriculture and Forestry.....	<u>3</u>
70. Department of Commerce (Area Redevelopment).....	_____	84. State Department of Education (schools in general).....	_____
71. Farm Credit Administration.....	_____	85. State Employment Service.....	_____
72. Farmers Home Administration.....	<u>2</u>	86. Welfare Department.....	_____
73. Fish and Wildlife Service.....	_____	COUNTY AGENCIES	
74. Forest Service.....	_____	87. Soil Conservation districts.....	_____
75. Rural Electrification Administration.....	_____	88. Vocational-agricultural and home economics departments.....	_____
76. Selective Service.....	_____		
77. Social Security Administration; Internal Revenue Service.....	<u>2</u>		
78. Soil Conservation Service.....	<u>2</u>		
79. Valley Authorities (TVA, etc.).....	<u>1</u>		

Westmoreland County

IV. General Appraisal of last Year's Work

The agents feel that this has been a most successful year of accomplishments under the extension program. The reason for this is that there has been an increased interest shown at leaders other educational media. The leaders have taken more initiative in helping with the over-all extension activities.

There has been an increase in the number of farmers who are improving the quality of their crops and livestock; increased participation in the marketing associations; more cooperation and support on the part of the farm supply dealers, fertilizer agents, bankers and others who do not derive their income directly from the farm.

There also has been increased cooperation on the part of the district forestry service, the sawmill operators, the commercial pulpwood companies and other business concerns.

There is one thing that has stood out above everything else, the increased participation on the part of the leaders at training and planning meetings.

Still another way of appraising the past year's work is the way the leaders have volunteered in soliciting financial support for the various extension activities.

PROGRAM EMPHASIS

	Days Devoted	Days Devoted
11. Planning and management of the farm business.....	_____	_____
12. Field crops (production and farm marketing).....	_____	_____
13. Soil management.....	_____	_____
14. Horticulture (production and farm marketing).....	_____	_____
15. Forestry (production and farm marketing).....	_____	_____
16. Soil and water conservation.....	_____	_____
17. Plant pathology.....	_____	_____
18. Entomology.....	_____	_____
19. Chemical residues.....	_____	_____
20. Dairy (production & farm marketing).....	_____	_____
21. Poultry (production & farm marketing).....	_____	_____
22. Livestock (production and farm marketing).....	_____	_____
23. Animal and poultry health.....	_____	_____
24. Marketing and utilization.....	_____	_____
25. Agricultural engineering.....	_____	_____
26. Dwellings and equipment.....	_____	_____
27. Home grounds improvement.....	_____	_____
28. Planning & management in the home.....	_____	_____
29. Family economics.....	_____	_____
30. Home furnishings.....	_____	_____
31. Clothing selection and care.....	_____	_____
32. Clothing construction.....	_____	_____
33. Food preparation and selection.....	_____	_____
34. Food preservation.....	_____	_____
35. Nutrition.....	_____	_____
36. Child development, human relations.....	_____	_____
37. Health.....	_____	_____
38. Safety.....	_____	1
39. Recreation.....	_____	_____
40. Outlook.....	_____	4
41. Community development and resource adjustment.....	_____	10
42. Public affairs.....	_____	3
43. Leadership development.....	_____	10
44. Extension organization and program planning.....	_____	67
45. Supervision.....	_____	131
46. Inservice training received.....	_____	74
48. Miscellaneous (cannot be charged to above items).....	_____	15 1/2
49. Total days worked (items 11-48).....	_____	249 1/2
		Of total days reported in item 49, how many were devoted to--
		50. Adult work.....
		51. YMW work.....
		52. 4-H Club work.....
		174
		12 1/2
		63

COOPERATION WITH OTHER PUBLIC AGENCIES

	Days Devoted	Days Devoted
FEDERAL AGENCIES		STATE AGENCIES
66. Agricultural Research Service.....	_____	80. Civil Defense.....
67. Agricultural Stabilization and Conservation Service.....	_____	81. Health Department.....
68. Bureau of Indian Affairs.....	_____	82. Highway Department.....
69. Bureau of Land Management; Bureau of Reclamation.....	_____	83. State Departments of Agriculture and Forestry.....
70. Department of Commerce (Area Redevelopment).....	_____	84. State Department of Education (schools in general).....
71. Farm Credit Administration.....	_____	85. State Employment Service.....
72. Farmers Home Administration.....	_____	86. Welfare Department.....
73. Fish and Wildlife Service.....	_____	
74. Forest Service.....	_____	COUNTY AGENCIES
75. Rural Electrification Administration.....	_____	87. Soil Conservation districts.....
76. Selective Service.....	_____	88. Vocational-agricultural and home economics departments.....
77. Social Security Administration; Internal Revenue Service.....	_____	
78. Soil Conservation Service.....	_____	
79. Valley Authorities (TVA, etc.).....	_____	

OTHER EDUCATIONAL PHASES OF THE 4-H CLUB PROGRAM

1. Other projects as Home Improvement, Home Management, Home Grounds Beautification and Safety.
2. 4-H Club activities as Share The Fun program, Tri 4-H Fair or Exhibits, 4-H Achievement, 4-H Camp, State Short Course, Contests, 4-H Rally Day, 4-H Sunday, one or two recreation meetings of all 4-H Club members, Exhibits for National 4-H Club Week.

FEDERAL AGENCIES

- 66. Agricultural Research Service
- 67. Agricultural Stabilization and Conservation Service
- 68. Bureau of Indian Affairs
- 69. Bureau of Land Management; Bureau of Reclamation
- 70. Department of Commerce (Area Redevelopment)
- 71. Farm Credit Administration
- 72. Farmers Home Administration
- 73. Fish and Wildlife Service
- 74. Forest Service
- 75. Rural Electrification Administration
- 76. Selective Service
- 77. Social Security Administration; Internal Revenue Service ..
- 78. Soil Conservation Service
- 79. Valley Authorities (TVA, etc.)

3

1

2

STATE AGENCIES

- 80. Civil Defense
- 81. Health Department
- 82. Highway Department

6

1

1

- 88. Vocational-agricultural and home

(c) Electromation Committee

Hampton

The home economists of the area organized the Electromation Committee of the Peninsula of which the agent and assistant agent were members. Several meetings were held to decide what and how to get information to the public. Surveys of new homes were made by members of the committee to help in seeing the kind of information needed. The committee felt the need of reaching the builders and housing project realtors of which there are many on the peninsula but after having a building supplier, Mr. Hughes, talk with the committee it was decided that the general public has to be informed first before the builders will change. In July we had the cooperation of the local newspapers, Daily Press and Times Herald, to give us good news space. A two page article appeared one week and another two pages the next. The assistant agent wrote the article on Financing for this. Other articles were written by the home agents in Newport News and the Virginia Electric and Power Company home economists. In November we presented a two part Housing Seminar inviting all families on the peninsula through news articles and all woman's clubs and Home Demonstration Clubs. The agent and assistant agent presented information on kitchen arrangement for their part on these programs. The total program included kitchen arrangement, kitchen lighting, general lighting, heating and

conferences, and other training activities organized primarily for the purpose of the professional development of Extension personnel.

48. Includes miscellaneous work that cannot be accounted for under one of the above headings.
49. This is total of items 11 through 48.
- 50, 51, 52 All time should be distributed to these items whenever possible. Only when there is no apparent relationship between work done and these three items will the time not be distributed.

Page 3

53. Include here only adult leaders. Junior leaders will be reported in item 65. A project leader, local leader, or committeeman is a person selected by Extension or the group they represent to lead some phase of the Extension program in organization or subject matter.
- 53d(1) An adult who works directly with 4-H Club members in a 4-H Club and has responsibility for organizing, planning and conducting the local 4-H Club with the members.
- 53d(2) An adult who works directly with 4-H Club members in planning and teaching the project or activity in a 4-H Club over a period of several weeks or months.
- 53d(3) Any other adults considered as leaders not fitting any above descriptions.
54. Include here the Extension organized Home Demonstration Clubs that meet regularly.
55. Include those groups that Extension organized for a specific interest. The distinguishing feature from item 54 is the lack of a permanent organization to carry the group from one subject to another.
58. Report youth other than 4-H Club members worked with during the year. Includes individuals and groups such as scouts, FFA, FHA, etc.

Page 4

64. No distinction is made between a project and an organized activity -- both are included in this item.
65. An older 4-H Club member performing any or all of the functions that an adult leader would otherwise be doing.

Page 5 - Time should be reported to nearest whole day.

- 66-88 Days reported here should already have been accounted for under Program Emphasis. Report here only those days that were devoted to the programs of agencies listed.
70. Include all time spent on Area Redevelopment work.
80. Report all time devoted to Civilian Defense, Rural Defense, and county defense committee work.

VOLUNTARY LOCAL LEADERS

53. Number of different adult voluntary local leaders assisting in the conduct of county Extension work.

Item	Men	Women
	A	B
a. In adult agricultural work		
b. In adult home demonstration work	35	111
c. In young men and women's work	5	23
d. In 4-H Club work:		
(1) Organizational leaders	9	16
(2) Project or subject-matter leaders	9	63
(3) Other adult club leaders	3	104
e. Total DIFFERENT adult leaders	48	195

HOME ECONOMICS EXTENSION WORK

54. Organized clubs or other groups regularly carrying on adult home economics Extension work:

a. Number of groups	<u>11</u>
b. Number of members	<u>437</u>

55. Special audience and specific interest groups organized by Extension and worked with in home economics Extension work:

a. Number of such groups worked with	<u>9</u>
b. Attendance at meetings held with these groups	<u>336</u>

WORK WITH YOUNG MEN AND WOMEN (YMW)

YMW Work is designed to reach young folks 18-30 years of age through special programs geared to meet the needs of this age group.

56. Extension sponsored groups of young men and women (YMW):

a. Number of groups worked with	<u>2</u>
b. Number in such groups	<u>73</u>

57. Number of other young men and women worked with through YMW programs (Jointly sponsored groups, non-extension groups and individuals not in groups)

32

WORK WITH OTHER YOUTH

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

47

PROGRAM EMPHASIS

Days Devoted		Days Devoted	
11. Planning and management of the farm business.....	_____	32. Clothing construction.....	_____
12. Field crops (production and farm marketing).....	_____	33. Food preparation and selection.....	_____
13. Soil management.....	_____	34. Food preservation.....	_____
14. Horticulture (production and farm marketing).....	_____	35. Nutrition.....	_____
15. Forestry (production and farm marketing).....	_____	36. Child development, human relations... 1	_____
16. Soil and water conservation.....	_____	37. Health.....	_____
17. Plant pathology.....	_____	38. Safety.....	_____
18. Entomology.....	_____	39. Recreation.....	_____
19. Chemical residues.....	_____	40. Outlook.....	2
20. Dairy (production & farm marketing)...	_____	41. Community development and resource adjustment.....	8
21. Poultry (production & farm marketing)...	_____	42. Public affairs.....	26
22. Livestock (production and farm marketing).....	_____	43. Leadership development.....	2
23. Animal and poultry health.....	_____	44. Extension organization and program planning.....	18
24. Marketing and utilization.....	_____	45. Supervision.....	2
25. Agricultural engineering.....	_____	46. Inservice training received.....	_____
26. Dwellings and equipment.....	_____	48. Miscellaneous (cannot be charged to above items).....	27
27. Home grounds improvement.....	_____	49. Total days worked (items 11-48).....	27 86
28. Planning & management in the home....	_____	Of total days reported in item 49, how many were devoted to--	
29. Family economics.....	_____	50. Adult work.....	30
30. Home furnishings.....	_____	51. YMW work.....	2
31. Clothing selection and care.....	_____	52. 4-H Club work.....	4

COOPERATION WITH OTHER PUBLIC AGENCIES

Days Devoted		Days Devoted	
FEDERAL AGENCIES		STATE AGENCIES	
66. Agricultural Research Service.....	_____	80. Civil Defense.....	_____
67. Agricultural Stabilization and Conservation Service.....	_____	81. Health Department.....	_____
68. Bureau of Indian Affairs.....	_____	82. Highway Department.....	_____
69. Bureau of Land Management; Bureau of Reclamation.....	_____	83. State Departments of Agriculture and Forestry.....	_____
70. Department of Commerce (Area Redevelopment).....	_____	84. State Department of Education (schools in general).....	_____
71. Farm Credit Administration.....	_____	85. State Employment Service.....	_____
72. Farmers Home Administration.....	_____	86. Welfare Department.....	_____
73. Fish and Wildlife Service.....	_____	COUNTY AGENCIES	
74. Forest Service.....	_____	87. Soil Conservation districts.....	_____
75. Rural Electrification Administration.	_____	88. Vocational-agricultural and home economics departments.....	_____
76. Selective Service.....	_____		
77. Social Security Administration; Internal Revenue Service.....	_____		
78. Soil Conservation Service.....	_____		
79. Valley Authorities (TVA, etc.).....	_____		

4. OTHER PHASES PLANNED

(a) House Furnishings

- (1) A braided rug workshop was held to start 28 women making braided rugs. Fabric and color combinations were demonstrated followed by the women combining different fabrics and working with different color combinations. Then time was spent on planning the rug to get the effect each desired. Information on equipment and supplies was given each woman. They were also shown how to start and braid their rug.

Another workshop was held two months later for those who needed more help. Twelve women attended this workshop. Some were ready to start lacing braids together, others needed help in making their rug lay flat, others in working out their color scheme from fabric they had gathered from home. retying springs, padding and new covering. Four chairs required springs to be retied, padding and new fabric. Two chairs were remodeled before recovering with new fabric. Three chairs required new padding and new fabric.

- (3) Two workshops were held to train leaders to make sofa pillows. Six leaders assisted with this training. Thirty women were trained in order to

PROGRAM EMPHASIS

Days Devoted	Days Devoted
11. Planning and management of the farm business.....	32. Clothing construction.....
12. Field crops (production and farm marketing).....	33. Food preparation and selection.....
13. Soil management.....	34. Food preservation.....
14. Horticulture (production and farm marketing).....	35. Nutrition.....
15. Forestry (production and farm marketing).....	36. Child development, human relations...
16. Soil and water conservation.....	37. Health.....
17. Plant pathology.....	38. Safety.....
18. Entomology.....	39. Recreation.....
19. Chemical residues.....	40. Outlook.....
20. Dairy (production & farm marketing).....	41. Community development and resource adjustment.....
21. Poultry (production & farm marketing).....	42. Public affairs.....
22. Livestock (production and farm marketing).....	43. Leadership development.....
23. Animal and poultry health.....	44. Extension organization and program planning.....
24. Marketing and utilization.....	45. Supervision.....
25. Agricultural engineering.....	46. Inservice training received.....
26. Dwellings and equipment.....	48. Miscellaneous (cannot be charged to above items).....
27. Home grounds improvement.....	49. Total days worked (items 11-48).....
28. Planning & management in the home.....	Of total days reported in item 49, how many were devoted to--
29. Family economics.....	50. Adult work.....
30. Home furnishings.....	51. YMW work.....
31. Clothing selection and care.....	52. 4-H Club work.....

Total of 79 days were devoted to Resident Teaching Responsibilities:

COOPERATION WITH OTHER PUBLIC AGENCIES Jan. - June - 44 1/2
 July - Dec. - 34 1/2

Days Devoted	Days Devoted
FEDERAL AGENCIES	STATE AGENCIES
66. Agricultural Research Service.....	80. Civil Defense.....
67. Agricultural Stabilization and Conservation Service.....	81. Health Department.....
68. Bureau of Indian Affairs.....	82. Highway Department.....
69. Bureau of Land Management; Bureau of Reclamation.....	83. State Departments of Agriculture and Forestry.....
70. Department of Commerce (Area Redevelopment).....	84. State Department of Education (schools in general).....
71. Farm Credit Administration.....	85. State Employment Service.....
72. Farmers Home Administration.....	86. Welfare Department.....
73. Fish and Wildlife Service.....	COUNTY AGENCIES
74. Forest Service.....	87. Soil Conservation districts.....
75. Rural Electrification Administration.....	88. Vocational-agricultural and home economics departments.....
76. Selective Service.....	
77. Social Security Administration; Internal Revenue Service.....	
78. Soil Conservation Service.....	
79. Valley Authorities (TVA, etc.).....	

only a few farmers who really engaged in growing tomatoes for the cannery.

The agent visited these growers and their plantings and advised them in disease and insect control.

Agent stressed the importance of picking tomatoes at proper maturity for canning, however, this proved to be his hardest job. It is the committee and agent's aim to work harder in the future to impress upon the growers the importance of harvesting tomatoes at the proper maturity for canning purposes.

Our few growers feel that they had a very successful year. They harvested a much higher quality and quantity of tomatoes per acre than they have in previous years.

The committee and agent are hopeful that other farmers will learn from these few growers that a profit can be realized from tomato growing and will likewise go into the business.

SUMMARY OF EXTENSION TEACHING METHODS AND OTHER ACTIVITIES

Include all activities carried on this year that are related to Extension work.

Teaching Method or Activity	Work Done By --					Grand Total F
	Home Agents A	Youth Agents B	Agricultural Agents C	County Total D	State Staff E	
1. Farm, home, firm and other out-of-office visits...			269			269
2. Office calls			540			540
3. Telephone calls (received or made)			730			730
4. Newspaper articles or stories:						
a. Prepared and released directly to newspapers or magazines			12			12
b. Prepared by State office and released through County Extension office						XXXXX
5. Broadcasts made:						
a. Radio			7			7
b. Television						
6. Publications distributed directly to the public ..			5			5
7. Circular or commodity letters written			27			27
8. Training meetings held for local leaders:						
a. Adult work (1) Number			1			1
(2) Attendance			85			85
b. Youth work (1) Number						
(2) Attendance						
9. Other meetings at which agents or specialists presented educational information:						
a. Adult work (1) Number			1			1
(2) Attendance			5			5
b. Youth work (1) Number						
(2) Attendance						
10. Meetings held by local leaders:						
a. Adult work (1) Number			4			4
(2) Attendance			85			85
b. Youth work (1) Number						
(2) Attendance						
			1771			1771

AGRICULTURAL EXTENSION SERVICE
of the
VIRGINIA POLYTECHNIC INSTITUTE

MONTHLY REPORT OF SERVICE RENDERED

Name C. C. Mast County or Department Animal Husbandry Department

Period

For the Month of January 1 - December 31 19 62

Note: Last of each month send first copy to the office of G. Warren Slusser; retain copy for your file.

1	11	21
2	12	22
3	13	23
4	14	24
5	15	25
6	16	26
7	17	27
8	18	28
9	19	29
10	20	30
		31

Place "A" for days annual leave, "S" for days sick leave, "C" for days compensatory leave, in space opposite day or days on which annual, sick, or compensatory leave was taken during the month. If no leave was taken, leave all spaces opposite dates blank. For compensatory leave, enter the holiday on which work was performed. If work was performed on an official holiday, enter the word "Worked." If work was not performed on the holiday, enter the word "Holiday."

I hereby certify that the above report of service rendered is correct.

Signed C. C. Mast

EXTENSION TEACHING ACTIVITIES

No. this Month		No. this Month	
1. Farm, home, firm and other out-of-office visits.....	20	8. Training meetings held for local leaders:	
2. Office calls.....		a. Adult work (1) number.....	
3. Telephone calls (received or made)....	18	(2) attendance.....	
4. Newspaper articles or stories:		b. Youth work (1) number.....	
a. Prepared and released directly to newspapers or magazines.....	2	(2) attendance.....	
b. Prepared by State office and released through county extension offices.....	9	9. Other meetings at which agents or specialists presented educational information:	
5. Broadcasts made:		a. Adult work (1) number.....	15
a. Radio.....	22	(2) attendance.....	1872
b. Television.....	1	b. Youth work (1) number.....	
6. Publications distributed directly to the public.....	957	(2) attendance.....	
7. Circular or commodity letters written..	1	10. Meetings held by local leaders:	
		a. Adult work (1) number.....	
		(2) attendance.....	
		b. Youth work (1) number.....	
		(2) attendance.....	

Issued in furtherance of cooperative extension work in agriculture and home economics,
Acts of May 8 and June 30, 1914, in cooperation with the U. S. Department of Agriculture.

L. B. Dietrick, director, Agricultural Extension Service, Virginia Polytechnic Institute, Blacksburg, Virginia

AGRICULTURAL EXTENSION SERVICE
of the
VIRGINIA POLYTECHNIC INSTITUTE

Ext. Form 1

MONTHLY REPORT OF SERVICE RENDERED

Name L. Barnes Allen County or Department Animal Husbandry
 Period _____
 For the Month of January 1 - December 31 1962

Note: Last of each month send first copy to the office of G. Warren Slusser; retain copy for your file.

1 _____	11 _____	21 _____
2 _____	12 _____	22 _____
3 _____	13 _____	23 _____
4 _____	14 _____	24 _____
5 _____	15 _____	25 _____
6 _____	16 _____	26 _____
7 _____	17 _____	27 _____
8 _____	18 _____	28 _____
9 _____	19 _____	29 _____
10 _____	20 _____	30 _____
		31 _____

Place "A" for days annual leave, "S" for days sick leave, "C" for days compensatory leave, in space opposite day or days on which annual, sick, or compensatory leave was taken during the month. If no leave was taken, leave all spaces opposite dates blank. For compensatory leave, enter the holiday on which work was performed. If work was performed on an official holiday, enter the word "Worked." If work was not performed on the holiday, enter the word "Holiday."

I hereby certify that the above report of service rendered is correct.

Signed L. Barnes Allen

EXTENSION TEACHING ACTIVITIES

No. this Month		No. this Month	
1. Farm, home, firm and other out-of-office visits.....	<u>189</u>	8. Training meetings held for local leaders:	
2. Office calls.....	<u>61</u>	a. Adult work (1) number.....	_____
3. Telephone calls (received or made)....	<u>209</u>	(2) attendance.....	_____
4. Newspaper articles or stories:		b. Youth work (1) number.....	<u>1</u>
a. Prepared and released directly to newspapers or magazines.....	<u>7</u>	(2) attendance.....	<u>12</u>
b. Prepared by State office and released through county extension offices.....	<u>16</u>	9. Other meetings at which agents or specialists presented educational information:	
5. Broadcasts made:		a. Adult work (1) number.....	<u>8</u>
a. Radio.....	<u>12</u>	(2) attendance.....	<u>897</u>
b. Television.....	<u>2</u>	b. Youth work (1) number.....	<u>5</u>
6. Publications distributed directly to the public.....	<u>1970</u>	(2) attendance.....	<u>79</u>
7. Circular or commodity letters written.	<u>18</u>	10. Meetings held by local leaders:	
		a. Adult work (1) number.....	_____
		(2) attendance.....	_____
		b. Youth work (1) number.....	_____
		(2) attendance.....	_____

AGRICULTURAL EXTENSION SERVICE
of the
VIRGINIA POLYTECHNIC INSTITUTE

Ext. Form 1

MONTHLY REPORT OF SERVICE RENDERED

Name Howard C. Potts County or Department Extension Agronomy
 Period January 1 - December 31
 For the Month of 1962

Note: Last of each month send first copy to the office of G. Warren Slusser; retain copy for your file.

1 _____	11 _____	21 _____
2 _____	12 _____	22 _____
3 _____	13 _____	23 _____
4 _____	14 _____	24 _____
5 _____	15 _____	25 _____
6 _____	16 _____	26 _____
7 _____	17 _____	27 _____
8 _____	18 _____	28 _____
9 _____	19 _____	29 _____
10 _____	20 _____	30 _____
		31 _____

Place "A" for days annual leave, "S" for days sick leave, "C" for days compensatory leave, in space opposite day or days on which annual, sick, or compensatory leave was taken during the month. If no leave was taken, leave all spaces opposite dates blank. For compensatory leave, enter the holiday on which work was performed. If work was performed on an official holiday, enter the word "Worked." If work was not performed on the holiday, enter the word "Holiday."

I hereby certify that the above report of service rendered is correct.

Signed Howard C. Potts

EXTENSION TEACHING ACTIVITIES

No. this Month	No. this Month
1. Farm, home, firm and other out-of-office visits..... <u>56</u>	8. Training meetings held for local leaders:
2. Office calls..... <u>16</u>	a. Adult work (1) number..... _____
3. Telephone calls (received or made).... _____	(2) attendance..... _____
4. Newspaper articles or stories:	b. Youth work (1) number..... _____
a. Prepared and released directly to newspapers or magazines..... <u>12</u>	(2) attendance..... _____
b. Prepared by State office and released through county extension offices..... _____	9. Other meetings at which agents or specialists presented educational information:
5. Broadcasts made:	a. Adult work (1) number..... <u>14</u>
a. Radio..... <u>13</u>	(2) attendance..... <u>237</u>
b. Television..... _____	b. Youth work (1) number..... _____
6. Publications distributed directly to the public..... <u>1582</u>	(2) attendance..... _____
7. Circular or commodity letters written. <u>12</u>	10. Meetings held by local leaders:
	a. Adult work (1) number..... _____
	(2) attendance..... _____
	b. Youth work (1) number..... _____
	(2) attendance..... _____

Phase - Ornamental Horticulture (cont.)

E Progress made in other phases of Extension work (cont.)

4. Dairying

Special emphasis was placed on mastitis control in dairy herds during the year. Dairy herd mastitis control calendars prepared by the Extension Dairymen at VPI were personally given to each dairymen in the area urging that the calendars were of much value and should be used by all those concerned with the dairy operation. A managed milking demonstration was planned by the agents in the Peninsula area on the Lee Hall Dairy Farm which is operated by Myron Ross in Newport News. As the result of this planning meeting, one afternoon was set aside for the dairymen in each county involved to visit the farm and inspect the milking operation where all recommended practices were being carried out.

5. Agricultural Engineering

Even though there are not too many farms in the area, numerous calls were received from absentee land lords presently employed locally.

6. Forestry

Assistance was given to many absentee landlords residing in the area on the procurement of pine tree seedlings and various forestry management practices. About 6 boys were enrolled in the 4-H Forestry Appreciation project. Assistance was given to several school children in writing term papers dealing with forestry and in setting up science projects.

7. Soil and Water Conservation

The assistance of the Soil Conservationist, Mr. G. L. Rigby in Providence Forge, was obtained in building two farm ponds and in drawing up two drainage plans during the year. Assistance was also given to the Board of Directors of the Soil Conservation District in carrying out their activities.

8. Farm Management

A farm management plan was partially completed toward the last of the year for Mr. E. W. Miller, the owner of Kentucky Farm in York County. The local agent was assisted by C. B. Lanford, Agent-at-large.

AGRICULTURAL EXTENSION SERVICE

in

NEWPORT NEWS, VIRGINIA

PLAN OF WORK

for

July 1, 1962 - June 30, 1963

Bertha M. Brown
Home Demonstration Agent

Cora Lou Wynne
Assistant Home Demonstration Agent

C. M. McBride
County Agent

As a result of this alert action and splendid cooperation, the damage was cut to a minimum, in fact the damage was less this year than for several years.

There were 1,124 acres sprayed by airplane and 2,370 acres sprayed or dusted by tractor-mounted equipment. These figures are based on the amount of chemicals sold by the county supply dealers.

- E. Other work carried out with insect control included the alfalfa weevil control. All of the alfalfa growers, except one, applied heptachlor to the alfalfa crop as recommended. This accomplishment was made possible by the splendid cooperation of the fertilizer agents, the farm supply dealers and the response of the alfalfa growers themselves.

The results as evaluated are based on the amount of the material sold by the fertilizer agents and the farm supply dealers.

Still other work carried out with insect control was keeping the entire public informed through news articles, circular letters, radio talks and by personal visits, as to recommendations.

This service was given to all rural and urban people alike.

- F. An unexpected outbreak of hornworm on the tomato crop in June resulted in much field inspection of some 700 acres and arranging for control measures there were some 150 acres sprayed.