

ANNUAL NARRATIVE REPORT

NOVEMBER 30, 1961, TO, DECEMBER 1, 1962

COUNTY Roanoke

J. A. Reynolds, County Agent

George R. Williams, Assistant County Agent
(December 1, 1961, TO, March 31, 1962)

F. G. Morgan, Assistant County Agent
(March 1, 1962, TO, November 30, 1962)

Lula O. Crawford, Secretary

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III. County Organizations

The Roanoke County Agriculture Work is coordinated through the following organizations:

1. Roanoke-Botetourt Fruit Growers
2. Star Hereford Association
3. Roanoke Valley Angus Association
4. Roanoke Beef Calf Sales Committee
5. Roanoke County DRIA
6. Roanoke Milk Producers Cooperative
7. Roanoke-Botetourt Artificial Breeders Association
8. Roanoke Dairy Conference Committee
9. Roanoke Vegetable Growers Association
10. Roanoke Beekeepers Association
11. Blue Ridge Soil Conservation District
12. 4-H County Council
13. Agriculture Mobilization Committee
14. F.F.A. Federation
15. County P.M.A. Committee
16. Roanoke County E. D. Federation
17. Roanoke County Pasture Improvement Committee
18. Agronomy Committee
19. County Board of Agriculture
20. Catawba Grange

The County Board of Agriculture meets each year to make up the plan-of-work for the coming year. These meetings are well attended and the planning and thoughts of this Board are reflected in the project activity of this report.

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IV. Type of Agriculture

Roanoke County lies at the southern mouth of the Valley of Virginia and is considered the gateway to the great Southwest Virginia. It is divided by the Roanoke River, whose broad, flat bottoms, offer good level cropland. There are 1442 farms with an average of 68.3 acres. Of the total 306 square miles in the county, 140 are to farming. The remainder being mountainous timberland and land upon which the City of Roanoke, the towns of Salem and Winton are located on.

There are five major types of farming enterprises in the county --

(1) Dairying; (2) Fruit, apples and peaches; (3) Poultry, farm flock, laying flocks for fresh and hatching eggs and broiler production; (4) Vegetables, truck gardening; (5) Beef Cattle.

The total value of agricultural products sold in 1980 was \$2,800,000. Many of the products are marketed at home since Roanoke City and surrounding towns offer good market for fresh milk and vegetables.

V. Project Activities

A. Agronomy

a. Situation

1. More farmers needed to intensify their cropland.
2. A county-wide 100 Bushel Corn Club was continued.
3. Hybrid corn varieties were again demonstrated.
4. Many Roanoke County farmers had good pasture, but many more acres of pasture needed improving.
5. Two permanent pasture demonstrations were continued in cooperation with the "Plant Food Institute."
6. Continue and increase the orchard grass, Ladino Clover demonstrations throughout the county.
7. Scarce and high priced labor made the need for chemical weed killer on corn, fence rows, lawns, pasture and brush noticeable.

b. Goal -

1. To educate all farmers in Roanoke County on how to grow more corn per acre; how to improve their pastures; to the value of chemicals for weed control.
2. To teach proper fertilization and encourage the use of recommended varieties.

c. Methods -

Corn hybrid seed was furnished free by seedsmen to farmers for demonstrational purposes.

One-hundred Bushel Corn Club was continued. Thirty farmers joined this club. Money prizes were offered to the top four members making over 100 bushels. This money was taken from the treasury which was built up over the past two years from the sale of corn from these 100 bushel corn club projects. These corn sales have also financed a banquet each year.

A pasture contest was sponsored by local fertilizer dealers and civic clubs. One of the local seedsmen furnished again one pound of certified Ladino Clover seed free to each farmer in the county who agreed to carry out Extension Service Agronomy recommendations in seeding one acre of Ladino Clover, Orchard Grass, in sight of a road.

A demonstration was continued with the use of chemicals to control Johnson Grass and Bermuda Grass. One demonstration was also run on 2,4-D in controlling Canadian Thistle.

Four Williamsburg variety demonstrations of Alfalfa were planted in the county.

A series of community meetings were held about over the county to explain the programs for pasture and corn, and the latest in varieties.

d. Results -

Corn hybrid varieties are now used on better than 95 percent of the 4600 acres of corn grown in Roanoke County.

Serious drought cut corn yields in the area. Ten farmers measured to try for awards. Five farmers went over the 100 bushel mark and were awarded the 100 bushel corn club certificate.

In spite of the drought a few farmers continued their pasture demonstrations with Orchard Grass, Ladino-Clover in cooperation with local seedsmen who furnished one pound of seed free.

Forty-two farmers joined the county pasture improvement club.

These 42 farms were scored by four judging teams and met the requirements for the pasture certificate.

Many farmers became interested in the use of chemical weed sprays.

B. Poultry

a. Situation -

Five hundred farmers in the county needed to intensify their income. Poultry is adapted to intensification.

There is a strong demand in Roanoke County for fresh eggs and an excellent opportunity to supply eggs to hatcheries. The most modern broiler dressing plant in Virginia is located at Troutville, within fifteen miles of the center of the county, thereby providing a ready market for all possible broiler expansion in the next few years. This plant has to go to surrounding states to secure live market birds.

b. Goals -

To educate Roanoke County farmers on these natural market advantages.

c. Methods -

Frequent mention was made of the situation in contact with farmers.

Radio talks and news articles were used to educate poultrymen on better management practices. Extra emphasis was put on the situation in the Junior division of the American Poultry Association in Roanoke County.

d. Results -

Some interest shown for county organization, but still not enough united interest that the organization has been formed.

More people gaining in the poultry business in the county.

C. Dairying

a. Situation -

There are 34 grade A dairies in Roanoke County. Twenty of this number are in DHIA Association and Testing.

Roanoke market offers good outlet for milk in the county.

Also some producers are shipping to the Virginia-Maryland market.

The Cooperative Artificial Breeding Association is now serving 170 farms in the county. The number of dairy cattle vaccinated for immunization against Bangs disease is on the increase.

In addition to the DHIA and No-Bot Breeders organizations the local dairymen have their own educational organization -- the Roanoke County Dairy Conference Committee. Labor question serious.

b. Goals -

To encourage all producers to strive for greater labor efficiency.

To encourage more small dairymen to use artificial breeding.

c. Methods -

All work pertaining to the dairy enterprises of the county were coordinated through the organizations.

Newspaper and radio articles related to dairyman problems were released at least monthly.

d. Results -

The growth of cooperative artificial breeding over the three-year

period is an outstanding achievement. About 1000 cows in the county were artificially bred last year. It is now on a sound financial and business basis with 365 farmers in Roanoke and Botetourt Counties using it. Fifty-four new members joined the association in the past twelve months.

The DHIA program is soundly establishing the dairy industry in the county.

As an indirect result of all of the educational programs reaching the dairymen in this county they are becoming more active in state and national affairs effecting their industry. The National Holstein Association convention and sale was held in Roanoke County June '52. The president and secretary of the State Holstein Association are Roanoke County breeders.

Purebred Holstein and Guernsey breeders were assisted with breed promotion sales.

Twenty local dairymen attended the annual convention of state dairymen convention in Roanoke January '52.

D. Livestock

(1) Hog and Sheep

a. Situation -

1. Very few sheep in the county with 37 farms reporting some.
2. Dog problem very serious in the urban area.
3. Farmers needed to be taught the value of purebred rams.
4. Farmers also needed to be informed on proper control of internal parasites.
5. Hogs are limited in the county -- most rural homes produce home supply of pork.
6. Too many of these hogs were kept in small pens without access to green grass and running water.

b. Goals -

- Teach farmers the value of good breeding, feeding and management of sheep and swine.

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c. Methods -

- 1. Good feeding and management program was encouraged through newspaper and radio releases and through personal contact.
- 2. Assistance was given farmers in securing purebred rams and boars.
- 3. Four sheep breeders were encouraged to enter the "Return Per Ewe Contest."
- 4. A district hog show and sale was held in Salem with special emphasis on proper management, self feeding and market finish.

d. Results -

- 1. More hogs were sold in the show from Roanoke County than last year.
- 2. More farmers are using pasture for hogs.
- 3. Several purebred rams were placed in the county.
- 4. More purebred boars were placed than in 1951

(2) Beef Cattle

a. Situation -

Sixty-three farms reported as beef cattle farms in 1950 census. Interest increasing rapidly as fruit farmers and dairymen are faced with increased labor problems. Prices were weakening on lower grade cattle; cost of production was climbing. Hereford people already were organized. Angus breeders were becoming interested in forming an association.

b. Goal -

- To increase efficiency in production to meet the price squeeze.
- To constantly improve the quality of cattle produced.
- To assist the producers in finding the best market for his cattle.
- To teach farmers value of selling cattle graded.
- To get every producer to use a purebred sire.

c. Methods -

A beef calf sale was continued between Roanoke, Botetourt, Craig

and Franklin Counties.

Star Hereford Association, which is composed of Roanoke and surrounding county producers, put on two purebred sales during the year. Organized the Angus breeders and put on their first sale which was termed a success.

d. Results -

The quality of cattle consigned by the purebred breeders was an improvement over last year.

The Roanoke Feeder Calf Sale sold 735 calves for an average of \$25.60.

Thirteen Roanoke County farmers participated in this sale.

There was a definite improvement in the quality of cattle offered this year. Farmers were pleased with grading system and saw what quality cattle will mean to them in dollars and cents.

E. Horticulture

(1) Fruit

a. Situation -

Roanoke and Botetourt Counties are organized jointly, holding monthly meetings to serve the educational needs of the growers.

The proper grading and marketing of the apple crop, especially is, at present, one of the greatest problems of the growers. Market stronger this year than for past three years.

b. Methods -

Monthly educational meetings are held at which time a member of the Extension Service Staff from V.P.I., or someone else qualified to present an interesting discussion on problems pertaining to apple and peach production is held. This year special emphasis was put on quality pack and marketing.

Method and result demonstrations are held each year on pruning, spraying and fertility practices in the orchards.

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All members were encouraged to attend annual meeting of State Horticultural Society.

Timely spray reminders are sent to each grower -- radio and newspaper releases are used regularly.

c. Results -

The minor element demonstration on the use of E-S Minel on apple and peach trees still has not shown any startling or unusual response to date.

New types of Stop-Drop sprays were tried on apples with good results. New hormone sprays calculated to tree ripen peaches earlier were tried with some promising results.

Power pruning demonstrations were held with excellent results.

More farmers are using labor saving devices in the orchards.

Vegetables -

a. Situation -

1. Lot of home gardening in county and city.
2. City people didn't know how to fight insects and disease.
3. Good market exists locally.
4. County was once heavy vegetable picking area.
5. Labor problem causing many to switch to other commodities.

b. Goal -

To teach the home gardeners how to more nearly produce the home supply of vegetables.

To keep the commercial producers posted on varieties, insects, fertilization and labor efficiency.

c. Methods -

Pass the information on through the use of radio, telephone and newspaper.

The Vegetable Growers Organization met monthly for an educational program related to vegetable production.

A county-wide tour was made of the V.P.I. vegetable plots to observe cultural practices and experimental results.

A weed control demonstration was conducted on a local vegetable plot through the cooperation of V.P.I. Experimental Station.

A Better Garden Contest was sponsored in one community by local businessmen.

d. Results -

More people used recommended varieties and fertilization.

More producers knew about the use of insecticides and fungicides.

Fifty families participated in the garden contest.

(2) Ornamentals -

A large amount of bulletin materials was supplied county and city requests.

The largest portion of these type of requests are handled via telephone or reference to the proper agency for servicing the requests.

F. Farm Labor

a. Situation -

1. Shortage very acute.
2. Competition with industry is too much for farmers.
3. The drafting of farm youth is gradually reducing the family labor supply on many farms.
4. Many farms do not yet have the labor efficiency to hire high priced manpower.

b. Goal -

1. Teach farmers to make the necessary practical adjustments to increase labor efficiency.

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2. To help secure agricultural deferments for justified farm help.
 3. To help secure sufficient migratory labor to harvest perishable crops.

c. Methods -

1. Cooperated with the local draft board and the County Agricultural Mobilization Committee in securing draft deferments for qualified farm help.
2. Cooperated with Virginia Employment Service and the cooperative owned labor camp in securing and housing migratory labor.
3. Radio and news articles were used to emphasize labor efficiency.

d. Results -

1. Migratory labor was brought in during the peach harvest season and kept in the area until apple harvest was completed.
2. Draft Board is very cooperative. We now have about fifteen agricultural deferments in the county.

g. Community Development -

The Roanoke Chamber of Commerce offered this year for the first time a Community Improvement Contest within its thirteen county trade area.

These communities not only set-up many contests within their own communities to encourage the property owner to beautify their places, but they just seemed to realize and see their own problems and made an effort to improve their agriculture and increase their farm income.

Through these clubs local talent and leadership is located.

The community clubs took a lot of the Extension workers time in the beginning, but we feel that they are a step toward reaching more people in organized groups, which can mean a more effective Extension program in years to come.

Roanoke County had three communities to enter and complete this contest.

The Roanoke County Extension office encouraged the organization of the community clubs. Once they were organized the Extension personnel served in an advisory capacity to the clubs.

The community club is an excellent working tool in the Extension workers' hand. These clubs are a real means for teaching people how to work together to deal with their own problems.

The sponsoring agencies are a wonderful help in setting up incentives to encourage better methods in agriculture, homemaking and community development.

The local Chamber of Commerce in Salem cooperated by adding additional incentive to encourage participation

H. Agricultural Planning -

All planning for the year was done through the organizations listed under item III of this report.

I. Cooperatives -

1. Virginia Rabbit Cooperative
2. Southern States
3. Wool Producers' Cooperative
4. Roanoke Milk Producers Cooperative Association
5. Roanoke-Botetourt Fruit Growers' Cooperative
6. The Ro-Bot Breeders, Inc.
7. The Virginia Cooperative Artificial Breeding Association, Inc.
8. Roanoke Production Credit Association, Inc.
9. Roanoke Dairy Council
10. Farm Credit Agencies and Service Department of Local Banks
11. Virginia Forest, Inc.
12. Roanoke County DHIA Association
13. Virginia State Beekeepers Association, Inc.
14. Roanoke County Public Health Association, Inc.
15. Blue Ridge Soil Conservation District Association
16. Virginia Purebred Hereford Breeders Association, Inc.
17. Virginia Guernsey Breeders Association, Inc.
18. Blue Ridge Guernsey Breeders Association, Inc.
19. The Virginia Holstein Breeders Association, Inc.
20. The Virginia Jersey Breeders Association, Inc.
21. The Star Hereford Breeders Association

22. The Roanoke Feeder Calf Sale Association
23. The Roanoke Vegetable Growers Association
24. The Roanoke Valley Angus Association
25. The Virginia Aberdeen-Angus Association
26. The Virginia Beef Cattlemen's Association

J. Forestry -

Assisted Virginia Forests, Inc., with educational program. Encouraged many farmers to avail themselves of the timber marking and estimating service available to them through the State Forestry Department.

K. Guidance Program for Returned Veterans -

Close cooperation with the "on-the-job" veterans farm training program is maintained. Several educational talks were made to the group during the year.

Cooperated with Voc. Agriculture Department of Andrew Lewis High School in this project.

L. Beekeeping -

The county beekeepers association held quarterly meetings. Topics of an educational nature were discussed at each meeting.

VI. 4-H Club Work -

A. Organization

(1) 4-H Club Council

The county 4-H council is composed of all the officers and leaders of all 4-H Clubs in the county. It meets four times a year, directs the overall 4-H program and serves as an officer training medium.

At the fall meeting objectives were set up. Last fall the following were adopted and all clubs urged to meet them:

1. To hold a county achievement day in 1953
2. The county council will send its president or another officer to the State Short Course with all expenses paid.

3. All club members must carry one or more projects.
4. All club members make an exhibit at the Roanoke County Fair.
5. The council will sponsor a county-wide 4-H Club Rally Day in August at which time there will be held county contests and a picnic.
6. The council will sponsor a county 4-H camp -- each club will be represented.
7. Four regular council meetings to be held during the year with extra committee meetings on call -- each club represented.
8. Each club observe Rural Life Sunday in May -- suggestions will be available from the County Agents office.
9. Each club carry a program on Home Ground Improvement.
10. Each individual club adopt a community project.
11. Each club strive toward 80 percent or better completion of projects.
12. Each club send in one or more subscriptions to the 4-H Club News for the use of sponsor and vice president.
13. Honor Club to be established for Roanoke County.
14. To pay a prize to the club having the highest percentage project completions.
15. To sponsor a County 4-H Chorus.

B. Project Work -

Eighteen organized clubs this year with an enrollment of 315 boys.

C. Achievement -

A county fair was sponsored mainly for 4-H Club members, with good participation.

There are \$2000. worth of premiums offered at the county fair.

Roanoke County won the State Safety Award for having the best safety program in the State.

The 4-H Poultry Judging team participated in the District and State contest.

A dairy judging team was organized and entered district and state contest.

The Sears-Roebuck Cow, Hen, Pig Project was carried to a successful completion. There are five purebred sows and one purebred boar put out in the county each spring through this project.

The Salem Kiwanis Club and the two local banks sponsored a free luncheon to the 4-H Club County Council's annual training meeting.

The Roanoke Kiwanis Club awarded four trophies and four leather dairy halters to winners in the 4-H Club Dairy competition at the fair.

Five members fed and showed hogs in the Salem Hog Show and Sale.

Roanoke County 4-H members had the winning Hampshire in this show and sale.

The County Council prepared an educational exhibit for a local window during National Safety Week. An exhibit was also prepared for the Fair and won first place in competition with six other counties.

The First National Exchange Bank of Roanoke made 4-H Club handbooks available to all 4-H Club members of Roanoke County at a cost of over \$200.

Six 4-H members fed baby beeves for the spring show and sale in Salem.

Two county winners attended the two day Electric Conference in Richmond along with their county agents'.

Jack Good, county winner in Rural Electrification in 1961, was District winner in Southwest Virginia in 1962. He also attended the Congress.

A poultry demonstration team was trained and entered in state competition. This team went on to represent Virginia at the NEPTCO at Syracuse, New York, in October, where they received a white ribbon.

One member of the poultry judging team was high enough to make the state second team. He will represent the state as a member of this team at the Boston Poultry Show this winter.

A tractor maintenance school was held with 23 club members participating. The county winner in the operators contest also won district and placed 5th in the state competition.

A three day Electric School was held in cooperation with Appalachian Electric Power Company with 17 members attending.

The other six clubs are organized on an out-of-school basis. Volunteer local leaders give their time to the development of these rural youth. We have been very fortunate to interest men leaders in working with some of these clubs.

(2) County 4-H Camp -

For the sixth year a county 4-H Camp was held. There was a total attendance of 128. A detailed program was worked out by a 4-H Council Committee early in the year. As camp officers and committeemen were selected at the close of the previous year's camp, a leader training meeting was held on duties and responsibilities of each early in May.

This preparation had much to do with the smooth running of the camp and we felt it was a big improvement over previous ones. Interest in camp

is constantly growing. Eighty parents visited the camp on parent's night.

D. Leadership -

There are two types of clubs in Roanoke County, the leadership of which differs. Twelve clubs are organized on an in-school basis. Adult leadership of these clubs consists of a teacher sponsor who assists with organizational work and programs.

Three of our young dairy farmers in Roanoke County acted as volunteer leaders in dairy project work.

Eight 4-H Club boys attended the State Short Course at V.P.I.

One girl was elected to the 4-H Club All-Star Chapter in 1951.

Lewis Lancaster, 4-H member from Roanoke County, was chosen as a delegate under the IPYE program. He spent the summer of 1952 in Europe.

VII. Agriculture Mobilization Committee -

This county has an active agriculture mobilization committee with splendid cooperative relationships.

This committee has been active in helping to keep the local draft board properly informed on the status of farm boys of draft age as called on.

VIII. Cooperation with Production and Marketing Administration -

a. The county agent has met regularly with the County PMA Committee -- acting always in an advisory capacity.

b. Individual farmers were contacted via radio and news articles.

The chairman and chief clerk of the County PMA Committee both participated in radio broadcasts with the county agent.

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IX. Cooperation with Credit and Lending Agencies -

- a. Close contact and cooperation is maintained with Farm Credit and Service Departments of the local town and city banks as well as the National Farm Loan Association and the Production Credit Association.

X. Cooperation with Farmers Home Administration -

- a. Excellent cooperation has been maintained with this organization.

XI. Cooperation with District Soil Conservation Program -

- a. All possible assistance is rendered the local technicians and the supervisors of the Blue Ridge Soil Conservation District in getting farmers to adopt recommended soil conservation practices.

XII. Other Means of Reaching People -

1. The radio and press are used extensively to reach large numbers of people in the county. A six minute radio farm program over a local station is broadcast at 8:30 A.M. daily, except Sunday. This program originates in the office of the local county farm and home agents. In addition, special noon radio broadcast are used very frequently.

Timely news items of educational interest are placed with both the morning and evening city papers -- circulation 35,000 and 20,000.

A Monday morning weekly column is reserved in the Roanoke-Times for use by the county agent. This article is always based on some timely farm subject and is expressed in about 300 words.

One weekly article or more is prepared for the local county paper on some timely farm and home subject.

An accurate measurement of the results of such methods used to contact large numbers of people has not been determined. The increase in phone calls and letters requesting information has been tremendous and continues to increase. The problem now is to become more efficient in order to be able to handle the requests.

XIII. Evaluation of Year's Work -- Trends and Developments -

In general, all programs and phases of programs attempted during the year were carried through to completion.

The definite trend towards more and better pastures continues with a corresponding decrease in the corn acreage. The corn yield per

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acre is definitely rising rapidly. Our county goal is 75 bushels per acre in 1955. Drought during the past two years was quite a hazard to the corn and pasture programs.

More contour strip cropping is needed in the county.

Better farm woodlot management is urgently needed.

Community Improvement Clubs were organized in the Catawba, Sossack and Wildwood communities during the year.

The County Board of Agriculture was re-organized in December of 1949 and is continuing to function. It meets at least once each year to plan the Extension program.

The cooperative artificial breeding program for dairy cattle in the county was definitely strengthened in 1952.

More and more farmers come to look upon the county agent as a consultant.

There is an increase in interest in 4-H Club work. Requests come from parents and other leaders in the communities as well as from 4-H members. We feel that this is the result of a good program in the county.

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 Roanoke

REPORT OF

Margaret R. Bookbinder
(Name) Home Demonstration Agent.

From Nov. 30, 1951, to Dec. 1, 1952

Jean Stally
Assistant Home Demonstration Agent.

From April 16, 1952, to Dec. 1, 1952

From _____, 19____ to _____, 19____

4-H Club Agent.

From _____, 19____ to _____, 19____

Assistant County Agent in charge of Club Work.

J. G. Reynolds
Agricultural Agent.

From Nov. 30, 1951, to Dec. 1, 1952

H. G. Morgan
Assistant Agricultural Agent.

From Mar. 1, 1952, to Dec. 1, 1952



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

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

NARRATIVE SUMMARY

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

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

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

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

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

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

STATISTICAL SUMMARY

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

Provision is made in the report form for each agent to report separately the teaching activities he or she conducts or participates in during the report year. County totals are the sum of the activities of all agents minus duplications where two or more agents engage in the same activity. For purposes of reporting, extension results or accomplishments are expressed in numbers of farmers or families assisted in making some improvement or definitely influenced to make a change. Such an improvement or change may be the outcome of any phase of the program for men, women, older rural youth, or 4-H Club boys and girls. Only the improvement or change taking place during the current year as the result of extension effort should be reported. Census type of information on the status of 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 by the extension field agent.		Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)
1. Months of service this year (agents and assistants).....		15 1/2		24	XXXXXXXXXX
2. Days devoted to work with adults ³		195 1/2		317	XXXXXXXXXX
3. Days devoted to work with 4-H Clubs, and young men and women (older youth) ⁴		140 1/2		257	XXXXXXXXXX
4. Days in office ⁵		143		149	XXXXXXXXXX
5. Days in field ⁶		193		427	XXXXXXXXXX
6. Number of farm or home visits made in conducting extension work ⁷		330		727	1057
7. Number of different farms or homes visited.....		240		424	664
8. Number of calls relating to extension work.....	(1) Office	384		1288	1672
	(2) Telephone	1479		2867	4346
9. Number of news articles or stories published ⁸		173		321	494
10. Number of bulletins distributed.....		2060		2495	4555
11. Number of radio talks broadcast or prepared for broadcasting.....		113		186	293
12. Training meetings held for local leaders or committeemen.....	(1) Adult work.....	(a) Number	14	4	18
		(b) Men		68	68
		(c) Women		18	519
	(2) 4-H Club and young men and women (older youth).....	(a) Number	501	18	519
	(b) Total attendance of leaders	8	22	30	
	(c) Total attendance of leaders	216	387	605	
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader-training meetings reported under Question 12).....	(1) Adult work.....	(a) Number	347	17	364
		(b) Total attendance	5050	244	5294
	(2) 4-H Club and young men and women (older youth).....	(a) Number	211	137	348
		(b) Total attendance	3452	3418	6868
14. Number of adult result demonstrations conducted.....		41		71	112
15. Meetings held at such result demonstrations.....	(1) Number	14		8	22
	(2) Total attendance	108		35	143
16. Tours conducted.....	(1) Adult work.....	(a) Number	5	5	10
		(b) Total attendance	85	95	180
(2) 4-H Club and young men and women (older youth).....	(a) Number			3	3
	(b) Total attendance			55	55
17. Achievement days held.....	(1) Adult work.....	(a) Number	1		1
		(b) Total attendance	325		325
(2) 4-H Club and young men and women (older youth).....	(a) Number			0	0
	(b) Total attendance			0	0

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

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

³ The sum of questions 2 and 3 should equal the sum of questions 4 and 5.

⁴ Do not count a single visit to both the farm and home as two visits.

⁵ Do not count items relating to notices of meetings only.

GENERAL ACTIVITIES—CONTINUED

18-52671-7

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)
18. Encampments held (report attendance for your county only) ³	(1) Farm women	(a) Number	1			1
		(b) Total members attending	12			12
		(c) Total others attending				
(2) 4-H Club and young men and women (older youth)	(a) Number	2		3	5	
	(b) Total boys attending			44	44	
	(c) Total girls attending	81			81	
	(d) Total others attending	5			5	
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number	57		147	204
		(b) Total attendance	4132		3755	7887
(2) 4-H Club and young men and women (older youth)	(a) Number	20		55	75	
	(b) Total attendance	1498		1273	2771	
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	15		31	46
		(b) Total attendance	222			222
	(2) 4-H Club and young men and women (older youth)	(a) Number	6			6
		(b) Total attendance	159			159

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

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

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

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

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

21. Total number of farms in county (1950 census)	7000	1442
22. Number of farms on which changes in practices have definitely resulted from the agricultural program		490
23. Number of farms involved in preceding question that were reached this year for the first time		50
24. Number of nonfarm families making changes in practices as a result of the agricultural program		276
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program		475
26. Number of farm homes involved in preceding question that were reached this year for the first time		143
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		650
29. Number of farm homes with 4-H Club members enrolled. (Related to question 178)		215
30. Number of other homes with 4-H Club members enrolled. (Related to question 179)		305
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)		980
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)		2580

EXTENSION ORGANIZATION AND PLANNING

33. County organization, association, or committee sponsoring extension work. This may include agricultural councils, home demonstration councils, and 4-H councils, or similar advisory committees. It may also include farm and home bureaus and extension associations in those States where such associations are the official or quasi-official agency in the county cooperating with the college in the management or conduct of extension work:
- | | | | |
|--|--|-------------------------|------------|
| (a) Over-all or general..... | (1) Name <u>Co. Board of Agriculture</u> | (2) No. of members..... | <u>17</u> |
| (b) Agricultural..... | (1) Name <u>Ag. - Home Demon. - Bus. - Rec. papers</u> | (2) No. of members..... | <u>450</u> |
| (c) Home demonstration..... | (1) Name <u>Co. Home Demonstration Committee</u> | (2) No. of members..... | <u>61</u> |
| (d) 4-H Club..... | (1) Name <u>4-H Council</u> | (2) No. of members..... | <u>126</u> |
| (e) Young men and women (older youth)..... | (1) Name <u>Rural Co. Ad. Stars</u> | (2) No. of members..... | <u>20</u> |
34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):
- | | | | | | | | |
|-----------------------|-----------|-----------------------------|----------|-------------------|----------|--|--|
| (a) Agricultural..... | <u>17</u> | (b) Home demonstration..... | <u>9</u> | (c) 4-H Club..... | <u>1</u> | (d) Young men and women (older youth)..... | |
|-----------------------|-----------|-----------------------------|----------|-------------------|----------|--|--|
35. Total number of communities in county. (See definition of a community, item 1, on back cover.) (Do not include number of neighborhoods)..... 14
36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees..... 14
37. Number of clubs or other groups organized to carry on adult home demonstration work..... 27
38. Number of members in such clubs or groups..... 630
39. (a) Covered under question 173. (b) Covered under question 185.
40. Combined with question 41.
41. Number of different voluntary local leaders, committeemen, or neighborhood leaders actively engaged in forwarding the extension program.
- | | | | | | | | |
|---------------------|----------------|------------|---|----------------|-----------|---------------------------|-----------|
| (a) Adult work..... | (1) Men..... | <u>106</u> | (b) 4-H Club and work with young men and women (older youth)..... | (1) Men..... | <u>10</u> | (3) Older club boys..... | <u>9</u> |
| | (2) Women..... | <u>345</u> | | (2) Women..... | <u>47</u> | (4) Older club girls..... | <u>17</u> |

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (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..... | <u>17</u> | (2) Women..... | <u>3</u> | (3) Youth..... | <u>1</u> |
| (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men..... | <u>5</u> | (2) Women..... | | | |
44. Number of communities with agricultural planning committee (over-all planning).....
45. Number of members of such community planning committees: (a) Men..... (b) Women..... (c) Youth.....
46. Was a county committee report prepared and released during the year? (a) Yes..... (b) No.....

47. Days devoted to line of work by—	Extension organization and planning* (a)	County agricultural planning† (b)	Total (c)
			(1) Home demonstration agents.....
(1) Home demonstration agents.....			<u>103</u>
(2) 4-H Club agents.....			
(3) Agricultural agents.....			<u>108 1/2</u>
(4) State extension workers.....			<u>5</u>
48. Number of planning meetings held.....	(1) County.....		<u>12</u>
	(2) Community.....		<u>67</u>
49. Number of unpaid voluntary leaders or committeemen assisting this year.....			<u>286</u>
50. Days of assistance rendered by voluntary leaders or committeemen.....			<u>1240</u>

* Where extension program planning and county agricultural planning (over-all planning) have been completely merged into a single year-long 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). 16-50074-7

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

Include all work with adults, 4-H Club members, and young men and women (older youth)	Corn (a)	Wheat (b)	Other cereals (c)	Legumes (d)	Pastures (e)	Cotton (f)	Tobacco (g)	Potatoes and other vegetable (h)	Fruits (i)	Other crops (j)
51. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	25	9 1/2	2	9	50 1/2	0	0	48	38 1/2	5
(4) State extension workers	2				3			3	7	
52. Number of communities in which work was conducted this year	10	7	2	10	14			14	10	
53. Number of voluntary local leaders or committeemen assisting this year	13	3	3	7	75			20	6	
54. Number of farmers assisted this year in—										
(1) Obtaining improved varieties or strains of seed	25	10	6	40	110			125	12	
(2) The use of lime	25	10	6	40	110			125	12	
(3) The use of fertilizers	25	10	6	40	110			125	12	
(4) Controlling plant diseases	0	2	0	25	15			140	100	
(5) Controlling injurious insects	20	2	0	17	8			200	110	
(6) Controlling noxious weeds	5	0	0	8	8			15	2	
(7) Controlling rodents and other animals	10	10	5	0	0			12	70	

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

Include all work with adults, 4-H Club members, and young men and women (older youth)	Dairy cattle (a)	Beef cattle (b)	Sheep (c)	Swine (d)	Horses and mules (e)	Poultry (including turkeys) (f)	Other livestock ¹ (g)
55. Days devoted to line of work by—							
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents	37 1/2	49	7 1/2	33	0	54 1/2	3
(4) State extension workers	9	5				6	
56. Number of communities in which work was conducted this year	14	14	2	14		14	6
57. Number of voluntary local leaders or committeemen assisting this year	20	12	0	0		4	
58. Number of breeding circles or clubs or improvement associations organized or assisted this year	3	3	1	1		1	
59. Number of members in such circles, clubs, or associations	170	30	10	30		15	
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals	6	0	0	0		12	
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males	12	25	3	2			
(2) Obtaining purebred or high-grade females	10	20	0	0			
(3) Obtaining better strains of baby chicks (including hatching eggs)	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	5	xxxxx
(4) Improving methods of feeding	50	20	0	20		30	
(5) Controlling external parasites	100	70	2	25		35	
(6) Controlling diseases and internal parasites	35	20	4	25		20	
(7) Controlling predatory animals	0	0	0	0		0	

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

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CONSERVATION OF NATURAL RESOURCES¹

	Soil and water (a)	Forestry (b)	Wildlife (c)
<p>62. Days devoted to line of work by—</p> <p>(1) Home demonstration agents.....</p> <p>(2) 4-H Club agents.....</p> <p>(3) Agricultural agents.....</p> <p>(4) State extension workers.....</p>			
	6	2 1/2	1
63. Number of communities in which work was conducted this year.....	7	2	1
64. Number of voluntary local leaders or committeemen assisting this year.....	1	0	0
Soil and Water—Continued		Forestry—Continued	
65. Number of farmers assisted this year—		67. Number of farmers assisted this year—	
(a) With problems of land use.....	35	(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings).....	0
(b) In the use of crop rotations.....	100	(b) In making improved thinnings, weedings or pruning of forest trees.....	5
(c) With strip cropping.....	10	(c) With selection cutting.....	0
(d) In constructing terraces.....	0	(d) With production of naval stores.....	0
(e) In grassing waterways or otherwise preventing or controlling gullies.....	12	(e) With production of maple-sirup products.....	0
(f) With contour farming of cropland.....	15	(f) In timber estimating and appraisal.....	0
(g) In contouring pasture or range.....	5	68. Number of farmers cooperating this year in prevention of forest fires.....	1442
(h) In the use of cover or green-manure crops.....	35		
(i) In otherwise controlling wind or water erosion.....	6	Wildlife—Continued	
(j) In summer-fallowing.....	0	69. Number of farmers assisted this year—	
(k) In making depth-of-moisture tests.....	0	(a) In construction or management of ponds for fish.....	3
(l) With drainage.....	2	(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock.....	4
(m) With irrigation.....	5	(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders.....	0
(n) With land clearing.....	10	(d) With other plantings for food and protection in wild-life areas.....	1
66. Number of farmers—			
(a) In soil-conservation districts which were assisted with education for organization or operations this year.....	20		
(b) Assisted in arranging for farm-conservation plans this year.....	10		
(c) Assisted in doing work based on definite farm-conservation plans this year.....	15		

¹ Include nature study.

FARM MANAGEMENT

Include all work with adults, 4-H Club members, and young men and women (older youth)	Farm accounts, cost records, inventories, etc.	Individual farm planning, adjustments, tenancy, etc., other management problems	Farm credit (short and long time)	Outlook information
	(a)	(c)	(e)	(d)
70. Days devoted to line of work by—				
(1) Home demonstration agents				
(2) 4-H Club agents				
(3) Agricultural agents	7 1/2	2 1/2	0	2
(4) State extension workers				1
71. Number of communities in which work was conducted this year	14	7		10
72. Number of voluntary local leaders or committeemen assisting this year	0	0	0	0
73. Number of farm-survey records taken during the year—		75. Number of farmers assisted this year—Continued.		
(a) Farm business	0	(e) In getting started in farming, or in re-locating		12
(b) Enterprise	0	(f) With credit problems (debt adjustment and financial plans)		0
(c) Other	0	(g) In using "outlook" to make farm adjustments		100
74. Number of farmers assisted this year in keeping—		(h) With a farm-income statement for tax purposes		0
(a) Farm inventory	3	(i) With farm-labor problems		55
(b) General farm records	5	(j) In developing supplemental sources of income		12
(c) Enterprise records	3			
75. Number of farmers assisted this year—				
(a) In developing a farm plan only	25			
(b) In developing a farm and home plan	10			
(c) In analyzing the farm business	0			
(d) In improving landlord-tenant relations and leasing arrangements	0			

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Include all work with adults, 4-H Club members, and young men and women (older youth)	Price and trade policies (price, 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 works programs, etc.)
	(a)	(b)	(c)	(d)
76. Days devoted to line of work by—				
(1) Home demonstration agents				91
(2) 4-H Club agents				1
(3) Agricultural agents		4 1/2		1
(4) State extension workers		1		14
77. Number of communities in which work was conducted this year				16
78. Number of voluntary local leaders or committeemen assisting this year				3
79. Number of tours conducted this year to observe economic and social conditions in various land use areas				0
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				0
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural)				0
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year				12

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

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MARKETING AND DISTRIBUTION

	General	Grain and hay	Livestock and wool ¹	Dairy products	Poultry and eggs ¹	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment ²
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by—											
(1) Home demonstration agents.....											4 1/2
(2) 4-H Club agents.....											
(3) Agricultural agents.....		42	7 1/2	1 1/2	1	4					2
(4) State extension workers.....			4	1		1					1
84. Number of communities in which work was conducted this year.....		1	10	5	2	7					14
85. Number of voluntary local leaders or committeemen assisting this year.....			10			6					54
86. Number of new cooperatives ³ assisted in organizing during the year.....			1								
87. Number of established cooperatives ³ assisted during the year.....			3	3	2	2					
88. Number of members ³ in the cooperatives assisted during the year (questions 86 and 87).....			200	70	57	60					
89. Question discontinued.....	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
90. Number of farmers or families (not members of cooperatives) assisted during the year.....			18	13	15	13					350
91. Question discontinued.....	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
92. Number of private marketing and distributing agencies and trade groups assisted this year.....											12
93. Number of programs ³ pertaining to marketing agreements, orders, or surplus removal purchases assisted in or conducted this year.....											0
94. Number of marketing facilities improvement programs ³ participated in or conducted this year.....											5
95. Number of marketing surveys assisted with or conducted this year.....											0
96. Number of special merchandising programs ³ participated in or conducted this year.....											0
97. Number of consumer information programs ³ pertaining to marketing and distribution participated in or conducted this year.....											12
98. Number of programs ³ relating to marketing services and costs of distribution conducted this year.....											0
99. Number of programs ³ relating to transportation problems conducted this year.....											0
100. Number of programs ³ relating to the specific use of market information conducted this year.....											0
101. Number of other marketing programs ³ conducted this year (specify).....											0

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

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

³ Organized pieces of work.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with adults, 4-H Club members, and young men and women (older youth)	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102. Days devoted to line of work by—				
(1) Home demonstration agents	47			
(2) 4-H Club agents				
(3) Agricultural agents	1/2	11/2	5	13/2
(4) State extension workers	2			2
103. Number of communities in which work was conducted this year.	14	7	2	4
104. Number of voluntary local leaders or committeemen assisting this year.	55	2	0	9

The House, Furnishings, and Surroundings—Continued		Rural Electrification—Continued	
195. Number of families assisted this year in—		106. Number of ASSOCIATIONS organized or assisted this year to obtain electricity. (Report associations, not individual members)	0
(a) Constructing dwellings	14	107. Number of families assisted this year in—	
(b) Remodeling dwellings	12	(a) Obtaining electricity	
(c) Installing sewage systems	0	(b) Selection or use of electric lights or home electrical equipment	545
(d) Installing water systems	3	(c) Using electricity for income-producing purposes	15
(e) Installing heating systems	0	(d) Obtaining new or improved telephone service	0
(f) Providing needed storage space	15		
(g) Rearranging or improving kitchens	0		
(h) Improving arrangement of rooms (other than kitchens)	20	Farm Buildings—Continued	
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings	170	108. Number of farmers assisted this year in—	
(j) Selecting housefurnishings or equipment (other than electric)	525	(a) The construction of farm buildings	10
(k) Improving housekeeping methods	0	(b) Remodeling or repairing farm buildings	12
(l) Laundry arrangement	70	(c) Selection or construction of farm-building equipment	3
(m) Installing sanitary closets or outhouses	0	Farm Mechanical Equipment—Continued	
(n) Screening or using other recommended methods of controlling flies or other insects	0	109. Number of farmers assisted this year in—	
(o) Improving home grounds	45	(a) The selection of mechanical equipment	2
(p) Planting windbreaks or shelter belts	0	(b) Making more efficient use of mechanical equipment	23
		110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year.	23
		111. Number of gin stands assisted this year in the better ginning of cotton.	0

NUTRITION AND HEALTH

Include all work with adults, 4-H Club members, and young men and women (older youth)	Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by—				
(1) Home demonstration agents	4	8½	29	21
(2) 4-H Club agents				
(3) Agricultural agents	2			9
(4) State extension workers			1	
113. Number of communities in which work was conducted this year	14	14	14	14
114. Number of voluntary local leaders or committeemen assisting this year	0	10	61	18
115. Number of families assisted this year—				
(a) In improving diets				830
(b) With food preparation				830
(c) In improving food supply by making changes in home food production—				
(1) Of vegetables				50
(2) Of fruits				
(3) Of meats				
(4) Of milk				
(5) Of poultry and eggs				10
(6) Total of subitems (1) through (5) minus duplications due to families making changes in production of more than one kind of food				60
NOTE.—This total should not be less than the largest subitem.				
(d) With home butchering, meat cutting or curing				115
(e) With butter or cheese making				
(f) With food-preservation problems in—				
(1) Canning				100
(2) Freezing				75
(3) Drying				
(4) Storing				100
(5) Total of subitems (1) through (4) minus duplications due to families using more than one method of preserving				275
NOTE.—This total should not be less than the largest subitem.				
(g) In producing and preserving home food supply according to annual food-supply budget				0
(h) In canning according to a budget				0
(i) With child-feeding problems				350
(j) In the prevention of colds and other common diseases				0
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				0
(l) With first aid or home nursing				0
(m) In removing fire and accident hazards				310
116. Number of schools assisted this year in establishing or maintaining hot school lunches				2
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				0

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34
34

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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	4		2		1 Acres
139. Other cereals	0		0		Acres
140. Peanuts	0		0		Acres
141. Soybeans, field peas, alfalfa, and other legumes	0		0		Acres
142. Soil and water conservation	0		0		Acres
143. Potatoes, Irish and sweet	1		1		1/4 Acres
144. Cotton	0		0		Acres
145. Tobacco	0		0		Acres
146. Fruits	3		3		42 Acres
147. Home gardens	81	3	31	0	1/2 Acres
148. Market gardens, truck and canning crops	0		0		Acres
149. Other crops (including pasture improvement)	0		0		Acres
150. Poultry (including turkeys)	33	1	2+20	1	28/6 Birds
151. Dairy cattle	20	3	15	13	16 Animals
152. Beef cattle	13	1	10	1	31 Animals
153. Sheep	1		1		1 Animals
154. Swine	34	6	19	4	139 Animals
155. Horses and mules	0		0		Animals
155a. Rabbits	19		8		202 Animals
156. Other livestock	0		0		Animals
157. Bees	0		0		Colonies
158. Beautification of home grounds	8		5		XXXXXXXXXXXXXXX
159. Forestry	1		0		2 Acres
160. Wildlife and nature study (game and fur animals)	0		0		XXXXXXXXXXXXXXX
161. Agricultural engineering, farm shop, electricity, tractor	33	8	25	8	12 Articles made 110 Articles repaired
162. Farm management	0		0		XXXXXXXXXXXXXXX
163. Food selection, preparation, and/or baking	0	136	0	121	2150 Meals planned 1175 Meals served
164. Food preservation. (Include frozen foods)	0	35	0	35	5435 Quarts canned
165. Health, home nursing, and first aid	0	0	0		2480 Quarts frozen ¹
165a. Child care	0	0	0		12 Pounds frozen ¹
166. Clothing	0	64	0	64	212 Garments made 12 Garments remodeled
167. Home management (housekeeping)	0	0	0		Units
168. Home furnishings and room improvement	0	8	0	8	11 Rooms
169. Home industry, arts and crafts	0		0		65 Articles
170. Junior leadership	0		0		Articles
171. All others	229	265	143	161	XXXXXXXXXXXXXXX
172. Total (project enrollment and completion)	480	530	284	281	406 XXXXXXXXXXXXXXX

¹Enter frozen foods as quarts or pounds. Do not duplicate entries by converting quarts to pounds or pounds to quarts.

4-H CLUB MEMBERSHIP¹

174. Number of 4-H Clubs (do not count the same club more than once)..... 18
 175. Number of different 4-H Club members enrolled..... (a) Boys: 245 (b) Girls: 349
 175. Number of different 4-H Club members completing..... (a) Boys: 189 (b) Girls: 261
 176. Number of different 4-H Club members in school..... (a) Boys: 245 (b) Girls: 349
 177. Number of different 4-H Club members out of school..... (a) Boys: 0 (b) Girls: 0
 178. Number of different 4-H Club members from farm homes..... (a) Boys: 101 (b) Girls: 152
 179. Number of different 4-H Club members from nonfarm homes..... (a) Boys: 144 (b) Girls: 197

Number of Different 4-H Club Members Enrolled:

180. By years	Boys	Girls	181. By ages	Boys	Girls
	(a)	(b)		(c)	(d)
1st year	125	171	10 and under	46	69
2d	78	76	11	64	65
3d	26	60	12	54	72
4th	9	21	13	44	55
5th	3	13	14	24	44
6th	2	8	15	6	19
7th	2		16	6	16
8th			17	1	5
9th			18		1
10th and over			19		2
			20 and over		1

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—
 (a) Judging..... 172 (f) Fire and accident prevention..... 494
 (b) Giving demonstrations..... 399 (g) Wildlife conservation.....
 (c) Recreational leadership..... 10 (h) Keeping personal accounts..... 10
 (d) Music appreciation..... 25 (i) Use of economic information.....
 (e) Health..... (j) Soil and water conservation.....
 (k) Forestry.....
 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..... 18

WORK WITH YOUNG MEN AND WOMEN (OLDER RURAL YOUTH)

(Do not include work with 4-H Clubs)

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

A. Extension organized groups of young men and women:

185. Number of such groups worked with during the year..... 1
 186. Membership in such groups { (a) Number of different young men..... 18
 (b) Number of different young women..... 12
 187. Distribution of these members by school and marital status and age groupings.
 The sum of (1) a+b+c=the sum of d+e+f=186 (a). Also the sum of (2) a+b+c=the sum of d+e+f=186 (b).

	In school (a)	Out of school		Under 21 years (d)	21-24 years (e)	25 years and older (f)
		Unmarried (b)	Married (c)			
(1) Young men	1	2	5	1	2	5
(2) Young women	1	2	9	3		9

188. Number of meetings these extension organized groups held..... 2
 189. Total attendance at such meetings..... 25

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

190. Number of such groups assisted during the year..... 8
 191. Number in such groups { (a) Different young men..... 95
 (b) Different young women..... 139

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

192. Number of different individuals assisted { (a) Young men..... 0
 (b) Young women..... 0

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

193. Number of different young people worked with or assisted. (Total of questions 186, 191, and 192 minus duplication due to membership in both groups "A" and "B") { (a) Young men..... 103
 (b) Young women..... 151

194. Question discontinued.

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

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

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

MISCELLANEOUS

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

Include all work with adults, 4-H Club members, and young men and women (older youth)	Insects (1)	Geometrid insects ¹ (2)	All other work (3)
195. Days devoted to line of work by—			
(1) Home demonstration agents			7
(2) 4-H Club agents			
(3) Agricultural agents	1	7	4
(4) State extension workers			
196. Number of communities in which work was conducted this year		14	14
197. Number of voluntary local leaders or committeemen assisting this year			47

198. Question discontinued.

COOPERATION WITH OTHER FEDERAL AGENCIES

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

	Assistance to Youthwise (a)	U. S. D. A. Councils (b)	Farm Credit Administration (c)	Employment Service (d)	Production and Marketing Administration (e)	Soil Conserva- tion Service (f)	Farmers Bureau Administration (g)	Rural Electrifi- cation Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)	Other Agencies (k)
199. Days devoted to line of work by—											
(1) Home demonstration agents										2 1/2	6
(2) 4-H Club agents											
(3) Agricultural agents	3	6		6	8	8					
(4) State extension workers											
200. Number of communities in which work was conducted this year	4			3	14	4					14
201. Number of voluntary local leaders or committeemen assisting this year				0	0	1					25
202. Number of meetings participated in this year by extension workers	1	12		0	15	1				5	8

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

TERMINOLOGY

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

DEFINITIONS OF EXTENSION TERMS

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