

PLAN OF WORK

AMHERST COUNTY VIRGINIA

January 1, 1964 - December 31, 1964

- Helen C. Feagans
Home Demonstration Agent
- Bailey G. Wilkins
County Agent
- Dan W. Moody
Assistant County Agent

A MAJOR EMPHASIS - EDUCATIONAL PLAN

PROJECT AREA: AGRICULTURAL PRODUCTION, MANAGEMENT AND NATURAL RESOURCE DEVELOPMENT

PHASE: Farm Management, Year - 1964

The Situation:

Seven farms of Amherst County were enrolled in the V.P.I. Electronic Farm Accounting System in 1963. Two additional farms are enrolling in 1964. Fourteen farmers completed the three-day Farm Management school held in the county in 1963.

The Specific Problem:

The need for more farmers to keep accurate records of their farm business for the purpose of analyzing their farm operation and the need for more farmers to understand the basic principles involved in making sound management decisions.

The Program Objective:

To get more farmers to keep accurate records of their farm operation and to get more farmers to attend a farm management school which is planned for the late fall or early winter of 1964.

<u>TEACHING OBJECTIVES</u>	<u>SOURCE OF SUBJECT MATTER</u>	<u>METHODS</u>	<u>WHEN</u>	<u>BY WHOM</u>
1. Convince farmers of the value of farm records which can be analyzed.	Summaries of 1964 Electronic Farm Accounting Systems. Record Bk. 17, Record of Cash Farm Expenses and Receipts.	Distribute summaries to interested farmers. Include topic on Economics in meetings where applicable .	When available. When feasible.	Agents Agent & Spec.
2. Teach farmers the basic principles involved in making a decision.	Crop, livestock, and machinery budget forms.	Individual work with farmers. Farm Management School	as needed Nov.	Agent Agent & Specialist

TEACHING OBJECTIVES**SOURCE OF SUBJECT MATTER****METHODS****WHEN****BY WHOM**

3. Teach farmers to do a better job of analyzing their records and their decisions

1964 Summaries

Devote more time to work with the farmers in the Electronic Farm Accounting System.

As n Agent
needed.

EVALUATION:

Observe increase or decrease in record keeping and attendance in Farm Management School.

A MAJOR EMPHASIS - EDUCATIONAL PLAN

PROJECT AREA: EXTENSION HOME ECONOMICS

PHASE: Clothing, Year - 1964

The Situation:

Many good garments found in clothes closets are not being worn because of being out of style. Some times they are worn but without much pleasure because of a "dated" appearance. Often homemakers, and their daughters are not as well dressed as they would like to be because of lack of suitable hats to complete outfits. Also, not using proper foundation garments lowers well-dressed ratings. These factors have their psychological effects upon persons and often affect a person's business and social acceptance.

The Specific Problem:

There are homemakers and daughters who are not well dressed because of inadequate wardrobes.

The Program Objective:

To increase the number of well-dressed persons through teaching selection, restyling, and construction of certain types of clothing.

<u>TEACHING OBJECTIVES</u>	<u>SOURCE OF SUBJECT MATTER</u>	<u>METHODS</u>	<u>WHEN</u>	<u>BY WHOM</u>
Assist homemakers:				
1. To become informed of current styles.	Information on current styles sent by Extension specialist to agent.	Method demonstrations at H.D. Club meetings.	Feb.	Agent
2. To recognize ways of changing the appearance of garments, bringing them up-to-date.	V.P.I. Leaflet 137, "Does It Fit." U.S.D.A. Bul. 1964, "Fitting Dresses"	Distribution of printed subject matter material.	Feb.	Agent
3. To learn methods of fitting a garment and remaking it.	U.S.D.A. Bul. 11, "Fitting Coats and Suits." MC9 - "Restyling Garments Professional magazines	News articles	March	Agent

TEACHING OBJECTIVES	SOURCE OF SUBJECT MATTER	METHODS	WHEN	BY WHOM
4. To recognize styles of hats suitable for different individuals and various occasions.	V.P.I. Circ. 889, "Selecting Becoming Hat Styles"	Arrange date and meeting place for a two-day hat	Jan.	Agent and local instructor
5. To learn methods of constructing spring and summer hats.	Materials provided by local instructor.	Publicize workshop News articles Circular letter and announcements at meetings.	Feb. and	Agent and H.D. Presidents.
		Get enrollment and send preparation instructions to those who enroll.	Feb. and March	Agent
		Hold two-day workshop	March	Local instructor and agent.
6. To become informed of styles and fiber content of foundation garments on the market and how to properly care for them.	Materials provided by Extension Specialist.	Appoint leaders in H.D. Clubs	Dec.'63	H.D. Presidents.
	V.P.I. Leaflet 54, "Planning To Buy Foundation Garments."	Train leaders	Sept.	Specialist.
7. To select foundation garments suitable for the individual.		Give method demonstrations at H.D. Club meetings.	Oct.	Leaders
8. To become informed of any new aids available for general grooming		Distribute bulletins	Oct.	Leaders
		Write news article	Oct.	Agent

EVALUATION:

A simple form will be circulated at the end of the year to determine how widely suggestions have been used in restyling, remodeling and improving the wardrobe in general. This will also indicate how beneficial members felt the information was to them in selecting and constructing hats, and selecting foundation garments.

A MAJOR EMPHASIS - EDUCATIONAL PLAN

PROJECT AREA: EXTENSION HOME ECONOMICS

PHASE: Housing, Year - 1964

The Situation:

Many kitchens could be made more efficient with minimum expense through improvements in existing storage space. Woods - cabinets, paneling, and furniture in the homes could have a better appearance and a longer life if proper care was taken of them.

The Specific Problem:

Many kitchens with insufficient storage space, woods, such as cabinets, paneling, and furniture are not receiving proper care in the homes.

The Program Objective:

To reduce the number of kitchens with insufficient storage space and thereby increase the number of efficient kitchens.

To increase the number of homes in which proper care is given to woods in cabinets, furniture and paneling.

<u>TEACHING OBJECTIVES</u>	<u>SOURCE OF SUBJECT MATTER</u>	<u>METHODS</u>	<u>WHEN</u>	<u>BY WHOM</u>
Assist Homemakers:	The agent will receive training	Appoint leaders in home		Club
To learn ways of improving kitchen storage space.	by the Extension specialist	demonstration clubs.	Dec.'63	Presidents
To learn what materials are needed for making kitchen "space savers".	prior to August in improving kitchen storage space and building space savers.	Train leaders	Aug. & April	Agent
To make and use kitchen space savers as a means of providing adequately more efficient storage.	V.P.I. bulletins and leaflets: "Kitchen Storage"-MI-93 "Kitchen Storage Score Sheet"- MI-95 "Vertical Files for Kitchen Storage"- MI-87 "Making Kitchen Storage Space Savers" - Circular -853	Give method demonstration at H.D. Club meeting	Sept. & May	Leaders
		Distribute bulletins	Sept. Oct. and May.	Leaders
		Write news articles	Sept.Oct. and May	Agent

TEACHING OBJECTIVES	SOURCE OF SUBJECT MATTER	METHODS	WHEN	BY WHOM
To learn proper methods of cleaning and preserving woods - furniture, paneling and cabinets.	The agent will receive training by the specialist in proper methods of cleaning and preserving wood - furniture, paneling and cabinets.	Set date for workshop and publicize:	August	Agent
To learn how to treat scars and other trouble spots on wood surfaces.	V.P.I. leaflets: "Good Looks For Furniture" MK-303 "Wipe Surface With A Tack Cloth" = MK-323	Circulate letters to clubs.	Sept.	Leaders & Agents
		Secure enrollment.	(Sept.	Agent and Leaders
		Provide materials for workshop.	(and	
		Final announcement: Letters to clubs.	(Oct.	Agent
	Other printed materials to be provided by the specialist.	Hold one-day Workshop	Oct.	Agent

EVALUATION:

A form circulated in the clubs at the end of the year to determine: 1. how many kitchen storage spaces have been improved as a result of the demonstration and special meeting using space savers; 2. the number of homes using proper methods of caring for wood furniture, cabinets and paneling as result of information learned in demonstration.

A MAJOR EMPHASIS - EDUCATIONAL PLAN

PROJECT AREA: EXTENSION HOME ECONOMICS

PHASE: Nutrition - Food Preparation, Year - 1964

The Situation:

Studies show that in this county diets are not adequate. Homemakers of the county will admit that menus often become monotonous, causing dull appetites. Limited ideas for sandwiches often result in skimpy lunches. In many families non-starchy vegetables lack appeal and are not eaten, but are needed for meeting daily nutritional needs and in many instances to help in holding down the calorie count. If meal offered is unsatisfying family members may resort to sweet snacks for eating enjoyment. Many persons are overweight which makes them appear less attractive; lowers their efficiency and makes them more susceptible to certain diseases.

The Specific Problem:

Diets of many families are monotonous and inadequate, nutritionally. Many persons pay little attention to the quantity and kind of food intake. Improper diet and overeating results in overweight.

The Program Objective:

To improve the diets of the people of the county. Help teach people how to select more adequate diets. Assist persons with reducing through more adequate diets.

<u>TEACHING OBJECTIVES</u>	<u>SOURCE OF SUBJECT MATTER</u>	<u>METHODS</u>	<u>WHEN</u>	<u>BY WHOM</u>
Assist homemakers:				
1. To give new flavor to common foods through the use of herbs.	Extension specialist will send to agent demonstration outlines and resource material in early January.	Appoint leaders in home demonstration clubs.	Dec. 1963	Club Presidents
2. To understand the contributions that non-starchy vegetables make to the diet.	V.P.I. bulletin, "Spices and Herbs"	Train leaders	Feb.	Agent

TEACHING OBJECTIVES	SOURCE OF SUBJECT MATTER	METHODS	WHEN	BY WHOM
3. To learn new ways of preparing and serving non-starchy vegetables.		Give method demonstrations at H.D. Club meetings.	March & April	Leaders
		Distribute bulletins	March & April	Leaders
		News articles	April & May	Agent
4. To learn to prepare a variety of nutritious sandwiches.	Virginia Bakery Promotional Council, Inc.	Set date and make arrangements for a county special interest meeting.	Sept.	Agent and Bakery Council
5. To organize and plan sandwich supplies so as to save time and energy in making of the sandwiches.		Announce meeting through circular letter, news articles and meetings.	Oct.	Agent
		Method demonstration and distribution of subject matter material at county special interest meeting.	Nov	Bakery Council
6. The role of diet in weight reduction.	V.F.I. bulletins, leaflets and films. State Dept. of Health films, leaflets and bulletins.	Discuss plan with local health doctor.	Dec. '63	Agent
7. How to count calories.	V.F.I. bulletin #219, "You Can Lose Weight"	Contact Co. Nutrition Committee to sponsor program.	Dec. '63	Agent
8. What causes people to be	Film: "Weight Reduction Through Diet."			

A MAJOR EMPHASIS - EDUCATIONAL PLAN

PROJECT AREA: 4-H and OTHER EXTENSION YOUTH PROGRAMS

PHASE: Training Leaders, Year: 1964

The Situation:

Community Senior 4-H Clubs will be organized in Temperance and Pleasant View Communities. A Community 4-H Club will be organized in Madison Heights.

The Specific Problem:

Persons willing to serve as 4-H leaders lack experience and have not been trained for the Leadership role.

The Program Objective:

To train leaders to give leadership and guidance to 4-H members in carrying out an effective 4-H program.

<u>TEACHING OBJECTIVES</u>	<u>SOURCE OF SUBJECT MATTER</u>	<u>METHODS</u>	<u>WHEN</u>	<u>BY WHOM</u>
Inform leaders of:				
1. 4-H objectives	Cir. 677-Join a 4-H Club Today	Conduct Leader Training	March	Agents
2. The mechanics of the 4-H Club	Bull. 238 - A Guide for 4-H Club Officers	School - 3 classes	May July	
3. The work of organizational and project leaders.	Cir. 27 - 4-H Secretary's Book Bull. 239 - 4-H Book of Fun Joyfully We Sing			
4. Steps involved in planning a yearly program.	Cir. 877 - The Community 4-H Club. Cir. 724 - 4-H Facts Suggestions for Recreation and			
5. Projects, activities, awards, events and organizations	Rural Arts 4-H Activities PA 95 - Parents and 4-H Club Work 4-H Demonstrations	Leaders' Conference	Nov.	Leaders
6. Effective Use of Jr. leaders and special committees	4-H Leadership Project for Senior Members -RB-30 Bulletin 270 - The Virginia 4-H Club Leaders' Handbook.			

EVALUATION:

Observation of club meetings and club program.

A MAJOR EMPHASIS - ORGANIZATIONAL PLAN

PROJECT AREA: 4-H AND OTHER EXTENSION YOUTH PROGRAMS

PHASE: 4-H COMMUNITY CLUBS, Year - 1964

The Situation:

4-H Clubs are no longer organized in the County High School. Boys and girls of this age group in three communities have opportunity to belong to Community 4-H Clubs. There are no 4-H Clubs in the other communities for boys and girls of 8th. grade and high school age. The Extension Agents have selected 4-H organizational steering committees, made up of key leaders in the Pleasant View and the Temperance communities. The agents met with the steering committees in December.

The Specific Problem:

There are no 4-H Clubs available for senior age boys and girls in Pleasant View and Temperance Communities.

The Program Objective:

To organize two Senior 4-H Community Clubs; one at Pleasant View and one at Temperance.

ORGANIZATIONAL OBJECTIVES	SOURCE OF ASSISTANCE	METHODS	WHEN	BY WHOM
1. To organize a community 4-H Club in the Temperance and Pleasant View areas that will provide instruction and guidance in: a. several project areas. b. demonstration and achievement contests c. recreational activities d. community improvement projects	Printed materials from the State 4-H Club Department and the National 4-H Club Council.	-Hold second meeting with 4-H organization steering committee.	Jan.	Co. Staff.
		- Assist steering committee in procuring leaders.	Feb.	Co. Staff
		-Hold meeting of boys and girls of senior 4-H club age and their parents in their respective communities.	March	Co. Staff & Steering Comte.
		-Train leaders	(March - (May	Co. Staff
		-Assist leaders with organizational meeting.	(July April	Co. Staff
		-Assist program committee with planning program for remainder of the year.	April	Co. Staff & Leaders

ORGANIZATIONAL OBJECTIVES	SOURCE OF ASSISTANCE	METHODS	WHEN	BY WHOM
2. To organize Community 4-H Clubs that will inspire boys and girls to develop their skills and leadership abilities, thereby increasing their usefulness as citizens		As needed: Give leaders assistance in conducting programs.		Co. Staff

EVALUATION:

If the clubs are organized, observe the success of the clubs. If the clubs are not organized, attempt to determine why.

A MAJOR EMPHASIS - ORGANIZATIONAL PLAN

PROJECT AREA: 4-H AND OTHER EXTENSION YOUTH PROGRAMS

PHASE: 4-H COMMUNITY CLUBS, Year, 1964

The Situation:

Madison Heights is an urban community in Amherst County. There are many boys and girls of 4-H Club age who have not had access to a 4-H Club.

The Specific Problem:

These boys and girls are being deprived of the opportunities for self development which 4-H Clubs offer.

The Program Objective:

To organize a pilot 4-H Club in Madison Heights

ORGANIZATIONAL OBJECTIVES	SOURCE OF ASSISTANCE	METHODS	WHEN	BY WHOM
1. To organize a community 4-H Club in the Madison Heights area that will provide instruction and guidance in: a. several project areas. b. demonstration and achievement contests. c. recreational activities d. community improvement projects.	Printed materials from the State 4-H Club Department and the National 4-H Club Council.	- Hold Staff Conference.	Jan.	Co. Staff
		- Arrange for meeting with interested parents to explain the 4-H program.	Feb.	Agents.
		- Work with group of parents to procure leaders, arrange meeting place and dates.	Feb.	Agents
		- Hold first leader training meeting.	March May July	Agents and Leaders.
		- Have 4-H Club Organizational meeting.	March	Leaders.

ORGANIZATIONAL OBJECTIVES	SOURCE OF ASSISTANCE	METHODS	WHEN	BY WHOM
2. To organize a Community 4-H Club that will inspire boys and girls to develop their abilities and leadership skills thereby increasing their usefulness as citizens.		-Work with committee to plan program for remainder of year. -Supervise and assist leaders in conducting a desirable 4-H program.	April April and as needed.	Agents and Leaders. Agents

EVALUATION:

At the end of the year compare the number members remaining with the number starting in the club. Have leaders determine the success and accomplishments of the club.

OTHER FIELDS IN WHICH WORK WILL BE DONE

PROJECT AREA - EXTENSION HOME ECONOMICS

1. Home Furnishings - Two monthly demonstrations in the Home Demonstration Club Program will be House Furnishings topics.

"Effective Home Lighting" will be covered in January, the demonstration to be presented in all the clubs by the home economist of a local power company. Good lighting fixtures and slides will be used to show how to provide correct general lighting and how to light special activity centers in the home and on the lawn. Stressed will be the proper location of the light and how to achieve the correct quality and quantity of light.

"Selection of Rugs" will be the demonstration topic for November. Club leaders will be trained to give the demonstration by the agent at a meeting in October. The demonstration will include the advantages and disadvantages of various fibers and blends; and a study of weaves, patterns, and colors. Also given will be information on how to determine the correct rug size for a room.

2. Rural Arts - A demonstration on Glass Etching will be given by the agent at all home demonstration club meetings in June. It will include giving information on how to select designs and demonstrating the method of etching the glass. Some of the clubs will plan to hold workshops at the time of the demonstration.

PROJECT AREA - AGRICULTURAL PRODUCTION, MANAGEMENT AND NATURAL RESOURCE DEVELOPMENT

1. Livestock - Continue to work with the Livestock farmers in the county through the Livestock Commodity Committee and individually for the purpose of assisting in the profitable production and marketing of feeder cattle, feeder pigs and lambs. The use of BCIA where applicable, and/or a good record system will be encouraged.
2. Forestry - Educational and promotional work in the area of forestry will be continued. The agent will cooperate with the County Forester of the Virginia Forest Service and commercial foresters in encouraging the adoption and use of improved forestry practices by woodland owners of the county.
3. Arroyonomy - The agent will continue to work with farmers in the production of quality cash crops, forage and feed grains. Changes in fertilization recommendations and other cultured practices will be brought to the attention of the farmers.

Project Area - Agricultural Production etc. cont'd.

4. Horticulture - Cooperate with, and assist Nelson County Agent in working with the Fruit Committee of Amherst and Nelson Counties in planning and holding a winter fruit meeting and a summer fruit meeting. Assist Garden Clubs of county with meeting programs and demonstrations.

PROJECT AREA - MARKETING AND UTILIZATION OF AGRICULTURE PRODUCTS

1. Feeder Cattle Sales - Work with and assist the Secretary of the Lynchburg Feeder Calf Association with conducting four feeder cattle sales.
2. Wool Marketing - Work with Director of Lynchburg Wool Pool and assist with the cooperative marketing of Lynchburg, Blackstone and South Boston wool pools.

PROJECT AREA - 4-H AND OTHER EXTENSION YOUTH PROGRAMS

1. Continue to work with organized 4-H Clubs, County Council and Honor Club. Group meetings will be held to give training in specific projects.

There will be participation by members in: Camps, State Short Course, County and District Contests, and the Lynchburg Farm Show.