

ANNUAL NARRATIVE REPORT

1951

E. C. Grigsby, County Agent
Margaret S. Mantz, Stenographer

Fulaski, Virginia
Fulaski, Virginia

FULASKI COUNTY

FULASKI, VIRGINIA

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GOALS

ACHIEVEMENTS

1. AGRONOMY

A. Alfalfa

- a. 400 acres to be top dressed
- b. 300 acres to be seeded
- c. Information on fertilizer

500 acres top dressed
250 acres seeded
This was done

B. Corn

- a. Stress increased yields
- b. Information on recommended varieties
- c. Information on fertilizers
- d. Information on rates of seeding
- e. 87% corn acreage to be hybrid
- f. Information on insect damage in storage

This was done
This was done
This was done
This was done
86%
This was done
Information on Corn Borer

C. Pastures

- a. Emphasize Ladino Clover & Orchard Grass
- b. Management of Ladino Clover & Orchard Grass
- c. Information on fertilizers
- d. Information on liming
- e. General pasture management

This was done
This was done
This was done
This was done
This was done
Pasture committee organized

D. Hay

- a. Seeding mixtures
- b. Time of seeding
- c. Rate of seeding

This was done
This was done
This was done

E. Small Grain

- a. Information on varieties
- b. Information on fertilizers
- c. Control insects in stored grains

This was done
This was done
This was done

11. DAIRYING

A. Dairying

- a. Cooperate with Artificial Breeding Association
- b. Cooperate with D.H.I.A.
- c. Cooperate with Milk Producers Association

This was done
This was done
This was done

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GOALS

ACHIEVEMENTS

11. DAIRYING (continued)

A. Dairying (continued)

- | | |
|--|---------------|
| d. Control of flies | This was done |
| e. 200 dairy cattle to be treated for grub | 250 treated |
| f. Balanced rations | This was done |

111. LIVESTOCK

A. Livestock

- | | |
|---|----------------------------|
| a. To hold livestock school | This was done |
| b. 3000 sheep to be treated for stomach worms | 4000 treated |
| c. 1350 lambs to be docked & castrated | 1500 docked & castrated |
| d. 1000 beef cattle to be treated for grub | 1000 treated |
| e. 1250 calves to be vaccinated for blackleg | 1400 vaccinated |
| f. Information on dehorning calves | This was done |
| g. 300 calves in Feeder Calf Sale | 115 consigned |
| h. Place 4 beef bulls, 1 boar, and 2 rams | 18 bulls, 8 boars, 19 rams |
| i. Balanced rations | This was done |
| j. Livestock diseases | This was done |

1V. HORTICULTURE

A. Fruits

- | | |
|---------------------------|---------------|
| a. Fertilization of trees | This was done |
|---------------------------|---------------|

B. Vegetables

- | | |
|--|---------------|
| a. Information on varieties | This was done |
| b. Information on fertilizers | This was done |
| c. Information on diseases & insects | This was done |
| d. Information on storage | This was done |
| e. Stress importance of farm gardening | This was done |

C. Ornamentals

- | | |
|----------------------------|---------------|
| a. Information on diseases | This was done |
| b. Information on insects | This was done |

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GOALS

ACHIEVEMENTS

V. AGRICULTURAL ENGINEERING

A. Agricultural Engineering

- | | |
|---|---------------|
| a. Methods of curing & harvesting alfalfa | This was done |
| b. Methods of harvesting corn | This was done |
| c. Proper sodding of pastures | This was done |
| d. Information on harvesting & curing hay | This was done |
- Farm Machinery School

VI. EXT. EVA DEMONSTRATION

A. Ext. EVA Demonstrations

- | | |
|--------------------------------|--------------------------|
| a. To conduct 6 demonstrations | Demonstrators not active |
|--------------------------------|--------------------------|

VII. FARM LABOR

A. Farm Labor

- | | |
|-----------------------------------|---------------|
| a. Information on supply & demand | This was done |
|-----------------------------------|---------------|

VIII. AGRICULTURAL PLANNING

A. Agricultural Planning

- | | |
|---|---------------|
| a. Work with different interested groups or organizations | This was done |
| b. To give outlook information | This was done |
| c. To give instructions in individual farm adjustments | This was done |

IX. COOPERATIVES

A. Cooperatives

- | | |
|---|---------------|
| a. To cooperate with United Wool Grower's Association | This was done |
| b. To cooperate with Southern States Cooperative | This was done |

GOALS

ACHIEVEMENTS

X. H-H CLUB WORK

A. H-H Club Organization

a. 11 H-H Clubs

13 clubs

B. Project Work

a. Rural Electrification 27

Rural Electrification 61

b. Garden 14

Garden 38

c. Breeding Pig 6

Breeding Pig 0

d. Fat Pig 32

Fat Pig 47

e. Poultry 26

Poultry 35

f. Forestry 15

Forestry 41

g. Tractor 10

Tractor 9

h. Others 39

Others 90

C. Achievements

a. To hold Achievement Day

This was done

b. To conduct 5 county contests

10 Contests

H-H Electric Congress

H-H Camp

XI. COOPERATION WITH PRODUCTION & MARKETING ADMINISTRATION

A. Cooperate with P.M.A.

a. Assist in educational work

This was done

XII. COOPERATE WITH FARMERS HOME ADMINISTRATION

A. Cooperate with F.H.A.

a. To cooperate with Farmers Home Administration This was done

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GOALS

ACHIEVEMENTS

XIII. COOPERATE WITH DISTRICT SOIL CONSERVATION PROGRAM

A. Cooperate with District Soil Conservation Program

- a. To cooperate with District Soil Conservation
~~Program~~ This was done

● 139. OTHER MEANS OF REACHING PEOPLE

A. Other Means of Reaching People

- a. Supervise 20 radio programs 13 programs
b. Furnish blueprints for farm buildings 115 blueprints
c. Prepare 50 articles for newspaper 180 prepared
d. Cooperate with Pulaski County USDA Council
This was done
Mobilization Committee Assisted

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SUMMARY

The agent has given information on the various phases of alfalfa culture.

The agent has stressed the importance of high yields of corn per acre for ~~the~~ profit. Information has also been given on the recommended varieties, fertilizers and rates of seeding. Information on corn borer was distributed widely.

The place of Ladino Clover and Orchard Grass in the general pasture program ~~has been stressed~~. Information on the management of this mixture, the proper fertilizers and liming for these, and information on general pasture management has been given. A pasture committee ~~was~~ organized.

The proper ~~care~~ of hay have been given as well as information on ~~the~~ and rate of seeding.

Information on small grains including varieties, fertilizers and control of insects has been given.

The agent has worked with the Artificial Breeding Association, The Dairy Herd Improvement Association and the Milk Producers Association. The agent has also distributed information to dairymen on the control of flies, treatment of grub, and proper balanced ~~feeding~~.

The livestock school was held at which time much detailed information on proper feeding, breeding and management of livestock was given by the various specialists. The farmers

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have done much to put this information into practice, including docking and castrating lambs, vaccinating for blackleg and de-horning the calves earlier. Feeder calf sale was greatly expanded. Several purebred sires were placed, and special work in the bangs control was done.

The agent has furnished information on the fertilization and spraying of fruit trees. The agent has also furnished information to commercial vegetable growers and to home gardeners on varieties, fertilizers, insect and disease control, information on storage of vegetables and the place of home gardening on the farm. Information on diseases and insects of ornamentals has been furnished upon request.

The agent has given information on the proper curing, methods of harvesting alfalfa, recommended methods of harvesting ~~corn~~, proper mowing of pastures and information on harvesting and curing of hay. A farm machinery school was held.

The agent has furnished farmers information on the supply and demand of farm labor. Several men have been placed on farms.

The agent has worked with various groups and organizations, distributed outlook information. The agent assisted the United Wool Grower's Association and the Southern States Cooperative.

The agent supervised 13 4-H clubs with 208 members; assisted in holding Achievement Day and other 4-H club events.

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The agent cooperated in the educational work of the Production & Marketing Administration, the Farmers Home Administration and the State Soil Conservation District.

The agent participated in 13 radio programs, distributed 115 blueprints, prepared 180 newspaper articles and cooperated with the Farm Family Service.

COUNTY ORGANIZATION

County Agriculture is sponsored by the Pulaski County Board of Supervisors and the Pulaski County Board of Agriculture.

TYPE OF AGRICULTURE

The employment of farm people in defense industries has increased much during the year. This has given a much needed supplement to farm income, but it has made the work of the county agent much more difficult to reach the people with the latest information.

ANNUAL NARRATIVE REPORT

1951

1. AGRONOMY

The importance of top dressing alfalfa each year has been stressed. Approximately 500 acres have been top dressed this year with the recommended fertilizers.

The county suffered a severe drought previous to and including the time for summer seeding of alfalfa. Probably not more than 250 acres were seeded for this reason.

Information has been given on the proper fertilization and time of seeding alfalfa; the importance of a soil test has been stressed and many soil samples were taken by representatives of the Soil Conservation Service.

Methods used in presenting information to alfalfa growers included office consultations, farm visits, meetings, radio and use of specialists.

The agent has emphasized the importance of increased yields of corn for more profit. The varieties recommended by the Experiment Station have been presented and explained to the growers; proper fertilization for most profitable yields has been stressed as well as the proper dates of seeding.

It is estimated that 86% of the corn acreage in the county this year is of a Hybrid variety.

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The first positive report of the presence of the European Corn Borer in the county was made this year. A specimen of the affected corn was taken to a specialist at Blacksburg for positive identification. After that the insect was reported in various parts of the county.

The agent distributed information relative to this insect widely in the county through bulletins, mimeographed sheets, farm visits, and through the press.

In conducting the whole educational corn program, publicity was given by radio, newspaper, circular letters, office consultations and farm visits.

Yields, however, were materially curtailed by the drought or perhaps more correctly speaking by the droughts.

Emphasis has continued to be placed upon Ladino Clover and Orchard Grass for a higher yielding and palatable pasture mixture.

The proper management of this pasture mixture has also been stressed for best results. Information has also been given on the proper fertilization and liming for this mixture.

Improved general pasture management information has also been given. H. L. Danton appeared on the program of the livestock school to emphasize the importance of proper pasture in a sound livestock program.

The Pulaski County Committee was set up as follows: C. E. Richardson, Chairman; S. S. Pratt, Vice Chairman and E. C. Grigsby, Secretary.

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The work on pasture was conducted through office consultations, farm visits, bulletins, meetings and radio, in addition to the use of a specialist.

The interest in hay is illustrated by the fact that in 1949, 10,090 acres of hay was harvested as compared to 7,401 acres in 1944, thus showing an increase in hay acreage for the five year period of 2,689 acres.

The agent has recommended proper mixtures for hay and has given information on the proper time of seeding, the different mixtures and the rate of seeding these mixtures. The agent has also given instructions in the proper time of harvesting and the different methods of curing.

Office consultations, farm visits, meetings, radio and the use of specialists has been used in giving the information on hay.

Information has been given on proper varieties, fertilization and disease control and in the insect control of stored grains.

Special emphasis has been placed on the control of the Nematode disease in wheat.

There was one application for certification of seed wheat, but the certification was not granted.

Office consultations, farm visits, meetings, radio were used. Also, a specialist visited one of the fields of wheat and identified Nematode in the early spring.

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11. DAIRYING

The agent has cooperated with the Artificial Breeding Association with headquarters at Christiansburg. Approximately 300 cows have been bred artificially in the county this year.

The agent has cooperated with the Pulaski-Montgomery Dairy Herd Improvement Association which now has 16 members in Pulaski County.

The agent has also cooperated with the Pulaski-Montgomery Milk Producers Association, which is composed principally of fluid milk producers, by meeting with them and supplying the members with information on the production and marketing of milk.

The agent has distributed information on the control of flies to about 50 dairymen.

Approximately 250 dairy cattle have been treated with rotenone for grub.

The agent has worked with the state and local veterinarians in getting dairy heifers vaccinated for Bangs disease; approximately 200 dairy heifers have been vaccinated.

Information on balanced rations has been furnished to approximately 20 dairymen.

Office consultations, farm visits, meetings, and radio have been used in dairy extension work.

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iii. LIVESTOCK

A livestock school was held February 2 at which time the latest information on sheep, beef cattle and hogs was given by the different specialists of V.P.I. Also, a specialist spoke at this school on pastures.

The Livestock school was considered a valuable means of bringing to farmers up-to-date information.

The agent has given instructions on the treating of sheep for stomach worms; approximately 4,000 sheep were treated for stomach worms. The agent gave instructions in the docking and castrating of lambs and in the importance of these operations from a market standpoint; approximately 1,500 sheep were docked and castrated.

The use of the elastator especially for castration of lambs has increased recently. There are now about twenty elastators in the county.

Information was given beef cattle producers on treating for grub; about 1,000 head were treated with rotenone.

The importance of vaccinating calves for Blackleg has been stressed; approximately 1,400 calves were vaccinated for Blackleg; about 500 were also vaccinated by Hemorrhagic Septicemia.

Information has been given from time to time on dehorning calves. Formerly, nearly all calves were dehorned in the fall, now with the use of the various types of calf dehorners and with the use of caustics, a large percentage of the calves are dehorned during the summer months; approximately 1,000 calves were dehorned earlier this year than was custom three years ago.

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425 calves were consigned to the Feeder Calf Sale which was held at Christiansburg. A total of 1,272 calves were sold. Gross value of the sale was \$219,147.29 or an average of approximately thirty-six cents per pound.

These calves were vaccinated for Blackleg and Hemorrhagic Septicemia and were dehorned.

18 beef bulls, 8 boars and 19 rams were purchased by farmers this year.

Information has been given on balanced rations and proper methods of handling the various classes of livestock. Also, information on livestock diseases has been given from time to time.

The agent has also worked with the state and local veterinarians in vaccinating heifers for Bangs disease; approximately 300 beef calves have been vaccinated.

The agent has assisted in taking specimens of diseased animals to the V.P.I. laboratory for diagnosis and study.

A serious outbreak of hog cholera occurred in one community and the agent was called upon by a number of farmers for general information concerning hog cholera control.

Information on livestock has been given to farmers through office consultations, farm visits, meetings, especially the livestock school, radio and by the use of specialists.

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IV. HORTICULTURE

The agent has given information on fertilization of trees to approximately twenty-five growers. This has been done by individual visits.

Information on various phases of vegetable growing has been given on such items as varieties, fertilizers, storage, control of diseases and insects, and the importance of farm gardening in general.

This work has been done by office consultations, bulletins, especially the use of radio and farm visits.

The L-H Garden project has been the big factor in this work.

Information on diseases and insects of ornamentals have been given home owners from time to time.

A number of specimens have been sent to the laboratory for identification and recommendation. This work has been done by letters and farm visits.

V. AGRICULTURAL ENGINEERING

An unusual type of farm machinery school was held on February 14 at which all the farm machinery dealers of the county cooperated. The latest information available was given by various representatives of the different manufacturers of farm machinery. This type of meeting was complimented by J. A. Waller, who was present.

G. D. Kite of the Agricultural Engineering department has rendered valuable assistance in visiting a number of farms in the county and in helping with the local outlays of buildings and in giving detail information on the construction itself.

R. S. Cecil, Jr., an adult L-H project leader attended the tractor clinic which was held in Staunton.

Other information has been given in the proper methods of harvesting and curing alfalfa, harvesting corn, proper methods of mowing pastures, and in harvesting and curing other types of hay.

Methods used include the farm machinery school, office consultations, farm visits, meetings, radio and use of specialists.

VI. EXT. - TVA DEMONSTRATION

The Extension TVA Demonstration program has not been active this year.

VII. FARM LABOR

Information on labor supply or rather the lack of supply and demand has been given by office consultations and farm visits.

Recently three farm families have moved into the county from counties farther west.

VIII. AGRICULTURAL PLANNING

The agent has worked with various groups and organizations; among those groups, the Dublin Baritan Club especially should be mentioned.

The agent is cooperating with the Roanoke Chamber of Commerce in presenting the area community plan. Other groups worked with are the Draper Farmer's Club and the Dublin Farmer's Club.

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Outlook information has been widely distributed.

One important phase of Extension organization is the giving of instructions in individual farm adjustments.

Methods used in the Agricultural planning are meetings, office consultations and radio.

IX. COOPERATIVES

The agent assisted the United Wool Grower's Association in assembling 28,857 pounds of wool consigned by 108 growers. This is the largest amount of wool consigned for about fifteen years.

The agent assisted in planning and holding a regional meeting of the United Wool Grower's Association at Pulaski.

The agent assisted Southern States Cooperative in planning and holding its annual meeting and in presenting information to the patrons relative to proper varieties of seeds and the proper analysis of fertilizers to purchase.

Work with the cooperatives was done by demonstrations, office consultations, visits and meetings.

X. H-H CLUB WORK

H-H Club work has been carried on in cooperation with the Home Demonstration Agent through 13 organized clubs.

Enrollment by projects are as follows: Baby Beef 6; Beef Cattle 10; Dairy Heifer 6; Dairy Calf 11; Cow & Calf 6; Poultry 35; Rabbits 15; Sow & Litter 4; Market Pig 47; Sheep 3; Rural Electrification Unit 1. 59; Rural Electrification Unit 11. 2; Safety 18; Forestry 41; Home Ground Improvement 4; Tractor 9; Corn 4; Hay 3; Garden 38.

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Each club usually held a meeting each month at which time instructions were given on the projects. The use of the U-H record books were helpful.

A number of farm visits were also made to club members.

An Achievement day was held at which time medals were distributed as follows: Leadership, Buddy King; Garden, Billy Joe Friend, Freddie Rotenberry, Roderick Wilson and Ronnie Sutphin; Home Ground Improvement, Charles Leonard; Poultry, Melvin Dickerson, Glenna Flinchum, Early Kemp, Richard Phillips and Clarence Jarrells; Meat Animal, Junior Chrisley; Dairy Achievement, Janet Meredith, Tommy Perdue, Margaret Meredith and Mary Byrd Meredith; Field Crops, Melvin Lyons; Farm Safety, Curtis Morris, Eugene Turpin, Walter Southan, Charles King, Oakley Flinchum; Tractor, Billy Luckado; Rural Electrification, Ralph Mitchell and Buddy King.

A number of the club projects cannot be measured in terms of dollars, such as the electric project, but the receipts from the other projects amounted to \$24,211.38; total expense \$14,217.27, leaving a labor income of \$10,056.33.

Three of the clubs conducted field meetings in forestry assisted by J. W. O'Byrne. This type of meeting proved to be most helpful and interesting to the club members.

One field meeting of pig club members was held at which time demonstrations in judging was given by A. T. Lassiter.

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The 4-H Rabbit project has become more popular in recent years. One rabbit club member colored 60 rabbits in gay colors and sold them on the streets at Easter. A. L. Dean spent one day in the county visiting and instructing rabbit club members.

The 4-H Poultry club program was stressed by the assistance of Lester D. Bragg, who attended one meeting and published a poultry program.

Fulaski County was awarded Reserve Champion Shorthorn at the Regional Baby Beef Show held at Roanoke. A total of eight calves in the show graded prime; three of these were Fulaski County 4-H calves.

The agent and Curtis Morris were awarded the trip to Richmond for the 4-H Electric project.

Five boys and the agent attended 4-H camp at Holiday Lake.

The Peoples National Bank furnished a big calendar for each 4-H Club meeting place and an individual calendar for each 4-H club boy.

Methods used in conducting club work included meetings, farm visits, office consultations and radio.

XI. Cooperation with Production & Marketing Administration

The agent has cooperated with the Production & Marketing Administration county committee by attending meetings

of the committee and giving information to farmers concerning the Production & Marketing Administration program by radio, office consultations, meetings and farm visits.

XII. COOPERATE WITH FARMERS HOME ADMINISTRATION

The agent has cooperated with the Farmers Home Administration by giving information to farmers by office consultations, farm visits and at meetings.

XIII. COOPERATE WITH DISTRICT SOIL CONSERVATION PROGRAM

The agent has cooperated with the Skyline District Soil Conservation program by attending meetings of the supervisors, conferring with the district and local personnel, and by giving information to farmers concerning the district program.

The agent has endeavored to keep the conservationists supplied with the latest information available through information furnished by the V.P.I. Agronomy department.

This has been done by office consultations, farm visits and at meetings.

XIV. OTHER MEANS OF REACHING PEOPLE

At the beginning of the year the agent was giving a radio program over Station WRAD once each week and over Radio Station WPUV once every two weeks.

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The WRAD program conflicted in time with the V.P.I. program over WDEJ and was discontinued. The WPUV series was discontinued when the broadcast of the ball games interfered with the hour of the Extension program. A total of 13 programs were given or assisted with.

The agent has furnished blueprints from the agricultural engineering department of V.P.I. for farm buildings from time to time and upon request. Plans have been furnished as follows: Wool Packing Rack 58; Creep Feeder for Lambs 25; Sheep Dipping Vat 4; Hog Self Feeder 4; Cattle Self Feeder 4; Miscellaneous 20.

The agent assisted one poultry producer in getting his poultry trouble diagnosed by the State Diagnostic Laboratory at Wytheville. The trouble in that particular instance was worms. This event was significant because that was the first time that any poultry or livestock was taken to the laboratory since it had been built.

News releases by the various subject matter specialists have been localized and used liberally.

The agent has prepared 180 articles for newspaper publication. These articles cover various phases of subjects of interest to local farmers and others. They include news of interest, events and information on various types of farm operations.

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The agent cooperated with the Pulaski U.S.D.A. Council at the beginning of the year. With the organization of the county Agricultural Mobilization Committee, the council as such ceased to be active. The agent has since that time cooperated with the mobilization committee in its various assignments.

The Farm Family Review was one of the big projects which was assigned to this committee. The agent assisted the committee in arranging and holding meetings in various places of the county at which time information was given to those in attendance on the services rendered by the different agricultural agencies operating in the county. The agent's particular assignment was to give information concerning the services rendered by the Extension Service, but he also cooperated in presenting the services rendered by other agricultural agencies.

The following two paragraphs are taken from the report of the mobilization committee relative to services of the county agent:

"There were individual reports or group reports from twenty-three or more individuals concerning County Agent work; all of which were in favor of continuing the service.

"One person suggested that the 4-H baby beef club based on grain feeding of calves be eliminated and the calf projects be based on pasture be stressed."

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In cooperation with the Home Demonstration Agent, the agent assisted in holding the first Rural Life Institute to be held in the county.

While the attendance was not large, it was considered a well worth while project and those attending voted to have another similar institute in the spring of 1952. Mr. B. L. Hummel rendered material assistance in planning this institute.

In addition to the forestry work conducted with and through the M-H Clubs, F. W. Patton of the forestry department, gave a good forestry program at one of the meetings of a local Ruritan club.

John M. Amos spoke at a meeting of one of the local farm clubs on weed control.

L. B. Dietrick, Director of Extension Service, gave a program on the general extension program at a meeting of a local Ruritan Club.

The agent assisted the Radford Chamber of Commerce in putting on a Poultry and Egg day. About 75 people from Pulaski County attended. Pulaski County farmers received approximately 2,200 baby chicks free of charge that day.

The agent attended a meeting in November held by the Roanoke Chamber of Commerce relative to a Community Organization Program for 1952. Pulaski County will probably enter this program.

The Pulaski County Board of Supervisors has requested an Assistant County Agent to begin July 1, 1952. The board has indicated that the county will furnish an annual appropriation of \$1,200.00 for this work.

Other means of reaching people include office consultations, home visits, meetings, radio and bulletins.

XV. GENERAL STATEMENTS.

I wish to recognize the assistance rendered by Mrs. Margaret Mantz, Extension Secretary, especially in keeping records of M-E Club, carrying on correspondence and other general work.

I wish also to acknowledge the cooperation of Mrs. Josephine F. Childress, Home Demonstration Agent, in much of the work carried on. Much of the club work has been carried on jointly.

COOPERATIVE EXTENSION SERVICE AGRICULTURE AND HOME ECONOMICS

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

Extension Service
Washington, D. C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

This report form is for use by county extension agents in making a combined statistical report on all extension work done in the county during the year. Agents resigning during the year should make out this report before quitting the service.

State VIRGINIA County PULASKI

REPORT OF

MRS. JOSEPHINE F. CHILDRESS	From Dec. 1, 1950, to Nov. 30, 1951
(Name) Home Demonstration Agent.	
Assistant Home Demonstration Agent.	From 1950 to 1951
4-H Club Agent.	From 1950 to 1951
Assistant County Agent in charge of Club Work.	From 1950 to 1951
E. C. GRIGSBY	From Dec. 1, 1950, to Nov. 30, 1951
Agricultural Agent.	
Assistant Agricultural Agent.	From 1950 to 1951



ADDITIONAL SUGGESTIONS, PAGES 2 AND 16

Approved: _____

Date: _____

State Extension Director

SUGGESTIONS RELATIVE TO THE PREPARATION OF THE COUNTY EXTENSION AGENT'S ANNUAL REPORT

Six good reasons may be listed as to why an extension worker should prepare a comprehensive annual report.

1. The annual report is an accounting to the taxpaying public of what the extension worker has accomplished during the year.
2. It is a record of the year's work put into shape for ready reference in later years by the extension worker himself, or by his successors.
3. The annual report affords the extension worker opportunity to place his activities and accomplishments before superior officers, who form judgment as to which workers are deserving of promotion or best qualified to fill responsible positions when vacancies occur.
4. The inventory of the past year's efforts and accomplishments enables the extension worker to plan more effectively for the coming year.
5. An accurate report of his work is a duty every scientific worker owes to the other members of his profession.
6. Annual reports are required by Federal law.

From four to six copies of the annual report should be made, depending upon the number required by the State office: One copy for the county officials, one copy for the agent's files, one or more copies for the State extension office, and one copy for the Extension Service, United States Department of Agriculture. The report to the Washington office should be sent through the State extension office.

NARRATIVE SUMMARY

A separate narrative report is desired from the leader of each line of work, such as county agricultural agent, home demonstration agent, boys' and girls' club agent, and Negro agent. Where an assistant agent has been employed during a part or all of the year, the report of his or her work should be included with the report of the leader of that line of work. Where an agent in charge of a line of work has quit the service during the year, the information contained in his or her report should be incorporated in the annual report of the agent on duty at the close of the report year, and the latter report so marked.

The narrative report should summarize and interpret under appropriate subheadings the outstanding results accomplished in helping rural people to solve their current problems and to make adjustments to changing economic and social conditions.

A good narrative report should enable the reader to obtain a comprehensive picture of—

1. What was attempted—the program as outlined at the beginning of the year.
2. How the work was carried on—the teaching methods employed.
3. The cooperation obtained from other extension workers, rural people, commercial interests, and other public agencies.
4. Definite accomplishments, supported by objective evidence.
5. Significance of the year's progress and accomplishments in terms of better agriculture, better homemaking, improved boys and girls, better rural living, etc.
6. How next year's work can be strengthened and improved in light of the current year's experience.

The following suggestions are for those agents who wish to prepare a better annual report than the one submitted last year:

1. Read the definitions of extension terms on the last page of this schedule.
2. Read last year's annual report again, applying the criteria for a good annual report discussed above.
3. Prepare an outline with main headings and subheadings.
4. Go over the information and data assembled from various office sources.
5. Decide upon a few outstanding pieces of work to receive major emphasis.
6. Employ a newspaper style of writing, placing the more important information first.
7. Observe accepted principles of English composition.
8. Include only a few photographs, news articles, circular letters, or other exhibits to illustrate successful teaching methods. Do not make the annual report a scrapbook.

STATISTICAL SUMMARY

Where two or more agents are employed in a county they should submit a single statistical report showing the combined activities and accomplishments of all county extension agents employed in the county during the year. Negro men and women agents should prepare a combined statistical report separate from that of the white agents.

Provision is made in the report form for each agent to report separately the teaching activities he or she conducts or participates in during the report year. County totals are the sum of the activities of all agents minus duplications where two or more agents engage in the same activity. For purposes of reporting, extension results or accomplishments are expressed in numbers of farmers or families assisted in making some improvement or definitely influenced to make a change. Such an improvement or change may be the outcome of any phase of the program for men, women, older rural youth, or 4-H Club boys and girls. Only the improvement or change taking place during the current year as the result of extension effort should be reported. Census type of information on the status of farms and home practices should not be included. For use on the national level the statistical data on the year's extension activities and accomplishments must be expressed in somewhat broad and general terms. Each State extension service may desire to include in a statistical supplement additional information on problems and activities peculiar to the State or sections of the State.

GENERAL ACTIVITIES

Report only this year's activities that can be verified		Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
1. Months of service this year (agents and assistants)		12		12	XXXXXXXXXX
2. Days devoted to work with adults ¹		150		190	XXXXXXXXXX
3. Days devoted to work with 4-H Clubs, and young men and women (older youth) ²		133		92	XXXXXXXXXX
4. Days in office ³		130		46	XXXXXX
5. Days in field ³		154		236	XXXXXXXXXX
6. Number of farm or home visits made in conducting extension work ⁴		485		1229	1714
7. Number of different farms or homes visited		164		612	776
8. Number of calls relating to extension work	(1) Office	206		954	1160
	(2) Telephone	455		1117	1572
9. Number of news articles or stories published ⁵		71		180	251
10. Number of bulletins distributed		2075		1953	4028
11. Number of radio talks broadcast or prepared for broadcasting		18		13	31
12. Training meetings held for local leaders or committeemen	(1) Adult work	(a) Number	10	1	11
		Total attendance		15	15
	(2) 4-H Club and young men and women (older youth)	(a) Number	102		102
	(b) Total attendance of leaders	13		13	
	(c) Women	23		23	
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader-training meetings reported under Question 12)	(1) Adult work	(a) Number	102	30	132
		(b) Total attendance	1470	445	1915
	(2) 4-H Club and young men and women (older youth)	(a) Number	156	1	157
		(b) Total attendance	2008	16	2024
14. Number of adult result demonstrations conducted		20		206	226
15. Meetings held at such result demonstrations	(1) Number	17			17
	(2) Total attendance	222			222
16. Tours conducted	(1) Adult work	(a) Number	2	6	8
		(b) Total attendance	56	68	124
	(2) 4-H Club and young men and women (older youth)	(a) Number		3	3
		(b) Total attendance		21	21
17. Achievement days held	(1) Adult work	(a) Number	1		1
		(b) Total attendance	26		26
	(2) 4-H Club and young men and women (older youth)	(a) Number	1	1	1
		(b) Total attendance	42	42	42

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.
² County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.
³ The sum of questions 2 and 3 should equal the sum of questions 4 and 5.
⁴ Do not count a single visit to both the farm and home as two visits.
⁵ Do not count items relating to notices of meetings only.

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)
18. Encampments held (report attendance for your county only) ³	(1) Farm women.....	(a) Number.....				
		(b) Total members attending.....				
		(c) Total others attending.....				
(2) 4-H Club and young men and women (older youth).....	(a) Number.....	1		1	1	
	(b) Total boys attending.....			5	5	
	(c) Total girls attending.....	5		5	5	
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported.....	(1) Adult work.....	(a) Number.....	37		59	96
		(b) Total attendance.....	178		1677	1855
		(c) Total others attending.....				
(2) 4-H Club and young men and women (older youth).....	(a) Number.....	6		105	111	
	(b) Total attendance.....	28		1870	1898	
	(c) Total others attending.....					
20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere.....	(1) Adult work.....	(a) Number.....	28		2	30
		(b) Total attendance.....	504		23	527
		(c) Total others attending.....				
(2) 4-H Club and young men and women (older youth).....	(a) Number.....	42		3	45	
	(b) Total attendance.....	787		45	832	
	(c) Total others attending.....					

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.

² County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.

³ Does not include picnics, rallies, and short courses, which should be reported under question 19.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

It is highly desirable for extension workers to consider the proportion of farms and homes in the county that have been definitely influenced to make some substantial change in farm or home operations during the report year as a result of the extension work done with men, women, and youth. It is recognized that this information is very difficult for agents to report accurately, so a conservative estimate based upon such records, surveys, and other sources of information as are available will be satisfactory.

21. Total number of farms in county (1950 census).....	1162
22. Number of farms on which changes in practices have definitely resulted from the agricultural program.....	950
23. Number of farms involved in preceding question which were reached this year for the first time.....	12
24. Number of nonfarm families making changes in practices as a result of the agricultural program.....	575
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program.....	335
26. Number of farm homes involved in preceding question that were reached this year for the first time.....	265
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program.....	524
28. Number of other homes involved in preceding question that were reached this year for the first time.....	356
29. Number of farm homes with 4-H Club members enrolled. (Related to question 178).....	318
30. Number of other homes with 4-H Club members enrolled. (Related to question 179).....	35
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications).....	1028
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications).....	1069

EXTENSION ORGANIZATION AND PLANNING

33. County organization, association, or committee sponsoring extension work. This may include agricultural councils, home demonstration councils, and 4-H councils, or similar advisory committees. It may also include farm and home bureaus and extension associations in those States where such associations are the official or quasi-official agency in the county cooperating with the college in the management or conduct of extension work:

(a) Over-all or general	(1) Name	(2) No. of members
(b) Agricultural	(1) Name <u>Pulaski County Board of Agriculture</u>	(2) No. of members <u>22</u>
(c) Home demonstration	(1) Name <u>County Home Demonstration Committee</u>	(2) No. of members <u>18</u>
(d) 4-H Club	(1) Name <u>Pulaski County 4-H Council</u>	(2) No. of members <u>65</u>
(e) Young men and women (older youth)	(1) Name	(2) No. of members

34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):
 (a) Agricultural 22 (b) Home demonstration 28 (c) 4-H Club 13 (d) Young men and women (older youth)

35. Total number of communities in county. (See definition of a community, item 1, on back cover.) (Do not include number of neighborhoods)	<u>17</u>
36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees	<u>17</u>
37. Number of clubs or other groups organized to carry on adult home demonstration work	<u>10</u>
38. Number of members in such clubs or groups	<u>258</u>

39. (a) Covered under question 173. (b) Covered under question 185.
 40. Combined with question 41.
 41. Number of different voluntary local leaders, committeemen, or neighborhood leaders actively engaged in forwarding the extension program.

(a) Adult work	(1) Men <u>22</u>	(b) 4-H Club and work with young men and women (older youth)	(1) Men <u>4</u>	(3) Older club boys
	(2) Women <u>96</u>		(2) Women <u>22</u>	(4) Older club girls

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service _____
 43. Number of members of such county agricultural planning group:
 (a) Unpaid lay members: (1) Men _____ (2) Women _____ (3) Youth _____
 (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men _____ (2) Women _____
 44. Number of communities with agricultural planning committee (over-all planning) _____
 45. Number of members of such community planning committees: (a) Men _____ (b) Women _____ (c) Youth _____
 46. Was a county committee report prepared and released during the year? (a) Yes _____ (b) No _____

	Extension organization and planning ¹ (a)	County agricultural planning ¹ (b)	Total ¹ (c)
(1) Home demonstration agents	80		80
(2) 4-H Club agents			
(3) Agricultural agents	17		17
(4) State extension workers	11		11
47. Days devoted to line of work by	(1) County <u>5</u>		5
	(2) Community <u>26</u>		26
48. Number of planning meetings held	13		13
49. Number of unpaid voluntary leaders or committeemen assisting this year	66		66
50. Days of assistance rendered by voluntary leaders or committeemen			66

¹ Where extension program planning and county agricultural planning (over-all planning) have been completely merged into a single program-planning activity, only column (c) should be filled out. Where extension program planning is the only planning activity, the entries in columns (a) and (c) will be identical. In all other cases column (c) is the sum of columns (a) and (b).

CROP PRODUCTION (other than for family food supply.—See page 11, column (a) and items 115 (c), (1) through (6))

Include all work with adults, 4-H Club members, and young men and women (older youth)	Corn (a)	Wheat (b)	Other cereals (c)	Legumes (d)	Pastures (e)	Cotton (f)	Tobacco (g)	Potatoes and other vegetables (h)	Fruits (i)	Other crops (j)
51. Days devoted to line of work by—										
(1) Home demonstration agents.										
(2) 4-H Club agents.										
(3) Agricultural agents.	64	6		74	54			144		
(4) State extension workers.	2			1	2					
52. Number of communities in which work was conducted this year.	14	9		8	17			17		
53. Number of voluntary local leaders or committeemen assisting this year.	10	5		3	5			22		
54. Number of farms assisted this year in—										
(1) Obtaining improved varieties or strains of seed.	500	40		50	100		1	75		
(2) The use of lime.		50		70	80			14		
(3) The use of fertilizers.	500	320		120	140		1	75	2	
(4) Controlling plant diseases.	44	25		10			1	55	2	
(5) Controlling injurious insects.	125	42						85	2	
(6) Controlling noxious weeds.	30	10			55			30		
(7) Controlling rodents and other animals.	50	5						18	2	

LIVESTOCK PRODUCTION (other than for family food supply.—See page 11, column (c) and items 115 (c), (1) through (6))

Include all work with adults, 4-H Club members, and young men and women (older youth)	Dairy cattle (a)	Beef cattle (b)	Sheep (c)	Swine (d)	Horses and mules (e)	Poultry (including turkeys) (f)	Other livestock ¹ (g)
55. Days devoted to line of work by—							
(1) Home demonstration agents.							
(2) 4-H Club agents.							
(3) Agricultural agents.	89	26	6	14	1/2	6	1
(4) State extension workers.	17	17	13	12	2	13	3
56. Number of communities in which work was conducted this year.	14	30	6	27		11	
57. Number of voluntary local leaders or committeemen assisting this year.	3						
58. Number of breeding circles or clubs or improvement associations organized or assisted this year.	48						
59. Number of members in such circles, clubs, or associations.	7	16	4	6		11	
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals.							
(1) Obtaining purebred males.	5	19	19	8		30	
(2) Obtaining purebred or high-grade females.	4	6	6	12		2	
(3) Obtaining better strains of baby chicks (including hatching eggs).	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX
(4) Improving methods of feeding.	80	40	40	85		125	
(5) Controlling external parasites.	32	52	27	40		28	
(6) Controlling diseases and internal parasites.	70	72	50	50		14	
(7) Controlling predatory animals.			4			2	

¹ Do not include rabbits, game, and fur animals, which should be reported under wildlife.

CONSERVATION OF NATURAL RESOURCES¹

Include all work with adults, 4-H Club members, and young men and women (older youth)	Soil and water	Forestry	Wildlife
	(a)	(b)	(c)
62. Days devoted to line of work—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	14	7 1/2	1/2
(4) State extension workers	1	3	
63. Number of communities in which work was conducted this year	17	5	2
64. Number of voluntary local leaders or committeemen assisting this year	11	6	3

Soil and Water—Continued

65. Number of farmers assisted this year—	
(a) With problems of land use	8 1/2
(b) In the use of crop rotations	1 1/2
(c) With strip cropping	5
(d) In constructing terraces	
(e) In grassing waterways or otherwise preventing or controlling gullies	4
(f) With contour farming of cropland	3
(g) In contouring pasture or range	
(h) In the use of cover or green-manure crops	10
(i) In otherwise controlling wind or water erosion	8
(j) In summer-fallowing	
(k) In making depth-of-moisture tests	
(l) With drainage	6
(m) With irrigation	
(n) With land clearing	

66. Number of farmers—	
(a) In soil-conservation districts which were assisted with education for organization or operations this year	14
(b) Assisted in arranging for farm-conservation plans this year	9
(c) Assisted in doing work based on definite farm-conservation plans this year	7

Forestry—Continued

67. Number of farmers assisted this year—	
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings)	
(b) In making improved thinnings, weedings or pruning of forest trees	
(c) With selection cutting	4
(d) With production of naval stores	
(e) With production of maple-sirup products	
(f) In timber estimating and appraisal	3
68. Number of farmers cooperating this year in prevention of forest fires	30

Wildlife—Continued

69. Number of farmers assisted this year—	
(a) In construction or management of ponds for fish	2
(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock	3
(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders	
(d) With other plantings for food and protection in wild-life areas	6

¹ Include nature study.

FARM MANAGEMENT

Include all work with adults, 4-H Club members, and young men and women (older youth)	Farm accounts, cost records, inventories, etc.	Individual farm planning, adjustments, tenancy, and other management problems	Farm credit (short and long time)	Outlook information
	(a)	(b)	(c)	(d)
70. Days devoted to line of work by—				
(1) Home demonstration agents				
(2) 4-H Club agents				
(3) Agricultural agents	1/2	1 1/2	1 1/2	2 1/2
(4) State extension workers	1			
71. Number of communities in which work was conducted this year	2	17	4	8
72. Number of voluntary local leaders or committeemen assisting this year	1	8	2	3
73. Number of farm-survey records taken during the year:		75. Number of farmers assisted this year—Continued.		
(a) Farm business		(e) In getting started in farming, or in re-locating		12
(b) Enterprise		(f) With credit problems (debt adjustment and financial plans)		30
(c) Other		(g) In using "outlook" to make farm adjustments		300
74. Number of farmers assisted this year in keeping—	18	(A) With a farm-income statement for tax purposes		22
(a) Farm inventory		(i) With farm-labor problems		37
(b) General farm records		(j) In developing supplemental sources of income		35
(c) Enterprise records				
75. Number of farmers assisted this year—				
(a) In developing a farm plan only				
(b) In developing a farm and home plan				
(c) In analyzing the farm business				
(d) In improving landlord-tenant relations and leasing arrangements	24			

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Include all work with adults, 4-H Club members, and young men and women (older youth)	Price and trade policies (prices, international trade, interstate trade barriers, transportation, interregional competition, etc.)	Land policy and programs (classification of land going, tenure, land development, settlement, public-land management, etc.)	Public finance and services (taxation, local government, facilities such as roads and schools for rural areas, etc.)	Rural welfare (rural-urban relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural works programs, etc.)
	(a)	(b)	(c)	(d)
76. Days devoted to line of work by—				
(1) Home demonstration agents				
(2) 4-H Club agents				
(3) Agricultural agents		2	1	
(4) State extension workers				
77. Number of communities in which work was conducted this year		4	5	
78. Number of voluntary local leaders or committeemen assisting this year		1	1	
79. Number of tours conducted this year to observe economic and social conditions in various local use areas				3
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems				2
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural)				1
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year				1

¹ Includes all work on farm experiments conducted in cooperation with FMA and other agencies, and not definitely related to individual crop or livestock production or marketing (pp. 6 and 9) or to soil management (p. 7).

MARKETING AND DISTRIBUTION

	General (a)	Grain and hay (b)	Livestock and wool ¹ (c)	Dairy products (d)	Poultry and eggs (e)	Fruits and vegetables (f)	Cotton (g)	Forest products (h)	Tobacco, sugar, rice, and other commodities (i)	Home prod- ucts and crafts (j)	Purchasing of farm and home sup- plies and equipment (k)
83. Days devoted to line of work by—											
(1) Home demonstration agents.....										3	1
(2) 4-H Club agents.....										1/2	1
(3) Agricultural agents.....	1	1	1	1	1					1	
(4) State extension workers.....	2	5								1	
84. Number of communities in which work was conducted this year.....	17	17	15	3	2					3	2
85. Number of voluntary local leaders or committeemen assisting this year.....	5	30	1	1						10	
86. Number of new cooperatives ² assisted in organizing during the year.....											
87. Number of established cooperatives ² as- sisted during the year.....		2									1
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87).....		227									1025
89. Question discontinued.....	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
90. Number of farmers or families (not mem- bers of cooperatives) assisted during the year.....	12	19	23	15				14	1	9	32
91. Question discontinued.....	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
92. Number of private marketing and distributing agencies and trade groups assisted this year.....										2	
93. Number of programs ³ pertaining to marketing agreements, orders, or surplus removal purchases assisted in or conducted this year.....											
94. Number of marketing facilities improvement programs ³ participated in or conducted this year.....										1	
95. Number of marketing surveys assisted with or conducted this year.....											
96. Number of special merchandising programs ³ participated in or conducted this year.....											
97. Number of consumer information programs ³ pertaining to marketing and distribution participated in or conducted this year.....											
98. Number of programs ³ relating to marketing services and costs of distribution conducted this year.....										1	
99. Number of programs ³ relating to transportation problems conducted this year.....											
100. Number of programs ³ relating to the specific use of market information conducted this year.....											
101. Number of other marketing programs ³ conducted this year (specify).....											

¹ Include livestock, poultry, and hatching eggs purchased for breeding, replacement, or feeding purposes.

² Where a cooperative association serves more than one county, include only the members living in the county covered by this report.

³ Organized pieces of work.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with adults, 4-H Club members, and young men and women (older youth)	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102. Days devoted to line of work by—				
(1) Home demonstration agents.....	47	18		
(2) 4-H Club agents.....				
(3) Agricultural agents.....	24	12	3	27½
(4) State extension workers.....	2		3	3
103. Number of communities in which work was conducted this year.....	17	17	7	17
104. Number of voluntary local leaders or committeemen assisting this year.....	80	27		23

The House, Furnishings, and Surroundings—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings.....	5
(b) Remodeling dwellings.....	47
(c) Installing sewage systems.....	4
(d) Installing water systems.....	104
(e) Installing heating systems.....	5
(f) Providing needed storage space.....	154
(g) Rearranging or improving kitchens.....	168
(h) Improving arrangement of rooms (other than kitchens).....	11
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings.....	163
(j) Selecting housefurnishings or equipment (other than electric).....	419
(k) Improving housekeeping methods.....	123
(l) Laundry arrangement.....	
(m) Installing sanitary closets or outhouses.....	
(n) Screening or using other recommended methods of controlling flies or other insects.....	14
(o) Improving home grounds.....	14
(p) Planting windbreaks or shelterbelts.....	

Rural Electrification—Continued

106. Number of ASSOCIATIONS organized or assisted this year to obtain electricity. (Report associations, not individual members).....	
107. Number of families assisted this year in—	
(a) Obtaining electricity.....	
(b) Selection or use of electric lights or home electrical equipment.....	552
(c) Using electricity for income-producing purposes.....	226
(d) Obtaining new or improved telephone service.....	7

Farm Buildings—Continued

108. Number of farmers assisted this year in—	
(a) The construction of farm buildings.....	7
(b) Remodeling or repairing farm buildings.....	
(c) Selection or construction of farm-building equipment.....	108

Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment.....	60
(b) Making more efficient use of mechanical equipment.....	110
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year.....	95
111. Number of stands assisted this year in the better ginning of cotton.....	

NUTRITION AND HEALTH

Include all work with adults, 4-H Club members, and young men and women (ages 16-18)	Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by—				
(1) Home demonstration agents	6	114	35	64
(2) 4-H Club agents				
(3) Agricultural agents				
(4) State extension workers	1		3	
113. Number of communities in which work was conducted this year	10	1	15	15
114. Number of voluntary local leaders or committeemen assisting this year	8	1	39	10
115. Number of families assisted this year—				
(a) In improving diets				723
(b) With food preparation				898
(c) In improving food supply by making changes in home food production—				
(1) Of vegetables				511
(2) Of fruits				187
(3) Of meats				108
(4) Of milk				189
(5) Of poultry and eggs				370
(6) Total of subitems (1) through (5) minus duplications due to families making changes in production of more than one kind of food				815
NOTE.—This total should not be less than the largest subitem.				
(d) With home butchering, meat cutting or curing				27
(e) With butter or cheese making				8
(f) With food-preservation problems in—				
(1) Canning				263
(2) Freezing				55
(3) Drying				15
(4) Storing				130
(5) Total of subitems (1) through (4) minus duplications due to families using more than one method of preserving				357
NOTE.—This total should not be less than the largest subitem.				
(g) In producing and preserving home food supply according to annual food-supply budget				
(A) In canning according to a budget				
(a) With child-feeding problems				
(j) In the prevention of colds and other common diseases				
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				97
(l) With first aid or home nursing				50
(m) In removing fire and accident hazards				652
116. Number of schools assisted this year in establishing or maintaining hot school lunches				3
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

Includes all work with adults, 4-H Club members, and young men and women (older youth)	Home management— family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
(1) Home demonstration agents	18	21	6	12
118. Days devoted to line of work by—				9 8 5 1
(2) 4-H Club agents				1
(3) Agricultural agents	2			
(4) State extension workers	10	10	13	13
119. Number of communities in which work was conducted this year	20	15	13	27
120. Number of voluntary local leaders or committeemen assisting this year				

Home Management—Family Economics—Continued

121. Number of families assisted this year—	
(a) With time-management problems	181
(b) With home accounts	2
(c) With financial planning	
(d) In improving use of credit for family living expenses	
(e) In developing home industries as a means of supplementing income	
122. Number of home demonstration CLUBS, other consumer ASSOCIATIONS or GROUPS assisted this year with cooperative buying. (Do not report individuals)	
(a) Food	
(b) Clothing	
(c) Housefurnishings and equipment	
(d) General household supplies	
123. Number of families assisted this year through cooperative associations ¹ or individually, with the buying of—	
(a) Food	
(b) Clothing	
(c) Housefurnishings and equipment	419
(d) General household supplies	67
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications)	250
125. Number of families assisted this year with "making versus buying" decisions	560
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living	754

NOTE.—Individual families and groups assisted with selling problems should be reported in column (j), page 9.

Clothing and Textiles—Continued

127. Number of families assisted this year with—	
(a) Clothing-construction problems	367
(b) The selection of clothing and textiles	183
(c) Care, renovation, remodeling of clothing	252
(d) Clothing accounts or budgets	

Family Relationships—Child Development—Continued

128. Number of families assisted this year—	
(a) With child-development and guidance problems	85
(b) In improving family relationships	253
129. Number of families providing recommended clothing, furnishings, and play equipment for children this year	56
130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men	
(b) Women	
131. Number of children in families represented by such individuals	

Recreation and Community Life—Continued

132. Number of families assisted this year in improving home recreation	130
133. Number of communities assisted this year in improving community recreational facilities	5
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs	14
135. Number of communities assisted this year in establishing—	
(a) Club or community house	1
(b) Permanent camp	
(c) Community rest rooms	
136. Number of communities assisted this year in providing library facilities	15
137. Number of school or other community grounds improved this year according to recommendations	4

¹ The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 18.
² Includes question 126, also families buying through marketing cooperatives, organized or assisted, column (b), p. 9.

SUMMARY OF 4-H CLUB BOYS' AND GIRLS' PROJECTS

(One club member may engage in two or more projects. The sum of the projects is therefore greater than the number of different club members enrolled)

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)	In
138. Corn	4		4		6	Acres
139. Other cereals						Acres
140. Peanuts						Acres
141. Soybeans, field peas, alfalfa, and other legumes	3					Acres
142. Soil and water conservation						Acres
143. Potatoes, Irish and sweet						Acres
144. Cotton						Acres
145. Tobacco						Acres
146. Fruits						Acres
147. Home gardens	38		27		8	Acres
148. Market gardens, truck and canning crops						Acres
149. Other crops (including pasture improvement)						Acres
150. Poultry (including turkeys)	74	1	29	1	2098	Birds
151. Dairy cattle	20	3	18	3	47	Animals
152. Beef cattle	14	2	14	2	23	Animals
153. Sheep	3		2		4	Animals
154. Swine	50	1	47	1	104	Animals
155. Horses and mules						Animals
155a. Rabbits	14	1	12	1	365	Animals
156. Other livestock						Animals
157. Bees						Colonies
158. Beautification of home grounds	4		4			x x x x x x x x x x x x x x
159. Forestry	41		37		37	Acres
160. Wildlife and nature study (game and fur animals)						x x x x x x x x x x x x x x
161. Agricultural engineering, farm shop, electricity, tractor	70	21	62	16	30	Articles made
					102	Articles repaired
162. Farm management						x x x x x x x x x x x x x x
163. Food selection, preparation, and/or baking		120		80		Meals planned
						Meals served
164. Food preservation. (Include frozen foods)		5		5		Quarts canned
165. Health, home nursing, and first aid					250	Quarts frozen
165a. Child care					230	Quarts frozen
166. Clothing		209		174		Pounds frozen
					816	Garments made
167. Home management (housekeeping)					6	Garments remodeled
						Units
168. Home furnishings and room improvement						Rooms
						Articles
169. Home industry, arts and crafts						Articles
170. Junior leadership						x x x x x x x x x x x x x x
171. All others <i>Safety</i>	18		17			x x x x x x x x x x x x x x
172. Total (project enrollment and completion)	313	363	276	283		x x x x x x x x x x x x x x

* Enter frozen foods as quarts or pounds. Do not duplicate entries by converting quarts to pounds or pounds to quarts.

4-H CLUB MEMBERSHIP¹

173. Number of 4-H Clubs (do not count the same club more than once)	14
174. Number of different 4-H Club members enrolled	(a) Boys: 200 (b) Girls: 211
175. Number of different 4-H Club members completing	(a) Boys: 177 (b) Girls: 176
176. Number of different 4-H Club members in school	(a) Boys: 200 (b) Girls: 211
177. Number of different 4-H Club members out of school	(a) Boys: (b) Girls:
178. Number of different 4-H Club members from farm homes	(a) Boys: 180 (b) Girls: 196
179. Number of different 4-H Club members from nonfarm homes	(a) Boys: 20 (b) Girls: 15

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	97	108	10 and under	76	56
2d	53	73	11	35	52
3d	26	17	12	59	64
4th	16	10	13	30	23
5th	5	1	14	18	9
6th	1	2	15	10	5
7th			16	2	2
8th	1		17		
9th			18		
10th and over			19		
			20 and over		
182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—					
(a) Judging	175	(f) Fire and accident prevention	246		
(b) Giving demonstrations	27	(g) Wildlife conservation	50		
(c) Recreational leadership	335	(h) Keeping personal accounts	200		
(d) Music appreciation	160	(i) Use of economic information	40		
(e) Health	189	(j) Soil and water conservation	12		
		(k) Forestry	100		
183. Number of 4-H Club members having health examination because of participation in the extension program				6	
184. Number of 4-H CLUBS engaging in community activities such as improving school grounds and conducting local fairs				8	

WORK WITH YOUNG MEN AND WOMEN (OLDER RURAL YOUTH)

(Do not include work with 4-H Clubs)

The purpose of this section of the report is to bring together in one place all work done with young men and women (older rural youth), as defined in item 22 on back cover. It is recognized that some of the assistance given these young men and women may already have been reported under the respective subject-matter sections of the report.

A. Extension organized groups of young men and women:

185. Number of such groups worked with during the year
186. Membership in such groups (a) Number of different young men (b) Number of different young women
187. Distribution of these members by school and marital status and age groupings. The sum of (1) $a+b+c$ = the sum of $d+e+f$ = 186 (a). Also the sum of (2) $a+b+c$ = the sum of $d+e+f$ = 186 (b).

	In school (a)	Out of school		Under 21 years (d)	21-24 years (e)	25 years and older (f)
		Unmarried (b)	Married (c)			
(1) Young men						
(2) Young women						

188. Number of meetings these extension organized groups held
189. Total attendance at such meetings

B. Other groups of young men and women not organized by extension:

190. Number of such groups assisted during the year
191. Number in such groups (a) Different young men 100 (b) Different young women 50

C. Individual young men and women not members of groups "A" or "B":

192. Number of different individuals assisted (a) Young men 23 (b) Young women 15

D. Total number of young people worked with or assisted:

193. Number of different young people worked with or assisted. (Total of questions 185, 191, and 192 minus duplications due to membership in both groups "A" and "B") (a) Young men 123 (b) Young women 65

194. Question discontinued.

¹ All data in this section are based on the number of different boys and girls participating in 4-H Club work, not on the number of 4-H projects carried.

² Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 13, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in come-in with the succeeding year's program.

³ Same as footnote 2, except that reference is to completions instead of enrollments.

MISCELLANEOUS

(Report here all work not properly included under any of the headings on preceding pages)

Include all work with adults, 4-H Club members, and young men and women (older youth)	Bees (e)	General-beefer insects ¹ (f)	All other work (g)
195. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	1/2		
(4) State extension workers			
196. Number of communities in which work was conducted this year	2		15
197. Number of voluntary local leaders or committeemen assisting this year	1		53
198. Question discontinued.			

COOPERATION WITH OTHER FEDERAL AGENCIES

The purpose of this report is to bring together in one place the cooperation given other Federal agencies working with the rural people of the county. It is assumed that all such work has been reported previously under appropriate problems of the farm or home.

	Assistance to Veterans (a)	U. S. D. A. Councils (b)	Farm Credit Administration (c)	Employment Service (d)	Production and Marketing Administration (e)	Soil Conservation Service (f)	Farmers Home Administration (g)	Rural Electrification Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)	Other Agencies (k)
199. Days devoted to line of work by—											
(1) Home demonstration agents		3								2	2
(2) 4-H Club agents											
(3) Agricultural agents		4			3	1				2	2
(4) State extension workers											
200. Number of communities in which work was conducted this year		1			15	11				3	1
201. Number of voluntary local leaders or committeemen assisting this year		12			3					5	11
202. Number of meetings participated in this year by extension workers											

¹ Includes grasshoppers, armyworms, chinch bugs, and other insects not reported under specific crop or livestock headings.

TERMINOLOGY

If extension reports are to convey the intended information, it is important that the terminology employed be that generally accepted by members of the extension teaching profession everywhere. Precise use of extension terms is an obligation each extension worker owes to the other members of his or her profession. The following definitions have been approved by the United States Department of Agriculture and by the Association of Land-Grant Colleges and Universities.

DEFINITIONS OF EXTENSION TERMS

1. A *community* is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report, a community is one of the several units into which a county is divided for conducting organized extension work.
2. A *cooperator* is a farmer or homemaker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent, and records are not required, but reports on the success of the practices may be obtained.
3. *Days in field* should include all days spent on official duty other than "days in office."
4. *Days in office* should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
5. *Demonstrations* as contemplated in this report are of two kinds—method demonstrations and result demonstrations.
 - A *method demonstration* is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.
 - A *result demonstration* is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, that the use of certified seed in growing potatoes is a good investment, or that a large farm business results in a more efficient use of labor.
- The *adoption of a farm or home practice* resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.
6. A *demonstration meeting* is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
7. A *result demonstrator* is an adult, a boy, or a girl who conducts a result demonstration as defined above.
8. An *extension school* is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college.
9. An *extension short course* differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
10. A *farm or home visit* is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
11. *Farmers (or families) assisted this year* should include those directly or indirectly influenced by extension work to make some change during the report year as indicated by:
 - (1) Adoption of a recommended practice.
 - (2) Further improvement in a practice previously accepted.
 - (3) Participation in extension activities.
 - (4) Acceptance of leadership responsibility.
 - (5) Or by other evidence of desirable change in behavior.
12. A *4-H Club* is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.
13. *4-H Club members enrolled* are those boys and girls who actually start the work outlined for the year.
14. *4-H Club members completing* are those boys and girls who satisfactorily finish the work outlined for the year.
15. A *project leader, local leader, or committeeman* is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.
16. A *leader-training meeting* is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.
17. *Letters* written should include all original letters on official business. (Duplicated letters should not be included.)
18. An *office call* is a call in person by an individual or a group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an office call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.
19. A *plan of work* is a definite outline of procedure for carrying out the different phases of the program. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.
20. An *extension program* is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
21. *Records* consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.
22. Extension work with *young men and women* shall apply in general to those who are primarily rural and approximately 18 to 30 years of age. (Recommendation of Older Youth and Young Adult Planning Conference, Jackson's Mill, W. Va., February 21-25, 1949.)