



Miss Heidi E. Ford, Assistant District Agent, presented awards to club members who were state winners in the 1961 4-H award program.

Miss Brenda Foster, vice-president of Gloucester, presided.

## II. AREAS OF EMPHASIS

### A. Personnel Placement

Of the 36 county positions for home agents, seven vacancies occurred for a period of one to 11 months. One farm agent was needed to fill a vacancy of ten months.

Maintaining well-qualified agents for all county positions was a problem of major concern. Much time of the supervisors was spent in recruiting, contacting county officials of change in personnel and induction training.

Shortage of suitable persons was due to some extent to the demand of college graduates in other careers and foreign service. Often the salaries for such positions were better. More recruiting than previously was done among employees in other home economics fields.

Recommendations for prospective personnel were sought and received from staff members in colleges with home economics and agriculture in Virginia, North Carolina and Maryland. County extension workers and other professional workers assisted with

PROGRAM EMPHASIS

Days Devoted		Days Devoted	
11. Planning and management of the farm business.....	174	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.....	_____
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.....	69
24. Marketing and utilization.....	_____	45. Supervision.....	_____
25. Agricultural engineering.....	_____	46. Inservice training received.....	3
26. Dwellings and equipment.....	_____	48. Miscellaneous (cannot be charged to above items).....	16
27. Home grounds improvement.....	_____	49. Total days worked (items 11-48).....	263
28. Planning & management in the home....	_____	Of total days reported in item 49, how many were devoted to--	_____
29. Family economics.....	_____	50. Adult work.....	263
30. Home furnishings.....	_____	51. YMW work.....	_____
31. Clothing selection and care.....	_____	52. 4-H Club work.....	_____

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.).....	47		

In addition to these committees there have been special interest group meetings for leaders and others in clothing and home furnishings. There were two county meetings on home electrification which dealt with the buying of large electrical equipment. A home tour was planned for people to see well equipped kitchens and utility rooms. Over 150 people visited four homes.

The extension home economics program has been strengthened through the committees and special interest groups.

The home demonstration organization has planned a program for 1963 based on the needs of the members of the groups. The leader training meetings are well attended and leaders function well. An effort has been made to improve all teaching methods.

It is hoped that next year's program can be strengthened in the light of the successes and failures of this year.

Other Educational Activities (continued)

Civil Defense - work with Home Demonstration Club members

Public affairs work through Soroptimist Club of Business and professional women.

Health education through Health Department ( T B X-Ray Clinic)

Welfare Department - education or demonstration with some welfare clients on use of surplus foods.

**AGRICULTURAL EXTENSION SERVICE**  
of the  
**VIRGINIA POLYTECHNIC INSTITUTE**

Ext. Form 1

MONTHLY REPORT OF SERVICE RENDERED

Name Mrs. Luilma M. Leane County or Department Information

For the <sup>period</sup> month of 1/2 - 5/30 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 \_\_\_\_\_

EXTENSION TEACHING ACTIVITIES

No. this Month		No. this Month	
1. Farm, home, firm and other out-of-office visits.....	_____	8. Training meetings held for local leaders:	_____
2. Office calls.....	_____	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.....	_____	(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.....	_____
a. Radio.....	_____	(2) attendance.....	_____
b. Television.....	_____	b. Youth work (1) number.....	_____
6. Publications distributed directly to the public.....	_____	(2) attendance.....	_____
7. Circular or commodity letters written. _____	_____	10. Meetings held by local leaders:	_____
		a. Adult work (1) number.....	_____
		(2) attendance.....	_____
		b. Youth work (1) number.....	_____
		(2) attendance.....	_____

II. PROJECT AREA: EXTENSION HOME ECONOMICS

NEWPORT NEWS, VIRGINIA

A. Phase: Art In Daily Living

B. Many homemakers lack knowledge of attractive, inexpensive handwork suitable for home.

C. Objective: To provide profitable handwork suitable for homemakers of all ages.

D. Progress made in reaching the objective:

Many of the homemakers in Newport News are older women and desire work to do with their hands. The craft programs are conducted in the home demonstration clubs by the leaders. These leaders conduct the workshops in special sessions in addition to regular monthly programs. The Extension office has done little work with these workshops. The agent has worked with the leaders to select useful, practical crafts for their members. Many clubs have made smocked pillows, sewing boxes made from three gallon ice cream cartons, Christmas decorations, trays, etc. The Briarfield Club made doll beds from fruit baskets and other toys during October and November. Over fifty articles were made and given to the Salvation Army for Christmas gifts for needy children. This was done at weekly meetings of interested club members.

A number of workshops were conducted by leaders during January in

continued

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). 63 1/2	42. Public affairs.....
22. Livestock (production and farm marketing).....	43. Leadership development.....
23. Animal and poultry health.....	44. Extension organization and program planning..... 7 1/2
24. Marketing and utilization.....	45. Supervision.....
25. Agricultural engineering.....	46. Inservice training received..... 10
26. Dwellings and equipment.....	48. Miscellaneous (cannot be charged to above items)..... 6
27. Home grounds improvement.....	49. Total days worked (items 11-48)..... 87 ✓
28. Planning & management in the home...	Of total days reported in item 49, how many were devoted to--
29. Family economics.....	50. Adult work..... 87
30. Home furnishings.....	51. YMW work.....
31. Clothing selection and care.....	52. 4-H Club work.....

COOPERATION WITH OTHER PUBLIC AGENCIES

Days Devoted	Days Devoted	
<b>FEDERAL AGENCIES</b>		
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.....	<b>COUNTY AGENCIES</b>	
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.).....		

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... 91
16. Soil and water conservation.....	37. Health..... 11
17. Plant pathology.....	38. Safety.....
18. Entomology.....	39. Recreation.....
19. Chemical residues.....	40. Outlook..... 115
20. Dairy (production & farm marketing)...	41. Community development and resource adjustment..... 8
21. Poultry (production & farm marketing)...	42. Public affairs..... 18
22. Livestock (production and farm marketing).....	43. Leadership development..... 2
23. Animal and poultry health.....	44. Extension organization and program planning..... 27
24. Marketing and utilization.....	45. Supervision.....
25. Agricultural engineering.....	46. Inservice training received..... 4
26. Dwellings and equipment.....	48. Miscellaneous (cannot be charged to above items)..... 109 110
27. Home grounds improvement.....	49. Total days worked (items 11-48).... 292
28. Planning & management in the home...	Of total days reported in item 49, how many were devoted to--
29. Family economics.....	50. Adult work..... 184 117
30. Home furnishings.....	51. YMW work.....
31. Clothing selection and care.....	52. 4-H Club work..... 75
47. Communications, group dynamics, etc. 10	

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)..... 1
71. Farm Credit Administration.....	85. State Employment Service..... 1 1/2
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.).....	

and on planning monthly programs. They were conducted by VPI home economists, specialists, the Rural Sociologist, a marketing specialist from the Fish and Wildlife Service and two commercial home economists.

Approximately 90 percent of all leaders were active, not only in planning but more important in carrying out the programs as planned. About half of these trained leaders render valuable service with the minimum amount of assistance from the home demonstration agent. The other require more assistance, but in all cases leaders are encouraged to take all possible initiative. The assistance given from the agent is in the nature of preparing supplemental and additional teaching aids and materials and in summarizing subject matter after demonstrations are given by leaders.

There have been some 16 agricultural leader training meetings held. The meetings were better attended, more participated in and more interest shown than ever has been in the past.

- E. In addition to the regular extension leadership activities, county leaders have been very active in serving on the Tappahannock feeder pig sale association, the Fredericksburg feeder calf association and the Tidewater beef cattle association planning committees.

## YOUTH AND 4-H CLUBS

### MAJOR SUBJECT MATTER FIELDS

Yerk county is primarily a county of urban people with one or two major industries, a great number of people are also employed in government work. Very little farming is left. The program is developed or altered to meet the needs of local youth.

Yerk county 4-H club projects in which concentrated work will be given:

Conservation and Wild Life  
Automobile Care  
Electricity  
Gardening  
Health and Safety

Public Speaking  
Clothing  
Food and Nutrition  
Home Management

RAPID ADJUSTMENT FARMS:

Progress is being made on the Phase B, Rapid Adjustment. This report will for the most part cover the J. Combs farm in Washington County. This is what has happened on this farm in 1962 to-date:

- (1) Started I.B.M. System of Farm Records.
- (2) Started enterprise records.
- (3) Started "weigh-a-day" dairy testing program.
- (4) Hired ABOUT 200 EARS of lime which was badly needed. Hauled and spread this lime at quite a savings rather than having it custom spread.
- (5) Fertilized all crops with rate of fertilizer recommended.
- (6) Fertilized part of pasture.
- (7) Reseeded, limed, and fertilized one pasture boundary using ladino clover and orchard grass.
- (8) Completed a new milk parlor.
- (9) Built a concrete tilt-up silo from the trench silo which he had previously used.
- (10) Poured a concrete slab for holding and feeding between the silo and milk parlor.
- (11) Will be able to self feed the silage this year.
- (12) Added a bath room to the house.
- (13) Tore down several cross fences in the cropping fields so that he can start a strip-cropping system.

All of these things will adversely affect the net profit on the farm this year. However, it has increased his capital worth by a large amount.

This was the one section of the County that had a very poor season. There were long dry periods which adversely effected the crop yields. In spite of this, he probably has as much roughage as he did

COOPERATION WITH OTHER PUBLIC AGENCIES

Public Agencies Worked With	Days Devoted By:	
	County Staffs	State Staff
	A	B
FEDERAL AGENCIES		
66. Agricultural Research Service .....	-	
67. Agricultural Stabilization and Conservation Service .....	23	
68. Bureau of Indian Affairs .....	-	
69. Bureau of Land Management; Bureau of Reclamation .....	-	
70. Department of Commerce (Area Redevelopment) .....	2	
71. Farm Credit Administration .....	1	
72. Farmers Home Administration .....	5	
73. Fish and Wildlife Service .....	-	
74. Forest Service .....	2	
75. Rural Electrification Administration .....	-	
76. Selective Service .....	-	
77. Social Security Administration; Internal Revenue Service ..	-	
78. Soil Conservation Service .....	-	
79. Valley Authorities (TVA, etc.) .....	19	
STATE AGENCIES		
80. Civil Defense .....	1	
81. Health Department .....	1	
82. Highway Department .....	-	
83. State Departments of Agriculture and Forestry .....	4	
84. State Department of Education (schools in general) .....	2	
85. State Employment Service .....	-	
86. Welfare Department .....	-	
COUNTY AGENCIES		
87. Soil Conservation districts .....	-	
88. Vocational-agricultural and home economics departments ...	-	

A MAJOR EMPHASIS - EDUCATIONAL PLAN

PROJECT AREA: 4-H AND OTHER EXTENSION YOUTH PROGRAMS

PHASE: Project Area, Foods For Entertaining, Fiscal Year: 1962-63

The Situation:

Entertaining is fun and should be enjoyed by young and old alike.

The Specific Problem:

Girls need to learn the imaginative yet economical approach to party-giving. Emphasis should be placed on good manners and consideration for others.

The Program Objective:

To encourage girls to become a happy hostess, one who enjoys her own parties. She will want to put her guests at ease and create a friendly welcome.

---

<u>TEACHING OBJECTIVES</u>	<u>SOURCE OF ASSISTANCE (Personnel and Publications)</u>	<u>METHODS</u>	<u>WHEN</u>	<u>BY WHOM</u>
Food ideas, accessories Table decoration	Bul. 208 Beautiful tables (Gorham) Pause for living Meals for Special Occasions MF-315	Demonstration, pictures	January, '63	Trained 4-H leader Federation Food Chairman for Home Demonstration Clubs
Buffet Meals	Buffet meals for special occasions, MF-315, Buffet Entertaining Cues, Southern Agriculturist, No. 11	A planned buffet meal with all participating	February	Trained 4-H leaders Food chairman from one of Home Demon- stration Clubs
After the Date or After the Game	Let's make entertaining easy Hospitality begins at home Mich. State Bul. 343	A planned after the game party	March	Trained 4-H leader Sponsor of Teener's 4-H group

continued





In appraising 4-H Club work in Westmoreland County, one must look to participation and results of members. This past year, approximately 35 percent of the eligible young people of the county are 4-H members. In addition many non members were participants in local activities. There was increased participation in all 4-H activities and projects. Encouraging too was the increase in special training sessions or schools held and participation in them. There is, however, needed improvement in the field of 4-H leadership. Coordination is needed among leaders, both junior and adult. More active leadership is necessary with definite training and participation.

Time and coordination is now a factor with the youth of the county. School work and a host of organizations and activities compete for the time of our young people. Youth committee of the RAD program has been established, met with goals set and many accomplished. This has been note worthy. Important is the fact that individuals and groups within the county are realizing that a unified effort is necessary to improve the opportunities of the youth in the county.

In the home economics program a great effort has been made to reach out more and to increase the scope of work. This has been accomplished through a home furnishings committee which was organized three years ago, through a recently organized clothing committee and through a family life committee under the RAD program.

4-H CLUB WORK

59. Number of 4-H Clubs ....	<u>7</u>	62. 4-H Club members by years in Club work:	
60. Different 4-H Club Members Enrolled:		a. 1st year .....	<u>83</u>
a. Boys .....	<u>28</u>	b. 2nd year .....	<u>31</u>
b. Girls .....	<u>95</u>	c. 3rd year .....	<u>2</u>
c. Total .....	<u>123</u> ✓	d. 4th year .....	<u>3</u>
		e. 5th year .....	<u>0</u>
61. 4-H Club members enrolled by place of residence:		f. 6th year and over ....	<u>4</u>
a. Farm .....	<u>0</u>	63. 4-H Club members by age groups:	
b. Rural nonfarm .....	<u>0</u>	a. 12 years and under ...	<u>88</u>
c. Urban .....	<u>123</u> ✓	b. 13-15 years inclusive.	<u>33</u>
		c. 16-20 years inclusive.	<u>2</u> ✓

64. 4-H Enrollment in projects and activities

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

a. Agronomy (crops and soils) .....	_____
b. Horticulture (fruits, vegetables, landscaping) .....	<u>10</u>
c. Entomology and plant pathology .....	<u>4</u>
d. Conservation (soil, water, forest, wildlife) .....	<u>10</u>
e. Poultry .....	_____
f. Dairy .....	_____
g. Beef .....	_____
h. Swine .....	_____
i. Other livestock .....	<u>1</u>
j. Engineering (include electricity, tractor, automotive) .....	<u>19</u>
k. Management on the farm .....	_____
l. Marketing and business .....	_____
m. Management in the home .....	<u>2</u>
n. Clothing .....	<u>70</u>
o. Food and nutrition .....	<u>52</u>
p. Home improvement and furnishings .....	<u>1</u>
q. Family life education .....	_____
r. Personal development (public speaking careers, grooming) .....	_____
s. Health .....	_____
t. Safety .....	<u>29</u>
u. Recreation (include crafts) .....	_____
v. Community and public affairs .....	_____
w. Total enrollment in projects and activities .....	<u>198</u> ✓

65. Junior 4-H Club leaders:	
a. Older club boys .....	_____
b. Older club girls .....	<u>1</u>

E. COMMUNITY AND PUBLIC AFFAIRS

Much emphasis has been given by women's organizations, civic leaders and government bodies on the need for establishing parks, open spaces and recreational facilities in the City of Hampton. One reason for this concern is the rapid buying up of land for housing developments, stores, schools, and churches. It is felt by many that a lot of planning is needed whereby certain areas could be set aside for parks adjacent to major housing development areas and that the city should purchase other suitable locations for parks and areas to provide for open spaces where nature hikes and tours could be made. An active organization working with these programs has been organized and is known as the Peninsula Committee for Parks and Planning. The assistance of the local Extension Office had been requested and given to help in the landscaping and beautifica-

as far as educational work is concerned for the benefit of the entire population.

OTHER FIELDS TO RECEIVE ATTENTION DURING THE COMING YEAR ARE:

City Recreation Department

City Public Works Department

City Parks Department

## III. SUCCESS STORY

Marketing Livestock - by County Agent

Special emphasis was given to this phase of the County Program in 1962 because more people would be involved, and it provided immediate increased family income from which to establish higher standards of rural family living.

Marketing committees for cattle, sheep and hogs were reactivated. Summary reports of past two year activities prepared and presented by the agents, alternate procedures and methods fully discussed and finally committee adoption of a marketing program with goals and dates established for the special activities.

The goals set in all phases of the marketing program were approached with vigor by members of the committees, the Extension staff, interested volunteer producers and other professional workers.

As a result over 350 families participated in the overall marketing program and shared in the monetary and educational benefits.

<u>Date</u>	<u>Special Activity</u>	<u>Gross Sale</u>
3-27	Hereford Bull Sale - 15 head	\$ 3,442.50
4-10	Purebred Angus Sale - 38 head	11,420.00
	"Mountain Angus Association formed"	
June	County Wool Pool - 44,193 lbs.	27,300.49
7-10	Yearling Ram Sale - 14 head	947.50

**AGRICULTURAL EXTENSION SERVICE**  
of the  
**VIRGINIA POLYTECHNIC INSTITUTE**

Ext. Form 1

**MONTHLY REPORT OF SERVICE RENDERED**

Name George T. Blume County or Department Extension Sociology

For the Month of January - December 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 *George T. Blume*

**EXTENSION TEACHING ACTIVITIES**

<u>No. this Month</u>		<u>No. this Month</u>	
1. Farm, home, firm and other out-of-office visits.....	<u>3</u>	8. Training meetings held for local leaders:	
2. Office calls.....	<u>4</u>	a. Adult work (1) number.....	_____
3. Telephone calls (received or made)....	<u>5</u>	(2) attendance.....	_____
4. Newspaper articles or stories:		b. Youth work (1) number.....	_____
a. Prepared and released directly to newspapers or magazines.....	<u>1</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>3</u>
a. Radio.....	<u>18</u>	(2) attendance.....	<u>132</u>
b. Television.....	<u>6</u>	b. Youth work (1) number.....	<u>2</u>
6. Publications distributed directly to the public.....	<u>1202</u>	(2) attendance.....	<u>22</u>
7. Circular or commodity letters written.	<u>6</u>	10. Meetings held by local leaders:	
		a. Adult work (1) number.....	<u>1</u>
		(2) attendance.....	<u>2</u>
		b. Youth work (1) number.....	<u>1</u>
		(2) attendance.....	<u>2</u>

PROGRAM EMPHASIS

Item	Days Devoted By:	
	County Staffs	State Staff
	A	B
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 and farm marketing).....		
21. Poultry (production and 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 and management in the home .....	1	
29. Family economics .....	27	
30. Home furnishings .....	12	
31. Clothing selection and care .....	12	
32. Clothing construction .....	3	
33. Food preparation and selection .....	73	
34. Food preservation .....	8	
35. Nutrition .....	10	
36. Child development, human relations .....	19	
37. Health .....	4	
38. Safety .....	3	
39. Recreation .....	3	
40. Outlook .....	5	
41. Community development and resource adjustment .....	3	
42. Public affairs .....		
43. Leadership development .....	10	
44. Extension organization and program planning .....	40	
45. Supervision .....	XXXXX	
46. Inservice training received .....	21	
47. <del>Discontinued</del> Extension Trainers .....	12	
48. Miscellaneous (cannot be charged to above items) .....	10	
49. Total days worked (items 11-48) .....	266	
Of total days reported in item 49, how many were devoted to --		
50. Adult work .....	135	
51. YMW work .....	25	
52. 4-H Club work .....	106	

Electromation Committee (cont'd, second page)

Hampton

cooling, house power and financing.

The assistant agent gave a demonstration on kitchen arrangement to the Area Dietetics Association group at their December Meeting.

assignment was announced in January, 1962. It was soon realized that the county was obligated to raise funds, amounting to \$1,025.00, as it's share in this people to people program. This had to be explained to the county people and a fund raising committee be appointed.

The county staff selected a committee of key people representing all groups in the county including youth and adults. The first meeting was scheduled in January at which time the program was explained and officers elected. The treasurer was a contemporary of the delegate and the chairman, a leader in the home demonstration clubs. The twelve people on the committee were very enthusiastic with a most cooperative attitude toward the program. The campaign was mapped out in detail, areas of responsibility assigned and all members of the committee asked to go into action. A request of the committee was that all potential contributors be informed on the facts of the IFYE program.

So the story was told to the people in the county by 4-H Club members, by those on the committee and others who were willing to help. News articles were written pertaining to the program and campaign but solicitations were to be made, in the main, personally. Funds came in from business concerns, farm and commodity groups, churches, PTA's, a 4-H campaign and many interested individuals. Over sixty different contributors were counted in the final tally. The campaign was over subscribed by the deadline date, April 1.

**AGRICULTURAL EXTENSION SERVICE**  
of the  
**VIRGINIA POLYTECHNIC INSTITUTE**

Ext. Form 1

MONTHLY REPORT OF SERVICE RENDERED

Name Keith B. Hawkins County or Department Agricultural Information

For the <sup>period</sup>~~month~~ of Jan 1 thru Dec 31 1967

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 \_\_\_\_\_

EXTENSION TEACHING ACTIVITIES

No. this Month		No. this Month	
1. Farm, home, firm and other out-of-office visits.....	<u>104</u>	8. Training meetings held for local leaders:	
2. Office calls.....		a. Adult work (1) number.....	_____
3. Telephone calls (received or made)....	<u>1</u>	(2) attendance.....	_____
4. Newspaper articles or stories:		b. Youth work (1) number.....	_____
a. Prepared and released directly to newspapers or magazines.....	_____	(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.....	_____
a. Radio.....	<u>2</u>	(2) attendance.....	_____
b. Television.....	_____	b. Youth work (1) number.....	_____
6. Publications distributed directly to the public.....	_____	(2) attendance.....	_____
7. Circular or commodity letters written.....	_____	10. Meetings held by local leaders:	
		a. Adult work (1) number.....	_____
		(2) attendance.....	_____
		b. Youth work (1) number.....	_____
		(2) attendance.....	_____

PROGRAM EMPHASIS

Days Devoted		Days Devoted	
11. Planning and management of the farm business.....	4	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.....	50
24. Marketing and utilization.....	_____	45. Supervision.....	_____
25. Agricultural engineering.....	131	46. Inservice training received.....	19
26. Dwellings and equipment.....	5	48. Miscellaneous (cannot be charged to above items).....	23 25
27. Home grounds improvement.....	_____	49. Total days worked (items 11-48).....	234-172
28. Planning & management in the home....	_____	Of total days reported in item 49, how many were devoted to--	
29. Family economics.....	_____	50. Adult work.....	147-172
30. Home furnishings.....	_____	51. YMW work.....	_____
31. Clothing selection and care.....	_____	52. 4-H Club work.....	87 ✓

COOPERATION WITH OTHER PUBLIC AGENCIES

Days Devoted		Days Devoted	
FEDERAL AGENCIES		STATE AGENCIES	
66. Agricultural Research Service.....	_____	80. Civil Defense.....	1
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.....	1	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.....	172
76. Selective Service.....	_____		
77. Social Security Administration; Internal Revenue Service.....	_____		
78. Soil Conservation Service.....	_____		
79. Valley Authorities (TVA, etc.).....	_____		

II PROJECT AREA - AGRICULTURAL PRODUCTION, MANAGEMENT AND NATURAL  
RESOURCE DEVELOPMENT (2)

Phase - Ornamental Horticulture (cont.)

2. Insect and Disease Control of Ornamentals

D Progress made in reaching objectives (cont.)

All dealers in the area were furnished with information on the recommended insecticides and fungicides for the use in the area. Landscape Notes giving timely control measures during the year were distributed to interested home owners, garden club leaders, Home Demonstration Clubs and others.

Roving reporters of local radio stations visited the local office and taped timely messages which were later broadcasted over their stations. Because of the contacts made with the local newspaper, more publicity was given to serious outbreaks of diseases and insects throughout the year.

One of the most wide-spread and harmful insects of ornamental plants is that of was scales. Since these insects can only be controlled satisfactorily during two or three week periods during the year, major publicity campaigns were undertaken just previous to the time when they could properly be controlled. To give better coverage in the area for this insect, local dealers also placed much advertising during the time of occurrence. In spite of all these effects, many home owners continue to seek assistance for scale control during the period of time when control measures are not effective. However, from visits to local dealers, local garden clubs, home visits and from visits with custom spray operators, it is known that more ornamental plants have been protected from scales than in previous years. One of the aids used in the Extension leaflet prepared by the Extension Entomology Project group on the time during the year when certain types of scale insects could be controlled by chemical sprays. This leaflet was sent to many home owners.

that are recommended by the agent which seem to best fulfill the needs of the youth. This agent feels that, with the increase of seven new leaders, this is only a start and an indication that the leaders and club members may be greatly increased in the near future.

Partial evaluation was noted by the increase of boys exhibiting project work in the area 4-H fair. Exhibits by boys were the highest it had ever been in Newport News. Further proof that the interest and participation by boys is that this year there was a boy state winner in Public Speaking. This was the first boy from Newport News to win a state award.

Westmoreland County

II. PROJECT AREA - AGRICULTURAL PRODUCTION, MANAGEMENT AND NATURAL RESOURCE DEVELOPMENT

- A. Forestry - Improve 500 acres of non productive forest land
- B. According to the 1959 Census, 51 percent of the total land area in the county is in woodland, much of which is in undesirable hardwood - some 40 percent.

The forestry committee is greatly concerned about getting more of this non-productive woodland back into the production of more productive species, namely, loblolly pine.

- C. The objective as set up by the county forestry committee is to reduce by 500 acres the nonprofitable forest land and thereby increase the future income. At the same time conserve our natural resources such as soil, water and wildlife.
- D. To stimulate interest among both juniors and adults in improving the forestry resources, the forestry committee sponsored the forestry club and contest with 46 adults and 26 4-H Club members participating; conducted two forestry tours; cooperated in sponsoring the area forestry tour sponsored by the Rural Area Development program or the Northern Neck Regional Planning and Economical Development Commission. There were some fifty in attendance at this tour, with seven of the ten forestry committeemen present.

At the chicken barbecue held after the tour, six of the land owners of the county were recognized as Tree Farmers

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).....	<u>224</u>	43. Leadership development.....	_____
23. Animal and poultry health.....	<u>4</u>	44. Extension organization and program planning.....	<u>63</u>
24. Marketing and utilization.....	_____	45. Supervision.....	_____
25. Agricultural engineering.....	_____	46. Inservice training received.....	<u>3</u>
26. Dwellings and equipment.....	_____	48. Miscellaneous (cannot be charged to above items).....	_____
27. Home grounds improvement.....	_____	49. Total days worked (items 11-48).....	<u>294</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>277</u>
30. Home furnishings.....	_____	51. YMW work.....	_____
31. Clothing selection and care.....	_____	52. 4-H Club work.....	<u>17</u>

COOPERATION WITH OTHER PUBLIC AGENCIES

Days Devoted		Days Devoted	
<b>FEDERAL AGENCIES</b>		<b>STATE AGENCIES</b>	
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.....	<u>2</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.....	_____	86. Welfare Department.....	_____
73. Fish and Wildlife Service.....	_____	<b>COUNTY AGENCIES</b>	
74. Forest Service.....	_____	87. Soil Conservation districts.....	_____
75. Rural Electrification Administration.....	_____	88. Vocational-agricultural and home economics departments.....	<u>2</u>
76. Selective Service.....	_____		
77. Social Security Administration; Internal Revenue Service.....	_____		
78. Soil Conservation Service.....	_____		
79. Valley Authorities (TVA, etc.).....	_____		

Other tangible results have been, the change a number of those in attendance have made in their feed. The new rations are at a cheaper cost with more units of net energy per ton thus adding net profit to the farmers income.

OTHER INFORMATION:

Each county makes a progress report on one U.T.D. farm in the county. Statistical information, such as fertilizer, land use, etc., from each farm is reported to D. T. Painter who includes this in his report to the College and T.V.A.

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...	
29. Family economics.....	Of total days reported in item 49, how many were devoted to--
30. Home furnishings.....	50. Adult work.....
31. Clothing selection and care.....	51. YMW work.....
	52. 4-H Club work.....

COOPERATION WITH OTHER PUBLIC AGENCIES

Days Devoted	Days Devoted	
FEDERAL 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.).....		

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...	
29. Family economics.....	Of total days reported in item 49, how many were devoted to--
30. Home furnishings.....	50. Adult work.....
31. Clothing selection and care.....	51. YMW work.....
	52. 4-H Club work.....

COOPERATION WITH OTHER PUBLIC AGENCIES

Days Devoted	Days Devoted	
FEDERAL 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.).....		

**AGRICULTURAL EXTENSION SERVICE**  
of the  
**VIRGINIA POLYTECHNIC INSTITUTE**

Ext. Form 1

SUMMARY  
~~MONTHLY~~ REPORT OF SERVICE RENDERED

Name C. E. Howes County or Department Poultry

For the Month of January - December 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 C. E. Howes

EXTENSION TEACHING ACTIVITIES

		No. this Month			No. this Month
1.	Farm, home, firm and other out-of-office visits.....	92	8.	Training meetings held for local leaders:	
2.	Office calls.....	100	a.	Adult work (1) number.....	9
3.	Telephone calls (received or made)....	171		(2) attendance.....	253
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.	Other meetings at which agents or specialists presented educational information:	
5.	Broadcasts made:		a.	Adult work (1) number.....	13
a.	Radio.....	8		(2) attendance.....	706
b.	Television.....	2	b.	Youth work (1) number.....	
6.	Publications distributed directly to the public.....	459		(2) attendance.....	
7.	Circular or commodity letters written.....	2	10.	Meetings held by local leaders:	
			a.	Adult work (1) number.....	
				(2) attendance.....	
			b.	Youth work (1) number.....	
				(2) attendance.....	

### III. SUCCESS STORY

Hampton

#### 4-H LEADERSHIP DEVELOPMENT

The story of Linda Rushing's development through 4-H Club work is certainly a success story. When Linda attended her first 4-H Meeting she was extremely timid and unsure of herself.

After several meetings Linda began a limited participation in the meetings and project groups. During the past two years her development has been remarkable. This year Linda served as President of her 4-H Club. With encouragement from the Home Agent, her 4-H leader and her Mother, Linda prepared and gave a 4-H Food Demonstration in the county contest. After winning a blue ribbon award there she went on to win a red ribbon award in the District Contest.

Following this Linda attended and participated in the 4-H Rally Day in June and 4-H Camp in July. She also participated in a week of sewing classes held at the Extension Center by the Assistant Agent. In August Linda modeled in the Tri 4-H Fair Dress Revue and had four entrees in the Foods exhibit at the Fair.

Climaxing this year's development, Linda spoke on 4-H project work for the 4-H program presented before an audience of 175 at the Home Demonstration Achievement Night. Participating in each of these events took greater courage and determination for Linda than for most of the other participants. The fact that she did an outstanding job in each makes her accomplishments even more significant.

Linda is an excellent example of the growth and development young people can achieve through 4-H Club work. She has learned

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. This<sup>is</sup> in the form of a mimeographed booklet made by the agents in the county. There is a definite need for a State publication.

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.

**AGRICULTURAL EXTENSION SERVICE**  
of the  
**VIRGINIA POLYTECHNIC INSTITUTE**

Ext. Form 1

**MONTHLY REPORT OF SERVICE RENDERED**

Name Mary L. Thompson County or Department Home Economics

For the Month of Jan. 1 - Dec. 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 Mary L. Thompson

**EXTENSION TEACHING ACTIVITIES**

		No. this Month			No. this Month
1.	Farm, home, firm and other out-of-office visits.....	_____	8.	Training meetings held for local leaders:	
2.	Office calls.....	_____	a.	Adult work (1) number.....	_____
3.	Telephone calls (received or made)....	32		(2) attendance.....	_____
4.	Newspaper articles or stories:		b.	Youth work (1) number.....	_____
a.	Prepared and released directly to newspapers or magazines.....	_____		(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.....	_____
a.	Radio.....	10		(2) attendance.....	_____
b.	Television.....	1	b.	Youth work (1) number.....	_____
6.	Publications distributed directly to the public.....	_____		(2) attendance.....	_____
7.	Circular or commodity letters written.....	_____	10.	Meetings held by local leaders:	
			a.	Adult work (1) number.....	_____
				(2) attendance.....	_____
			b.	Youth work (1) number.....	_____
				(2) attendance.....	_____

work on the state level, the accomplishments of this organization have been outstanding in many areas of better rural living.

Once each year two representatives from the County Advisory Board, one man and one woman, extension personnel, representatives from the state and federal agricultural agencies, and the Land-Grant colleges attend the annual meeting. These men and women come together to study and discuss agricultural problems. The annual meeting is held in a different county each year, at which time the respective County Agricultural Advisory Board serves as host for the event. The sum of \$125.00 is allocated annually by the state organization to the county in which the meeting is held. These funds are used to stimulate interest on the part of communities and individuals to make greater improvements as related to better rural living. Each county advisory board contributes the sum of \$10.00 annually to the state organization.

## 2. Community Improvement Work

The state organization invites every county to enter its demonstration community improvement contest annually. Community and 4-H clubs must be organized before the community can participate in the contest. Every family in the community, owners and tenants, is invited to take part in the work. The purpose of the contest is to encourage home ownership, assist farmers in becoming self-supporting, aid them in making greater contributions to commercial agriculture, em-



**AGRICULTURAL EXTENSION SERVICE**  
of the  
**VIRGINIA POLYTECHNIC INSTITUTE**

Ext. Form 1

MONTHLY REPORT OF SERVICE RENDERED

Name L. B. Wilkins County or Department Horticulture

For the Month of Jan. 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 L. B. Wilkins

EXTENSION TEACHING ACTIVITIES

	No. this Month
1. Farm, home, firm and other out-of-office visits.....	60
2. Office calls.....	61
3. Telephone calls (received or made)....	63
4. Newspaper articles or stories:	
a. Prepared and released directly to newspapers or magazines.....	1
b. Prepared by State office and released through county extension offices.....	7
5. Broadcasts made:	
a. Radio.....	29
b. Television.....	_____
6. Publications distributed directly to the public.....	584
7. Circular or commodity letters written.....	10
8. Training meetings held for local leaders:	
a. Adult work (1) number.....	3
(2) attendance.....	95
b. Youth work (1) number.....	_____
(2) attendance.....	_____
9. Other meetings at which agents or specialists presented educational information:	
a. Adult work (1) number.....	1
(2) attendance.....	200
b. Youth work (1) number.....	_____
(2) attendance.....	_____
10. Meetings held by local leaders:	
a. Adult work (1) number.....	_____
(2) attendance.....	_____
b. Youth work (1) number.....	_____
(2) attendance.....	_____

TEACHING OBJECTIVES	SOURCE OF ASSISTANCE (Personnel and Publications)	METHODS	WHEN	BY WHOM
Buy pattern, <u>study</u> guide sheet which accompanies it.	Fashions U.S.A., Film 1963 Circ. 868 Simplicity Kit I - Fashions and Fabrics	Visit local style center to observe "What's new." Fashion Show	Spring Edition	4-H girls as models
Adjust pattern selected; cut, fit and finish garment made of a solid material in a <u>casual</u> style	Pattern guide sheet Leaflet 137 Bulletin 274	Demonstration	May	Trained 4-H leader Agent
Make second dress from same pattern in solid material but in <u>classic</u> style.	Pattern guide sheet Leaflet 137 Bulletin 274 MC-41	Demonstration; Follow instructions on guide sheet	June, 1963	Trained 4-H leader or Agent
Choose accessories <u>right</u> to vary the dresses for dates, school, church and town.	Study current fashion magazines. MC-41a MC-257	Demonstration		Trained 4-H leader; Person trained in selection of accessories from local dept. store
Record cost	MC-245	Dress Revue 4-H Tri-area Fair		

EVALUATION:

Girls who have worked with Clothing II project have a better understanding of clothing needs, construction of garments and how to use accessories that complement each other. They realize that they are able to have more clothes, better constructed garments and less expensive than the ready-made garments. Girls participate in Dress Revue and exhibit garments at Tri-area 4-H Fair.

PLAN PROPOSAL - BIRKENHEAD

PROJECT AREA: BIRKENHEAD DISTRICT, MANCHESTER  
 AND NEARBY REGIONAL DEVELOPMENT

REPORT: Horticulture - Tomato Marketing, 1965-66

The Situation:

Most of the tomato growers are following recommendations as to processing varieties and cultivars which have been developed for a need for improved varieties for a dual purpose use as a processing and as a table tomato. There is also a need for more orderly marketing. There is also a need for a plan for more orderly marketing. There is also a need for a plan for more orderly marketing.

Observe processing plants and talk with operators at same and also the growers to determine the uniform flow of fruit into the plants.

Study reaction of processors on activities to cooperate with a program worked out by processors.

Spot check factories during the rush season to determine if all tomatoes have a home.

The Program Objectives:

To reduce the loss of both process and raw fruit by the grower and to the processor, thereby increase the net income to both the grower and processor.

IN WHAT	WHERE	HOW	WHEN	PERSONNEL	SOURCE OF CURRENT MATERIAL	TRAINING DEVELOPMENT
County Board	During harvest season	1. Get the growers to work out picking schedules for a more orderly marketing.	1. Get the growers to work out picking schedules for a more orderly marketing.	Processors & Growers	1. Analyze the growers and processors.	1. Analyze the growers and processors.
County Board	Before harvest season	2. Hold meetings of processors.	2. Hold meetings of processors.			1. Analyze the growers and processors.
County Board	When supply exceeds capacity to processor or market	3. Have processors to work closely with growers.	3. Have processors to work closely with growers.			1. Analyze the growers and processors.
County Board	During harvest season	4. Get growers to find a market for surplus fruit.	4. Get growers to find a market for surplus fruit.			1. Analyze the growers and processors.
County Board	During harvest season	5. Encourage growers to use radio and other means.	5. Encourage growers to use radio and other means.			1. Analyze the growers and processors.

1961 records. Each record keeper received an analysis of his business. The agent explained this analysis to each farmer, pointing out the strong and weak points in the business. This gave the agent an opportunity to assist the farmer in budgeting enterprises and farm planning. Budgets were prepared for all enterprises on 6 farms in preparation for linear programming. Two of these are to be run on the machine and four by the approximation method.

Twenty six (26) corn enterprise records were obtained from Caroline, Essex and Gloucester Counties. Results of these records were shown by charts at the Gloucester County 100 bushel corn club.

County agents and secretaries in 14 counties were taught by the agent to code monthly expense and income reports for record keepers.

## II. Following is Brief Summary of Planning Done With Some Individual Farmers

In analyzing one Westmoreland County farmer's record it was found that he was hiring one man to milk and take care of 20 dairy cows at \$2400.00 per year. He has two boys aged 15 and 19. After discussing the financial situation on the farm with the farmer and his wife, it was decided by them to reveal their difficulties to the boys. This was done. The boys agreed to milk the cows and let the hired man go. This has worked well this year.

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... 38
16. Soil and water conservation.....	37. Health.....
17. Plant pathology.....	38. Safety..... 2
18. Entomology.....	39. Recreation.....
19. Chemical residues.....	40. Outlook..... 21
20. Dairy (production & farm marketing)...	41. Community development and resource adjustment..... 4
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..... 55
24. Marketing and utilization.....	45. Supervision.....
25. Agricultural engineering.....	46. Inservice training received..... 48
26. Dwellings and equipment.....	48. Miscellaneous (cannot be charged to above items).....
27. Home grounds improvement.....	49. Total days worked (items 11-48)..... 273 ✓
28. Planning & management in the home... 95	Of total days reported in item 49, how many were devoted to--
29. Family economics..... 88	50. Adult work..... 220
30. Home furnishings.....	51. YMW work.....
31. Clothing selection and care.....	52. 4-H Club work..... 53 ✓

COOPERATION WITH OTHER PUBLIC AGENCIES

Days Devoted	Days Devoted	
<b>FEDERAL AGENCIES</b>		
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.....	<b>COUNTY AGENCIES</b>	
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.).....		

With reference to No. 53 d., leaders involved are serving as organizational \_\_\_\_\_ s assisting in the conduct and project in order to eliminate duplication.

	Men		Women	
	A	B	A	B
To adult agricultural work .....	12	-0-		
To adult home demonstration work .....	-0-	374		
To young men and women's work .....	-0-	-0-		
(1) Organizational leaders .....	3	8		
(2) Adult club leaders .....	2	8		
(3) Other adult club readers .....	-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

PROJECT AREA: RECRUITMENT AND TRAINING OF LEADERS (CONT.)

EVALUATION:

During the year, local clubs will invite parents to 4-H meetings to discuss the need for parents to help serve as leaders.

Some 4-H clubs that inactive due to each of leaders will have local meetings to discuss need for leaders. Have leaders give suggestions as to how we can meet the need for more leaders.

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

NEWPORT NEWS, VIRGINIA

A. Phase: Beekeeping

B. Emphasis was placed on beekeeping because, even though we have few farmers in the Newport News area, there are several hobby beekeepers. Some of these beekeepers do not have an area to put their bees other than the back yard unless they carry them to the country. Some of these same people are military personnel who plan to retire and go into beekeeping as a private business. People with this little amount of experience look to the extension service for help and with

D. There has been much progress made toward reaching this objective with the two existing beekeeping associations. The methods used by the extension office were obtaining special assistance, providing interested persons with current literature and securing training films pertaining to beekeeping. To further facilitate progress in beekeeping, this agent has helped to get speakers for a regular beekeeping school which is taught monthly by the president of one of

continued

**AGRICULTURAL EXTENSION SERVICE**  
of the  
**VIRGINIA POLYTECHNIC INSTITUTE**

Ext. Form 1

~~MONTHLY~~ **ANNUAL** REPORT OF SERVICE RENDERED

Name S. E. Fenne County or Department Plant Pathology & Physiology

For the ~~Month~~ <sup>Period</sup> 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.

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

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 \_\_\_\_\_

**EXTENSION TEACHING ACTIVITIES**

		No. this Month			No. this Month
1. Farm, home, firm and other out-of-office visits.....	_____		8. Training meetings held for local leaders:		
2. Office calls.....	_____		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.....	_____		(2) attendance.....	_____	
b. Prepared by State office and released through county extension offices.....	<u>45</u>		9. Other meetings at which agents or specialists presented educational information:		
5. Broadcasts made:			a. Adult work (1) number.....	_____	
a. Radio.....	<u>46</u>		(2) attendance.....	_____	
b. Television.....	_____		b. Youth work (1) number.....	_____	
6. Publications distributed directly to the public.....	<u>32</u>		(2) attendance.....	_____	
7. Circular or commodity letters written.	_____		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 J. O. Rowell County or Department Entomology  
 Period  
 For the ~~Month~~ of January 1 to 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 J. O. Rowell

EXTENSION TEACHING ACTIVITIES

	No. this Month
. Farm, home, firm and other out-of-office visits..... <u>39</u> . Office calls..... <u>49</u> . Telephone calls (received or made).... <u>47</u> . Newspaper articles or stories: a. Prepared and released directly to newspapers or magazines..... <u>4</u> b. Prepared by State office and released through county extension offices..... <u>14</u> . Broadcasts made: a. Radio..... <u>11</u> b. Television..... _____ . Publications distributed directly to the public..... <u>3394</u> . Circular or commodity letters written. <u>6</u>	8. Training meetings held for local leaders: a. Adult work (1) number..... _____ (2) attendance..... _____ b. Youth work (1) number..... _____ (2) attendance..... _____ 9. Other meetings at which agents or specialists presented educational information: a. Adult work (1) number..... <u>34</u> (2) attendance..... <u>1708</u> b. Youth work (1) number..... <u>69</u> (2) attendance..... <u>1607</u> 10. Meetings held by local leaders: a. Adult work (1) number..... _____ (2) attendance..... _____ b. Youth work (1) number..... _____ (2) attendance..... _____

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).....	3	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.....	265	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.....	3
22. Livestock (production and farm marketing).....	_____	43. Leadership development.....	_____
23. Animal and poultry health.....	_____	44. Extension organization and program planning.....	1
24. Marketing and utilization.....	_____	45. Supervision.....	_____
25. Agricultural engineering.....	_____	46. Inservice training received.....	7
26. Dwellings and equipment.....	_____	48. Miscellaneous (cannot be charged to above items).....	2
27. Home grounds improvement.....	_____	49. Total days worked (items 11-48).....	229
28. Planning & management in the home....	_____	Of total days reported in item 49, how many were devoted to--	
29. Family economics.....	_____	50. Adult work.....	224
30. Home furnishings.....	_____	51. YMW work.....	_____
31. Clothing selection and care.....	_____	52. 4-H Club work.....	19

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.....	5	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.).....	_____		