

Sultz  
COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

U. S. Department of Agriculture,  
and State Agricultural Colleges,  
Cooperating.

Extension Service, Office of  
Cooperative Extension Work,  
Washington, D. C.

SUGGESTED OUTLINE FOR THE 1923 ANNUAL REPORT OF SUBJECT-MATTER SPECIALISTS

One copy of a report of the leader of each approved subject, whether supported by State funds only, by Smith-Lever funds, or by funds of the United States Department of Agriculture, should be submitted. In the case of the report on county agent, home demonstration, and boys' and girls' club work, a special report outline has already been sent out. For all subject-matter specialists' reports the following outline may be helpful:

1. Changes in the State extension organization as it relates to the subject matter line of work concerned. Give the number of specialists employed on the project and show how the work is divided among them.
2. Changes in the relation of extension work in this project to the other allied projects and to the experimental and teaching work in the subject.
3. 1923 program of work:
  - (a) Summarize the chief problems in this line of work in the State, and discuss the factors which determined the various phases or subprojects to be emphasized during the current crop year.
  - (b) Give ultimate State goals and the State goals for the year for each subproject.
  - (c) Describe the methods of teaching subject matter and of organizing and conducting the various phases of this project that have been found effective.
  - (d) Discuss the extent to which each of the following extension agencies contributed to the forwarding of the subject:
    - (1) County agents.
    - (2) Home demonstration agents.
    - (3) Boys and girls club agents.
  - (e) Discuss the results secured and show to what extent the State goals for the year have been reached. If any phases of the work have not met with success discuss probable reasons.
  - (f) Include clear-cut descriptions of specific pieces of work suitable to illustrate methods employed and for publicity purposes.

4. Miscellaneous and emergency work. Discuss other service work performed which cannot be classified readily under the various subprojects.
5. Include the following exhibits:
  - (a) Photographs showing the methods employed and the results of field work. Photographs that tell the story are greatly appreciated.
  - (b) Copies of all demonstration outlines and other subject matter or organization material used during the year. Indicate such of this material as may need revision.
  - (c) Maps of the States showing the distribution of each phase of the work. Indicate amount of work in each county by means of figures.
6. Outlook. Discuss the outlook for the work on this project for the coming year. Will the same phases of the work be stressed? If so, what changes in their organization and conduct will be made? What new subprojects will be taken up?
7. Outline the assistance desired from the U. S. Department of Agriculture.
  - (a) Personal assistance.
  - (b) Publications and other literature.
  - (c) Information as to successful extension methods.

1922

Sweet Potato storage houses 76 in state - 72,900 bu.  
 17 built this year - 24,900 bu.

|                            |     |                |       |
|----------------------------|-----|----------------|-------|
| New poultry houses erected | 276 | Silos in state | 5,061 |
| " " " remodelled           | 271 | Total          | 421   |
| Silos constructed          | 195 | Cement         | 206   |
|                            |     | Stem           | 3736  |
|                            |     | Stone          | 25    |
|                            |     | Put            | 30    |
|                            |     | Other          | 185   |

|                                     |    |            |     |       |
|-------------------------------------|----|------------|-----|-------|
| Number bldgs erected                | 37 | Dwelling - | 203 | Other |
| " for " improved                    | 36 | "          | 167 | "     |
| " new bldg furnished                | 33 | "          | 336 | "     |
| " farm bldgs painted or whitewashed | 67 |            | 81  |       |

Home water system installed 153

Total number of such systems in state 3707

Number of home lighting systems installed 411

Total " " " " in state 4,528

Number windmills erected 8

" home grounds improved 208

" farm & home sanitary conditions improved 525

" home secured against glare 853

Sanitary privies erected 460

Sewage disposal systems installed 78

Telephones " " " 24

Drainage system planned & adopted 400

" acres drained by tile 18,402

" " " " ditch 1,767

