

VIRGINIA

FREDERICK COUNTY AGRICULTURAL AGENT ANNUAL REPORT 1942

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REPORT FILES  
EXTENSION WORK

COUNTY AGENT ANNUAL REPORT

ANNUAL NARRATIVE REPORT

OF

I. FRED STINE

COUNTY AGRICULTURAL AGENT

FREDERICK COUNTY

VIRGINIA

DECEMBER 1, 1941

to

NOVEMBER 30, 1942

W. A. QUICK, JR.

ASST. CO. AGENT

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### III. SUMMARY OF ACTIVITIES AND ACCOMPLISHMENTS

It can be conclusively stated that the year 1942 was a turning point for Agricultural Extension work in Frederick County. Extension activities were merged with that of the County Board of Agriculture, which is the over-all farm organization in the county. The County Board of Agriculture is composed of 11 farm men leaders and 9 farm women leaders. Serving as ex-officio members are the representatives of the following agencies working with rural people: Agricultural Adjustment Agency, Banks, Farm Credit Administration, Farm Security Administration, Extension Service, Schools, Soil Conservation Service, Agricultural Marketing Administration, Vocational Agriculture and Home Economics and Department of Public Welfare. All the professional and agricultural workers serving rural people are members of an organization known as the County Agricultural Workers' Council. The function of this organization is to coordinate the active interest of the different agencies to one unified program for agriculture in the county. This means that all programs affecting farm people are cleared through this organization, so that the different agencies will be familiar with the activities before the County Board of Agriculture makes them effective. These agency representatives also serve as advisors in the different agricultural communities for the purpose of carrying on educational work with neighborhood leaders.

Another organization of importance to farm people is the County U.S.D.A. War Board. Only the agencies from the United States Department of Agriculture are represented on this Board. They are Agricultural Adjustment Agency, Extension Service, Farm Credit Administration, Farm Security Administration, Soil Conservation Service and Agricultural Marketing Administration. This is a policy-making Board concerned with all matters affecting agriculture by reason of the war.

Much of the farm leadership in all three of these key county organizations is composed of the same people, which gives assurance of a sound cooperative agricultural planning program for the county. This has been demonstrated in many ways during 1942 because of the numerous war activities. Only a few of these can be mentioned in a summary of this kind. "Food for Freedom", which covered the production goals and the Victory Garden Campaign; farm machinery repair campaign; purchase of War Bonds and Stamps; program to prevent inflation, control the cost of living and promote war effort; Share-the-Meat Campaign and others. While all three of the organizations have actively participated in these programs, the County U.S.D.A. War Board has had additional responsibilities of a regulatory nature. These include surveys on farm machinery inventories, labor conditions, crop and livestock production, etc; approval of farm building construction; permits for purchases of needed materials and supplies, farm machinery rationing; farm transportation registration; recommendations on deferments of essential farm workers; and many other matters too numerous to mention.

Regular activities carried on under the direction of the County Board of Agriculture can only be mentioned briefly in a summary. Large numbers of farmers were furnished, upon request, timely information on soils, field crops, fruits, vegetables, dairy production, livestock, poultry, forestry, wild life conservation, farm management, housing, farmstead improvement and equipment. Some few results and accomplishments of an outstanding nature will show the progress. Acreages in corn hybrids and other certified grains reached the highest ever produced in the county. Approximately 500 acres of new alfalfa and nearly 8,000 acres of other legumes were seeded. Of this amount approximately 1600 acres was lespedeza seeded along. The number of acres in winter cover and green manure crops is the largest on record. The

practice making the greatest increase was the use of liming materials, which totalled nearly 13,000 tons. This is an increase of 3,000 tons over 1941 and 10,000 tons over 1937. Over 800 tons of 20% Superphosphate Fertilizer was applied on pastures, legumes and grasses. This is a slight reduction compared to 1941, but is largely due to the fact these materials were not available.

A lot of stress was placed on apples, peaches and vegetables. Growers were assisted with both production and marketing problems. The establishment of a Farmers' Curb Market and the largest tomato crop ever grown in the county are two of the outstanding accomplishments for the year.

Dairy cows and fluid milk production decreased during the year. Considerable quantities of milk were imported to take care of the needs in Winchester. Other livestock, such as cattle, hogs, and sheep made considerable increase. There was a nice increase in pure-bred sires, placed over previous years. Parasite control in sheep and hogs particularly received the interest of many more farmers. Nearly 2,500 sheep were dipped for the control of external parasites. The cooperative sheep dipping vat was paid for, which cost nearly \$3000. Live poultry and eggs were increased considerably. Turkeys decreased. There was an increase in the number of poultrymen producing hatching eggs.

Farm management problems concerned more farmers this year. Labor and rationing difficulties were the most acute. War conditions were responsible. Approximately 100 farmers filed requests with the Lord Fairfax Soil Conservation District for assistance in working out Farm Plans, which covered crop rotation, pasture improvement and livestock needs. Plans have already been worked out on nearly 40 farms.

4-H Club Work suffered some reverses due to present conditions.

99 boys and 3 girls were enrolled in 11 clubs. The outstanding project was the Fat-Pig Club. 14 boys and girls fed out 94 pigs which were sold for \$2,788.00. This work was largely handled by the Assistant Agent.

Cooperation with other agencies working in the county resulted in greater accomplishments. All of the results and accomplishments cannot be measured in dollars and cents, but there are some that can be recorded:

AGRICULTURAL ADJUSTMENT AGENCY

Conservation Practices.....	\$22,373.85	
Grant of Aid Materials.....	22,392.00	
Wheat Parity and Conservation.....	21,282.53	
Wheat Crop Insurance Claims.....	1,186.68	
Wheat Loans.....	<u>7,527.20</u>	
Total.....		\$74,762.26

The cost of administration for 1942 was 7 per cent. Various programs since 1933 have benefitted farmers in the amount of \$550,390.13.

TENNESSEE VALLEY AUTHORITY

48,000# Triple Superphosphate.....	960.00	
28,500# Meta Phosphate.....	<u>700.00</u>	
Total.....		1,660.00

FARM SECURITY ADMINISTRATION

85 R. R. Cases.....	45,287.55
6 Tenant-Purchase.....	45,562.00

FARM CREDIT ADMINISTRATION

Farm Loan Association

4 cases.....	19,500.00
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Production Credit Association

64 cases.....	38,765.56
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Emergency Crop and Feed Loans

86 cases.....	12,140.00
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AGRICULTURAL MARKETING ADMINISTRATION

110 cars.....55,376 bushels.....	69,220.00
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4-H CLUB WORK

110 projects..... 10,202.69

FARMERS' CURB MARKET

48 sellers..... 5,000.00  
Grand Total \$320,100.06

STATISTICAL

Total days worked--County Agent..... 294.  
Total days worked--Assistant County Agent..... 121.  
Total number different specialists..... 42.  
Total days and visits--specialists..... 123.  
Total days and visits--District Agent..... 6.  
Number Communities in which work was conducted..... 12.  
Number voluntary leaders and committeemen..... 108.  
Days of assistance..... 2900.  
Number of members of County Board of Agriculture..... 21.  
Number result demonstrations..... 24.  
Number method demonstrations..... 12.  
Attendance..... 96.  
Number of other meetings..... 189.  
Attendance..... 5336.

4-H Club meetings.....	84.
Attendance.....	1553.
Number news stories.....	233.
Number of different circular letters.....	199.
Copies of circular letters.....	66,386.
Number of farm and home visits.....	404.
Number of individual letters written.....	6942.
Number of circulars.....	199.
Copies of circulars.....	66,386.
Number of office calls.....	5517.
Number of telephone calls.....	5573.
Number of paid committeemen and supervisors.....	74.
Number of days worked.....	668.6.
Number of different clerks.....	4.
Number of days worked.....	874.

#### IV. COOPERATIVE AGRICULTURAL PLANNING

##### a. Organization

Frederick County during 1942 was completely organized on the community and neighborhood system plan. This was brought about through the cooperation of all the other agencies working with rural people. The general plan for this over-all organization was started back in 1936 when a number of communities throughout the county were organized for group discussion. For the years 1936 and 1937 the over-all planning for the county was carried on through an organization set up by the County Agricultural Agent. Representative farmers served on special committees for project activities. In March 1938 the first County Board of Agriculture was organized comprising farm leaders and only representatives from three or four of the agencies working with farm people in the county. Women were not officially recognized as members of this Board until 1942 although since 1940 some of the women associated with agencies working with rural people attended the meetings and participated in the work of the County Board of Agriculture. Prior to this time many of the farm women in the different communities attended community meetings and participated in the discussions.

In August 1940 the County Professional Workers' Council was organized. This organization comprised both men and women representing agencies working with rural people. Such an organization functioned in 1939 for the men only, but it was very loosely organized. For the first time it was recognized that women were sufficiently interested in the over-all planning of agriculture in the county. Both the County Board of Agriculture and the Professional Workers' Council functioned along cooperative lines in this manner through 1941. Early in January 1942 we were called upon to reorganize the County Board of Agriculture on the basis of communities and neighborhoods. This

had been partially completed in November 1941 but it was found many of the neighborhoods were too large and, therefore, a special effort was made to reduce the size of neighborhoods and select a man, woman and youth for each neighborhood. The community leaders and Agricultural Workers cooperated in the selection of these additional neighborhood workers.

b. How The Work Was Carried On

The organization completed permitted us to proceed with the various war jobs and the usual agricultural activities. Instead of being solely an Extension Program this new over-all planning brought in all groups including both men and women as well as youth. Some difficulties and misunderstandings occurred as a result of this over-all organization. Through the wise leadership of the Chairman of the County Agricultural Workers' Council, Julian A. Everly, much of this misunderstanding has been cleared up. You will note that the name "Professional" has been omitted from the name of this organization because we felt that the name "Agricultural" would command greater respect. The policy with reference to war jobs and agricultural activities has been to clear all of these matters through the Agricultural Workers' Council before presenting them to the County Board of Agriculture. This has resulted in a better understanding and in most instances made it possible to eliminate the necessity of over working the members of the County Board of Agriculture with respect to the different activities. Members of the Agricultural Workers' Council were assigned to different communities in which they worked with community and neighborhood leaders to promote the various programs.

A county map was prepared on which community and neighborhood lines were marked. Each farm was located and given a number. Lists of the farm families were prepared for the community and neighborhood leaders.

These leaders were requested to check the list and become familiar with the families that they were being asked to contact with reference to different jobs and activities.

#### V. PROJECT ACTIVITIES

Because of the war situation projects were divided into regular and emergency activities. This placed a very heavy responsibility on the shoulders of all the agencies working with rural people in the county. At first there was some reluctance in doing these essential war jobs. The farther we progressed during the year the greater was the realization that we must do our part in helping farm people to understand their part in gaining Victory. All Extension activities were merged in the programs adopted by the County Board of Agriculture. For the purpose of this narrative I shall call attention to some of the regular activities that ordinarily would be considered Extension projects and how they were conducted to promote the war effort.

##### a. Agronomy

Farmers continued their interest in soils and field crops. Considerable time was spent in furnishing timely information on seeds, fertilizers, liming materials, crop rotations and pasture improvement. There seemed to be a greater realization among farmers to care for and manage their soils along good sound, conservation lines. Many of these farmers were expanding their acreage in essential war crops to conform to the request of our Government under the "Food For Victory" Program. Alfalfa, clover and lespedeza seedings were very extensively made. The use of corn hybrids by a large number of farmers was one of the most noticeable changes. Due to the unusual rains during August, it was found

that many of the hybrid strains of corn suffered greater damage than some of the local home developed varieties. More farmers were reducing the length of their crop rotations and using crop land for crops and pasture land for pasture. In this connection, also, it was found that many were applying liming materials on sod prior to the planting of corn rather than on plowed land or in connection with the seeding of small grains. This new practice not only reduced labor costs but in most instances enabled the farmers to plant their crops earlier. Large quantities of superphosphate and liming materials were applied on pasture, grasses and legume crops. Bumper crops were produced but due to the unusual rainy season during late summer and fall there was considerable loss, particularly with corn. Many farmers also were unable to seed the usual wheat acreage and other small grain crops. The great majority of farmers were unable to seed much wheat before the middle of November. Despite these difficulties the production of all the seeded grain crops were above the average in the county for the year.

b. Horticulture-Fruits and Vegetables

Apple production was about 70% of normal or approximately four million bushels. It is estimated that due to rains, labor difficulties and governmental requirements that approximately one million bushels out of this amount was lost. Good wages were paid. Pickers received 6¢ and 7¢ per field crate and day workers ranged from 30¢ to 40¢ per hour depending upon their jobs. Prices were reasonably good and in most instances growers made some money. There was a much better spirit of cooperation between the various groups who handled and processed the crop. Other activities included pruning demonstrations, mice control, information to growers on spray schedules to control diseases and insects and other services.

The peach crop was about normal but due to the wet weather during picking season the quality and quantity was reduced. Large quantities of the fruit went into local processing plants while other was shipped to the various markets in the east. There were also a sizesble cherry crop but not nearly as large as in the previous year.

The Frederick County Fruit Growers' Association suffered a severe loss in the death of Mr. Phil H. Gold, veteran fruit grower and outstanding citizen. Mr. Gold had been President of this organization for the past 20 years and contributed a great deal toward the promotion of apples and peaches as a major cash crop in the county. The Association adopted suitable resolutions on his passing and reorganized under the leadership of Walker McC. Bond, one of Mr. Gold's closest friends. Mr. H. T. Snapp was elected vice president and I. Fred Stine, secretary. The Association continued to function under the new leadership and contributed very materially to the production, marketing and harvesting of this years crop.

The Victory Garden Program created and promoted an enormous increase in the number of vegetable gardens and truck crops in the county. This was one of the first jobs assigned to community and neighborhood leaders in securing the cooperation of the people to plant and care for a garden in 1942. More information on vegetable gardens was gotten into their hands than had been done previously. Garden Clubs and many other groups got behind this program and put it across. As a result pressure was brought upon the County Board of Agriculture to establish a Curb Market in Winchester for farm people to dispose of their surplus vegetables, etc., and to provide the people living in Winchester with an adequate supply for summer use and canning. Mr. Grover Schlack served as Market Master and for the period from June 24 through the week of October 21 a Curb Market was

held at the City Parking Lot on each Wednesday. Approximately 48 different people sold on this Market and it is estimated that nearly \$5,000 worth of produce was sold.

Tomato production in the county reached a high level this year. This was largely due to the increased demand for canning tomatoes and the guarantee of prices both to the grower and canner. It is estimated that approximately 250 acres of tomatoes were grown in the county. The production was above normal, but in some quarters the crop was damaged due to wet weather. However, it is estimated that 35,000 bushels were picked and canned. Five canners operated in the county and producers in some areas took their tomatoes to canneries outside of the county. Four or five canneries were certified by the USDA War Board. All of these canneries were visited from time to time and assistance was given to make their task easier. The growers producing tomatoes this year netted good returns.

c. Dairy Cattle

Dairy production unfortunately decreased instead of increasing as requested by the Government. This was largely due to the fact that two very large herds supplying the fluid milk market in Winchester was very materially reduced in size. The large Haldeman registered herd of Holstein was sold. Another large graded herd located in Clarke County but supplying the Winchester market transferred its market outlet to the town of Berryville. In addition to this large numbers of dairy cows were disposed of from small herds which produced cream as well as milk. Several new herds were started but, of course, not enough to offset the loss. Consequently, large quantities of milk had to be imported into Winchester to supply local needs. The local Dairy Herd Improvement Association continued to function with six dairymen as members. No effort was made to increase

the size of the Association due to the fact we had no assurance of securing a tester. Some effort was made on the part of a few producers to set up a cooperative owned by the producers to distribute fluid milk to consumers. In view of present uncertain conditions it was decided to defer the setting up of any such Association. Timely information on breeding, feeding, care and management of dairy herds was distributed to dairymen and others throughout the year.

d. Livestock

Beef cattle, sheep and hogs all showed an increase and a marked improvement. It was estimated that the goals for all of these were easily reached by the producers. It was noted that many more small beef cow herds were on farms throughout the county. Consequently there was a greater number of feeder calves for market. We cooperated with Clarke and Loudoun Counties in a Feeder Calf Sale which netted consignors from all three counties a higher price per hundred weight in the different grades than was being received through other channels. Choice steers averaged \$16.09 per hundred weight and choice heifers \$14.90 per hundred weight. The whole sale averaged \$14.46 per hundred weight on all grades. We have three purebred Hereford, three Pole Angus and three Shorthorn breeders in the county. The Shorthorn Association held a sale in Winchester in April. Sires of all three breeds were placed on a number of farms in the county during the year.

The cooperative marketing of lambs from the Middletown Stock Yards was discontinued because of present war conditions but the Livestock Committee secured the cooperation of the local Livestock Auction to grade lambs, calves and hogs on a voluntary basis. The Sheep Dipping Vat was operated again all over the county. 2445 sheep were dipped. As a result the final payment on the dipping vat was made. There was a very noticeable increase in the number

of sheep producers who used Phenothiazine for internal parasites. An enormous supply of Nema capsules were furnished at cost, and general information on the treatment of sheep for the control of internal parasites was given constantly throughout the year. A number of registered rams were placed on the farms as well as timely information on the care and management of sheep.

The goals was more than reached on the production of hogs and farmers were generally well pleased with market prices. Two purebred registered hog sales were held which resulted in the placing of a large number of registered boars and sows on farms in the county. There are two purebred Duroc Jersey, two Poland China, one White Chester, one Hampshire and one Spotted Poland China breeders in the county. There has been a considerable improvement in the grade and quality of hogs now being produced.

e. Poultry

Poultry production continued to increase both in number and size of flocks. There was some decrease in the number of turkeys produced. This was largely due to the fact that several of the larger producers did not raise any birds this year. There was a demand for hatchery producing poultry flocks. Several more poultrymen complied with the requirements for the furnishing of eggs to both State and out of State hatcheries. Monthly visits to individual producers were made throughout the year with a representative of the Poultry Department from Blacksburg. A large number of visits were made to neighborhood leaders who served as demonstrators for the benefit of their neighbors. Constant requests for information on the care and management of birds and the increased production of eggs was made by producers. Undue expansion was discouraged by poultrymen. They were urged to improve their present housing and make only necessary improvements to take care of the needed expansion in production. With some few exceptions, this general policy was

accepted by most of the poultrymen. The Poultry Committee was very instrumental in helping to bring about a better market for eggs. Due to the efforts of the County Board of Agriculture and the County Agricultural War Board, the Surplus Marketing Administration was inaugurated to take care of surplus egg purchases in Virginia.

f. Soil Management, Forestry and Wildlife Conservation

Due to the activities of the Lord Fairfax Soil Conservation District farmers showed an increased interest in the conservation of natural resources. Many new practices were started and there appeared to be a deeper appreciation on the part of farmers to save their soils from eroding. Large numbers of seedlings forest trees were distributed to growers and on a great many farms lespedeza and other forage crops were planted for wildlife. These farmers, in most instances, made considerable progress in working out plans for conserving their soils.

g. Farm Management

There seemed to be more problems in farm management which, no, doubt, can be attributed to the war situation. Rationing made the situation worse because it restricted the farmers in their operations. Consequently more farmers came in for advice and help on many of the problems that they were being constantly subjected to. This made it possible to analyze their farm business, offer suggestions to improve landlord-tenant relationship, advise on financial plans and call their attention to the general outlook for agriculture in numerous ways. Many farmers were given assistance on farm income statements for tax purposes. It also gave us an opportunity to suggest many supplemental sources of income on farms where the operations were unbalanced.

h. Housing, Farmstead Improvement and Equipment

The war situation has affected housing, farmstead improvement and equipment in the county. As the war progresses it is more noticeable because of the necessity for securing priority ratings for purchases of materials and supplies. Quite a number of inquiries with respect to improvement and erection of farm buildings have come to the attention of the USDA War Board. Farmers have been constantly warned not to over-expand on new improvements and equipment unless it could be paid within a reasonable time. Only one project extending electricity in a rural community was completed. Materials and supplies had been allocated for this particular job before the restrictions became effective. This line covered approximately 10 miles and served nearly 25 people. Through the efforts of the USDA War Board quite a lot of farm machinery repairing was done during the winter months in preparation for the summer activities. It was estimated that approximately 50% more of this type of work was done than in previous years. Defense classes were conducted under the supervision of the Vocational Agriculture Teachers and made a great contribution in three different communities in the county on farm machinery repair. Other meetings and publicity concerning the importance of this job were constantly kept before farmers. Numerous inquiries relating to farm buildings and equipment were made by many more farmers than usual.

1. War Programs

There are a number of other programs not mentioned along with the regular project activities that we were concerned with in helping to prosecute the war effort. One of the first of these war jobs was the Farm Machinery Survey conducted by the USDA Defense Board in the late fall of 1941. Early in 1942 the Farm Machinery Repair Campaign was launched along with the

Scrap Collection Campaign. Through the interested cooperation of the Farm Machinery and Repair Committee an old fashion Barter Sale was conducted. Farmers brought in old machinery and repair parts to the County Hitching Yard. The idea of this Barter Sale was to give farmers an opportunity to secure some of these needed parts and equipment. While the Sale was small it proved to be very successful. The first Scrap Collection Campaign netted approximately 200,000 pounds. Another Campaign was conducted about June and the last one during the fall months. It is roughly estimated that since Pearl Harbor, December 7, 1941, that approximately 2 million pounds of scrap metals, etc., have been collected. This includes scrap collected in the City of Winchester, off the farms and in other places throughout the county. There still remains a considerable amount of scrap that needs to be collected. Farmers are still delivering scrap and it is expected quite a lot more will be added. We cooperated and participated in the Scrap Rubber Drive which netted approximately 159,000 pounds of rubber. Since early September Mr. Charles E. Staples has been serving as Chairman of the County Scrap Harvest Campaign. Mr. Staples' appointment was made upon recommendation of the Farm Machinery and Repair Committee to the County Board of Agriculture.

The County USDA War Board and the County Board of Agriculture inaugurated a very extensive Pledge Campaign for the purchase of War Savings Bonds and Stamps. Literature and pledge books were carried by community and neighborhood leaders to farm people all over the County. While this Campaign lagged a little in some of the communities it was felt that considerable progress was made. Many farmers objected because of farm debts and the fact that the income from the farm was so uncertain. Radio talks were made by different members of the USDA War Board as well as newspaper publicity covering all information on War Savings Bonds and Stamps. The Key Banker,

Harold G. Brown, made a point to keep this matter before farmers all through the year. It was generally decided that it would be better to appoint a chairman and co-chairman to carry on the work in the county. H. T. Snapp, a member of the County Board of Agriculture, was selected chairman and Mrs. Landon B. Whitacre, a member of the North Frederick Home Demonstration Club, was selected co-chairman. Both of these people are now working on a new Campaign.

The Price Control Order which inaugurated the Program to Prevent Inflation, Control the Cost of Living and Promote War Effort was jointly sponsored by the USDA War Board, the County Agricultural Workers' Council and the County Board of Agriculture. Information concerning this program was distributed to farm families all over the county by community and neighborhood leaders. It is difficult to say how much good this program did but it certainly created a considerable amount of discussion which brought out many different angles for thought and consideration. This program like many of the others helped to create a realization of the enormous task that lay ahead in winning the war. Rationing was probably one of the most discussed subjects of all the war regulations. Through misunderstanding and in numerous instances a lot of misinformation, farm people reacted very critically about the rationing of the various things. This may have been due to the lack of a more coordinated organization for the city and county. Farm people were compelled to make numerous trips before they actually secured the necessary information and other data. These difficulties were experienced in sugar, gasoline, tire and all other rationing. Reports indicate that many people living in the county spent most of their gas allotment driving back and forth to clear up matters pertaining to rationing of the different commodities. The situation is becoming worse all the time.

A Farm Labor Survey was conducted during the spring months and was followed up later in various other ways. These surveys indicate a need for extra help during the fall harvesting season. Efforts were made to secure a labor camp but because of the objection of the fruit growers, in particular, nothing was done. Farm labor prices rose and in many instances farmers were unable to harvest all their crops. Various ways and means were discussed to improve this situation. The USDA War Board the the County Board of Agriculture finally arranged a meeting with the Selective Service Draft Board and there now seems to be a much better understanding of the situation. Under recent orders the USDA War Board is charged with the responsibility of recommending the deferment of essential farm labor. The most recent Labor Survey made indicated that 60% of the farmers suffered losses by reason of insufficient labor in 1942. These losses are calculated to average approximately \$500 per farm.

The Committees were set up by the County USDA War Board to take care of farm machinery rationing and farm truck transportation. Both of these committees were headed by E. M. Funk, Chairman of the County USDA War Board. Both of these committees have been very actively engaged in the administrative work of handling applications for needed farm equipment and registration of farm trucks. The task of both committees seems to be an enormous one. There has been a splendid spirit of cooperation on the part of the two committees and all others directly or indirectly affected. Both of these committees are being concerned with quite a number of things. In the case of the Farm Machinery Rationing Committee they have been approving requests for barbed wire fencing to replace fence washed away by the unusual flood this fall.

One of the most recent programs was the "Share-The Meat" Program sponsored by the Office of Civilian Defense. Members of the Agricultural Workers'

Council discussed this matter in all the communities throughout the county. Information concerning the program was carried by neighborhood leaders in- to the farm homes. In general, the farm people accepted the program and expressed their willingness to cooperate. There was some little criticism because land was included and in a number of instances constructive recommendations were made by farmers for standardizing the weight of livestock for sale.

#### VI. 4-H CLUB WORK

The report on 4-H Club Work was made by W. A. Quick, Jr., Assistant County Agent, who enlisted in the Coast Guard on November 20. We regret losing the services of Mr. Quick at this time as the work in the county requires the undivided attention of one person. Mr. Quick is to be congratulated on his fine record and accomplishments in project work and particularly with the Fat Pig Club.

##### a. Enrollment

The 4-H Club enrollment has increased during the year 1942 due to the organization of two new clubs and new members in several clubs. As far as enrollment of the older boys is concerned there has been a slight decrease due to the war and defense industries. In Frederick County there were 99 boys and 5 girls enrolled in 11 4-H Clubs. The older 4-H Clubs in the county held their own meetings this year, and the younger clubs again showed a slight increase.

The majority of clubs met in the school. This method of meeting does not prove very satisfactory since the time is limited. It was very hard for the members to get to summer meetings. There were four clubs that held night meetings. These are the better clubs in the county because they

are held on a neighborhood or community basis. This seems to stimulate more local interest. The clubs that met in the schools did not hold summer meetings but the night meetings were held regularly for the older clubs. The visiting of projects was thought to be the best way to contact the members who met in the schools.

Migration is still another problem that 4-H club work faces in this county. Club meetings are held in the grade schools and after a member belongs for three or four years he is transferred to another school where there is no 4-H club. These members are lost in most cases.

Eighty-eight of the club members in the county are under 15 years of age. Seven clubs have all members under 15. Ninety-one members are enrolled in school, while the other 11 are out of school. There are 11 members who do not live on farms. Of the total enrollment, 49 joined for the first time; 29 for the second; 9 for the third; 5 for the fourth; 1 for the fifth; 2 for the sixth; 3 for the seventh; 1 for the eighth; 1 for the ninth; 3 for the tenth; and one for the eleventh.

The gain in second year club members is encouraging. A drop can be noticed in the fourth and fifth but it is due to some members moving out of the state. Old members must be held to obtain a successful 4-H program.

b. Projects

The 102 members carried a total of 122 projects. This is by far the best project work done by the club members as a whole. 95% of the members were visited and found to have fair to excellent projects. At least, they were making a stab to carry a project and to keep a record. Three girls fed out three pens of pigs and one flock of broilers. 110 projects have been completed or 91.7% have been turned in. The members showed a net profit

from all of the projects of \$3912.78 plus \$25.00 prize money won in the Fat Pig Shows. Summary of Project work is as follows:

<u>Project</u>	<u>Enrollment</u>	<u>Completion</u>	<u>Receipts</u>	<u>Expenses</u>	<u>Net Profit</u>	<u>Prizes</u>
Nature	1	1				
Tomatoes	1	1	\$93.50	\$38.05	\$55.45	
Corn	3	3	918.00	380.75	537.25	
Garden	19	19	806.04	140.81	665.23	
Potatoes	12	11	136.90	66.88	70.02	
Brood Sow	7	6	762.00	522.88	257.22	
Beef Calf	1	1	50.00	33.30	14.70	
Dairy Cattle	5	5	579.55	405.69	175.86	
Sheep	3	3	112.92	69.97	42.95	
Fat Pig	35	34	3189.63	2125.03	1064.60	\$25.00
Poultry	33	26	3554.14	2524.71	1029.44	
<b>Total</b>	<b>120</b>	<b>110</b>	<b>\$10,202.69</b>	<b>6,308.07</b>	<b>\$3,912.78</b>	<b>\$25.00</b>

The Fat Pig Project started last year is by far the most outstanding. There were 14 boys and girls who fed pens this spring, and 12 pens this fall. A Fat Pig Show and Sale was held at the Winchester Livestock Market where the pigs were sold. Maurice Carpenter, of Round Hill, won the Spring Show and Willard Richard, of Friendly Grove, won the fall show. A total of 94 pigs brought \$2,788 to the club members and helped in the production of food for Uncle Sam. This project has stimulated interest in the county among farmers and 4-H members, too. Other projects were about the same as in past years.

c. Camp

Frederick County had two boys and one girl to attend the State 4-H Club Conservation Camp held at Holiday Lake from August 3 to 8. These three members represented three clubs. All of them took an active part in the camping program, and brought back interesting and educational news to the local 4-H club members. While at camp the group learned several different types of handicraft and many new games which should be helpful to them in carrying on local activities.

There were ten boys to attend the Northern Virginia 4-H Camp held in Powell's Fort Valley Organization Camp from August 14-22. These boys represented 7 clubs. The counties of Frederick, Clarke, Warren, Page and Rockingham were represented this year. Hugh Dailey served as the Lesser Chief of one of the tribes.

d. Social Activities

In the spring of this year a County Recreational Meeting was held with approximately 75 boys, girls and leaders enjoying an evening of fun. More activities of this kind will stimulate interest in 4-H work. All clubs held a picnic or party of some kind during the year.

e. Local Club Activities

The majority of the clubs conducted money making schemes of different kinds. Socials, lawn parties, bingo and cake walks were the primary source of raising money. The local club activities was curtailed due to the war.

f. Achievement Day Program

For the first time the Annual Achievement Day Program and Fair was cancelled. This was due to the war situation.

g. Contests

It was decided not to hold a Correct Dress Contest due to the War Effort. The judging work was carried on again but not as extensively as last year. The crops judging team entered the State Grain Show and placed well in the contest. Two of the boys were in the high 6. Richard Cather, of Round Hill, placed third, and Hugh Dailey, of Whitacre, placed sixth. Some boys sent exhibits to the State Grain Show and won a few prizes.

The Polled Shorthorn Junior Judging Contest was held again this

this year. The Frederick team composed of Burl Carpenter, Maurice Carpenter, and Garland Cather, of Round Hill, placed fourth in the 4-H Division. This team shows a good possibility of developing into an excellent team with a little experience.

In the Meat Animal Contest Maurice Carpenter of Round Hill was declared the County winner. There were approximately 60 entries in the contest. Maurice will be awarded a gold medal in this contest.

In the Garden Contest, there were 18 members competing. Burl Carpenter was the county winner. Four other members who placed in the blue award group were: Kenneth Phillips, Whitacre; Robert Cooper, Hayfield; Asbury Triplett, Jr., Hayfield; and Garland Cather, Round Hill. All members will receive gold medals of achievement.

#### h. County 4-H Council

The County Council, composed of officers and leaders of the local clubs, were very active in 1942. The council held two meetings this year. One in December to elect officers and one in May to discuss our Victory Program and elect camp delegates.

The Council had charge of the county recreational meeting held at Whitacre in February. Approximately 70 club members, leaders, and friends attended this meeting. Interesting games were enjoyed. The meeting was led by Council Members who had attended a leader training meeting in Loudoun County, led by the late Miss Ella Gardner, of the U. S. D. A., Washington, D. C.

The Council took charge of selling tickets to the 4-H movie "Young America" to raise money to carry on council activities. They helped with all the 4-H program in the county, thereby, developing leadership and resourcefulness.

1. Conclusion

The 4-H program in the county will not meet with success until more definite plans are worked out to hold meetings other than in the schools. I believe they should be put on a neighborhood basis and held at night. If carried on in this manner, it means a lot of hard work by the agents and excessive night work.

VII. COOPERATION WITH OTHER AGENCIES

a. Agricultural Adjustment Agency

Time and effort spent on the work of this agency was considerably more than any of the other agencies with whom we cooperated. This is due to the fact that the office personnel and the organization itself is located in the office of the County Agent. One of the most outstanding accomplishments in the work of the Agricultural Adjustment Agency during 1942 was the re-organization of communities in the county on the basis of approximately 150 farms per community. These communities were set up around natural neighborhoods with one point serving as the community center. Twelve such communities were divided on the county map. Community elections were held in the spring by the farmers themselves. These community committees, including alternates, have played an important role in the administration of the program during the year. There has been a very close working relationship between the Community Committeemen and the County Committee. One County Committeeman generally has supervised the work of four communities. This procedure was followed in compliance checking and is now being followed in the signing of Farm Practice Plans.

Each month, the practice has been to hold a regular monthly meeting on the third Friday. The Chairman of the Committee, Mr. E. M. Funk,

has made it a practice to be in the County Office on each Friday and as many other days as is necessary. This has resulted in a much better understanding of the work between members of the County Committee and the office personnel. With so many activities relating to the war effort, it has been very essential to maintain a good organization. An average of three clerks including the Chief Clerk, have worked in the office on the various programs.

The principal programs included Agricultural Conservation, Wheat Adjustment, Wheat Crop Insurance, Wheat Loans, Wheat Marketing Quotas and the Production Goals for 1942.

1. Agricultural Conservation

There are approximately 1521 Work Sheets listed during 1942 of which 1150 signed the Farm Practice Plan. This was the principal program and a considerable amount of time was spent on it. The total soil building allowance for the farms agreeing to participate in the program amounted to \$76,875.25. Practices carried out under the program include credits for materials furnished by the farmers themselves and the Grant of Aid Materials furnished by the Agricultural Adjustment Agency.

<u>No. Farmers</u>	<u>Practice</u>	<u>Value</u>
129	279.45 tons Commercial Super. on Grasses (20% equivalent)	\$3,493.20
65	20.26 tons Commercial Potash in Superphosphate on grass	405.15
205	4,586.85 tons Commercial Ground Limestone	9,173.40
90	470.2 acres of alfalfa seeded	705.50
18	150.6 acres sweet clover seeded	75.30
413	5,485.8 acres legumes and grasses seeded	4,114.35
121	1,595.2 acres lespedeza seeded along	598.20
26	231.2 acres redtop seeded	86.70
2	30.7 acres winter cover crops left on land as mulch	46.05
53	540.6 acres green manure crops turned under	810.90
1	2.0 acres planted in forest trees	9.00
57	3,276 trees 5" to 12", 3,747 trees 12" up, removed	2,856.30
	Total Cash Payment	\$22,373.85

Grant of Aid Materials

320	4,832.05 tons Ground Limestone	10,630.51
180	2,888.55 tons Ground Limestone (Materials Only)	5,777.10
500	7,720.6	16,407.61

115	362.18 tons 20% Superphosphate	4,509.14
<u>55</u>	<u>118.02</u> tons 20% Superphosphate (Materials Only)	<u>1,475.25</u>
148	480.2 tons 20% Superphosphate	5,984.39
	Total of All Practices	\$44,765.85

## 2. Wheat Adjustment

Out of 427 commercial wheat farms 398 seeded within the wheat acreage allotment which was 26.4% under their usual acreage. 5 farms refused to have the wheat acreage checked. There were two payments, namely, Wheat Conservation Payment amounting to 9.9 cents per bushel and the Wheat Parity Payment amounting to 13.5 cents per bushel. The participating farms in the Wheat Adjustment Program shows a total of 97,052 bushels of wheat on which the above payments were based. It is estimated that the total payments will amount to \$21,282.53.

## 3. Wheat Crop Insurance

139 farmers covering 130 farming units signed the application for Wheat Crop Insurance. This was the largest number of farmers carrying Crop Insurance since the program was started. 27 claims were filed. If all of these are approved upon investigation, it is estimated that a total of \$1186.68 will be paid for losses. Premiums paid amounted to 880 bushels of wheat or \$1020.80.

## 4. Wheat Loans

1942 Wheat Loans covered storage in approved warehouses and on the farm. Due to the shortage of storage space, more farmers stored wheat on the farm than in the previous year when the Farm Storage Plan went into effect. There were 15 Warehouse Loans covering 2121.94 bushels amounting to \$2800.96. There were 9 Farm Storage Wheat Loans covering 3498 bushels amounting to \$4481.38. In addition to this, a storage fee of 7 cents per

bushel was paid each farmer which amounted to \$244.86. A grand total of Warehouse and Farm Storage Loans plus the storage fee on the farm amounted to \$7,527.20.

#### 5. WHEAT MARKETING QUOTA

Wheat Marketing Quotas in 1942 did not stir up the agitation and misunderstanding that it did in 1941. 17 farmers were in excess of their wheat acreage allotment which amounted to 361 bushels. The penalty this year amounted to 57 cents per bushel, which means that the total amount in penalties was \$205.77. In addition to the 17 farmers, 5 others refused to have their wheat acreage checked. 13 out of the 17 farmers have paid the Wheat Marketing Quota Penalties amounting to \$163.59.

#### 6. Production Goals

County and Community Committeemen were charged with the responsibility of contacting farmers to determine the acreages of certain crops and livestock numbers in 1941 as well as to secure the cooperation of farmers to increase their production in certain crop and livestock numbers for 1942. The crops affected in Frederick County include all of the feed grain crops, hay and pasture. Dairy cows, fluid milk production, hogs, poultry and egg production were the principal livestock products on which information was secured. Committeemen contacted 1681 farms and it was found that the farmers in Frederick County agreed to cooperate in reaching the goals set up. As well as can be determined, despite weather and labor conditions, most of these goals were reached. Milk production probably is the only one that failed to reach the percentage asked for. This probably was due to the fact that two very large dairies discontinued and there were not enough new ones to replace this production. Labor difficulties and the high price paid for cows for beef are largely responsible for this situation.

7. Summary

A total of 54 meetings were held in connection with the various activities of this agency throughout the year. This includes Educational as well as County, Community and Training Meetings. The value of the various programs is as follows:

Agricultural Conservation Practices - - - - -	\$ 22,373.85
Grant of Aid Materials- - - - -	22,392.00
Wheat Parity and Conservation Payments- - - - -	21,282.53
Wheat Crop Insurance Claims - - - - -	1,186.68
Wheat Loans - - - - -	7,527.20
Total-----	74,762.26

Through 1941, it was estimated that a total of \$475,627.87 has been brought into the county for the farmers in payment of their participation in the different programs. When the amount of the benefits derived from the programs in 1942 has been added, this amount is boosted to \$550,390.13. The cost of administration of the 1942 Program was 7 per cent.

b. Soil Conservation Service

The Lord Fairfax Soil Conservation District, comprising Frederick County was completely organized in 1941. About December, 1941, a District Conservationist was assigned. Mr. Floyd P. Trent, Agricultural Engineer, serving with the Soil Conservation Service in the state, received the appointment with the approval of the Board of Supervisors. The work got underway very promptly, but early in 1942 Mr. Trent resigned to accept another position at Blacksburg which was a promotion for him. By that time, however, an office had been established in the Bell Building in Winchester. Mr. Crowell Henderson had been assigned as a Planning Technician and everything is working along very nicely. A number of farmers had made application and some few had worked out agreements.

Mr. L. T. Small, who had been serving as Forester for the Soil Conservation Service in the State, was appointed District Conservationist, to succeed Mr. Trent. Mr. Small entered upon his new duties with a great deal of enthusiasm and interest.

More than 50 square miles of soil mapping has been completed in the District which is about 12% of the total area. Half of this area consists of individual farms; the other half has been mapped over-all on the aerial photographs, regardless of farm boundaries. About 100 farmers have indicated their interest in a complete farm plan; 1/3 of which have completed their plans and have much of it in progress well distributed in the county. Another 1/3 have their plans well on the way to completion. The farm plans reflect the thought of every acre according to its needs and capability. Establishing the correct land use for the acres in the farm; careful consideration of the soil fertility needs and crop rotations in soil conserving patterns on sloping fields. Crop rotations in contour strips conserving fertile top soil and rainfall; careful consideration of the woodland and wildlife land, all in a well balanced program fitting the needs and possibilities of the complete farm unit.

The activities of the Lord Fairfax Soil Conservation District, supervisors and technicians has been well correlated and intergrated with all the other programs of the County Board of Agriculture. This includes all the war activities reaching into every community and neighborhood. The local press and radio station have been most cooperative in building interest in the conservation of soil and soil resources in the District.

c. Tennessee Valley Authority

The Extension-Tennessee Valley Authority Program was reorganized for another five year period with eight of the old farm unit demonstrators renewing the agreement of understanding and six new farms were added which represent other conditions not included in the old farm unit demonstrations. The average size farm for the old unit demonstrators was 333.6 acres and the average size of the new farm unit demonstrators was 181 acres. A Farm Plan was worked out for each cooperating farm and assistance given in the matter of setting up a farm record account. 48,000 pounds of triple superphosphate was secured for all the old demonstrators and 28,300 pounds of meta phosphate was secured for the new farm unit demonstrators. These amounts represent one car of the material shipped into the county during the year. Due to labor and weather conditions throughout the year, all the material was not spread until recently. Plans are now being mapped out to secure more of the material and close out the farm record account. All types of farming in the county are represented in this program.

d. FARM Security Administration

The Farm Security Administration continued its splendid work in the county. Due to reorganization plans, the office in Winchester was discontinued about July. We felt that this was a great loss since the representatives had been contributing so much to the work of the County Board of Agriculture. Since July, the work of the Farm Security Administration in Frederick County has been under the supervision of Mr. James D. Gibson and Mrs. C. C. Boyer located in Front Royal, Virginia. Records disclose that there is a total of 85 RR cases in the county for 1942 amounting to \$45,287.55. There was 12 new cases amounting to \$4,337.00 which was included in the total number of cases and money involved for the year. There are now 6 Tenant Purchase cases amounting to \$45,562.00.

Representatives of this organization have been most cooperative in the activities of the County Agricultural Workers' Council, County Board of Agriculture and the County Agricultural War Board.

e. Farm Credit Administration

1. Farm and Loan Association

The Winchester Group of the Farm Loan Association for this area cooperated with the various activities of the County Board of Agriculture. The Association covering this county is known as the Frederick-Clarke Farm Loan Association. In this Association there are approximately 210 loans covering both counties. Four new loans were closed in Frederick County during the past year in the amount of \$19,500. Seven old loans were paid off in the county. Collections covering repayments on principal and interest are being made very satisfactorily. More loans are being paid off now than are being made.

2. Production Credit Association

Frederick County is served by the Shenandoah Production Credit Association. This Association has been doing a very excellent piece of work with farm people. Mr. Julian A. Everly, the Secretary-Treasurer, has contributed very materially to the success of both the County Agricultural Workers' Council and the County Board of Agriculture. He is chairman of the Workers' Council and through his untiring efforts the relationship of all the agencies has been greatly improved. Aside from this interest, he has been a very enthusiastic member of the County Agricultural War Board. During 1942 the Production Credit Association made a total of 64 loans totaling \$38,765.56.

3. Emergency Crop and Feed Loans

The Emergency Crop and Feed Office has rendered a needed service

to farmers in this county and its representatives have cooperated in the activities of the County Board of Agriculture. A total of 86 loans were made in 1942 totaling \$12,140.00. At the present time 39 of these loans have been repaid in full, 9 partially repaid and 1 shows no repayment. This means that about 90% of the money has been repaid from the spring loans. 55 of these loans were made to farmers in the fall of 1942 which will not mature until August 31, 1943. Based on past experience 95% of this money will be repaid at maturity.

f. Banks

The local banking institutions were represented on the County Board of Agriculture by their Key Banker, Harold G. Brown. The different war programs such as Bonds, "The Food for Freedom Campaign", Farm Machinery and others were all given great support by the bankers. As an outgrowth of a State Meeting, the Clearing House Association for this area arranged for a meeting in Luray at which time John R. Hutcheson, Director of Extension, was the principle speaker. Bank officers, directors and employees for this and adjoining counties were all in attendance. This more than anything has contributed to a much better understanding of the problems that farmers are facing today. Many of the bankers have attended community and neighborhood meetings with the idea of learning more about farm problems and at the same time render as much service as they can to the various programs for farm people.

g. Agricultural Marketing Administration

The purchase of apples in this county by the Agricultural Marketing Administration is a very important service to our fruit growers. In 1942 twenty-seven different growers shipped through this organization 110 cars of apples to be distributed in schools and for welfare purposes. Apples included

were Grimes, Jonathan, Delicious, Staymen, Romes, Yorks, Pippins and others. 55,376 bushels made up the 110 cars. The apples were purchased at \$1.25 per bushel which makes a total of \$69,220.00. Growers, in general, were very well pleased with the program this year. There seems to be a better spirit of cooperation between the Government officials, processing plants and the growers. Representatives of this organization have cooperated in the work of the County Board of Agriculture, County Agricultural Workers' Council and the County Agricultural War Board.

h. Rural Electrification Administration

The Rural Electrification Administration has not been active in Frederick County but the local Power Company has had a very affective program on for the extension of rural lines. Considerable progress was being made on the extension of lines until the time this Country entered the war. One line, however, covering approximately ten miles, reaching 25 homes, was completed. This project and the materials for it had been approved prior to the time that this Country entered war. We have had splendid cooperation on the part of the local Power Company in all matters pertaining to electricity.

i. Department of Welfare

This department has cooperated in all the action programs of the County Board of Agriculture. Its representative is a member of the County Agricultural Workers' Council and has rendered splendid service in working with community and neighborhood leaders. The work covered by this department included 168 household cases, 15 service cases, 110 old age cases, 5 blind cases, 15 families with 45 dependent children, 31 general relief cases and numerous other activities covering social security, public health, distribution of surplus commodities and many others.

j. Employment Service

By reason of the labor difficulties encountered this year, we have had more interested cooperation from the U.S. Employment Service than during any previous year. The local office through Mr. Walter Shade has been very cooperative. Matters pertaining to the distribution of labor has been discussed and explained at County Board of Agriculture meetings. With the present manpower problems facing us, there seems to be a greater need for this agency to work closer with the County Board of Agriculture in its various activities.

k. Civilian Defense

There has not been a great deal of cooperation between the Office of Civilian Defense and the County Board of Agriculture. This has probably been due to the fact that we have never had any well defined program to work upon until "The Share the Meat Campaign". The County Board of Agriculture through the County Agricultural Workers' Council was requested to carry the information about this program to farm people through community and neighborhood leaders. It is expected that there will be more cooperation in the future.

l. Vocational Agriculture and Home Economics

There are three vocational agriculture teachers and two home economic teachers in the county. All of these people have been very cooperative in the work of the County Agricultural Workers' Council and the County Board of Agriculture. The Vocational Agriculture Teachers are to be particularly congratulated because of their splendid contribution toward the farm machinery repair campaign. Defense classes were conducted at three points in the county where farmers brought in many pieces of machinery for repair. Both the Vocational and Home Economic teachers participated in the work with community and neighborhood leaders.

m. Schools

The School Superintendent and the Supervisor of Teachers played a very important part in the various programs of the County Board of Agriculture. They worked with community and neighborhood leaders and cooperated in every way through the use of school building, etc. In addition to this type of cooperation the schools through the teachers have cooperated in the Scrap Harvest Campaign and a number of other programs relative to the war effort over which the County Board of Agriculture and the County Agricultural War Board had supervision.

n. USDA War Board

Shortly after this country entered the war, the U.S.D.A. Defense Board became known as the U.S.D.A. War Board. The Board in Frederick County has represented on it the Agricultural Adjustment Agency, Extension Service, Farm Credit Administration, Surplus Marketing Administration, Farm Security Administration and the Soil Conservation Service. A representative of Vocational Agriculture served as an ex-officio member of the Board and made considerable contribution in the many different activities. This Board sponsored many activities during the year. The principal ones being Farm Machinery Inventory, Farm Machinery Repair Program, Scrap Collection Campaigns, War Bonds and Stamps Program, and many others. The War Board was concerned with the recommendation of approval for farm buildings, permits to purchase certain materials and supplies, rationing of farm machinery, registration of farm trucks, conducting a labor survey and numerous other jobs. The War Board is now cooperating with the Selective Service Board in helping to solve the farm labor situation. It has been concerned with many other problems affecting both fruit growers and farmers, in general.

There has been a splendid spirit of cooperation on the part of its members. A regular meeting is held on the third Friday of each month and recently many special meetings have had to be called.

There seems to be a very enthusiastic interest on the part of the members to correct any ingenuities and difficulties that farmers may have during this war period, by reason of a number of things affecting agriculture. One of the most difficult problems has been that of rationing. The set-up in the county is very satisfactory and up to the present time the Rationing Board for the city of Winchester has endeavored to handle most of the rationing for the county. Several hundred people during the summer and fall months have registered complaints at the County Agent's Office about many of their difficulties on rationing matters. In view of this situation, the War Board has made some investigation and there is a likelihood that some effort will be made to set up a county organization to take care of the farm people. This is merely an example of many things that the War Board is concerning themselves with. There has been a splendid spirit of cooperation by the War Board, Agricultural Workers' Council and the Board of Agriculture. Had it not been for this spirit of cooperation, it is very doubtful if we could have made the accomplishments during this period that we have. There is evidence from all sides that the agricultural problems in Frederick County are being well taken care of.

It was through the action of the County U.S.D.A. War Board that we started the Weekly Farm and Home Programs on the local radio station, WINC. While these programs are sponsored by the County Board of Agriculture, credit for the idea is due the War Board. The weekly broadcast has generally been in charge of a member of the County Agricultural Workers' Council. Most of the programs have been in charge of the War Board and

representatives of the Extension Division. The radio is proving to be one of our most instrumental mediums of keeping farmers advised.

#### VIII. NEXT YEARS' WORK

Judging from numerous activities brought on by reason of the war it would appear that the work for 1943 will still be greatly increased. The experience with the various war time jobs has taught us to use organized groups for fostering the various programs. One of the first duties we are confronted with is the complete reorganization of the County Board of Agriculture in order to have more dependable leadership in communities and neighborhoods. While these leaders have responded very well during 1942, it is expected that there will be more jobs for them to do in 1943. This reorganization should be much easier than at any other time previously because we now have the enthusiastic cooperation of all the agricultural workers and farm leaders. Our task for 1943 is to revise the size of neighborhoods so that there will not be more than ten to twelve people under the leaders selected. The plan is to have a man, woman and youth leader in each neighborhood. We believe that a good sound organization is very essential if the jobs for agriculture are to be properly taken care of.

The County Agricultural Workers' Council was reorganized in October of this year. There is a much better understanding of all the workers who are members of this Council. Through the untiring efforts of the Chairman, Julian A. Everly, this Council is becoming a very effective body. Probably one of the things that is contributing to the success of this council is the fact that a similar council for the area was organized this past summer which enables representatives from this Council

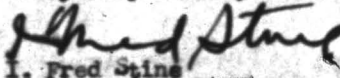
to come in contact with many of the problems over a large number of counties. Members of the County Agricultural Workers' Council have been assigned to the different communities in the county where they are rendering service in connection with the various programs.

The county organization that is contributing so much to agriculture in this war is the County USDA War Board. This Board is well organized and there is a deep appreciation of the fact that we have a great responsibility in looking after matters that affect farm people. This group is not only concerned with many regular and administrative matters but it is functioning as a policy making group.

As it now looks to us, we believe, that these three county organizations coordinated as they are, will do more to promulgate the work of all agencies working with rural people. While each agency has its own job to take care of, all of them find that it is highly important to make their contribution through these three county organizations.

In a measure, Extension Work has been merged along with the other programs in the county and we find that it is rather difficult to distinguish between Extension and County Board of Agriculture activities. The Extension Service under this set-up in the county is being called upon more and more for leadership and direction in the jobs that lie ahead. We recognize there are some fundamental Extension activities that will need to be given more attention. One of the most important is that of 4-H Club Work. We are in need of an Assistant County Agent who can spend most of his time here. The organization work as well as the various other activities need to be strengthened. 1943 offers us a great opportunity to make another step toward the goal of one agricultural program for the county.

Very respectfully submitted,

  
I. Fred Stine  
COUNTY AGRICULTURAL AGENT

IFS:IRO  
November 30, 1942

### COOPERATIVE EXTENSION WORK IN 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 Gambier

#### REPORT OF

Elizabeth Sprague  
(Name) Home Demonstration Agent.

From Dec. 1 to Nov. 30, 1942

From \_\_\_\_\_ to \_\_\_\_\_, 194\_\_

Assistant Home Demonstration Agent.

From \_\_\_\_\_ to \_\_\_\_\_, 194\_\_

W. A. Quill, Jr. 4-H Club Agent.  
Assistant County Agent in charge of Club Work.

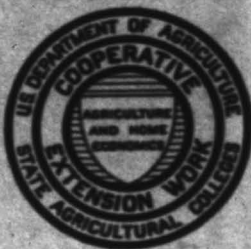
From Apr. 1 to Nov. 30, 1942

J. G. ...  
Agricultural Agent.

From Dec. 1 to Nov. 30, 1942

Assistant Agricultural Agent.

From \_\_\_\_\_ to \_\_\_\_\_, 194\_\_



READ 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 layreading 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 office, one copy for the agent's file, 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 leading 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 as 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 improvements 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 farm 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 <sup>1</sup> (b)	Agricultural agents (c)	County total <sup>2</sup> (d)
1. Months of service this year (agents and assistants)		12	12	12	XXXXXX
2. Days devoted to work with adults <sup>3</sup>		192 1/2	13	288	XXXXXX
3. Days devoted to work with 4-H Clubs and older youth <sup>4</sup>		86 1/2	10 1/2	6	XXXXXX
4. Days in office <sup>5</sup>		87	37 1/2	217 1/2	XXXXXX
5. Days in field <sup>5</sup>		192	83 1/2	76 1/2	XXXXXX
6. Number of farm or home visits made in conducting extension work <sup>6</sup>		466	139	265	870
7. Number of different farms or homes visited		195	76	150	421
8. Number of calls relating to extension work	(1) Office	599	37	5480	8316
	(2) Telephone	1233	48	5525	6806
9. Number of news articles or stories published <sup>7</sup>		62	64	319	345
10. Number of bulletins distributed		1491	19	157	1665
11. Number of radio talks broadcast or prepared for broadcasting	(a) Number	15		19	34
	(b) Total attendance	9	1	15	35
12. Training meetings held for local leaders or committeemen	(1) Adult work	40		152	192
	(b) Men leaders	170			170
	(c) Women leaders	2	3		5
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12)	(2) 4-H Club and older youth	2	3		5
	(b) Leaders	16	138		154
	(a) Number	163		62	114
(1) Adult work	(b) Total attendance	1453		96	1549
	(a) Number	103	84		187
	(b) Total attendance	1323	1553		2876
14. Number of adult result demonstrations conducted		15		24	39
15. Meetings held at such result demonstrations	(1) Number	10			10
	(2) Total attendance				
16. Tours conducted	(1) Adult work				
	(b) Total attendance				
	(2) 4-H Club and older youth				
	(b) Total attendance				
(1) Adult work	(a) Number	1		1	1
	(b) Total attendance	200		200	200
17. Achievement days held	(2) 4-H Club and older youth				
	(b) Total attendance				

<sup>1</sup> Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.  
<sup>2</sup> County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.  
<sup>3</sup> The sum of questions 2 and 3 should equal the sum of questions 4 and 5.  
<sup>4</sup> Do not count a single visit to both the farm and home as two visits.  
<sup>5</sup> 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* (b)	Agricultural agents (c)	County total† (d)	
18. Encampments held (report attendance for your county only)‡	(1) Farm women	(a) Number				
		(b) Total members attending				
		(c) Total others attending				
	(2) 4-H Club and older youth	(a) Number	1	1		1
		(b) Total boys attending		12		12
		(c) Total girls attending	18			18
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number	109		127	
		(b) Total attendance	2077		2367	
	(2) 4-H Club and older youth	(a) Number	11	6		11
		(b) Total attendance	391	564		391
	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	21		47
			(b) Total attendance	274		553
(2) 4-H Club and older youth		(a) Number	16	8		24
		(b) Total attendance	205	117		312

\* Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.  
 † County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.  
 ‡ Does not include picnics, rallies, and short courses, which should be reported under question 18.

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 (1940 Census)	1700
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	1250
23. Number of farms involved in preceding question which were reached this year for the first time	250
24. Number of nonfarm families making changes in practices as a result of the agricultural program	600
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	601
26. Number of farm homes involved in preceding question that were reached this year for the first time	125
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	200
28. Number of other homes involved in preceding question that were reached this year for the first time	100
29. Number of farm homes with 4-H Club members enrolled	218
30. Number of other homes with 4-H Club members enrolled	37
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	1220 1250
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	600

**EXTENSION ORGANIZATION AND PLANNING**

33. County extension association or committee (includes agricultural councils, home demonstration councils, and 4-H councils or similar advisory committees; also 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	<i>County Agricultural Workers Council</i>	(2) No. of members	<i>20</i>
(b) Agricultural	(1) Name	<i>County Board of Agriculture</i>	(2) No. of members	<i>21</i>
(c) Home demonstration	(1) Name	<i>Home Demonstration Committee</i>	(2) No. of members	<i>15</i>
(d) 4-H Club	(1) Name	<i>County 4-H Club Council</i>	(2) No. of members	<i>60</i>
(e) 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 *107* (b) Home demonstration *57* (c) 4-H Club *35* (d) Older youth

35. Total number of communities in county *10*

36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees *10*

37. Number of clubs or other groups organized to carry on adult home demonstration work *10*

38. Number of members in such clubs or groups *312*

39. Number of 4-H Clubs. (Same as question 173, page 14) *12*

40. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth. (Same as question 185, page 14)

41. Number of different voluntary local leaders or committeemen actively engaged in forwarding the extension program:

(a) Adult work	(1) Men	<i>108</i>	(b) 4-H Club and older youth work	(1) Men	<i>6</i>	(3) Older club boys	<i>3</i>
	(2) Women	<i>163</i>		(2) Women	<i>12</i>	(4) Older club girls	<i>5</i>

**COOPERATIVE AGRICULTURAL PLANNING**

42. Name of the county agricultural planning (land use planning or over-all planning) group, if any, sponsored by the Extension Service *County Board of Agriculture*

43. Number of members of such county agricultural planning group:

(a) Unpaid lay members: (1) Men *108* (2) Women *103* (3) Youth *83*  
 (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men *13* (2) Women *7*

44. Number of communities with agricultural planning committee (land use planning or over-all planning) *10*

45. Number of members of such community planning committees: (a) Men *108* (b) Women *103* (c) Youth *83*

46. Was a county committee report prepared and released during the year? (a) Yes  (b) No

	Extension organization and planning <sup>1</sup> (a)	County agricultural planning (land use) <sup>1</sup> (b)	Total <sup>1</sup> (c)
47. Days devoted to line of work by—			
(1) Home demonstration agents	<i>66</i>		<i>66</i>
(2) 4-H Club agents	<i>31</i>	<i>10</i>	<i>41</i>
(3) Agricultural agents	<i>120 1/2</i>		<i>120 1/2</i>
(4) State extension workers			<i>27 1/2</i>
48. Number of planning meetings held	(1) County		<i>107</i>
	(2) Community		<i>128</i>
49. Number of unpaid voluntary leaders or committeemen assisting this year			<i>301</i>
50. Days of assistance rendered by voluntary leaders or committeemen			<i>3492</i>

<sup>1</sup> Where extension program planning and county agricultural planning (land use or 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)**

Includes all work with adults, 4-H Club members, and older youth	Corn (a)	Wheat (b)	Other cereals (c)	Legumes (d)	Pasture (e)	Cotton (f)	Tobacco (g)	Potatoes and other vegetables (h)	Fruits (i)	Other crops (j)
51. Days devoted to line of work by—										
(1) Homedemonstration agents								25		
(2) 4-H Club agents	5							105	19	1
(3) Agricultural agents	165	105	65	45	75			7	13	
(4) State extension workers		6		1	1					
52. Number of committees in which work was conducted this year	12	12	7	8	12			12	8	9
53. Number of voluntary local leaders or committeemen assisting this year	7	10	5	37	25			200	20	7
54. Number of lines assisted this year in—										
(1) Obtaining improved varieties or strains of seed	150	5	10	15				100	25	
(2) The use of lime	200	270		75				60		100
(3) The use of fertilizers				177	100					
(4) Controlling plant diseases	12	25	15	3				150	450	
(5) Controlling injurious insects	5	10	5	3				150	450	
(6) Controlling noxious weeds				2	12			10		
(7) Controlling rodents and other animals								10	100	

**LIVESTOCK PRODUCTION (other than for family food supply)**

Includes all work with adults, 4-H Club members, and older youth	Dairy cattle (a)	Beef cattle (b)	Sheep (c)	Swine (d)	Horses and mules (e)	Poultry (including turkeys) (f)	Other livestock (g)
55. Days devoted to line of work by—							
(1) Home demonstration agents						10	
(2) 4-H Club agents	3	65	1	34		13	
(3) Agricultural agents	7	3	2	2		13	
(4) State extension workers	4	5	12	12		8	
56. Number of communities in which work was conducted this year	6	7	7	5		12	
57. Number of voluntary local leaders or committeemen assisting this year	10	7	7	5			
58. Number of breeding circles or clubs or improvement associations organized or assisted this year	1	1	1	1			
59. Number of members in such circles, clubs, or associations	6	9	5				
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals	2	3	2	5			
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males	4	9	4	10			
(2) Obtaining purebred or high-grade females	3	2		4			
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	10	XXXXX
(4) Improving methods of feeding	10	4	5	7		100	
(5) Controlling external parasites			22				
(6) Controlling diseases and internal parasites	5	3	150	25		25	
(7) Controlling predatory animals							

\* Do not include rabbits, guinea, and fer animals, which should be reported under wildlife conservation.

**CONSERVATION OF NATURAL RESOURCES**

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

**Soil Management—Continued**

65. Number of farmers assisted this year—	
(a) With problems of land use based on soil types.....	50
(b) In the use of recommended crop rotations.....	50
(c) With strip cropping.....	15
(d) In constructing terraces.....	
(e) In grassing waterways or otherwise preventing or controlling gullies.....	20
(f) With contour farming of cropland.....	15
(g) In otherwise controlling wind or water erosion.....	30
(h) In contouring pasture or range.....	5
(i) In the use of cover or green-manure crops.....	50
(j) In summer-fallowing.....	25
(k) In making depth-of-moisture tests.....	
(1) With drainage.....	3
(m) With irrigation.....	
(n) With land clearing.....	2
66. Number of soil-management associations organized or assisted during the year:	
(a) Legal soil-conservation districts.....	1
(b) Voluntary soil-conservation associations.....	
(c) Grazing associations.....	

**Forestry—Continued**

67. Number of farmers assisted this year—	
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings).....	10
(b) In making improved thinnings, weedings, or pruning of forest trees.....	7
(c) With selection cutting.....	
(d) With production of naval stores.....	
(e) With production of maple-sirup products.....	
(f) In timber estimating and appraisal.....	
68. Number of farmers cooperating this year in prevention of forest fires.....	10

**Wildlife Conservation—Continued**

69. Number of farmers assisted this year in making specific improvements for wildlife.....	5
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<sup>1</sup> Include nature study.

**FARM MANAGEMENT**

Include all work with adults, 4-H Club members, and older youth	Farm accounts, and records, inventories, etc.	Individual farm planning, adjustments, <sup>1</sup> 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.....	314			
(2) 4-H Club agents.....				
(3) Agricultural agents.....	6	13½	3½	2½
(4) State extension workers.....				
71. Number of communities in which work was conducted this year.....	11	12	6	12
72. Number of voluntary local leaders or committeemen assisting this year.....	5	15	6	25
73. Number of farm-survey records taken during the year:				
(a) Farm business.....	1			
(b) Enterprise.....	1			
(c) Other.....	1			
74. Number of farmers assisted this year in keeping—				
(a) Farm inventory.....	16			
(b) General farm records.....	16			
(c) Enterprise records.....	2			
75. Number of farmers assisted this year—				
(a) In developing a farm plan only.....	1150			
(b) In developing a farm and home plan.....	14			
(c) In analyzing the farm business.....	15			
(d) In improving landlord-tenant relations and leasing arrangements.....	12			
75. Number of farmers assisted this year—Continued.				
(e) In getting started in farming, or in re-locating.....				15
(f) With credit problems (debt adjustment and financial plans).....				75
(g) In using "outlook" to make farm adjustments.....				150
(A) With a farm-income statement for tax purposes.....				25
(i) With farm-labor problems.....				100
(j) In developing supplemental sources of income.....				57

**GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE**

Include all work with adults, 4-H Club members, and older youth	Price and trade policies (prices, international trade, interstate trade barriers, transportation, interregional competition, etc.)	Land policy and programs (classification of land zoning, 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 work 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.....				
(4) State extension workers.....				
77. Number of communities in which work was conducted this year.....				
78. Number of voluntary local leaders or committeemen assisting this year.....				
79. Number of tours conducted this year to observe economic and social conditions in various land use areas.....				
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.....				
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural).....				
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year.....				

<sup>1</sup> Include all work on farm adjustments conducted in cooperation with AAA 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**

Include all work with adults, 4-H Club members, and older youth	General	Grain and hay	Livestock and wool <sup>1</sup>	Dairy products	Poultry and eggs <sup>1</sup>	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, flax, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment <sup>2</sup>
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by—											
(1) Home demonstration agents					2	1				18	
(2) 4-H Club agents											
(3) Agricultural agents		4	6	22	2	7 1/2			2	1/2	2
(4) State extension workers						1					
84. Number of communities in which work was conducted this year		6	12	12	12	12			12	12	10
85. Number of voluntary local leaders or committeemen assisting this year		10	7	7	7	10			10	10	5
86. Number of new cooperatives <sup>3</sup> assisted in organizing during the year						1				1	
87. Number of established cooperatives <sup>3</sup> assisted during the year	2		1							1	
88. Number of members <sup>3</sup> in the cooperatives assisted during the year (questions 86 and 87)	500		75 <sup>3</sup>			48				57	
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) <sup>4</sup>	\$	\$	\$	\$	\$	\$250	\$	\$	\$	\$11,183	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year	100	50	25	15	300	300			100	50	100
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$2,110	\$1,000	\$510	\$300	\$3,000	\$3,000	\$	\$	\$2,000	\$1,000	\$2,000
92. Number of private marketing and distributing agencies and trade groups assisted this year											6
93. Number of programs <sup>5</sup> pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											1
94. Number of marketing facilities improvement programs <sup>5</sup> participated in or conducted this year											2
95. Number of marketing surveys assisted with or conducted this year											1
96. Number of special merchandising programs <sup>5</sup> participated in or conducted this year											2 (32 meetings)
97. Number of consumer information programs <sup>5</sup> pertaining to marketing and distribution participated in or conducted this year											1
98. Number of programs <sup>5</sup> relating to marketing services and costs of distribution conducted this year											1
99. Number of programs <sup>5</sup> relating to transportation problems conducted this year											1
100. Number of programs <sup>5</sup> relating to the specific use of market information conducted this year											1
101. Number of other marketing programs <sup>5</sup> conducted this year (specify)											1 <i>agricultural marketing administration</i>

<sup>1</sup> Includes livestock, poultry, and hatching eggs purchased for breeding, replacement, or feeding purposes.

<sup>2</sup> Where a cooperative association serves more than one county, include only the membership and proportionate volume of business originating in the county covered by this report.

<sup>3</sup> Organized pieces of work.

### HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with adults, 4-H Club members, and other 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.....				2
(2) 4-H Club agents.....				3
(3) Agricultural agents.....		12	2	3
(4) State extension workers.....				2
103. Number of communities in which work was conducted this year.....		1	5	2
104. Number of voluntary local leaders or committeemen assisting this year.....		5	4	5

#### The House, Furnishings, and Surroundings—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings.....	8
(b) Remodeling dwellings.....	18
(c) Installing sewage systems.....	1
(d) Installing water systems.....	9
(e) Installing heating systems.....	2
(f) Providing needed storage space.....	22
(g) Rearranging or improving kitchens.....	43
(h) Improving arrangement of rooms (other than kitchens).....	37
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings.....	35
(j) Selecting housefurnishings or equipment (other than electric).....	24
(k) Improving housekeeping methods.....	30
(l) Laundry arrangement.....	10
(m) Installing sanitary closets or outhouses.....	5
(n) Screening or using other recommended methods of controlling flies or other insects.....	37
(o) Improving home grounds.....	46
(p) Planting windbreaks or shelterbelts.....	

#### Rural Electrification—Continued

106. Number of associations organized or assisted this year to obtain electricity.....	2
107. Number of families assisted this year in—	
(a) Obtaining electricity.....	25
(b) Selection or use of electric lights or home electrical equipment.....	41
(c) Using electricity for income-producing purposes.....	10

#### Farm Buildings—Continued

108. Number of farmers assisted this year in—	
(a) The construction of farm buildings.....	5
(b) Remodeling or repairing farm buildings.....	10
(c) Selection or construction of farm-building equipment.....	5

#### Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment.....	5
(b) Making more efficient use of mechanical equipment.....	10
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year.....	200
111. Number of gin stands assisted this year in the better ginning of cotton.....	

**NUTRITION AND HEALTH**

Include all work with adults, 4-H Club members, and older youth	Home production of healthy 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	59	26	11	
(2) 4-H Club agents				
(3) Agricultural agents				
(4) State extension workers				
113. Number of communities in which work was conducted this year	10	13	10	
114. Number of voluntary local leaders or committeemen assisting this year	95	15	12	
115. Number of families assisted this year—				
(a) In improving diets				289
(b) With food preparation				287
(c) In improving food supply by making changes in home food production				
(1) Of vegetables				212
(2) Of fruits				125
(3) Of meats				225
(4) Of milk				287
(5) Of poultry and eggs				125
(d) With home butchering, meat cutting or curing				
(e) With butter or cheese making				11
(f) With food-preservation problems				
(1) Canning				150
(2) Freezing				19
(3) Drying				75
(4) Storing				175
(g) In producing and preserving home food supply according to annual food-supply budget				501
(A) In canning according to a budget				287
(i) With child-feeding problems				
(j) In the prevention of colds and other common diseases				
(k) With positive preventive measures to improve health (immunisation for typhoid, diphtheria, smallpox, etc.)				
(l) With first aid or home nursing				136
(m) In removing fire and accident hazards				
116. Number of schools assisted this year in establishing or maintaining hot school lunches				4
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				

**CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE**

Include all work with adults, 4-H Club members, and older youth	Home management— family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
118. Days devoted to line of work by—				
(1) Home demonstration agents.....	3	65		14
(2) 4-H Club agents.....				
(3) Agricultural agents.....				
(4) State extension workers.....				
119. Number of communities in which work was conducted this year.....		10		10
120. Number of voluntary local leaders or committeemen assisting this year.....		46		32

**Home Management—Family Economics—Continued**

121. Number of families assisted this year—	
(a) With time-management problems.....	75
(b) With home accounts.....	10
(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.....	8
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of—	
(a) Food.....	
(b) Clothing.....	
(c) Housefurnishings and equipment.....	
(d) General household supplies.....	
123. Number of families assisted this year through cooperative associations <sup>1</sup> or individually, with the buying of—	
(a) Food.....	
(b) Clothing.....	160
(c) Housefurnishings and equipment.....	20
(d) General household supplies.....	
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications).....	150
125. Number of families assisted this year with "making versus buying" decisions.....	
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living.....	225

**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.....	269
(b) The selection of clothing and textiles.....	
(c) Care, renovation, remodeling of clothing.....	239
(d) Clothing accounts or budgets.....	157

**Family Relations—Child Development—Continued**

128. Number of families assisted this year—	
(a) With child-development and guidance problems.....	
(b) In improving family relationships.....	
129. Number of families providing recommended clothing, furnishings, and play equipment for children this year.....	
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.....	347
133. Number of communities assisted this year in improving community recreational facilities.....	2
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs.....	10
135. Number of communities assisted this year in establishing—	
(a) Club or assembly hall.....	
(b) Permanent camp.....	1
(c) Community rest rooms.....	
136. Number of communities assisted this year in providing library facilities.....	1
137. Number of school or other community grounds improved this year according to recommendations.....	2

<sup>1</sup> The home—its arrangement, equipment, and furnishings, including kitchen improvements and care of the home—is reported under "The home, furnishings and surroundings," p. 10.  
<sup>2</sup> Includes question 122; also families buying through marketing cooperatives, organized or assisted, column (k), p. 8.

**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)	
138. Corn	3		3		27	Acres
139. Other cereals						Acres
140. Peanuts						Acres
141. Soybeans, field peas, alfalfa, and other legumes						Acres
142. Soil conservation and pasture improvement						Acres
143. Potatoes, Irish and sweet	12		11		1 1/4	Acres
144. Cotton						Acres
145. Tobacco						Acres
146. Fruits						Acres
147. Home gardens	19		19		4 3/4	Acres
148. Market gardens, truck and canning crops	1		1		1 1/4	Acres
149. Other crops						Acres
150. Poultry (including turkeys)	32	1	25	1	2776	Birds
151. Dairy cattle	5		5		6	Animals
152. Beef cattle	1		1		1	Animals
153. Sheep	3		3		1	Animals
154. Swine	41	1	39	1	156	Animals
155. Horses and mules						Animals
156. Other livestock						Animals
157. Bees						Colonies
158. Beautification of home grounds					XXXXXXXXXXXX	
159. Forestry						Acres
160. Wildlife and nature study (rabbits, game, fur animals)	1		1		XXXXXXXXXXXX	
161. Agricultural engineering, farm shop, electricity					{	Articles made
162. Farm management					{	Articles repaired
163. Food selection and preparation		58		52	{	2485 Meals planned
164. Food preservation		130		89	{	2485 Meals served
165. Health, home nursing, and first aid					{	11,308 Quarts canned
166. Clothing		157		109	{	109 Garments made
167. Home management					{	136 Garments remodeled
168. Home furnishings and room improvement		43		43	{	Units
169. Home industry, arts and crafts					{	244 Rooms
170. Junior leadership					{	190 Articles
171. All others					{	Articles
172. Totals (see footnotes 2 and 3, p. 14)	1181	390	1081	295	XXXXXXXXXXXX	

295  
295 ✓

4-H CLUB MEMBERSHIP

173. Number of 4-H Clubs. (Same as question 39)	12	
174. Number of different 4-H Club members enrolled.	(a) Boys 99	(b) Girls 160
175. Number of different 4-H Club members completing.	(a) Boys 87	(b) Girls 112
176. Number of different 4-H Club members in school.	(a) Boys 88	(b) Girls 146
177. Number of different 4-H Club members out of school.	(a) Boys 11	(b) Girls 1214
178. Number of different 4-H Club members from farm homes.	(a) Boys 88	(b) Girls 133
179. Number of different 4-H Club members from nonfarm homes.	(a) Boys 11	(b) Girls 27

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	49	50	10 and under	11	14
2d	28	57	11	16	27
3d	9	19	12	17	26
4th	7	21	13	17	32
5th	1	14	14	17	20
6th	2	1	15	8	16
7th	3	2	16	1	15
8th	1	3	17	4	3
9th	1	3	18	2	5
10th and over	4	1	19	1	1
			20 and over	21	2

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—

(a) Judging	6	(f) Fire and accident prevention	
(b) Giving demonstrations	20	(g) Wildlife conservation	
(c) Recreational leadership	15	(h) Keeping personal accounts	120
(d) Music appreciation		(i) Use of economic information	
(e) Health	all		

183. Number of 4-H Club members having health examination because of participation in the extension program

184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs

12

WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth (same as question 40)

186. Membership in such groups (a) Young men (b) Young women

187. Number of members by school status and age	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 of older rural youth extension groups

189. Total attendance at such meetings

190. Number of other older rural youth groups assisted

191. Membership in such groups (a) Young men (b) Young women

192. Number of older rural youth not in extension or other youth groups assisted (a) Young men (b) Young women

193. Total number of different young people contacted through the extension program for older rural youth. (Questions 186, 191, and 192, minus duplications) (a) Young men (b) Young women

194. Check column showing approximate portion of older-youth program devoted to—	Under 10 percent (a)	10-19 percent (b)	20-29 percent (c)	30 percent or more (d)
(1) Citizenship, democracy, and public problems				
(2) Vocational guidance				
(3) Family life and social customs				
(4) Social and recreational activities				
(5) Community service activities				
(6) Technical agriculture				
(7) Technical home economics, including nutrition and health				

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. 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 12, 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 connection with the succeeding year's program. Same as Section 2, except that reference is to completion instead of enrollments.

**MISCELLANEOUS**

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

Include all work with adults, 4-H Club members, and other youth	Days (a)	General-Order Insects* (b)	All other work (c)
195. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	1		2½
(4) State extension workers			
196. Number of communities in which work was conducted this year	3		13
197. Number of voluntary local leaders or committeemen assisting this year	2		25

**SUMMARY OF CONTRIBUTION TO WAR EFFORT**

It is desirable to bring together in one place the sum total of extension contribution to the several broad areas of war effort. It is assumed that all such work has been reported previously under appropriate headings.

War programs	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)
198. Estimated number of days devoted to—			
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)	96		30
(2) Problems arising from new military camps, munitions plants, and war industries			5
(3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)	10		5
(4) Other war work (including collection of salvage material)	15		23½

**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.

	War insects (a)	Civilian defense agency (b)	Employment service (c)	Agricultural Adjustment Administration (d)	Surplus Marketing Administration (e)	Soil Conservation Service (f)	Farm Security Administration (g)	Rural Electrification Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)
199. Days devoted to line of work by—										
(1) Home demonstration agents	½	10					2½			1
(2) 4-H Club agents										
(3) Agricultural agents	57	1½	3	92	5½	18½	6½		19½	
(4) State extension workers				19					2	
200. Number of communities in which work was conducted this year	12	12	2	12	6	12	9		11	
201. Number of voluntary local leaders or committeemen assisting this year	86	12	2	69	10	10	10		9	
202. Number of meetings participated in this year by extension workers	12	9		25	3	4	10		1	

\* Include 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. Rules and 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.

### DEMONSTRATIONS OR EXTENSION TYPES

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 townships, 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 supervisor 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 sow 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. Example: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that undergrowth 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.

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 3 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) visited 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 objective 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 consultant** 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 consultants are trained to carry on extension activities in their respective communities.

17. **Letters written** should include all original letters on official business. (Duplicate letters should not be included.)

18. An **offer call** is a call by 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 offer 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. The **older rural youth group** is primarily a situation group, out of school, at home on farms, not married or started farming on their own account, and normally 16 to 25 years of age.