

TEACHING OBJECTIVESSOURCE OF ASSISTANTMETHODSWHEN BY WHOM

to solve existing problems.

Health  
Representatives  
School  
Representatives  
Agent

4. To make a survey to determine number of persons who wish to receive help by this committee and the number of different problems existing.

Printed Materials

Home Visits

Aug. Adult  
Leaders

EVALUATION:

Determine number of persons who received help by committee and the different problems still existing in the county.

MAJOR EMPHASIS - ORGANIZATION PLAN

PROJECT AREA: HOME ECONOMICS EXTENSION

PHASE: FOOD AND NUTRITION COMMITTEE ORGANIZATION--1964

THE SITUATION

The Food and Nutrition Committee has been inactive the past year. There is a great need to re-organize this committee to work with local school cafeterias and help homemakers solve food problems.

THE SPECIFIC PROBLEM:

Due to the inactiveness of the Food and Nutrition Committee, many problems in this area has become greater. Homemakers lack knowledge in planning, buying, preparing and budgeting food according to their families. Children are being affected at school as well as at home, because school cafeteria personnel lack knowledge of management, mass food cookery, nutritional value, balance meals, preparing, buying and budgeting.

PROGRAM OBJECTIVE:

To re-organize a Food and Nutrition Committee having representatives from the Health Department, Public Schools, Home Demonstration Clubs, and Community Leaders. To determine the County Food and Nutrition problems and set up goal and plans to aid in solving the problems.

<u>TEACHING OBJECTIVES</u>	<u>SOURCE OF ASSISTANT</u>	<u>METHODS</u>	<u>WHEN</u>	<u>BY WHOM</u>
1. To provide leaders prior to organization with information about the function of a Food and Nutrition Committee.	State Staff	News Letters	Feb.	Agent
2. To organize Food and Nutrition Committee.	Printed Materials	Lecture	June	Agent
3. To analyze County Food and Nutrition situation and problems and make plans	Printed Materials	Training Meetings	Aug.	Adult Leaders

EVALUATION:

Supply clubs with questionnaires to determine how many improvements were made and what improvements made.

A MAJOR EMPHASIS - ORGANIZATIONAL PLAN

PROJECT AREA: COMMUNITY AND PUBLIC AFFAIRS

(CONTINUATION)

PHASE: RE-ORGANIZATION OF COUNTY ADVISORY BOARD.--1964

THE SITUATION

The County Advisory Board serve to sponsor the over-all Agricultural Extension Activities and work co-operatively with the State Advisory Board. Due to the inactiveness of this organization, Community Improvement Clubs did not function as they should have.

THE SPECIFIC PROBLEM:

It is a problem recruiting men to carry out this Agricultural Phase of Work. A majority of the men in this county work away from home six to eight months out the year.

PROGRAM OBJECTIVE:

To recruit men as well as women to organize the County Advisory Board.

<u>ORGANIZATIONAL OBJECTIVES:</u>	<u>SOURCE OF ASSISTANT</u>	<u>METHODS</u>	<u>WHEN</u>	<u>BY WHOM</u>
1. To inform local people about the function of the County Advisory Board. Prior to organization.	State Staff	News Letters	Feb.	Agent
2. To organize County Advisory Board				
3. To make plans for County Improvements. Printed Materials	Printed Materials	Discussion	May	Members & Agents
	Extension Leaflets			

EVALUATION

1. Determine the number of members enrolling in projects and how many completed their project.
2. Check the records made on projects.
3. Let member participate in County Achievement Program, exhibiting a phase of project, records of project and write a story on project.

MAJOR EMPHASIS - EDUCATIONAL PLAN

PROJECT AREA: 4-H AND OTHER YOUTH EXTENSION

PHASE: EMPHASIS ON PROJECT COMPLETION--1964

THE SITUATION:

A small percentage of boys and girls who were enrolled in 4-H individual projects did not complete their project.

THE SPECIFIC PROBLEM:

Adult Project Leaders had not been recruited to train nor assist the Agent in training these boys and girls in these various project requirements.

PROGRAM OBJECTIVE:

To get a large percentage of 4-H'ers to complete their projects.

TEACHING OBJECTIVES:

SOURCE OF ASSISTANT

METHODS

WHEN BY WHOM

1. To encourage members to select one project that meet their needs and interest.
2. To emphasize the importance of keeping good records.
3. To encourage members to work beyond the minimum project requirements.
4. To train leaders in selection of projects and requirements in keeping good records.

4-H Project Manual  
4-H Record Sheet  
Project Requirement Sheets  
Northumberland Local Home  
Agent

Regular Meetings

Jan. Agent

Leaders Training Mtg. March Agent

A MAJOR EMPHASIS - ORGANIZATIONAL PLAN

PROJECT AREA: L-H AND OTHER EXTENSION YOUTH PROGRAM

PHASE: Young Men and Women Organization --1964

THE SITUATION:

A large number of men and women between the ages 18-25 work away from home five to five and one half days per week seasonally. These young people do not belong to any phase of the Extension Program.

THE SPECIFIC PROGRAM:

Many of these people between the age 18-25 are young married couples with one or more school age children, fail to join Extension Club Organization. They lack knowledge of how these organizations can help them to help themselves.

THE PROGRAM OBJECTIVE:

To hold special interest meetings in Clothing for the benefit of the young women and men.

<u>ORGANIZATIONAL OBJECTIVES</u>	<u>SOURCE OF ASSISTANCE</u>	<u>METHODS</u>	<u>WHEN</u>	<u>BY WHOM</u>
1. To register interested persons.		Lecture and Discussion	Jan.	Agent
2. To organize the group.				
3. To develop interest in Grooming and Manners.	Publication "Good Grooming and Manners <u>Do's and Don'ts.</u> "	Discussion	Aug.	Adult Leader
4. To teach how to make simple clothing garments.		Demonstration	July	Adult Leader

EVALUATION

Make a survey of number people who would be interested in a similar program another year. Determine what their likes and dislikes were about the meetings and what they accomplished by attending.

EVALUATION

Through a questionnaire, determine how many Home Demonstration Members are carrying out practices and information recommended and how many have informed other homemakers about the same.

A MAJOR EMPHASIS: EDUCATIONAL PLAN

PROJECT AREA: MARKETING AND UTILIZATION OF AGRICULTURAL PRODUCTS

PHASE: CONSUMER EDUCATION -1964

THE SITUATION:

Many homemakers are not familiar with sources of consumer information. They lack knowledge of the buying skills in selection and use of family living items.

THE SPECIFIC PROBLEM:

Homemakers do not understand grades, ratings, seals and certifications of consumer goods. They lack knowledge buying goods and services of the large number and variety of products on market today.

THE PROGRAM OBJECTIVE:

To provide information and training to aid these homemakers to buy and use consumers goods and services successful.

<u>TEACHING OBJECTIVES</u>	<u>SOURCE OF ASSISTANCE</u>	<u>METHODS</u>	<u>WHEN</u>	<u>BY WHOM</u>
1. To provide homemakers knowledge in reading and understanding labels, seals and certification of consumer goods.	Extension Bullentins	Lecture and use of visual aids Group Discussion new stories	September and October	Agent Adult Leader
2. To develop buying skills in the selection and use of family living itens.	Extension Bullentins	Lecture Tour Group Discussion Home Visits Correspondence	November and December	Adult Leader

COOPERATIVE EXTENSION SERVICE WORK  
IN  
AGRICULTURE AND HOME ECONOMICS

U. S. DEPARTMENT OF AGRICULTURE &  
VIRGINIA POLYTECHNIC INSTITUTE  
COOPERATING

EXTENSION SERVICE  
LOCAL FARM AND HOME  
DEMONSTRATION WORK

PLAN OF WORK  
1964

COUNTY Lancaster

NAME Bettye J. Parker  
Local Home Agent

DATE MAILED December 23, 1963

SECTION III: COOPERATION WITH OTHER PUBLIC AGENCIES

(Read instructions before completing.)

	Days Devoted By	
	County Staff	State Staff
	A	B
FEDERAL AGENCIES		
67. Agricultural Research Service .....		
68. Agricultural Stabilization and Conservation Service .....	13	
69. Bureau of Indian Affairs .....		
70. Bureau of Land Management; Bureau of Reclamation .....		
71. Department of Commerce (Area Redevelopment) .....		
72. Economic Research Service .....		
73. Farm Credit Administration .....	2	
74. Farmer Cooperative Service .....		
75. Farmers Home Administration .....	3	
76. Fish and Wildlife Service .....		
77. Food and Drug Administration .....		
78. Forest Service .....		
79. Housing and Home Finance Agency .....		
80. Rural Electrification Administration .....		
81. Selective Service .....		
82. Social Security Administration; Internal Revenue Service .....	2	
83. Soil Conservation Service .....		
84. Area Authorities (TVA, etc.) .....		
85. USDA Defense Board .....	4	
STATE AGENCIES		
86. Civil Defense (at both state and county level) .....	4	
87. Health Department .....	4	
88. Highway Department .....		
89. Commissions on: Children and Youth; Juvenile Delinquency; Aging .		
90. State Departments of Agriculture and Forestry .....	1	
91. State Department of Education (schools in general) .....		
92. State Employment Service .....		
93. Welfare Department .....		
94. State RAD Committee .....		
COUNTY AGENCIES		
95. Soil Conservation Districts .....	2	
96. Vocational Agricultural and Home Economics Departments .....	1	
97. County or area RAD Committees .....	9	

WORK WITH OTHER YOUTH

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

4-H CLUB WORK

60. Number of 4-H Clubs ..... 11

61. Different 4-H Club members enrolled:
a. Boys ..... 174
b. Girls ..... 161
c. Total ..... 335

63. Four-H Club members by years in club work:
a. 1st year ..... 113
b. 2nd year ..... 95
c. 3rd year ..... 101
d. 4th year ..... 17
e. 5th year ..... 6
f. 6th year and over ..... 3

52. Four-H Club members enrolled by place of residence:
a. Farm ..... 42
b. Rural non-farm ..... 293
c. Urban .....

64. Four-H Club members by age groups:
a. 12 years and under ..... 285
b. 13-15 years inclusive .. 45
c. 16-20 years inclusive .. 5

65. Four-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)
c. Entomology and plant pathology
d. Conservation (soil, water, forest, wildlife)
e. Poultry
f. Dairy
g. Beef
h. Swine
i. Other livestock
j. Engineering (include electricity, tractor, automotive)
k. Management on the farm
l. Marketing and business
m. Management in the home
n. Clothing
o. Food and nutrition
p. Home improvement and furnishings
q. Family life education
r. Personal development (public speaking, grooming)
s. Health
t. Safety
u. Recreation (include crafts)
v. Community and public affairs
w. Career exploration
x. Total enrollment in projects and activities

66. Junior 4-H Club leaders:

a. Boys .....
b. Girls .....

54. Adult voluntary local leaders assisting in the conduct of county extension work.  
(Read instructions before completing.)

	Men		Women	
	A	B	A	B
a. In overall county-wide extension councils or committees, community improvement work and other work not covered below .....				
b. In adult agricultural and related fields .....	9			
c. In adult home economics and related fields .....			42	
d. In work with young adults .....				
e. In 4-H Club work; (Different leaders only)				
(1) Organizational leaders .....			11	
(2) Project or subject-matter leaders .....	2		2	
(3) Other adult leaders .....				
f. Total DIFFERENT adult leaders .....	11		55	

HOME ECONOMICS EXTENSION WORK

55. Organized clubs or other groups continuously carrying on adult home economics extension work:

a. Number of groups .....	5
b. Number of members .....	101

56. Special audience and specific interest groups:

- a. Organized by extension and worked with in home economics extension work:

(1) Number of such groups worked with .....	5
(2) Attendance at meetings held with these groups .....	71

- b. Not organized by extension:

(1) Number of such groups worked with .....	_____
(2) Attendance at meetings held with these groups .....	_____
(3) Number of leaders in non-extension organized groups trained by extension during the year .....	_____

WORK WITH YOUNG ADULTS

Work designed to meet the continuing education needs of men and women, primarily out of school, unmarried, and in the age range of 18-25. Report all worked with of this age group regardless of whether they are also reported elsewhere.

57. Extension sponsored groups of young adults:

a. Number of groups worked with .....	_____
b. Number in such groups .....	Men: _____
	Women: _____

58. Number worked with through young adult programs (jointly sponsored groups, non-extension groups, and individuals not in groups). Men:

15
Women: 13

SECTION II: PROGRAM EMPHASIS  
(See instructions for Section II.)

	Days Devoted By	
	County Staff	State Staff
	A	B
11. Planning and management of the farm business .....	38	
12. Field crops, pasture, range (production and on-farm marketing) ..	42	
13. Soil management .....	11	
14. Horticulture (production and on-farm marketing) .....	9	
15. Forestry (production and on-farm marketing) .....	14	
16. Soil and water conservation, wildlife .....	3	
17. Plant pathology .....	2	
18. Entomology .....	8	
19. Agricultural chemicals (pesticides, additives, etc.) .....	4	
20. Dairy (production and on-farm marketing) .....	5	
21. Poultry (production and on-farm marketing) .....	4	
22. Livestock (production and on-farm marketing) .....	24	
23. Animal and poultry health .....	6	
24. Marketing and utilization .....	6	
25. Consumer education in use of agricultural products .....	1	
26. Agricultural engineering .....	6	
27. Dwellings and equipment .....	1	
28. Home grounds improvement .....	10	
29. Planning and management in the home .....		
30. Family economics .....	2	
31. Home furnishings .....		
32. Clothing selection and care .....		
33. Clothing construction .....	15	
34. Food preparation and selection .....	5	
35. Food preservation .....		
36. Nutrition .....	1	
37. Human relations, child development .....	3	
38. Health .....		
39. Safety .....	3	
40. Recreation .....	5	
41. Outlook .....	6	
42. Community development and resource adjustment .....	2	
43. Manpower development, employment information .....		
44. Public affairs .....	4	
45. Rural defense .....	2	
46. Leadership development .....	4	
47. Extension administration, organization .....	2	
48. Program planning .....	31	
49. Supervision of extension personnel .....	XXXXXX	
50. Inservice training received .....	28	
51. Miscellaneous (cannot be charged to above items) .....	6	
52. Total days worked (items 11-51) .....	313	
Of total days reported in item 52, how many were devoted to:		
53. a. Adult work .....	270	
b. Young adult work (ages 18-25) .....		
c. 4-H Club work .....	43	✓
d. Work with other youth and youth serving groups (within 4-H age) .....		

SECTION I: SUMMARY OF SELECTED EXTENSION TEACHING ACTIVITIES

(See instructions in Section I for columns A-B-C-D-E-F.)

Teaching Activities	Work Done By --					
	Home Agents	Youth Agents	Agricul- tural Agents	County Total	State Staff	Grand Total
	A	B	C	D	E	F
1. Farm, home, firm and other out-of-office visits .....	46		463	509	✓	
2. Office calls .....	30		357	387	✓	
3. Telephone calls (received or made) .....	115		1238	1353	✓	
4. Newspaper articles or stories:						
a. Prepared and released directly to newspapers or magazines .....	2		12	14	✓	
b. Prepared by state office and released through county extension offices .....	7		64	71	✓	XXXXX
5. Broadcasts made:						
a. Radio .....	4		28	32	✓	
b. Television .....						
6. Publications distributed directly to the public .....	1064		2070	3134	✓	
7. Circular and commodity letters written .....	6		19	25	✓	
8. Training meetings held for local leaders:						
a. Adult work (1) Number .....	1			1	✓	
(2) Attendance .....	7			7	✓	
b. Youth work (1) Number .....						
(2) Attendance .....						
9. Other meetings at which agents or specialists presented educational information:						
a. Adult work (1) Number .....	14		52	66	✓	
(2) Attendance .....	317		675	992	✓	
b. Youth work (1) Number .....	12		33	45	✓	
(2) Attendance .....	512		662	1174	✓	
10. Meetings held by local leaders:						
a. Adult work (1) Number .....	5			5	✓	
(2) Attendance .....	51			51	✓	
b. Youth Work (1) Number .....	2			2	✓	
(2) Attendance .....	8			8	✓	

