

COOPERATIVE EXTENSION WORK
IN
AGRICULTURE AND HOME ECONOMICS
STATE OF VIRGINIA

UNITED STATES DEPARTMENT OF AGRICULTURE
BUREAU OF EXTENSION SERVICE
WASHINGTON, D. C.

EXTENSION SERVICE
COUNTY AGENT WORK

ANNUAL NARRATIVE REPORT

From December 1, 1942 to November 30, 1943

Name Chas. W. Young County Agent Headquarters Gloucester, Va.

Name _____ Asst. Co. Agt. _____

Name Erytheia C. Young Stenographer County Gloucester

Jan. 3, 1944

John L. Chantry
State Agent.

TABLE OF CONTENTS

	Page
COUNTY ORGANIZATION -----	1
TYPE OF FARMING -----	2
PROJECT ACTIVITIES -----	3
LIVESTOCK PRODUCTION (Pork) -----	4
LIVESTOCK PRODUCTION (Pork) -----	5
FARM & HOME UNIT DEMONSTRATION -----	6
GRAIN & FEED DEMONSTRATION -----	7
4-H Club WORK -----	8
4-H CLUB WORK -----	9
COOPERATION WITH FARM SECURITY -----	10

COUNTY ORGANIZATION

The Extension Work in Gloucester County is planned by a group of men and women selected from the Neighborhood Leaders from all sections of the county. This group of men and women is called the Advisory Board. The Advisory Board held three meetings this year. At the first meeting it was decided that our County Plan of Work would consist of Grain and Feed Crops, Livestock & Poultry, Home Gardens, Canning, Drying and Storing Fruits and Vegetables, Soil Improvement, Conservation of Natural Resources and Rural Sanitation.

There are eighteen communities in the county with forty Neighborhood Leaders. The Neighborhood Leaders are as near as possible in working distance to every farmer in his or her neighborhood. The farmers in the county get their information and instructions through the Neighborhood Leaders. Thus the Farm Agent is able to save time, gas and rubber. If there is work to be done or a demonstration to be given in a community the Neighborhood Leaders will notify all farmers to be ready. Thus the Neighborhood Leaders are greatly responsible for all work accomplished in their respective communities.

TYPE OF FARMING

The type of farming in Gloucester County is different from most counties. Most of the farms are small and most be devoted to small grains for food and feed, livestock and poultry for home and market and home gardens for home use and market.

There are about 120 farmers who grow watermelons, cantaloupes, green peas, snap beans and white potatoes for market. Over a period of years some of them have been successful in a small way. Hotbeds and cold frames are used to get an early start with their gardens in the spring. Some of the farmers order plants from Georgia and Florida in the early spring.

Most of the vegetables and fruits grown in the county for market are shipped to Washington, Baltimore and New York on trucks. There are some farmers who sell their fruits and vegetables in road-side markets. In one section of the county cucumbers are grown for a pickle company in West Point, Virginia. All the farmers try to provide food for the home and feed for the livestock before growing any for the market. The soil and climatic conditions in Gloucester are suitable for growing most all kinds of vegetables, grains, livestock and poultry. Many of the farmers devote much of their time during the winter months to fishing and oystering. The Negro farmers are providing themselves with a more wholesome diet since the war. This means better health and more efficient farm manpower. Estimates based on close observation and contact show that about 80 percent of the Negro farmers have poultry, 85 percent have horses, 90 percent have hogs, 40 percent have milch cows and more than 80 percent have home gardens. More than 80 percent of the Negro farmers in Gloucester County own their farms.

3

PROJECT ACTIVITIES

Gloucester County was not hit so hard by the drought as some of the other counties in the state. Small grains and feed crops in most sections were fair. Livestock and poultry production was reduced some due to poor feed.

In grain and feed crops we tried four demonstrations in four different sections of the county and our goal was to reach 120 families.

Livestock and poultry production there were four demonstrations and our goal was to reach 90 families.

In Home Gardening there were five demonstrations and our goal was to reach 200 families.

In Canning, Drying and Storing Fruits and Vegetables there were three demonstrations and our goal was to meet 50 families.

In Soil Improvement there were four demonstrations and our goal was to reach 110 families.

We had one demonstration community and one Farm & Home Unit Demonstration... through which we hope every farmer in the county was influenced.

Our goal was to reach 200 families through the AAA, 150 families through the Soil Conservation Service, 20 families through the Farm Security and 20 families through the Farm Credit.

LIVESTOCK PRODUCTION (Pork)

Among the outstanding enterprises adopted by the farmers of Gloucester County the production of pork for the farm family has been greatly improved in the last five years. This project was started in a small way in 1938. Substantial improvements have been made each year and now there are only a few families in the whole county that don't produce sufficient meat for the year.

An organized system of pork production was followed by all as near as possible. First the farmers were encouraged to breed or buy only the best pigs possible because "scrub" pigs don't make big hogs. After securing the pigs they were wormed, deloused, (if necessary) and immunized against cholera. Before 1938 the business of pork production was considered extremely hazardous because of the great toll exacted by cholera and worms. However, by worming and immunizing all the hogs every year we have been able to reduce these hazards to a minimum.

Proper sanitation has also added greatly to the production of pork in the county. In our community meetings we always tried to get the club members to understand that the hog is a very difficult animal to treat when affected by disease, and the breeder must adopt every means within his power to keep disease from the herd. With the hog an ounce of prevention is worth a pound of cure. The filthy, dirty hog lot provides an excellent breeding ground for disease germs and every effort was made to remove mud wallows and manure, to provide proper drainage and to close up cracks and corners where filth might accumulate. Disinfectants were also used freely and regularly. The most efficient and economical being the coal tar dips. In addition to these a mixture of one quart of crude carbolic acid to 20 parts of water following cholera. In case of any disease of an infectious nature, all bedding and manure were removed and burned and all loose boards and planks scraped and disinfected. At least once a year a general house cleaning where ever possible.

LIVESTOCK PRODUCTION (Pork)

Proper feeding has also added to the production of pork in the county. Corn is the principal feed given hogs in Gloucester. Experience has shown that there is little to be gained in the special preparation of corn for hog feeding. Shelling, grinding, soaking and cooking are usually unjustified in terms of increased gains. Better results have been obtained from corn by supplementing it with meat meal, tankage and milk. The farmers in Gloucester are now producing more economically their annual supply of pork.

During the month of September and October 880 hogs were inoculated for 300 families. The average weight of these hogs is estimated to be 300 pounds, totaling 264,000 pounds. By the end of the growing season they should gain 50 pounds each, adding 44,000 pounds and bringing the total to 308,000 pounds. These hogs have saved from contracting cholera and their total value is approximately \$40,040.00.

More than 320 of these 880 hogs were treated for worms which help them to gain weight.

GRAIN AND FEED DEMONSTRATION

James Washington, Woods X Roads, Virginia demonstrated this year what could be done with a small farm in growing grain and feed crops. His livestock on that farm, of 30 acres, consist of two horses, two milch cows, two brood sows, 200 laying hens and four hogs for his meat supply.

This year he had five acres seed to wheat, seven acres in corn, five acres in beans for market and hay and three acres in other small grains for feed. Mr. Washington reports that he has enough wheat, corn and hay for his family and livestock and some to sell. He butchered over 1200 pounds of meat from his four hogs. His wife canned enough fruits and vegetables to last the year from the Victory Garden. He cut and sold \$250.00 worth of pulp wood to cooperate with the war effort and sold enough eggs from his laying hens to buy his mother a washing machine. In different sections of the county other farmers are doing the same thing.

8

4-H CLUB WORK

During the year 1943 we had six organized 4-H Clubs with a membership of 142 of which 79 were boys and 63 girls. The club projects were as follows: Corn 7, Irish Potatoes 9, Gardens 67, Poultry 59, Breeding Pig 1, and Fat Pig 3.

The number of club members completing projects	129
Total income from projects -----	\$6350.
Total cost of projects -----	3315.
Total profit -----	3035.

The total projects consisted of 25½ acres of land and 5013 head of poultry and livestock. There were 39 meetings held this year with an attendance of 385.

In addition to the regular project work a large part of the time was devoted to recreation and citizenship training.

Arthur Emerson, a club member from the James Store 4-H Club grew watermelons for his project. It wasn't easy going for him. He had to have fertilizer of some kind and he had to use the one horse that his father had when his father was not plowing him. Emerson didn't have the money to buy commercial fertilizer so he was able to scarp up enough barnyard manure and leaf mold from the woods to put a light application under each hill.

Emerson grew these melons near the road and sold the whole crop without having to deliver a single one. He grew ½ acre. The crop sold for \$76.00. The expenses was \$19.50 making a net profit of \$56.50. He plans to grow an acre next year. He bought a \$19.50 bond.

9

4-H CLUB WORK

Our records show that there are ten former 4-H Club members serving with the armed forces. Four of these boys are doing over sea duty, seven are teaching school and sixteen are attending college. Two of our former club members are holding responsible positions on farms in the county for the duration.

COOPERATION WITH FARM SECURITY

The lack of modern machinery and and money to operate on have been a great hold back to many of the farmers in Gloucester County. Through the local Farm Security office the club members of the Woods X Road community were able to purchase a tractor. The tractor is operated by Roswell Chapman, one of the neighborhood leaders in that community. Mr. Chapman's latest report shows that 860 acres of land were plowed during the year. Of this 860 acres of land 325 acres were seeded to soy beans, 350 to wheat, rye, oats and barley and 185 acres were seeded to corn and other crops. In Woods X Roads community alone 47% more land was seeded to soybeans and 30% more land was seeded to small grain and hay crops.

After completing all the work around Woods X Roads Mr. Chapman had all the work he could in other sections in the county. This tractor has made it possible for many of the Negro farmers in Gloucester to greatly aid the war effort by increasing food production.

Other loans to Negro farmers from the Farm Security consist of eight horses for farming and seven milck cows.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service
Washington, D. C.

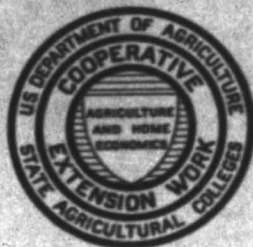
COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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 Gloucester

REPORT OF

..... (Name) / Home Demonstration Agent.	From to 194..
..... Assistant Home Demonstration Agent.	From to 194..
..... 4-H Club Agent.	From to 194..
..... Assistant County Agent in charge of Club Work.	From to 194..
<u>Chas. W. Young</u> Agricultural Agent.	From <u>Dec 1, 1942</u> to <u>Nov 30, 1943</u>
..... Assistant Agricultural Agent.	From to 194..



READ SUGGESTIONS, PAGES 2 AND 16

Approved: Dec. 15, 1943

John L. Chastey
State Agent

Date _____ State Extension Director.

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

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

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

From four to six copies of the annual report should be made, depending upon the number required by the State office: One copy for the county official, 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 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. Certain types 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 summary 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 ¹ (b)	Agricultural agents (c)	County total ² (d)
1. Months of service this year (agents and assistants)			12	XXXXXXXXXX
2. Days devoted to work with adults ³			211	XXXXXXXXXX
3. Days devoted to work with 4-H Clubs and older youth ³			26	XXXXXXXXXX
4. Days in office ³			28	XXXXXXXXXX
5. Days in field ³			209	XXXXXXXXXX
6. Number of farm or home visits made in conducting extension work ⁴			1600	
7. Number of different farms or homes visited			617	
8. Number of calls relating to extension work	(1) Office (2) Telephone		1565	
			1627	
9. Number of news articles or stories published ⁵			6	
10. Number of bulletins distributed			3500	
11. Number of radio talks broadcast or prepared for broadcasting			13	
12. Training meetings held for local leaders or committeemen	(1) Adult work	(a) Number	69	
		Total attendance of:		
		(b) Men leaders	40	
(2) 4-H Club and older youth	(a) Number	(a) Number	6	00
		Total attendance of:		
		(b) Leaders	27	
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	1	
		Total attendance		10
		(b) Total attendance	10	
(2) 4-H Club and older youth	(a) Number	(a) Number	1	
		Total attendance		16
		(b) Total attendance	16	
14. Number of adult result demonstrations conducted			1	
15. Meetings held at such result demonstrations	(1) Number	(1) Number	1	
		(2) Total attendance	16	
16. Tours conducted	(1) Adult work	(a) Number		
		(b) Total attendance		
	(2) 4-H Club and older youth	(a) Number		
		(b) Total attendance		
17. Achievement days held	(1) Adult work	(a) Number		
		(b) Total attendance		
	(2) 4-H Club and older youth	(a) Number		
		(b) Total attendance		

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

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)
18. Encampments held (report attendance for your county only) ³	(1) Farm women	(a) Number				
		(b) Total members attending				
		(c) Total others attending				
	(2) 4-H Club and older youth	(a) Number				
		(b) Total boys attending				
		(c) Total girls attending				
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number				
		(b) Total attendance			67	
	(2) 4-H Club and older youth	(a) Number			2	
		(b) Total attendance			30	
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			5	
		(b) Total attendance			60	
	(2) 4-H Club and older youth	(a) Number			4	
		(b) Total attendance			45	

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 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)	571
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	395
23. Number of farms involved in preceding question which were reached this year for the first time	10
24. Number of nonfarm families making changes in practices as a result of the agricultural program	
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	
26. Number of farm homes involved in preceding question that were reached this year for the first time	
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	
28. Number of other homes involved in preceding question that were reached this year for the first time	
29. Number of farm homes with 4-H Club members enrolled	130
30. Number of other homes with 4-H Club members enrolled	
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	525
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	

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	(2) No. of members	
(b) Agricultural	(1) Name <u>County Advisory Board</u>	(2) No. of members	<u>30</u>
(c) Home demonstration	(1) Name	(2) No. of members	
(d) 4-H Club	(1) Name <u>4-H Council</u>	(2) No. of members	<u>18</u>
(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	(b) Home demonstration	(c) 4-H Club	(d) Older youth
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35. Total number of communities in county. (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.

38. Number of members in such clubs or groups.

39. (a) Number of 4-H Clubs. (See question 173.) (b) Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth. (See question 185.) 6 XXXXXXXXXX

40. Number of neighborhood and community leaders in the neighborhood-leader system. 40

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

(a) Adult work	(1) Men <u>15</u>	(b) 4-H Club and older youth work	(1) Men <u>8</u>	(3) Older club boys <u>8</u>
	(2) Women <u>22</u>		(2) Women <u>10</u>	(4) Older club girls <u>8</u>

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service

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

(a) Unpaid lay members:	(1) Men	(2) Women	(3) Youth
(b) Paid representatives of public agencies or other agencies, or of organizations:	(1) Men	(2) Women	

44. Number of communities with agricultural planning committee (over-all planning)

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

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

	Extension organization and planning ¹ (a)	County agricultural planning ¹ (b)	Total ¹ (c)
47. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents			<u>25</u>
(4) State extension workers			
48. Number of planning meetings held	(1) County	(2) Community	
			<u>20</u>
49. Number of unpaid voluntary leaders or committeemen assisting this year			<u>40</u>
50. Days of assistance rendered by voluntary leaders or committeemen			<u>37</u>

¹ Where extension program planning and county agricultural planning (over-all planning) have been completely merged into a single program-planning activity, only column (c) should be filled out. Where extension program planning is the only planning activity, the entries in columns (a) and (c) will be identical. In all other cases column (c) is the sum of columns (a) and (b). Where extension 16-2074-2

CROP PRODUCTION (other than for family food supply)

Include 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) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	2							60		
(4) State extension workers										
52. Number of communities in which work was conducted this year	10							11		
53. Number of voluntary local leaders or committeemen assisting this year	5									
54. Number of houses assisted this year in—										
(1) Obtaining improved varieties or strains of seed	15							30		
(2) The use of lime								10		
(3) The use of fertilizers										
(4) Controlling plant diseases										
(5) Controlling injurious insects								24		
(6) Controlling noxious weeds										
(7) Controlling rodents and other animals										

LIVESTOCK PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Dairy cattle (a)	Beef cattle (b)	Sheep (c)	Pigs (d)	Horses and mules (e)	Poultry (including turkeys) (f)	Other livestock (g)
55. Days devoted to line of work by—							
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents				50	4	25	5
(4) State extension workers							
56. Number of communities in which work was conducted this year				11	10	11	5
57. Number of voluntary local leaders or committeemen assisting this year					5	15	5
58. Number of breeding circles or clubs or improvement associations organized or assisted this year							
59. Number of members in such circles, clubs, or associations							
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals							
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males							
(2) Obtaining purebred or high-grade females							
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	8	XXXXX
(4) Improving methods of feeding						7	
(5) Controlling external parasites				150	10		5
(6) Controlling diseases and internal parasites				65			
(7) Controlling predatory animals							

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

CONSERVATION OF NATURAL RESOURCES

Include all work with adults, 4-H Club members, and older youth	Soil management (a)	Forestry (b)	Wildlife conservation (c)
62. Days devoted to line of work by--			
(1) Home demonstration agents.....			
(2) 4-H Club agents.....			
(3) Agricultural agents.....	15	3	
(4) State extension workers.....			
63. Number of communities in which work was conducted this year.....	12	3	
64. Number of voluntary local leaders or committeemen assisting this year.....	6	1	

Soil Management—Continued

65. Number of farmers assisted this year—	
(a) With problems of land use based on soil types.....
(b) In the use of recommended crop rotations.....	40
(c) With strip cropping.....
(d) In constructing terraces.....
(e) In grassing waterways or otherwise preventing or controlling gullies.....
(f) With contour farming of cropland.....
(g) In otherwise controlling wind or water erosion.....
(h) In contouring pasture or range.....
(i) In the use of cover or green-manure crops.....	60
(j) In summer-fallowing.....	50
(k) In making depth-of-moisture tests.....
(l) With drainage.....	2
(m) With irrigation.....
(n) With land clearing.....	5
66. Number of soil-management associations organized or assisted during the year:	
(a) Legal soil-conservation districts.....
(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).....
(b) In making improved thinnings, weedings, or pruning of forest trees.....	2
(c) With selection cutting.....	5
(d) With production of naval stores.....
(e) With production of maple-sirup products.....
(f) In timber estimating and appraisal.....	10
68. Number of farmers cooperating this year in prevention of forest fires.....	65

Wildlife Conservation—Continued

69. Number of farmers assisted this year in making specific improvements for wildlife.....
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* Include nature study.

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and older youth	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
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by—											
(1) Home demonstration agents											
(2) 4-H Club agents											
(3) Agricultural agents			2		15	13		2			1
(4) State extension workers											
84. Number of communities in which work was conducted this year			5		6	8		3			2
85. Number of voluntary local leaders or committeemen assisting this year					3	6		1			
86. Number of new cooperatives ² assisted in organizing during the year											
87. Number of established cooperatives ² assisted during the year											
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87)											
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) ³	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year			2		10	15		10			2
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$	\$	\$ 900	\$	\$ 2000	\$ 3500	\$	\$ 3000	\$	\$	\$ 1500

92. Number of private marketing and distributing agencies and trade groups assisted this year _____
93. Number of programs² pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year _____
94. Number of marketing facilities improvement programs² participated in or conducted this year _____
95. Number of marketing surveys assisted with or conducted this year _____
96. Number of special merchandising programs² participated in or conducted this year _____
97. Number of consumer information programs² pertaining to marketing and distribution participated in or conducted this year _____
98. Number of programs² relating to marketing services and costs of distribution conducted this year _____
99. Number of programs² relating to transportation problems conducted this year _____
100. Number of programs² relating to the specific use of market information conducted this year _____
101. Number of other marketing programs² conducted this year (specify) _____

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

² Where a cooperative association serves more than one county, include only the membership and proportionate volume of business originating 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 older youth	The home, 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) 4-H Club agents.....				
(3) Agricultural agents.....	8		3	1
(4) State extension workers.....				
103. Number of communities in which work was conducted this year.....	10		3	2
104. Number of voluntary local leaders or committeemen assisting this year.....	4			

The Home, Furnishings, and Surroundings—Continued

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

Rural Electrification—Continued

106. Number of associations organized or assisted this year to obtain electricity.....	
107. Number of families assisted this year in—	
(a) Obtaining electricity.....	
(b) Selection or use of electric lights or home electrical equipment.....	
(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.....	3
(b) Remodeling or repairing farm buildings.....	15
(c) Selection or construction of farm-building equipment.....	

Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment.....	3
(b) Making more efficient use of mechanical equipment.....	
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year.....	5
111. Number of gin stands assisted this year in the better ginning of cotton.....	

NUTRITION AND HEALTH

Includes all work with adults, 4-H Club members, and 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				
(2) 4-H Club agents				
(3) Agricultural agents	20	15		
(4) State extension workers				
113. Number of communities in which work was conducted this year	10	10		
114. Number of voluntary local leaders or committeemen assisting this year	3	3		
115. Number of families assisted this year—				
(a) In improving diets				
(b) With food preparation				
(c) In improving food supply by making changes in home food production ¹				60
(1) Of vegetables				50
(2) Of fruits				10
(3) Of meats				60
(4) Of milk				10
(5) Of poultry and eggs				20
(d) With home butchering, meat cutting or curing				20
(e) With butter or cheese making				
(f) With food-preservation problems ¹				15
(1) Canning				15
(2) Freezing				
(3) Drying				
(4) Storing				15
(g) In producing and preserving home food supply according to annual food-supply budget				
(h) In canning according to a budget				
(i) With child-feeding problems				
(j) In the prevention of colds and other common diseases				
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				5
(l) With first aid or home nursing				
(m) In removing fire and accident hazards				10
116. Number of schools assisted this year in establishing or maintaining hot school lunches				
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				

¹ Sum of the subitems minus duplications due to families participating in more than one activity.

11

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.....			
	(2) 4-H Club agents.....			
	(3) Agricultural agents.....			
	(4) State extension workers.....			
119. Number of communities in which work was conducted this year.....				
120. Number of voluntary local leaders or committeemen assisting this year.....				

Home Management—Family Economics—Continued

121. Number of families assisted this year—
- (a) With time-management problems.....
 - (b) With home accounts.....
 - (c) With financial planning.....
 - (d) In improving use of credit for family living expenses.....
 - (e) In developing home industries as a means of supplementing income.....
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of—
- (a) Food.....
 - (b) Clothing.....
 - (c) Housefurnishings and equipment.....
 - (d) General household supplies.....
123. Number of families assisted this year through cooperative associations² or individually, with the buying of—
- (a) Food.....
 - (b) Clothing.....
 - (c) Housefurnishings and equipment.....
 - (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).....
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.....

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

Clothing and Textiles—Continued

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

Family Relationships—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.....
133. Number of communities assisted this year in improving community recreational facilities.....
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs.....
135. Number of communities assisted this year in establishing—
- (a) Club or community house.....
 - (b) Permanent camp.....
 - (c) Community rest rooms.....
136. Number of communities assisted this year in providing library facilities.....
137. Number of school or other community grounds improved this year according to recommendations.....

¹ The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 28.

² Includes question 122; also families buying through marketing cooperatives, organized or assisted, column (d), p. 9.

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)
138. Corn	7		5		10 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	9		5		3 Acres
144. Cotton					Acres
145. Tobacco					Acres
146. Fruits					Acres
147. Home gardens		67		50	12 Acres
148. Market gardens, truck and canning crops					Acres
149. Other crops					Acres
150. Poultry (including turkeys)	59		49		5000 Birds
151. Dairy cattle					Animals
152. Beef cattle					Animals
153. Sheep					Animals
154. Swine	4		4		13 Animals
155. Horses and mules					Animals
156. Other livestock					Animals
157. Bees					Colonies
158. Beautification of home grounds					XXXXXXXXXXXXXX
159. Forestry					Acres
160. Wildlife and nature study (rabbits, game, fur animals)					XXXXXXXXXXXXXX
161. Agricultural engineering, farm shop, electricity					{ Articles made Articles repaired
162. Farm management					XXXXXXXXXXXXXX
163. Food selection and preparation					{ Meals planned Meals served
164. Food preservation					Quarts canned
165. Health, home nursing, and first aid					XXXXXXXXXXXXXX
166. Clothing					{ Garments made Garments remodeled
167. Home management					Units
168. Home furnishings and room improvement					{ Rooms Articles
169. Home industry, arts and crafts					Articles
170. Junior leadership					XXXXXXXXXXXXXX
171. All others					XXXXXXXXXXXXXX
172. Total (project enrollment and completion)	79	67	63	50	XXXXXXXXXXXXXX

4-H CLUB MEMBERSHIP:

173 Number of 4-H Clubs. (Same as question 38) 6
 174 Number of different 4-H Club members enrolled 79 (a) Boys 67
 175 Number of different 4-H Club members completing 63 (a) Boys 50
 176 Number of different 4-H Club members in school 66 (a) Girls 39
 177 Number of different 4-H Club members out of school 13 (a) Girls 28
 178 Number of different 4-H Club members from farm homes 75 (a) Boys 67
 179 Number of different 4-H Club members from nonfarm homes. (a) Boys _____ (b) Girls _____

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	15	1	10 and under		
2d	20	27	11		
3d	27	21	12		
4th	17	18	13	14	11
5th			14	15	5
6th			15	8	11
7th			16	9	17
8th			17	22	14
9th			18	2	7
10th and over			19	3	2
			20 and over		

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

- (a) Judging 20 (f) Fire and accident prevention 50
- (b) Giving demonstrations 10 (g) Wildlife conservation _____
- (c) Recreational leadership _____ (h) Keeping personal accounts _____
- (d) Music appreciation _____ (i) Use of economic information _____
- (e) Health 15 _____

183. Number of 4-H Club members having health examination because of participation in the extension program 10
 184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs 15

WORK WITH OLDER RURAL YOUTH

186. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth (same as question 40) 20
 186. Membership in such groups 33 (a) Young men 33
 (b) Young women 0

187. Number of members by school status and sex

	In school		Out of school		Under 21 years (a)	21-24 years (a)	25 years and older (a)
	Unmarried (b)	Married (b)	Unmarried (b)	Married (b)			
(1) Young men	35		45		10	25	0
(2) Young women					14	31	

188. Number of meetings of older rural youth extension groups 5

189. Total attendance at such meetings 90

190. Number of other older rural youth groups assisted _____

191. Membership in such groups _____

192. Number of older rural youth not in extension or other youth groups assisted _____

193. Total number of different young people contacted through the extension program for older rural youth. (Questions 186, 191, and 192, minus duplicates) 35 (a) Young men 35
 (b) Young women 0

194. Check columns showing operations performed by—

(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	Under 10 percent of total youth												
							(a)	(b)	(c)	(d)									

* 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 15, unless designations due to the same boy or girl carrying on two or more independent lines of work. Do not include boys and girls enrolled late in the year in connection with the succeeding year's program.
 ‡ Same as footnote 1, except that reference is to completions 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 older youth	Bees (c)	General-footer insects ¹ (d)	All other work (e)
195. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents			5
(4) State extension workers			
196. Number of communities in which work was conducted this year			10
197. Number of voluntary local leaders or committeemen assisting this year			18

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

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 boards (a)	Civilian defense agency (b)	Employment service (c)	Agricultural Adjustment Agency (d)	Food Distribution 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										
(2) 4-H Club agents										
(3) Agricultural agents	5									
(4) State extension workers										
200. Number of communities in which work was conducted this year	10									
201. Number of voluntary local leaders or committeemen assisting this year										
202. Number of meetings participated in this year by extension workers	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. 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. *Formers (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 *F-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. *F-H Club members enrolled* are those boys and girls who actually start the work outlined for the year.
14. *F-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. (Duplicate letters should not be included.)
18. An *offer call* is a call in person by an individual or a group seeking agricultural or home-economic 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 mostly 16 to 25 years of age.