

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
1960

COUNTY Richmond

Name Lawrence W. Wynn
Local Farm Agent

Date Mailed February 3, 1960

COUNTY ADVISORY BOARD OFFICERS

President -----Mr. A. O. Carter
Vice President-----Mr. James Saunders
Secretary-----Mrs. Carrie B. Tate
Chaplin -----Mr. F. L. Sneers

1. County Situation

Richmond County lies in the Coastal Plain on the narrow peninsula between the Potomac River and the Rappahannock river and is known as the Northern Neck. In 1954, lands in farms totaled 72,751 acres about 95 per cent of the count's area of 122,880 acres. According to 1954 census of Agriculture, there were 675 farms averaging 107.8 acres in size and \$10,928 in value of land and buildings.

The topography is low and flat, with elevations ranging from sea level to no more than 170 feet. Temperature averaging 37 degrees in January and 76 in July. The frost free date is around 193 days, extending from April 15 to October 25. Annual precipitation average 43 inches. July is the wettest month with 5.04 inches and November, the driest with 2.40 inches. Agriculture is the chief industry. Crops supply 60 per cent of the cash farm income, however, dairying and livestock have been increasing in importance. More than half the farms are classified as residential or part time. Number of farms 135.

The crops grown are corn, potatoes, wheat, barley, oats, soybeans, legum, such as lespedeza, alfalfa & clover.

Vegetables grown are beans, peas, snaps eggplants, tomatoes, cabbage, spinach, collards, kale, lettuce, turnips, carrots, onions, sweet potatoes, and white potatoes.

The farmers cash crops are tomatoes, soybeans, wheat and corn.

Organizations:

Number of County Advisory Board Members Twenty Seven (27) number of men twelve (12) number of women fifteen (15).

Major Problem AreasSituationGoals For The Year

Crops	The yields in many cases are too low. Hybrids that are not adapted to this area. Improper cultural methods.	As many farms as possible to increase their yield. To urge the proper Hybrid for this area. To stress the proper cultural methods.
Livestock	Lowgrade livestock on most farms. Insufficient Pastures.	To encourage the farmers to get a better grade of registered stock. To try to get more good and permanent pastures.
Poultry	Not enough family flocks	To stress the importance of the family flocks.
Forestry	Not much attention given to establishing forest.	To try to get as many farmers as possible to plant trees.
Soil Management	Many farmers do not manage their soil wisely	To encourage more farmers to get soil maps, also to take more soil samples. Increase the acreage of winter crops.
Health	Inadequate water supply on many farms. Improper diets	To get a better water supply. Get them to plant gardens.
Recreation	Inadequate recreational program.	To teach them more wholesome ways to have recreations.
4-H Club Work	Not enough leaders for projects.	To increase the number of leaders.

COOPERATION WITH OTHER AGENCIES

Agencies such as the Farmers Home Administration, Soil Conservation Service, Department of Health, Production and Marketing Administration, Social Security Administration, Vocational Agriculture and Home Economics Department Schools and Churches and where-ever possible.

MONTHLY CALENDAR OF ACTIVITIES

January;	Planning meeting of the Advisory Board January 19th.
February;	Planning meeting of the Advisory Board February 17th. Agronomy School 24th at Virginia State College.
March;	Farmers Annual Banquet March 18th. 4-H Club social and rally March 11th. at the Richmond County High School. Celebrate National 4-H club week March 5th. to 12th.
April;	Conducting result demonstrations. Checking result demonstration. Checking 4-H projects.
May;	Conducting result demonstration Rural Life Sunday Checking 4-H projects.
June;	Preparing members for attending the State Short Course June 27th to July 1st. Projection instruction.
July;	Farm and Home Conference July 12th. to the 14th. Conducting result demonstrations. Visiting 4-H projects.
August;	Wild Life Conference 2nd. to the 4th of August. Checking 4-H projects.
September;	State Advisory Board 7th. & 8th. Northern Neck Fair 5th. to the 10th.
October;	Annual meeting of the Farm and Home Agent's 24th. to 28th. at Virginia State College. Getting soil test.
November;	Annual reports. Organizing the Advisory Board. Checking records books. Summarizing years work.
December;	Organizing 4-H clubs. Making plans for years work. Setting up goals.

1960 Plan of Work

M. Jane Vaught
Home Demonstration Agent
Richmond County

I. County Situation

Richmond County, a small agricultural county on the Rappahannock River, has as its main source of income, grain, soybeans, and corn. The river does not add much to the source of income for the white population.

The population of 6,189 is composed of 4,062 whites and 2,127 negroes. There are 675 farms in the county of which 540 are white and 135 are negro. Many small farmers supplement their income by working off the farm. Many women work outside the home.

The County seat, Warsaw, is the center of activity for Richmond County, and for the entire Northern Neck of Virginia. In recent years an increase in businesses located in Warsaw has given employment to many families, and also brought new people into the locality.

Approximately 95% of the farms have electricity, 1/3 have telephone service, and 35% have running water. There are two white high schools in the county, one negro high school and two negro elementary schools. The two white high schools incorporate all twelve grades.

There is no means of drawing the communities together other than through Church or Extension sponsored activities. As there are few recreational facilities available, recreation for the young people is a problem and a definite need. Although a small influx of new families has begun, the majority of families have lived in the area for generations.

II. County Extension Program - Adult

A. County Agricultural Extension Service Board.

The County problems were discussed at some length in February 1956. Since that time the Extension Agents, aided by persons represented on this Board, have attempted to plan activities and programs which would help to improve the problems as determined by the Board. In 1960 the Agent will continue to cooperate with the Board on any new plans set up.

At present there is no active Home Economics Council, General Interest, or Home Economic Committee. One or two Home Economics Committees will be formed as soon as interest can be determined. Members on such a committee would include homemakers representing various areas in the county.

The County Home Demonstration Club Committee is composed of club Presidents, Program Development Leaders and key people in the county. This committee develops and carries out a program with the H. D. Club groups. This committee meets at least twice a year. The Agent expects to cooperate with this committee.

B. Subject matter and special emphasis areas

House Furnishings

<u>Problem</u>	<u>Topics to be Included</u>	<u>Number of Groups</u>
1. Limited income for House Furnishings	Braided Rugs	1 H. D. Club
2. Numerous old homes needing attention	Reseating Chairs	1 Special Interest Group
3. Old furniture available which needs repair	Interior Decorating Upholstery (Sp. Int)	

Goals

What is to be Learned

Plans for carrying out Program & Measuring results

1. To teach homemakers ways to spend House Furnishings money wisely	1. Plan carefully before doing any House Furnishings work	1. Method Demonstration by Agent
2. To help homemakers learn how to make better use of what they have.	2. Attractive color combination	2. Leaders trained by Specialist
3. To show homemakers ways to make their homes more attractive and livable.	3. How to select materials and fabric wisely.	3. Two radio talks by Agent
	4. Recommended construction methods in rugs, reseating and upholstery	4. Home visits
	5. Furniture arrangement suitable to the room.	5. Fair exhibits
		6. Club Achievement Report
		7. Leaders will conduct demonstration on reseating chairs.

Landscaping

Problem

1. Many shrubs planted but little planning
2. Shrubs not always adaptable to house design

Topics

1. Plants and Shrubs for Home Planting

Clubs & Groups

- 1 H. D. Club

Goals

1. To show the need for careful planting
2. To teach homemakers proper use of native shrubs

What People are to Learn

1. How to make a long-time plan for a landscaped yard
2. To recognize and use to best advantage native shrubs
3. To plant and care for shrubs

Plans for Carrying out Program

1. Method demonstration by Agent trained by Specialist
2. Possible Tour to see results of planting
3. Club Achievement Report

Notes - Results & Accomplishments

Rural Arts

Problem

1. Low incomes necessitate homemade gifts
2. Lack of using available resources to best advantage
3. Lack of recreational facilities in the county

Topics

1. Christmas Gift Suggestions
2. Family Recreation

Clubs & Groups

1. 1 H. D. Club (additional clubs may be organized by August)

Goals

1. To teach homemakers to use what they have to best advantage.
2. To encourage family participation in recreation.

What People are to Learn

1. How to make useful and attractive inexpensive gifts.
2. How to recognize materials that can be used for gifts.
3. Importance of family recreation
4. Indoor & Outdoor Recreation in which families may participate.

Plans for Carrying out Program

1. Method demonstration by Agent
2. Possible exhibits of gifts.
3. 1 radio program on Family Recreation
1 radio program on Christmas Gifts
4. Club Achievement Report

Notes on Results & Accomplishments

Foods

Problem

1. Limited income for Food Budget
2. No knowledge of inexpensive cuts of meat
3. Same methods of meat cookery used without change

Topics

Inexpensive Meat
Cookery
Outdoor Meals

Clubs or Groups

2 H. D. Club groups

Goals

1. To teach homemakers to buy meat wisely.
2. To make the homemaker aware of the many methods for preparing meat.
3. To teach the homemaker the nutritional value of inexpensive meats

What is to be Learned

1. The inexpensive cuts of meat & ways to prepare them.
2. How to recognize the inexpensive cuts by bone shape.
3. How to make inexpensive portable grills.
4. To plan picnics as balanced meals.

Plans for Carrying out Program and Measuring Results

1. Method demonstration by Agent assisted by Leaders
2. Club Achievement Report
3. Home visits
4. Radio talk by Agent

Clothing

Problem

1. Young homemakers do not know how to sew.
2. Limited Clothing budget

Topics

1. Simple Clothing Construction

Number of Groups

1 Special Interest

Goals

1. To teach homemakers the value of sewing at home.
2. To help homemakers learn basic techniques so that they may go to advanced sewing.

What is to be Learned

1. How to coordinate pattern and material buying.
2. Basic sewing techniques
3. How to fit a pattern to a figure.
4. The importance of planning a basic wardrobe color.

Plans for Carrying out Program & Measuring Results

1. Class conducted by Agent
2. Fair exhibits

Notes on Results & Accomplishments

C. OTHER ACTIVITIES

It is felt that other activities such as, Home Demonstration Club Community projects, County H. D. Club objectives, National H. D. Club Week activities, Achievement Programs, Fairs and Tours, can strengthen the over-all Extension Program by developing better understanding and better public relations.

Due to the fact that the County was without an Agent for several months, other activities will need to be developed as the new Agent can determine interest in the areas.

National H. D. Club Week

The Agent will present a radio program in an attempt to promote interest in H. D. Club work.

Northern Neck Fair

Homemakers will be encouraged to enter individual exhibits. H. D. Clubs will be encouraged to develop educational exhibits.

Achievement Day Program

At the Annual Fall Agricultural Board Banquet a report will be given on accomplishments of Home Economics Extension work. Special recognition will be given to outstanding individuals or groups.

D. Farm and Home Development

Number of families worked with: 1959 - 5, 1960 - 5

Plans for locating additional families will be discussed with co-workers. The objective in Farm and Home Development work is to help families recognize their needs, set goals, establish a plan for meeting the goals and finally work toward these goals. All of this helps families raise their standard of living and become better managers. A file will be kept on each family noting progress or lack of progress and assistance rendered by the Agent.

III. COUNTY EXTENSION PROGRAM - YOUTH

A. Organization

The 4-H County Council is made up of officers from each 4-H Club in the County. They help to plan and carry out all 4-H activities in the County.

4-H SUBJECT AREA

Project: Safety

Topics to be Included

No. Clubs involved

1. Home Safety
2. Farm Safety
3. Water Safety
4. Transportation & Highway

5

Goals

What Members are to Learn

Plans for Carrying
out Project

1. To make 4-H members aware of safety procedure.
2. To have 4-H members participate in Red Cross Swim Classes.
3. To have each 4-H member practice good safety.

1. Potential hazards around the house.
2. Potential hazards around the farm.
3. How to avoid accidents in the home and on the farm.
4. How to give artificial respiration.
5. Highway traffic hand signals.

1. Registered Nurse to talk on Water Safety.
2. Scout leader to talk on Farm Safety.
3. Home Economist to talk on Home Safety.
4. State Police officer to talk and show movies on Highway Safety.

Project: Electricity

Topics to be Included

Number clubs involved

1. Repairing service cords
2. Fuses and how to replace them.
3. Care of Appliances
4. Lamps for Study Areas

3

Goals

What Members are to Learn

Plans for Carrying out Project

Notes

1. Have 4-H members respect electricity.
2. Teach 4-H members the benefits of good lighting for the whole family.
3. Create interest in advanced electricity.

1. How to repair a service cord.
2. How to replace a fuse.
3. How to clean and care for appliances.
4. The correct amount of light for the study area.
5. How to improve lighting in the home

1. Home Economists from VEPCO and N.N.E. Coop. conduct programs.
2. Hold Countywide Electrical Workshop for a whole day.
3. Send two 4-H members to Electric Congtess.

Project: Looking Your Best

Topics to be Included

Number of Clubs Involved

1. Care of Teeth & Hands
2. Proper Foot Wear
3. Posture

2

Goals

What Members are to Learn

Plans for Carrying
out Project

Notes

1. Have 4-H members learn importance of good habits.
2. Correct any obvious posture faults.
3. Have 4-H members learn why good health is important.

1. How to care for hands and teeth.
2. Why it is important to have correct shoe size.
3. The correct posture when standing or sitting.
4. What practices make a good health routine.

1. Registered Nurse to talk on proper foot wear.
2. Registered Nurse to talk on care of hands and teeth.
3. County Health Nurse to talk on proper posture.

Project: Junior Leadership

Topics to be Included

Number of Clubs Involved

1. Preparation of Yearbooks
2. Planning the Year's program
3. Participating as Assistant to Adult Leader in 4-H Meeting
4. Assisted in organizational meeting of Junior 4-H clubs.

3 Individuals

Goals

What Members are to Learn

Plans for Carrying out Project

Notes

1. Develop Leadership
2. Have 4-H Junior Leaders attend Camp in same capacity.

1. How to organize a Club.
2. How to prepare a Yearbook.
3. To understand and prepare for the interest of the younger age group.

1. Prepare and hand out County 4-H Yearbook.
2. Each Junior Leader assist Agents during Junior Club meetings.
3. Attend Camp as a Junior Leader.
4. Prepare and give radio program for National 4-H Week.

- C. Other Activities Which will Contribute to the Youth Program are:

Jamestown 4-H Camp - 4-H members will develop leadership to carry back to individual clubs and make new friends within the county and surrounding area.

Contests - Participation in District 4-H Contest will show 4-H members the many opportunities 4-H work offers.

Club Picnics - Greater fellowship among members can be developed and planning for such an outing can teach responsibility.

Fairs - Participation in local Fair will encourage 4-H members to do their best possible work.

IV. Scope of Work

A.	<u>No. in 1959</u>	<u>Goal for 1960</u>
No. H. D. Clubs	1	4
Membership	15	48
No. H. D. Groups (unorganized)		2
Membership		12
No. 4-H Clubs	8	9
Membership	123	130
No. YMW Clubs	-	1
Membership	-	15
No. Community Clubs	-	-
Membership	-	-
No. Home Ec. Committees	-	2
Membership	-	11
No. General Interest Committees	-	-
Membership	-	-
No. Youth Committees	-	1
Membership	-	6
No. other Organizations	-	6
No. Farm & Home Dev. Families	5	5
No. Other families reached	100	95
No. Different families reached	50	299

Areas Needing Emphasis

The Agent feels that the entire area of Adult work needs concentrated effort to have a better understanding of Extension Work and to have a worthwhile program in the County.

Numerous home visits will be made to develop a better understanding of the Extension Program, with the anticipation of formation of organized or unorganized groups. Specialists assistance will be needed to provide the Agent with recommended procedures.

B. Plan for Informing the Public

- a. Radio - program given once a month on pertinent topics.
- b. Press - organized groups send in regular news twice a month. Agent will write up special features.
- c. Individual Contacts - this will be done through phone calls, home visits, office calls, and letters.
- d. Meetings - Agent will accept a place on the program of Civic, Church or professional groups.
Result - More people informed - a better understanding of Extension Work and therefore, better public relations.

Plan for Working in Unorganized Areas

The Agent plans to organize special interest groups where sufficient interest is noted.

Home visits will be the main method used to stimulate interest in unorganized areas.

V. Leadership

A. Plan for Leadership

	<u>No. in 1959</u>	<u>Goal for 1960</u>
1. County program Leaders		
a. County Agric. Ext. Ser. Bd.	36	
b. Youth Council (4H)	15	
c. Home Economics Council (HD)	15	
2. Home Demonstration Leadership		
No. organizational leaders	-	16
No. project leaders (subject matter)	-	8
No. Federation POW Chairmen	-	4
No. program development leaders	-	4
No. result demonstrators	-	2
No. training meetings - Specialists	-	2
" " " - Dist. Agts.	-	1
" " " - Agents	-	0
" " " - Others	-	9
Attendance at all training meetings	-	22
No. meetings held without an Agent	-	0
No. meetings leaders assisted	-	4
Demonstrations by leaders	-	4
Talks and discussions by leaders	-	30

3. 4-H Club Leadership

	<u>No. in 1959</u>	<u>Goal for 1960</u>
No. Club officers	40	45
No. adult project leaders	-	3
No. junior project "	-	1
No. result demonstrators	-	0
No. training meetings - Specialists	-	0
" " " - Dist. Agents	-	0
" " " - Agents	-	1
" " " - Club Dept.	-	1
" " " - Others	-	0
Total Attendance at ldr. tr. meetings	-	46
No. 4-H leaders trained individually	-	0
No. club mtgs. held by ldr. w/out Agt.	-	0
No. additional club meetings at which leaders assisted	-	0
No. demonstrations given by adult ldrs.	-	27
" " " " junior "	-	0

B. Strengthening Leadership

Active volunteer leaders are needed in both adult and 4-H Club work in order to strengthen the Extension Program in Richmond County. Several home visits will have to be made with potential leaders in order to establish confidence and to develop a better understanding of the County program. Special interest groups are expected to develop through which leaders may be recognized.

VI. Special Consideration

A. Plan for Maintaining and Strengthening good Public Relations.

State Extension Organization

Good public relations will be maintained through Office Conferences, cooperation in creation of interest in Over-all Extension Program, and by keeping informed of all Extension Activities.

Parent Institution

Prepare ahead of time for Specialist visits through prompt correspondence and gathering material requested for the demonstration. Cooperate with surveys sent from V.P.I. by answering to best of Agents knowledge.

Elected and Appointed Officials

Invitations will be sent to officials for special activities put on by Extension. Cooperate with any program requested by the Board.

Organizations

Cooperate with PTA groups and Church circles, through programs. Discuss with teachers and Principals projects the children are taking through 4-H to promote interest.

Businesses

Patronize different local businesses when preparing for demonstrations as much as possible. Cooperate with Home Economists of both Utility Companies by supporting their programs and notifying them of special interest meetings.

Mass Media Personnel

Prepare timely newspaper articles and reach the deadline. Appear promptly for radio programs and cooperate whenever possible.

Other Agencies

Show interest in activities of such Agencies as Health Department, Red Cross, Welfare, and F. H. A. Cooperate with their program whenever advisable and notify them of Extension meetings which would fit into their program.

Individuals and Families

Send any materials requested promptly, be courteous on the phone, during home visits, and during office interviews.

B. Plan for Professional Improvement

The Agent will attend Training Meetings and Workshops in subject matter areas, New Agents Conference and Professional meetings. Subscriptions to professional magazines and Extension USDA publications will be used to further the Agent's improvement.

C. Phase of County Program Contributing to Family Living.

Through special interest groups homemakers will learn better methods which can contribute to better family living. There is a possibility that potential leaders will be recognized and used to strengthen the Extension Program. Special interest groups may be developed in House Furnishings and Clothing.