

COOPERATIVE EXTENSION SERVICE WORK
IN
AGRICULTURE AND HOME ECONOMICS

Virginia Polytechnic Institute &
U. S. Department of Agriculture,
Cooperating

EXTENSION SERVICE
County Agent Work

PLAN OF WORK

COUNTY PRINCE EDWARD

YEAR 1960

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Date Mailed 1/14/60

COUNTY SITUATION

Prince Edward County is located in Southside Piedmont, Virginia and contains 432 square miles. The land is rolling and the annual rainfall is generally adequate for the pursuit of a general diversified farming program. The chief sources of income are from tobacco, livestock, livestock products, poultry and truck crops. Employment is available to women which include domestic service, garment factories and laundries. The men are engaged in milling, rail-roading, tobacco, mining and woodworking factories. A few of the women and men are engaged in professional jobs which include teaching and nursing.

According to the 1955 Preliminary Census of Agriculture, there were 1,179 farms in Prince Edward County in which 510 are classified as non-white and a total of 182 non-white tenants are compared to the 1950 census which listed 1,340 farms of which 600 were classified as non-white, representing 489 owners and 11 tenants.

Total rural population	11,023
Total urban population	4,375
Total County population	<u>15,398</u>

A breakdown of income of white and non-white farms is not available. Non-white farms represent slightly less than 50% of all farms; 20% of total farmland and approximately 50% of the population.

The figures given were compiled from information secured from the March 1954 issue of the University of Virginia Newsletter, the United States Census of Agriculture and office of the County Commissioner of Revenue.

- A. There are three 4-H Clubs with 31 boys and 30 girls for a total of 61 members. Four adult leaders assist with the 4-H Club program.

To arrive at the problem to be given attention for 1960, the general situation was studied with special attention to problems of the home and the community.

We find that the main shopping center is about 20 miles from the farthest families with a majority living in a twelve mile radius. The family food supply is produced on the farm except a few items that cannot be profitably produced locally. General merchandise stores are in easy reach of most families.

- B. The chief social activities of the family are carried on in the churches. There are fraternal orders, and a few other outlets for social group expressions. There are no schools or P. T. A.'S in the county.

The farm family is caught in the cost, price, squeeze. That is, the cost of production has not decreased in proportion to the decrease in the price of farm produce.

After a careful analysis of the above facts and other infor-

mation brought out through discussions, home visits and meetings, the major phases of work for 1960 were chosen.

These included Low Cost and Low Calorie Desserts, Homemade Mixes, Farm and Home Safety, Clothing Construction, Care and Laundering of New Fabrics, Care of Electrical Equipment, Simplify House Cleaning, Rug Making, and Christmas Decorations.

County Extension Program - Adult

A. Organization

The Home Demonstration Committee is composed of eighteen members. This number represents six Home Demonstration Clubs of the county. The members were selected from each club in the county. The committee will meet four times this year, to talk, discuss and study the county's situation and problems of the county.

The county Advisory Committee is composed of both men and women from all of the districts of the county. They also work with the Home Demonstration Committee on ways to strengthen the Extension program. They meet four times a year.

Subject Matter or Special Emphasis Area Homemade Mixes

Problem	Topics To Be Included	NO. of Clubs, Groups or Comm. Involved
<p>How to get meals prepared in a limited time. to be able to appreciate the value and time saved by using homemade mixes.</p>	<p>The making of cookies, pasteries and breads.</p>	<p>There are to be six clubs to be involved in this project. Five interested individuals.</p>

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT- AND MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS, & ACCOMPLISHMENTS
<p>To be able to note time saved and keep the master mix on hand at all times.</p>	<p>They are to learn how to make the master mix. They are expected to learn to make breads, ginger bread and cookies.</p>	<p>A leader training meeting will be held for the leaders from each club. The demonstration for the leaders will be given by the specialist from V. P. I. The leaders will give the demonstration in their clubs with the agent assisting. Each member will be expected to keep a record of progress made in accomplishing the goals.</p>	

Subject Matter or Special Emphasis Area Farm and Home Safety

Problem	Topics To Be Included	NO. of Clubs, Groups or Comm. Involved
<p>Ways to promote Home Safety. To cut the expenses encountered by accidents.</p>	<p>A. Safety on the farm. B. Safety in the Home. C. Safety in recreation</p>	<p>Six clubs are to be involved in this topic.</p>

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT- AND MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS, & ACCOMPLISHMENTS
<p>1. To make the home a Haven of Safety. 2. To make the home more attractive by making it safe from accidents hazards</p>	<p>To gain a better knowledge of how accidents can be prevented around the home.</p>	<p>The plans for carrying this project are by demonstrations, skits, pictures, pamphlets and discussions. Keep a record of the work done. Use the safety check sheet.</p>	

Subject Matter or Special Emphasis Area Clothing Construction

Problem	Topics To Be Included	NO. of Clubs, Groups or Comm. Involved
<p>How to select patterns and colors becomingly</p> <p>2. How to sew and cut to save materials.</p> <p>3. How to sew and fit garments correctly & attractively.</p>	<p>A. Selection of patterns.</p> <p>B. Selection of materials for house dresses and better dresses.</p> <p>C. Cutting the garment.</p> <p>D. Fitting the garment.</p>	<p>Six clubs and three interested individuals will be involved in this project.</p>

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT- AND MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS, & ACCOMPLISHMENTS
<p>1. To be able to select suitable colors.</p> <p>2. To be able to select suitable patterns.</p> <p>3. To gain a better knowledge of how to select appropriate materials wisely for house dresses.</p> <p>4. To teach homemakers the advantages of keeping abreast of clothing out look and new fabric and finishes.</p>	<p>How to use the sewing machine efficiently and correctly.</p> <p>How to match strips and blend colors.</p> <p>They are to learn how to select a pattern in proportion to size.</p>	<p>Method demonstration by agent and leaders.</p> <p>Distribute clothing outlook bulletins and other materials related to the project.</p>	

Subject Matter or Special Emphasis Area Care and Laundering of New Fabrics

Problem	Topics To Be Included	NO. of Clubs, Groups or Comm. Involved
<p>How to take care of new Fabrics coming on the market</p>	<p>A. Laundering of Fabrics. B. Ironing of Fabrics. C. Storing of Fabrics.</p>	<p>Six clubs are to be included in this project.</p>

Q/MIS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT- AND MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS, & ACCOMPLISHMENTS
<p>1/7 To be able to laundry, iron and care for garments made of new fabrics and still the fabric is durable and maintain their color and shape.</p>	<p>How to launder and iron and care for new fabrics.</p>	<p>1. Leader training demonstration. 2. Method Demonstration. 3. Distribute materials and bulletins on care of new fabrics.</p>	

Subject Matter or Special Emphasis Area

Care of Electrical Equipment

Problem	Topics To Be Included	NO. of Clubs, Groups or Comm. Involved
To gain a better knowledge of how to care for equipment. This was selected because so many families have electrical equipment and fail to take proper care of it.	A. Care in storing. B. Care in Cleaning. C. Care in Using.	Six clubs are to be included and two interested persons.

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT- AND MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS, & ACCOMPLISHMENTS
To gain a better knowledge of how to care for equipment. The proper treatment it should get for the best results.	How to clean electrical equipment appropriately and efficiently. How to use it for best results.	Leader training meeting by specialist. Demonstration by leaders and agent.	

Subject Matter or Special Emphasis Area Simplify House Cleaning

Problem	Topics To Be Included	NO. of Clubs, Groups or Comm. Involved
How to do house cleaning good and effectively without being completely tired out.	The cleaning of walls, floors, and workwork, draperies, windows, blinds and curtains.	Six clubs are to be included in this project.

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT- AND MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS, & ACCOMPLISHMENTS
1 To learn the simple ways of doing house cleaning to make it a pleasure instead of a drudgery.	They are to learn how to clean and the simple methods that can be used. To teach homemakers the correct methods to use in cleaning.	Method demonstration by leaders and agent. To use pamphlets, pictures and thought discussions. Results are supposed to be measured by a survey.	

Subject Matter or Special Emphasis Area Rug Making

Problem	Topics To Be Included	NO. of Clubs, Groups or Comm. Involved
<p>How to make use of old and and discarded materials.</p> <p>This was selected because of interest shown by club members.</p>	<p>Hooked Rug</p>	<p>Six clubs will be included in this project.</p>

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT- AND MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS, & ACCOMPLISHMENTS
<p>To be able to make a rug using the correct methods. To be able to use some of the scrap materials on hand.</p>	<p>They are to learn how to make a rug.</p> <p>To be able to put into practice methods used in the demonstration.</p>	<p>Leader training meeting.</p> <p>Demonstration by leaders and agent.</p> <p>Distribute materials on rug making.</p>	

Subject Matter or Special Emphasis Area Christmas Decorations and Evaluation

Problem	Topics To Be Included	NO. of Clubs, Groups or Comm. Involved
<p>How to make simple attractive decoration.</p> <p>How to use materials found around us.</p> <p>To make use of evergreens.</p>	<p>A. Door Decorations.</p> <p>B. Table centerpieces.</p>	<p>Six clubs are to be included in this project.</p>

Q/MIS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT- AND MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS, & ACCOMPLISHMENTS
<p>To be able to make simple and attractive decorations.</p> <p>To see that some progress have been made.</p>	<p>They are supposed to learn to make decorations for both table and door.</p> <p>To learn to keep accurate records of achievements and accomplishments.</p>	<p>Method demonstration.</p> <p>Fill out check sheet at the back of the club booklet and see if you made any progress during the year.</p>	

11-

National Home Demonstration Week

Objectives:

1. To try to create more interest in the Extension program.
2. To have a radio broadcast during National Home Demonstration Week.
3. To bring to the public progress made by home demonstration members.

Procedures:

1. Discussion in County Advisory Board and Home Demonstration committee meetings.
2. Circular letters.
3. Announcement in public meeting and public service programs.
4. Plan Educational Tour in August to some historic place.

Result Demonstrations

Objectives:

1. To try conducting a demonstration in each community.
2. To teach the benefits of improved practices through these demonstrations.

Procedures:

1. Specialists help when necessary to improve demonstrations.
2. To learn better and easy methods of housekeeping.
3. Home visits.
4. Written materials, bulletins to aid in carrying out demonstrations.
5. Tours

Work In Unorganized Communities

Objectives:

1. To make home visits.
2. To use leaders to assist in these communities in initiating the Extension program and stimulate interest.
3. To aid when requested in solving of problems arising in the home.
4. To invite people from these unorganized communities to meetings and other activities that will be of mutual interest to all homemakers.

Fairs

Objectives:

1. To have each club put on an educational or project exhibit.
2. To provide an opportunity for rural and urban people to fellowship together and develop a keener appreciation.

Procedures:

1. News articles
2. Circular letters
3. Distribution of fair catalogs

County Extension Program

A. Organization to Strengthen Extension Work.

In order to strengthen home demonstration work in the county, to do more home demonstration work. This will include announcements of activities and accomplishments, community and countywide meetings, home visits, leader training meetings office and telephone calls, educational tours in and out of the county, National Home Demonstration

Week observances, Newspaper articles about home demonstration work, distribution of program calendars, booklets to interested persons and members, to distribute Christmas baskets to disabled and needy persons. Every available method will be used that will help give people a clearer understanding of home demonstration work and activities.

Plans will be made to make Christmas suggestions and food decorations, also, to give baskets of farm produce to disabled and needy persons.

<u>Scope of work:</u>	No. in 1959	Goal for 1960
No. H. D. Clubs	6	8
Membership	91	125
No. H. D. Groups*(unorganized)		
Membership		
No. 4-H Clubs	9	9
Membership	425	425
No. YMW Clubs		
Membership		
No. Community Clubs	3	9
Membership	61	425
No. Home Economics Committees		
No. General Interest Committees		
No. Youth Committees		
No. Other Organizations		
No. Farm & Home Dev. Families	0	5
No. Different Families reached	289	300

Home Demonstration Leadership

	No. in 1959	Goals for 1960
No. Organizational leaders	8	16
No. project leaders (subject matter)		
No. federation program of work chairmen		
No. program development leaders	0	18
No. result demonstrators	0	5
No. training meetings by specialists	3	5
No. training meetings by dist. agents		
No. trainings meetings by agents	6	12
No. training meetings by others		
Attendance at 11 training meetings		
No. meetings held without an agent	0	6
No. meetings leaders assisted	9	12
Demonstrations by leaders	3	6
Talks and discussions by leaders	3	6

4-H Club Leadership

	No. in 1959	Goals for 1960
No. Club officers		
No. adult project leaders		
No. junior project leaders	12	15
No. result demonstrators		
No. training meetings by specialists		
No. training meetings by dist. agents		
No. training meetings by agents	9	14
No training meetings by members club dept.		
No. training meetings by others		
Total attendance at ldr. tr. meetings	9	18
No. 4-H leaders trained individually	0	9
No. club mtgs. held by ldr. w/out agent		5
No. additional club meetings at which leaders assisted	0	4
No. demonstrations given by adult leaders	0	3
No. demonstrations given by junior leaders	0	3

Subject Matter or Special Emphasis Area 4-H Subject So YOU'D LIKE TO SEW

Problem	Topics To Be Included	NO. of Clubs, Groups or Comm. Involved
<p>So few of the girls can sew and would like to learn to use the sering machine.</p>	<p>A. Selection of patterns B. Selection of materials according to suitability C. Cutting the garment</p>	<p>Three clubs will be included in this project.</p>

-17-

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT- AND MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS, & ACCOMPLISHMENTS
<p>Each member will learn to sew. Each member will know the equipment necessary for a sewing kit.</p>	<p>How to sew with the hands How to choose patterns and materials wisely and correctly. How to use the sewing machine.</p>	<p>Leader training meeting. Demonstration to club members by leaders and agent. Each member will keep record books accurately.</p>	

4-H PROJECT WORK

1. Health

Objectives:

1. To be able to practice better health methods.
2. To be able to put methods learned into habits.

Procedures:

1. Discuss health and give demonstration in monthly meetings.
2. Home visits to check accomplishments.
3. Use visual aids.
4. Distribute bulletins and mimeographed materials relating to the project.

11. So You'd Like To Sew

Objectives:

1. To teach the basic principles about sewing.
2. To be able to make simple garments.
3. To be able to follow a pattern correctly.

Procedures:

1. Have method demonstration.
2. Home visits to check on projects.

111. Your Furnishings

Objectives:

1. To help club members make simple furnishings.
2. To help members realize their needs for furniture improvements.

Procedures:

1. Have monthly meetings and give method demonstration.
2. Use visual aids when possible.
3. Home visits, circular letters.
4. Keep check on record books.

Other Activities

National 4-H Club Week

Objectives:

1. To develop a deeper interest in 4-H club work.
2. To give members and leaders special recognition.

Procedures:

1. Progress stories of outstanding work.
2. Special programs and activities.

SHORT COURSE

Objectives:

1. To provide an opportunity for association with other members in the state.

Procedure:

1. The delegate will be selected according to achievements and interest in the 4-H program.

WILDLIFE CONFERENCE

Objective:

- To teach members the importance of the conservation of wildlife.

FAIRS

Objective:

1. To motivate 4-H members to strive for improvements in exhibits through stimulating cooperative competition.

Plans for Developing Good Public Relations in the County

with:

1. Elected representatives
 - a. Board of Supervisors

Plans are made to let the board know about the work in the county by sending the annual narrative and monthly reports to let them know of activities and accomplishments of the Extension program.

General Public

Plans include attendance to various church worship services and community meeting to establish better relationships and make it possible to inform and invite the public to all activities in the county and secure their cooperation.

Plans are made to invite other professional workers to meetings.

The agent will attend meetings and conferences when possible to observe methods used in conducting the Extension program -- thus establishing better relationships and observing ways in which the Extension program may be improved.

Home visits will be made to check individual progress. Letters will be written to home demonstration members for report of accomplishments during the year.

In the 4-H Clubs, record books will be kept and checked to note progress on projects. Reports will be given by leaders.

An educational tour will be planned to some historic place to see educational sites by home demonstration members and the agent.

My plans for maintaining and strengthening good public relation in the county are to do more home visits, to attend the church services so that the people in the various communities will gain a better knowledge about home demonstration work.

In making more home visits the people will get to ask questions that probably would not be asked at club meetings and therefore are able to secure individual help with the problem they might have.

I do plan to do more reading and also use more specialist help in organization of both 4-H and Home Demonstration Clubs.

I plan to attend all meetings held to strengthen the Extension program. To fill blanks and answer letters promptly. I do plan to cooperate fully with all agencies working to strengthen the Extension program.

For professional improvement I plan to attend summer school, do more reading of the current materials published and distributed.