

PLAN OF WORK
for
1958

Elnora S. Perry
Local Home Agent
Dinwiddie County
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1958 Plan of Work

Elnora S. Perry
Home Demonstration Agent
Dinwiddie County

I. County Situation

Dinwiddie County which is five hundred and seven square miles, (507) is located in Southside Virginia; and has as its chief source of income general farming. Products produce are: tobacco, corn, peanuts, and a small amount of cotton and market gardens.

The population of Dinwiddie County is one thousand, eight hundred and twenty-five (1,825) families, of the number eight hundred and seventy (870) are farm families and nine hundred and fifty-five (955) are families living in the county but do not make their living by farming. Mckenney is the only incorporated town in the county and West Petersburg is densely populative rural non-farm area in the county.

There is one Button factory and several saw mills in the county. Three railroads and two main highways pass through our county and we have bus service on each of these highways.

There are twenty-four Elementary and one high school in the county. Hot lunches are served at the high school and one elementary school. Several of the schools have the milk program. There are twenty-two churches, and a health center in the county.

There is no recreational center in the county, therefore, the churches, schools, and clubs provide most of the wholesome entertainment for the county people.

With an increase in the number of homemakers working away from home and an increase in the need for saving of time and energy, the long time goal is "Better Housing" with emphasis upon a well planned and convenient kitchen.

II. County Extension Program - Adult

A. Organizations

1. County Advisory Board

The county advisory board is an organization which is composed of men, women and youth from the various sections of the county. This organization holds ^{one} general and several special meetings during the year. It serves as an overall planning and advisory committee for the extension program in the county. It plans such county-wide activities as Achievement Day, Tours, select and send delegates to State Advisory Board and assist in work with 4-H program.

2. Home Economic Committee

A Home Economic or General Interest Committee was organized in 1957. This committee is composed of eight (8) members, three (3) H. D. club members and five (5) non-club members. We have two representatives from each Magisterial District in the county.

The project selected by the committee was "To Improve The Health Conditions In Dinwiddie County".

The committee met and decided to conduct a survey to see what were some health conditions and what they could do to improve ~~some~~ these conditions.

As a result of the survey the committee is working on these two projects:

- (1) Safe Water Supply
- (2) Increase the contribution to T. B. Drive & increase no. taking chest X-Ray.

The eight committeemen along with others are working on increase contribution to T. B. Drive at the present time.

3. County Home Demonstration Club Committee

This organization is composed of the president, secretary, and program development leaders from each local club in the county and serves as an overall planning committee for the home demonstration program in the county.

This organization will plan such activities as National H.D. Club Week Program, Day of Recreation, send delegates to District H. D. Committee meeting, purchase and distribute through the local clubs a year book and assist with the h-H program.

B. Project Work

1. Food and Nutrition

Food and nutrition phase of the program for 1958 are "Well Balanced Low Cost Meals" and "Packed Lunches That Satisfy." These projects will be taken during the months of February and March respectively.

a. Well Balanced Low Cost Meals

Objectives:

1. To encourage the homemakers to plan meals using basic seven chart.
2. To encourage homemakers to use low cost cuts of meats in different ways.
3. To encourage the ~~homemakers~~ to use more meat substitutes.
4. To encourage the homemakers to use more different kinds of vegetables in the diet.
5. To encourage the use of powdered milk if fresh milk is not available.
6. To encourage the homemaker to plan ~~menus~~ for a week and shop when specials are featured.

Procedure planned to be used are: leader training meeting, method demonstration, discussions, leaflets, group meetings, check sheets, result demonstration and home visits.

b. Packed Lunches That Satisfy

Objectives:

1. To encourage the homemaker to prepare sandwich spreads sufficient for a week based upon family likes and dislikes.
2. To encourage the home makers to use a variety of breads in lunches.
3. To encourage the homemaker to provide a sandwich making bar^{if} possible, so that each member could prepare his or her own lunch.
4. To encourage the homemaker to use more fruits and vegetables in lunch box.
5. To encourage the homemaker to use more hot foods such as soup, milk drinks, etc. in lunch boxes.

Procedure planned to be used are: leaders, leader training meeting, method demonstration, group meeting, leaflets, discussions, check sheets, and home visits.

2. Clothing

This phase of work will include "Dressing or Clothing Different Occasion" and will be taken during the month of January.

a. Clothing for Different Occasions

Objectives:

1. To encourage the homemaker to decide the use of the garment before it purchased.
2. To encourage the homemaker to choose accessories and garments that can be used for more than onw occasion.

3. To encourage the homemaker to consider her personality, figure, fashion trends, etc. when selecting garments.

Procedures planned to be used are: leaders, discussion, charts, check sheets, question and answer periods, fashion show, methods and result demonstrations.

3. Home Management

This phase of work will include: "The Wise Use of Time" and will be taken during the month of April.

a. Wise Use of Time

Objectives are:

- a. To encourage one person per club to keep record of use of her time for one week.
- b. To encourage the selection of one project that will benefit the homemakers.
- c. To encourage homemakers to plan their time more carefully in order to get necessary jobs done.

Procedure planned to be used are: check sheets, discussions, group meetings, leaders, leader training meetings, and bulletins.

4. House Furnishing

This phase of work will include "Care of Furniture," Accessories for Different Rooms" and "Kitchen Window Treatments".

a. Care of Furniture

Objectives:

1. To encourage the proper care of furniture according to recommended practices.
2. To encourage the use of waxes, for furniture.

3. To encourage the reading of labels that come with each type of furniture so that it will last the family for a longer period of time.

Procedure planned to be used are: leaders, group meetings, method demonstrations, discussions, bulletins, charts and home visits.

b. Accessories For Different Rooms

Objectives:

1. To encourage homemakers to choose accessories to accent the room.
2. To encourage the homemakers to take into account what the accessories will and can be used for.
Purchase Articles
3. To encourage the homemaker to those that are useful but do not require a great deal care.

Procedure planned to be used are: leaders, method and result demonstrations, bulletins, check sheets, discussion, group meeting, home visits and illustrative materials.

c. Kitchen Window Treatment

Objectives are:

1. To teach the various types of treatment for various types of kitchen windows.
2. To encourage the use of simple and inexpensive curtains etc. at kitchen windows.
3. Encourage the homemaker to consider durability, and ease of care in selecting curtains, etc. for kitchen windows.
4. To encourage the making of some of these various curtains using various styles and fabrics.

Procedure planned to be used are: leaders, leader training meeting, illustrative materials, method and result demonstrations, group meeting, discussions, home visits and leaflets.

5. Home Ground Beautification

Topics on this phase of work will include "Proper location of Sidewalks" and Driveways," and "Shrubbery."

a. Location of Driveway and Side Walks

Objectives are:

1. To encourage the homemakers to locate driveways to one side of the house with access to back door.
2. To encourage the location of walks directly to door in which the homemaker desire company come.
3. To encourage planning of walkways to all farm buildings, clothe line, yard shade, garden, etc.

Procedure planned to be used are: result demonstrations, home visits, leaders, bulletins, discussions and illustrative materials and group meetings.

b. Location of Shrubbery

Objectives:

1. To encourage the planning of homegrounds before planting any type of shrubbery.
2. To encourage the use of nature shrubbery.
3. To teach the different types of shrubbery and proper location of each.

Procedure planned to be used are: result demonstrations, bulletins, home visits, leaders, discussions and group meetings.

6. Poultry

Objectives:

1. To encourage the production of more and better poultry.
2. To provide a supplemental source of income.
3. To encourage the use of more poultry products.
4. To stress the importance of management.
5. To encourage the keeping of an egg production record.

Procedure planned to be used: result demonstrations, home visits, discussions, group meetings, egg record sheets, and circular letters on poultry.

7. Rural Arts

Textile Painting -

Objectives are:

1. To teach the selection of the right paints for various materials.
2. To teach the proper preparation and care of articles before and after painting.
3. To encourage creativeness in working various articles.

Procedure planned to be used: leaders, specialist, discussions, home visits, method and result demonstration and letters.

8. Refinishing Furniture

Objectives are:

1. To teach the proper method of removing old paint, varnish etc. from furniture.
2. To teach the uses of various materials that can be used for removing old finishes.

3. To teach the various finishes that can be applied to old furniture.
4. To teach the proper care of the furniture.

Procedure planned to be used: leaders, methods and result demonstrations, bulletins, discussions, home visits, and circular letters.

9. "How and Where to Build Storage"

Objectives:

1. To teach the importance of storage space.
2. To teach the kinds of storage space.
3. To teach proper location of storage space.

Procedure planned to be used are: leaders, discussions, specialist, home visits, bulletins and group meetings.

10. Food Preservation Workshop

Objectives are:

1. To encourage the making and use of a canning and/or freezing budget.
2. To teach the latest methods used in canning and/or freezing.
3. To encourage the canning and/or freezing of more and a greater variety of fruits and vegetables.

Procedure planned to be used: leaders, leader training meetings, bulletins, home visits, discussions and method and result demonstrations.

C. Federation Program of Work

The Federation Program for 1956 will include "Improve Kitchens Through Improved Window Treatment" and Health.

We will aid or secure aid in carrying out this program through leaders, leader training meetings, home visits, discussions, method and result demonstrations, District Agent and Specialist.

D. Other Activities

1. County or Community Projects

Community projects - each club will select one community project and will have as its objectives:

- a. To encourage the improvement of the community.
- b. To reach more people in organized and unorganized communities. These projects will be selected by the people in each community according to needs, interests and desires of the people.

Procedure planned to be used are: leaders, home visits, group meetings and letters.

2. National H. D. Club Work

During this week we plan to hold a county-wide activity to acquaint the public with the extension program thru increasing the membership in the various clubs throughout the county. We plan to invite all former club members to the club meetings during the months of May.

Procedure planned to be used are: leaders, news articles, home visits, committee meetings, discussions, group meetings and letters.

3. Achievement Day Program

The Annual Achievement Day program will be held in the fall on a county-wide bases. It will be used to bring farm, non-farm, and urban people together to report accomplishments and recognize leaders for work well done.

Procedure planned to be used are: leaders, group meetings, committees, home visits, circular letters and news stories.

4. Tour

We plan to hold a "Safety Tour" during the month of July. We plan to visit home of club and non-club members throughout the county to point out safe and unsafe hazards in and around the home and farmstead.

Procedure planned to be used are: leaders, discussions, discussion groups, home visits, circular letters, news stories and check sheets.

5. Plans for Publicizing Home Demonstration Work

We plan to publicize home demonstration club work through our year books. This will be our fourth year book, we plan to give one to each club member and other interested people throughout the county and state, which will include the home economic, vocational agricultural teachers, high school principal, school supervisor, Cistrict Agents and several agents. We also plan to use newsstories to publicize our work.

III. Farm and Home Development Work

We are now working with three families on the farm and home development phase of work and we do not plan to add any more families this year.

We do not have a committee working with us on the farm and home development phase of work.

Objectives are

1. Encourage the keeping of farm and home record.
2. Encourage the making and use of food preservation budget.
3. Encourage the making and use of family clothing budget.
4. Encourage the setting up of long and short-time goals.
5. To encourage the family to work together as a unit.

Procedure planned to be used are: Personal contact, monthly conferences with each family, quarterly conferences with all three families, bulletins, home visits, record books for each family and letters.

Our plan for recognizing achievement and progress are through tours to see their accomplishments and reports at achievement day program.

IV. County Extension Program - Youth

A. Organizations

1. County 4-H Council

The county 4-H council is composed of officers and leaders from each club throughout the county. They generally meet three times during the year. The council serves as an overall planning and advisory capacity for all 4-H clubs, plan all county-wide activities and send a representatives to the county advisory board and H. D. committee.

2. Project Planning Committee

Plans for using the 4-H Project planning committee, which meet once during the year.

- a. Make a calendar for the 4-H clubs based upon needs, interest and desires, presented by leaders, members and agents.
- b. Check on progress of club work.

B. 4-H Project Work

The clubs in Dinwiddie County have three group projects which are "Clothing Unit I," "Individual Health" and Electricity. The 4-H club members will select individual projects later.

1. Clothing Unit I - Looking Your Best

Objectives are:

- a. To help one improve his or her general appearance.
- b. To make good grooming a habit.
- c. To help club members look their best, by taking care of their skin, hair and hands, and by being neat and clean at all time.
- d. To teach club members how to use certain equipment and supplies.

Procedure planned to be used are: leaders, leader training meetings, home visits, letters to parents, bulletins, group meetings, discussions, method and result demonstration and exhibits.

2. Individual Health

Objectives are:

- a. To teach the importance of good health.

- b. To teach club members how to care for themselves.
- c. To teach good health habits which will keep us well and happy.

Procedure planned to be used are: leaders, leader training meetings, discussions, group meetings, letters to parents, home visits, method and result demonstrations, exhibits and project materials.

3. Electricity Unit I

Objectives are:

- a. To teach the important part electricity play on the farm and in home.
- b. To teach the different types of fuses and their use.
- c. To encourage the club members to make simple repairs and at least one article.

Procedure planned to be used are: project manual, home visits, leaders, leader training meeting, letters to parents, method and result demonstrations, home visits, group meeting, discussions, and exhibits.

C. Other Activities

1. Rural Life Sunday

We plan to hold one county-wide rural life Sunday program and the members will participate through music, readings, serving as ushers and presiding. We plan to have a guest speaker who will be asked to speak to the youth on the "Importance of 4-H Club Work."

Procedures planned to be used are: personal contacts, letters, news stories, discussions, committees, leaders and group meetings.

2. Achievement Day

We plan to hold our Annual Achievement Day program in the fall. 4-H club members will be asked to have exhibits, demonstrations and music.

Procedure planned to be used are: news stories, home visits, letters, leaders, talks, group meetings, committees and discussions.

3. Day of Recreation

We plan to have a Day of Recreation for the 4-H club members, leaders, parents and well-wishers during the summer months.

Procedure planned to be used are: letters, home visits, leaders, news stories, committee and group meetings.

4. National 4-H Club Week

We plan to have a Talent Program during National 4-H Club Week with representatives from each 4-H club taking part.

Procedure planned to be used are: leaders, home visits, letters, news stories, discussions and group meetings.

V. Scope of Work

A. Organization	No. in 1957	Goal 1958
No. of Home Demo. clubs	10	10
Membership	150	160
No. 4-H clubs	12	12
Membership	244	250
No. of young men & women's clubs	0	0
Membership	0	0
No. Home Economic Committees	1	1
No. general Interest Committees	0	0

	No. in 1957	Goal 1958
No. Youth committees	0	0
No. other organization	1	1
No. Farm & Home Development families	3	3
VI. Plan for Leadership		
A. Over-all Program Leaders		
(organization leaders for county Extension Service Board)	49	53
B. Home Demonstration Leadership		
	No in 1957	Goal 1958
No. organizational leaders	50	60
No. project leaders (subject matter)	63	75
No. Federation Program of Work Chairman	10	10
No. program development leaders	10	10
No. result demonstrators	22	32
No. meetings at which leaders were trained by specialist	0	4
No. of meetings at which leaders were trained by district agent	0	2
No. of meetings at which leaders were trained by agent	20	22
Attendance at training meetings	246	257
No. of club meetings held by leaders without agent present	26	37
No. club meetings at which leaders assisted	63	70
Total number of demonstrations given by leaders	24	36
No. talks or discussions by leaders	37	47

My Plans for Training and Using all Leaders in
Carrying Out 1958 Program

My plans for training and using all leaders in carrying out 1958 program are as follows: ask clubs to select one or more different leaders serve for each different subject-matter field this year. These leaders will be trained by the specialist from VPI, District Agents, home agents, leaders and others. These leaders will be trained in advance and will have an opportunity to practice the demonstrations, discussions and/or talk at home before appearing before the group.

After the leaders have been trained they will give or assist in giving demonstrations, talks and/or discussion before their respective clubs.

C. Over-all Youth Leaders	No. in 1957	Goal 1958
(organizations leaders for county youth council)	96	100
D. 4-H Club	No. in 1957	Goal 1958
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No. 4-H club officers	84	88
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No. adult project leaders	21	25
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No. junior project leaders	12	18
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No result demonstrators	0	3
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No. meetings at which leaders were trained by specialist	0	1
<hr/>		
No. meetings at which leaders were trained by district agent	0	2
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No. meetings at which leaders were trained by home agent	5	7
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No. meetings at which leaders were trained by personnel in 4-H Dept.	1	0
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No. meetings at which leaders were trained by others	1	2
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Attendance at leader training meetings	86	100
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	No. in 1957	Goal 1958
No. 4-H leaders trained individually	3	10
No. club meetings held leaders with agent present	3	10
No. club meetings at which leaders assisted	23	30
No. demonstrations given by adult leaders	15	20
No. demonstrations given by junior leaders	10	20

Plans for Training and Using all 4-H Club Leaders in
Carrying Out The 1958 Program

My plans for training and using all 4-H club leaders in carrying out the 1958 program are: These leaders will meet regularly at which time they will be trained in organizations, program development and project work. To give project instructions to all leaders in a given project will be trained together and these leaders will be asked to give or assist in giving the demonstration, discussion and/or talk before the club.

VII. Plans for Working With Other Agencies

- A. County Health Department - Encourage more people in the county to seek into and use the facilities provided by the department.
- B. County T. B. Association - Encourage more people to support the association and have their chest X-Rayed annually.
- C. Infantile Paralysis Drive - Encourage parents to have their children treated against the disease and all adults under forty (40) years to take the shots.

VIII. Plans for Developing Good Relation in the County With:

- A. Co-Workers - Plans are to discuss problems and progress of program with my co-worker weekly.
- B. General Public - Through attendance at various churches throughout the county, P.T.A. meetings, and other public gatherings to acquaint the public with work of extension service.
- C. Elected Representatives - Invite them to the county-wide and group activities and inform them of all programs planned in the county.
- D.
- E. Other Professional Workers - Invite professional workers to all county-wide activities to attend the program planning meeting to discuss county problems as they see them, and help set up a good workable extension program.

IX. Plans for Recording Progress and Evaluating Program as Planned
for 1938

My plans for recording progress will be; recording on plan of work at end of each project by reports, home visits, check sheets, discussions, also write in narrative reports the accomplishments at the end of each project. The program will be evaluated by farm and non-farm families applying information obtained from the program.

X. Plans for Professional Improvement

- A. Organized study
 - 1. School - No
 - 2. Short Course - no

- B. Will read professional books and magazines monthly for professional improvement.
- C. Membership in professional organization - No.
- D. Will attend nearby workshops, tours, etc. planned by other organizations if possible.
- E. Will participate in educational trips, if possible.

XI. Nothing

XII. Problems in Carrying Out the Extension Program in Dinwiddie County

Some of the most difficult problems in carrying out the extension program in Dinwiddie county are: having space and facilities for conducting leader training meeting for both adults and youth, being able to keep older 4-H club members in club work after they have completed elementary school and being located in a tobacco county from May thru November most farm people are busy and its hard to keep up the interest during these months.

My plans for meeting the second problem is to secure and train more junior and adult leaders who will be willing to work with small numbers of 4-H club members as project instructors and also organizing a older 4-H club group who with small amounts of instruction can carry out their project work.

My plans for the third is to hold night meeting during this busy season and delegate more responsibility to the club officers and leaders.