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ANNUAL NARRATIVE REPORT

of

EXTENSION WORK

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LOUISA COUNTY

VIRGINIA

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1930

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Dungan McKinsey

County Agricultural Agent.

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COUNTY AGENT ANNUAL REPORT

### County Extension Organization.

The county extension organization existing in the county up to the beginning of this year was known as the agricultural advisory board, and was a board composed of sixty-five farmers drawn from the various local centers. While much effective work has been accomplished with this type of organization, experience has shown that the group is too large and unwieldy and is not close enough to the actual work to be done. With the idea of working out a more efficient type of organization, the agent discussed the entire problem with the district agent and with the community organization specialist.

A further conference with these two, together with the executive committee of the advisory board led to a complete reorganization of the county extension organization. The first move in this plan was the selection by this conference of fifty-five outstanding farmers, who represented each locality in the county. These men were asked to attend a meeting at the county-seat, where the new plan was thoroughly discussed during an all-day meeting. According to this plan the county was divided into five large communities, the lines of which were defined by the farmers present. In each of these communities it was proposed to set up a community extension committee, which would undertake to carry on the county and community plans for extension work in that community.

A major project for extension activities was adopted at this meeting with the understanding that it would be offered to each community for its endorsement as a county-wide project. Five other projects were selected in the order of their importance in a county program, from which each community would be asked to select two. These two projects, with the county-wide one would make up the program for the community.

Following the county meetings, local meetings were held in each of the five communities. Fifteen to eighteen farmers of each community, previously selected by the county group, were asked to attend these meetings. At each of these meetings the county and community plans were discussed, community projects were selected, and members of the community committee elected. A personal visit to each of these members was made by the agent, usually accompanied by one or more members of the community group. The fact that these men had been selected by their friends and neighbors was, in most cases, the deciding factor in getting them to serve on the committee.

After the committees had been selected and each man had agreed to serve, a meeting of each committee was held. At these meetings the county and community plans were discussed in detail, methods of putting the plans into operation were thrashed out, duties were divided among committee members, the agent and other extension workers, and demonstrators were selected by the committee.

Among the activities of the community committee, working with the agent, might be listed securing demonstrators, for each of the county and community projects, giving publicity to all extension activities, erecting signs at demonstrations, assisting in the holding of field meetings and tours and securing records on demonstrations.

The new plan also includes the combining of these community committees into a county body, which will have for its objective, the planning of all county-wide programs. Chairmen of the five community committees compose the executive committee of the county body, and one of these men is county chairman.

The new set-up has worked very satisfactorily. The committees have worked hard to carry through the program and in spite of the severe drought some excellent results have been obtained. The fact that the program was planned by the farmer-group, committee members elected by it, and demonstrators selected by the committee, has made it a popular and workable plan. The members of the executive committee, through their constant touch with their respective communities, have been able to visualize the county program in its general and local aspects and to intelligently work and plan for a better agricultural system.

As a part of the county extension organization and working in complete harmony with it, the county 4-H Club council has developed a county program for 4-H club development which is putting club work on a progressive basis and is securing splendid results.

## Program of Work.

The program of work, as contemplated by the new plan of extension organization, proposed that in each of the five communities outlined by the organization, two demonstrations of the county-wide project and two each of the two community projects should be made. This plan meant the limiting of actual demonstrations to six in each community, or thirty in the county. This was rather a drastic change from the program of former years, when demonstrations numbered around 250.

The agent felt it would not be wise to make so sudden a change in methods of work. To do so would mean dropping a number of dairy and live stock, legume and pasture demonstrations which had been carried on through a term of years. A conference with the district agent resulted in the adoption of a plan whereby the agent would carry on the usual number of demonstrations with the understanding that the new work should at all times take first place and that everything should be done to make it succeed. This decision resulted in two programs of work, with the greatest emphasis on the new plan.

### A. Community Extension Committee Program.

The county-wide project, chosen by the first group meeting and endorsed by each community meeting was the development of the growing interest in dairying. This industry has had a very healthy development during the past three years. During that time the production of sour cream has grown from a total sales value of \$8,000.00 in 1927 to over \$24,000.00 in 1929. The communities felt that this work should be continued.

Five other projects chosen by the county group were submitted to each community group. These projects were corn, poultry, sheep, home gardens and hogs. The committee members were asked to select the two projects which, in their judgement, were the best suited for the upbuilding of their community. Projects were selected as follows:

Buckner	Dairy,	Poultry, Home Gardens.
Apple Grove	Dairy,	Poultry, Corn
Mineral	Dairy,	Poultry, Corn
Louisa	Dairy,	Poultry, Corn
Mechanicsville	Dairy,	Sheep, Corn

The principal objectives of these projects were:

Dairy: Two tons hay per cow, better pastures, balanced rations, pure bred sires  
Poultry: Summer feeding of pullets  
Corn: Production of 50 or more bushels per acre  
Gardens: Sufficient produce to supply family entire year  
Sheep: Docking and castration of lambs, stomach worm treatment

B. Agent's Supplementary Program.

Dairying:	Goals	Achievements
Organize herd improvement association with 20 members		Organized with other counties 11 members in county
Place six pure bred sires	6	4 placed
Better dairy management:		
Better feeding methods	50	47
Better pastures	16	16
Poultry:		
Better feeding methods	12	18
Sheep:		
Stomach worm control	12	16
Docking and castrating	35	24
Legumes:		
Alfalfa, start or under way	20	23
Sweet Clover, start or under way	10	10
Clovers, start or under way	40	32
Korean lespedeza, start	15	11
Crops:		
Corn, fifty bushel corn club	100	53
Wheat, use of certified seed	10	8
Tobacco, better fertilizers	10	14
4-H Club Work		
Organize 4-H Community Clubs	8	10
Enroll members	250	259
Corn		45
Garden		4
Pig		30
Dairy calves & Heifers		8
Sheep		4
Poultry		167
Delegates to Jamestown Camp	30	32
Delegates to State short course	5	16
Agricultural Engineering		
Farm home water supply systems		
Survey, plan, install	30	25 surveyed 5 installed

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## Project Activities and Results.

Activities in some cases and results in practically all of them have been adversely affected by the severe and long continued drought. In the first two months in the year there was a deficiency of rainfall and from March list on the drought increased in severity. The greater part of the county had only three days of rainfall between May 5th and October 25th, on which date the official rain gauge showed a deficiency since January last of 22 inches. Under such circumstances it was not possible to produce crops, while pastures were completely burned up, and water supplies exhausted. Demonstrations with cereals, legumes and pastures were effected to such an extent that it is impossible to show any definite results from the practices followed.

### 1. Corn.

Early in February the agent gave publicity through the newspapers and by circular to a proposed "fifty bushel corn club." Each farmer who enrolled agreed to try to grow fifty bushels of corn per acre on not less than five acres, to keep a record of cost and income and to exhibit ten ears at a county corn show. A circular describing recommended methods of production was sent each entrant, but it was not compulsory to use these methods.

Sixty-four farmers entered the contest, twenty-three of them using the methods outlined by the agent. Acreage was measured by two members of the local committee and a record started. In each of the four communities which adopted corn as a community project, two enrolled farmers were designated as demonstrators and publicity in that community was concentrated on them. During May, after planting, signs were erected at each of the demonstration plots by community committees.

After getting off to this good start the entire plan was wrecked by the drought, which injured the corn crop more than any other. ~~EE~~ Farms which last year produced 40 to 50 bushels per acre made yields of five to ten bushels this year. No field meetings were held, principally because there was nothing to see except burned and shriveled stalks. Fifty-three members reported yields which averaged  $7\frac{1}{2}$  bushels per acre, the largest yield being 22 bushels per acre. No attempt was made to hold a corn show.

### 2. Wheat.

For some time it has been felt that the county should produce more good seed wheat for its own use. To encourage this seed production eight farmers were enrolled as demonstrators, seed purchased through the agent and the crop sold locally. This crop was effected to some extent by the drought but fair crops were made and a total of 1280 bushels of good seed were produced.

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### 3. Legumes and Forage Crops.

Under the supervision of the agent alfalfa plantings made in 1928 and 1929 were topdressed this spring with 200 pounds of superphosphate and 50 pounds of potash, but the drought set in so early that even the first cutting was less than half the normal yield, while succeeding growth was not enough to cut. Sweet clover seeded in February was completely killed by the drought, while clovers seeded on wheat met the same fate.

Korean lespedza, seeded for the first time on eleven farms, showed a remarkable ability to withstand drought conditions. While none of the seedings made a normal growth, some growth was made during the entire season and some grazing was permissible. This crop has great promise here and more will be seeded in the future.

In the Green Spring section, where pasture demonstrations were made to show the value of topdressing with phosphate and potash, the drought set in very soon after applications were made and no results were seen until late in the Fall. In late November, after two heavy rains had broken the drought in this section, pastures revived to an astonishing extent and growth was so rapid that the section had the appearance of spring time. Under these circumstances the effects of the fertilizer applications were plainly visible, as it was possible to locate every treated section by the quicker and heavier growth of grass.

### 4. Home Gardens.

In the Buckner community, where home gardens was selected as a community project, two demonstration gardens were selected, prepared and planted under the supervision of the committee. These gardens produced a good supply of early vegetables, but the main object of the demonstrations, production of an all-year-round garden, was defeated by the drought conditions.

### 5. Agricultural Engineering.

A preliminary survey made in 1929 showed that there were very few farm homes in the county having adequate water supply systems. A discussion of this condition with the agricultural engineers at Blacksburg led to a request for a farm water supply survey for the county.

A publicity campaign was carried on through the month of April and late in the month a circular letter was sent to practically all farmers in the county asking them to send in requests if they wished a survey made. Twenty-seven cards were returned.

During the week of May 5th, an agricultural engineer, together with the agent, visited each of these farms, made a complete survey of the conditions, prepared a plan for an adequate water supply, surveyed lines and sources of supply, suggested the type of installation and estimated the cost. During the following months visits were made to each farm by the agent and additional help given where needed.

Here again the drought prevented a maximum of results. Sources of supply dwindled or disappeared, so that there was no supply to pipe to homes. Five systems were installed and have given satisfaction and there is every reason to believe that with a return to normal conditions the balance will be installed within the limit of three years set for the work.

## 6. Poultry.

Through the efforts of the community extension committees two demonstrators were secured in each of four communities to undertake the community poultry project, summer feeding of pullets. Demonstrations were started during the first two weeks in May, the pullets as they came from the brooders being put on open range, provided with open shed shelters and growing mash in self feeding hoppers. As a result of these methods the pullets on these farms went into winter quarters early in September in fine fat, healthy condition. They started laying early in October and to date have escaped the winter or neck molt. The results have been highly pleasing to the owners and to the communities and this method will be adopted very largely next year.

In addition to the community demonstrations the agent conducted ten demonstrations in better poultry management, including better housing, culling and better feeding methods.

## 7. Dairying.

This was the major project in the county this year. Dairy work is still in the pioneer stage in this county and farmers have to be taught many of the rudiments of the business, and in consequence it was not possible to select any single phase of the industry for special emphasis. In the ten community demonstrations farmers were asked to grow two tons of hay for each cow, provide better pastures, feed a balanced ration, eliminate boarder cows and use pure bred sires. Six of these demonstrators joined the herd record association, reference to which will be made later on. Four of them discarded scrub sires and secured pure breeds.

All fed balanced rations as suggested by the agent, using home grown feeds as far as possible. In all cases preparations were made for the production of the recommended quantity of hay and for improving pastures but these efforts were of little avail because of the drought conditions. Reports from the demonstrators show a production of a little less than one ton of hay per cow, but they also show that the emergency was met in four cases, through the advice of the agent, by the construction of silos to save the corn crop. Eleven non-producers were sold from these herds.

The agent's additional program included the continuation of the work with forty-three farmers with small herds. Rations were worked out at different times to fit the home grown feeds and to overcome as far as possible the drought conditions. Two silos were erected, emergency hay crops were seeded and a number of non-productive cows were weeded out.

A new cream route was worked up by the agent in cooperation with the dealer at Buskner and this route, with the three already in operation, completely cover the cream producing districts. Low butterfat prices, shortage of hay, feed and water have made the business less profitable than usually, but in spite of these handicaps the total income from butterfat exceeded by \$3,000.00 that of the year before. Sales of butterfat from the county this year amounted to over \$27,000.00. Most of the farms which produced this butterfat have been depending on tobacco for their principal income and the income from butterfat compares very favorably with seven cent tobacco.

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For the past two years the agent has been trying to work out a plan whereby the man with three to six cows could have the advantage of a herd improvement association. At the beginning of the year investigation was made of the new "mail order" plan of organization. This plan seemed so feasible that a meeting of agents from seven counties in Central Virginia, together with representatives of the dairy extension office, was held and plans perfected for starting the work in seven counties.

Enrollment was started in April, and while the membership was not as large as was expected, enough were signed to enable the association to make a start. Eleven members from this county were enrolled. The association has only been in existence six months, but members are already getting information of real value and are very appreciative of the service.

#### 8. Other Livestock.

The Mechanicsville community committee selected work with sheep as one of their community projects. Two community demonstrators were selected but the entire community adopted and carried out the methods advised for better results with sheep. On sixteen farms treatment for stomach worm control was carried through the summer season, in some cases three and in others four treatments being given. Members of the community committee were active in assisting with this work.

Twenty-four flock owners docked and castrated late lambs under the supervision of the agent or members of the committee. These lambs were sold at an average increase of one and a half cents per pound.

#### 9. 4-H Club Work.

Each year as more of our schools are consolidated our 4-H community clubs must be dissolved or re-organized. This year more than 80% of our membership is in the four consolidated school clubs, but clubs were organized in six small schools, making a total of ten clubs, which is four less than last year.

No increase in membership was made this year. Seventy-one new members were enrolled but seventy-two were lost through graduation, shift into vocational agriculture classes, removal, or other reasons.

In the crop club work, thirty-nine boys who completed work lost over \$350.00 through the effects of the drought. Live stock and poultry club members were not so badly affected by the drought although profits were cut to some extent, 181 members who completed projects showed a profit of \$2,649.41

This year we have been fortunate in securing the services of a really good leader for each of the organized clubs and the club work reflects their efforts. Three meetings were held for the training of these leaders.

Thirty members and two leaders attended the annual meeting at the Jamestown 4-H Club Camp, while sixteen boys and three leaders attended the State short course at Blacksburg. Four judging teams were trained and sent to Blacksburg.

#### Brought Relief Work.

Early in the month of May it was realized that the dry spell which had begun in late February would limit or destroy the clover and grass hay crop. This would mean a serious shortage of feed in the fall and winter months and to offset this possibility the agent advised farmers to seed emergency hay crops. A total of 3250 acres of soybeans, cowpeas or sudan grass were sown but the seeding failed to accomplish the purpose intended. There was no break in the drought and the emergency crops perished along with the others. In a number of cases the soybeans hung on, made a fair growth and furnished some grazing or hay, but the greatest part of the seeding failed to mature.

This drought, the worst the county has ever experienced, came on the heels of two rather dry years, during which hay production was cut very materially by drought. Because of this hay barns were empty or nearly so. By the middle of August, at which time there was a deficiency of seventeen inches in rainfall, crops of all kinds were parched, gardens were burned out, pastures brown and dead and the corn crop completely ruined. The situation had become so serious that the agent called a mass meeting of citizens to consider ways and means to handle the situation.

This meeting was held at the courthouse and was attended by more than 400 farmers and business men. After thoroughly discussing the situation a plan was prepared and submitted to the people of the county. This plan included and endorsed the proposals of the State drought relief commission and suggested that farmers should save all the cobs of the corn crop, conserve what feed and grain they had, dispose of the poorer grades of cattle and sheep and feed carefully so as to avoid waste.

The agent advised farmers to harvest the corn crop at once, cutting it into the silo where possible or shocking it in the field. This advice was followed quite generally, a number of silos were filled and quite a bit of corn was cut and shocked. The crop was not of much value, ears unfilled, stalks immature, blades burnt, but what could be saved was saved.

This meeting was followed by the organization of the county drought relief committee, of which the agent was a member. This committee has been at work ever since and has done what was possible to relieve the serious situation. On the advice of the agent the chairmen of the five community committees were made members of this commission. The community extension committees have been actively engaged in this relief work.

Immediately following the announcement of reduced freight rates on hay and feed and of the loan for purchase of seed and fertilizer, the agent called meetings of each community committee, explained both plans and asked that they undertake to secure publicity for them in their communities. The result of this work was that practically every farmer in the county was made acquainted with the possibilities of relief.

Prior to this time the agent has not had an office at the county seat because of the overcrowded condition there, but when the freight reduction and seed loans went into effect it became necessary for the agent to be at the county seat each day. In this emergency the board of supervisors cooperated by providing office space in the overcrowded court house, so that farmers could secure relief without inconvenience.

In addition to community meetings the agent attended all meetings of the county drought relief committee, the Red Cross, church organizations, and chamber of commerce, all of which were engaged in the work of relief. A survey was made to ascertain the number of farm families made destitute by the drought. This list, containing the names of 172 families, was turned over to the local Red Cross, which is preparing to care for these needy farm folks.

The agent granted permits for reduced rates on 28 cars of feed and 65 cars of hay, all of which were honored by the railroads. About half of these shipments were made on pooled orders through the agent, the balance through dealers. The dealers in this county have done all in their power to cooperate with the relief forces and there has not been a single instance of attempted profiteering on their part. It is estimated that the reduced freight rates meant a saving to our farmers of \$7,700.00

The agent received applications for seed and fertilizer loans from twenty-nine farmers. Loans amounting to \$2,760.00 were actually made to twenty-one farmers.

### COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

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

## ANNUAL REPORT OF COUNTY EXTENSION WORKERS

Revised July 7, 1930

This report form is to be used by county extension agents, such as county agricultural agent, home demonstration agent, club agent, and negro agent, reporting on their respective lines of work.

State Virginia County Louisiana  
 Report of Dwight McKinney County Agricultural Agent  
(Name) (Title)  
 From December 1, 1929 to November 30, 1930

If agent has not been employed entire year, indicate exact period. Agents resigning during the year should make out this report before quitting the service.

READ DEFINITIONS, PAGE 3



COUNTY AGENT ANNUAL REPORT

Approved: \_\_\_\_\_

Date \_\_\_\_\_

State or District Supervisor

Date \_\_\_\_\_

State Extension Director

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

The annual report should be a summary, with analysis and interpretations, for presentation to the people of the county, the State, and the Nation of the extension activities in each county for the year and the results obtained by the county extension agent, assisted by the subject-matter specialists. The making of such a report is of great value to the county extension agent and the people of the county in showing the progress made during the year as a basis for future plans. It is of vital concern also to the State and Nation as a measure of rural progress and a basis for intelligent legislation and financial support of extension work.

Separate statistical and narrative reports are desired from each leader of a line of work, such as county agricultural agent, home demonstration agent, boys' and girls' club agent, and negro agent, regardless of title. Where an assistant agent has been employed a part or all of the year, a report on 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. Where two or more agents are employed in a county, each a leader of a line of work, statistics should not be duplicated.

At least four copies of the annual report should be made: One copy for the county officials, one copy for the agent's files, one copy 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

The narrative report should summarize and interpret the outstanding results accomplished and the extension methods used, under appropriate subheadings, for each project. Every statement should be clear-cut, concise, forceful, and, where possible, reinforced with necessary data from the statistical summary. Use an interesting style of writing, giving major accomplishments first under each project. Give extension methods fully relating to outstanding results only, and where practicable illustrate with photographs, maps, diagrams, blue prints, or copies of charts and other forms used. Full credit should be given to all cooperating agencies. The lines should be single-spaced, with double space between the paragraphs, and reasonably good margins. The pages should be numbered in consecutive order.

The following outline is suggestive of how the narrative report may be clearly and systematically presented. Each agent should adapt the outline to the situation and the work to be reported.

#### SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT

- I. Cover and title page.
- II. Table of contents.
- III. Status of county extension organization.
  - (1) Form of organization—changes and development.
  - (2) Function of local people, committees, or project leaders in developing the program of work.
  - (3) General policies, including relationships to other organizations.
- IV. Program of work; listing goals set up, methods employed, and results achieved.
  - (1) Factors considered and methods used in determining program of work.
  - (2) Project activities and results.
 

<ol style="list-style-type: none"> <li>(a) Cereals.</li> <li>(b) Legumes and forage crops.</li> <li>(c) Potatoes, Irish.</li> <li>(d) Cotton.</li> <li>(e) Tobacco and other special crops.</li> <li>(f) Home gardens and home beautification.</li> <li>(g) Market garden and truck crops.</li> <li>(h) Fruits.</li> <li>(i) Forestry.</li> <li>(j) Rodents and miscellaneous insects.</li> <li>(k) Agricultural engineering and home engineering.</li> <li>(l) Poultry.</li> </ol>	<ol style="list-style-type: none"> <li>(m) Dairy.</li> <li>(n) Other livestock.</li> <li>(o) Farm management.</li> <li>(p) Marketing, farm and home.</li> <li>(q) Foods and nutrition.</li> <li>(r) Child training and care.</li> <li>(s) Clothing.</li> <li>(t) Home management.</li> <li>(u) Home furnishings.</li> <li>(v) Home health and sanitation.</li> <li>(w) Community activities.</li> <li>(x) Miscellaneous.</li> </ol>
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- V. Outlook and recommendations, including suggestive program of work for next year.
- VI. Summary of activities and accomplishments, preferably of one or two typewritten pages only, placed at the beginning or end of the narrative report.

## STATISTICAL SUMMARY

To supplement the narrative part of the report, and in order that comparable State and National summaries may be made, it is necessary to include a statistical summary of the work in each county. The following form has been prepared to insure uniformity of reporting:

## DEFINITIONS OF TERMS USED IN THIS REPORT

1. A program of work is a statement of the specific lines of extension work to be undertaken by the extension agent during a year or a period of years.
2. A plan of work is a definite outline of procedure for carrying out the different phases of the program of work. 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.
3. 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.
4. 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.
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, home maker, 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, or that the use of certified seed in growing potatoes is a good investment. 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 result demonstrator is an adult, boy, or girl who conducts a result demonstration as defined above.
7. A cooperator is a farmer or home maker 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.
8. 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.
9. 4-H Club members enrolled are those boys and girls who actually start the work outlined for the year.
10. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.
11. A demonstration meeting is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
12. A training meeting is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.
13. An office call is a call in person or by telephone by an individual or group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given.
14. 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.
15. Days in office should include time spent by the county extension agent in his office, extension conferences, and any other work directly related to office administration.
16. Days in field should include all days spent on official duty other than those spent in office.
17. Letters written should include all original letters on official business. (Duplicated letters should not be included.)
18. An extension school is a school usually of two to six days' duration, arranged by the extension service, where practical instruction is given to persons not resident at the college. An extension short course differs from an extension school in that it is usually held at the college or other educational institution and usually for a longer period of time.
19. 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.

## GENERAL ACTIVITIES

*Report Only This Year's Activities and Results that can be Verified*

1. List below the names, titles, and periods of service of the county extension agents whose work is included in this report.

*Dwight McKinsey* *Agricultural Agent* *12*  
(Name) (Title) (Months of service this year)

2. County extension organization or association.

(a) Name *Agricultural Advisory Board*

(b) Number of members (1) Men *35*  
 (2) Women

3. Number of communities in county where extension work should be conducted *5*

4. Number of above communities in which the extension program has been cooperatively worked out by extension agents and local committees *5*

5. Number of different voluntary county or community local leaders or committeemen actively engaged in forwarding the extension program.

(a) Adult work (1) Men *35*  
 (2) Women

(b) 4-H Club work (1) Men *1*  
 (2) Women *11*  
 (3) Older club boys *4*  
 (4) Older club girls *3*

6. Number of clubs or other groups organized to carry on adult home demonstration work

7. Members in above clubs or groups

8. Number of 4-H Clubs *10*

9. Number of different 4-H Club members enrolled (a) Boys *110*  
 (b) Girls *149*

10. Number of different 4-H Club members completing (a) Boys *92*  
 (b) Girls *129*

11. Number of members now enrolled in 4-H Club work for:

	1st Year	2d Year	3d Year	4th Year	5th Year and Over
(a) Boys	<i>26</i>	<i>35</i>	<i>46</i>		
(b) Girls	<i>45</i>	<i>56</i>	<i>48</i>		

12. Number of 4-H Club members according to age.

Age	10	11	12	13	14	15	16	17	18	19	20
Boys	<i>4</i>	<i>24</i>	<i>21</i>	<i>17</i>	<i>15</i>	<i>11</i>	<i>13</i>	<i>4</i>	<i>1</i>		
Girls	<i>9</i>	<i>16</i>	<i>23</i>	<i>19</i>	<i>36</i>	<i>25</i>	<i>13</i>	<i>8</i>			

\* 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 pages 1 to 20, less any duplications due to the same boy or girl carrying on two or more subject-matter lines of work.

## GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results that can be Verified

13. Number of 4-H Club members in school	253	Out of school	6	13
14. Number of 4-H Club teams trained	(a) Judging		4	14
	(b) Demonstration			
15. Number of groups organized for extension work with rural young people above the 4-H Club age				15
16. Members in above groups	(a) Young men			16
	(b) Young women			
17. Total number of farm visits <sup>1</sup> made in conducting extension work			964	17
18. Number of different farms visited			636	18
19. Total number of home visits <sup>2</sup> made in conducting extension work				19
20. Number of different homes visited				20
21. Number of calls relating to extension work	(a) Office		513	21
	(b) Telephone		16	
22. Number of days agent spent in office			50	22
23. Number of days agent spent in field			229	23
24. Number of news articles or stories published <sup>3</sup>			53	24
25. Number of individual letters written			733	25
26. Number of different circular letters prepared (not total copies mailed)			41	26
27. Number of bulletins distributed			780	27
28. Number of radio talks made				28
29. Number of events at which extension exhibits were shown				29
30. Training meetings held for local leaders or committeemen	(a) Adult work	(1) Number	1	30
		(2) Total men leaders attending	28	
		(3) Total women leaders attending		
(b) 4-H Club	(1) Number	3	31	
	(2) Total leaders attending	31		
31. Method demonstration meetings held (do not include meetings reported under No. 30)	(a) Number	(1) Number	2	31
		(2) Total attendance	12	
32. Meetings held at result demonstrations	(a) Number	(1) Number		32
		(2) Total attendance		
33. Tours conducted	(a) Number	(1) Number		33
		(2) Total attendance		
34. Achievement days held	(a) Adult work	(1) Number	1	34
		(2) Total attendance	45	
	(b) 4-H Club	(1) Number	1	
		(2) Total attendance	108	

<sup>1</sup> List as farm or home visit according to principal purpose of visit.<sup>2</sup> Include county and State press, agricultural journals, and home magazines. Do not count items relating to notices of meetings only.

## GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results that are to be Verified

25. Encampments held	(a) Farm women	(1) Number		35
		(2) Total members attending		
		(3) Total others attending		
26. Other meetings of an extension nature participated in and not previously reported	(b) 4-H Club	(1) Number	2	36
		(2) Total boys attending	23	
	(3) Total girls attending	23		
	(4) Total others attending	5		
27. Meetings held by local leaders or committeemen not participated in by agent and not reported elsewhere	(a) Adult work	(1) Number	112	37
		(2) Total attendance	7836	
2-212	(b) 4-H Club	(1) Number	3	37
		(2) Total attendance	12	

## PROGRAM SUMMARY

List below information on each subdivision of the program of work. Include under each heading all of the work done with men, women, boys, and girls. If an assistant agent has been employed include his or her time with that of the agent. This page should not be filled out until the questions on the following pages have been answered. Estimate where records are not available.

Line of work	Number of extension or other units participating	Number of leaders or committees meeting	Days spent or units held with line of work	Days spent or units held in line of work	Number of meetings held in relation to line of work	Number of news stories published	Number of circular letters issued	Number of farm or home visits made	Number of exhibits received	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
28. Cereals (page 8)	5	36		38		1	1	122	31	28
29. Legumes and forage crops (pages 9, 10)	5	35		25		2	1	101	24	29
40. Potatoes, Irish (page 11)										40
41. Cotton (page 11)										41
42. Tobacco and other special crops (page 11)	2	18		9		1		27	8	42
43. Home gardens and home beautification (page 12)	2	14		12		4	1	36	12	43
44. Market garden and truck crops (page 12)										44
45. Fruits (page 12)	2	7		4	2	1		14	4	45
46. Forestry (page 13)										46
47. Rodents and miscellaneous insects (page 13)										47
48. Agricultural engineering and home engineering (page 14)	5	16	5	16	1	4	2	58	21	48
49. Poultry (page 15)	5	36	1	38	4	4	2	126	38	49
50. Dairy (page 15)	5	35	5	52	5	6	4	177	46	50
51. Other livestock (page 15)	3	16		25	2	1	1	88	21	51
52. Farm management (page 16)	5	12		7	10	3	1	22	6	52
53. Marketing—farm and home (page 17)	5	36		8	2	1	2	29	8	53
54. Foods and nutrition (page 18)										54
55. Child training and care (page 19)										55
56. Clothing (page 20)										56
57. Home management (page 21)										57
58. House furnishings (page 22)										58
59. Home health and sanitation (page 23)										59
60. Community activities (page 24)	5	35			16	8	4		8	60
61. Miscellaneous (page 24)										61
62. Building extension program of work <sup>1</sup>	5	35	4	12	11	8	2		4	62
63. Organization—extension association and committee <sup>2</sup>	5	7		12		1		58	12	63
<del>Recent History</del>	<del>5</del>	<del>36</del>		<del>21</del>	<del>6</del>	<del>10</del>	<del>11</del>	<del>79</del>	<del>29</del>	

<sup>1</sup> Under "building the extension program" include all work incident to the collection of economic and social data as a basis for determining programs, the conducting of program surveys, and the outlining of county, district, and community programs. Do not include work related to the execution of programs, as this should be reported under the projects above.

<sup>2</sup> Under "organization" include all work incident to maintaining extension associations, agricultural councils, home demonstration councils, advisory committees, project committees, community committees, and the like not reported under building the extension program.











## FORESTRY

Report Only This Year's Extension Activities that are Supported by Records

95. Number of method demonstration meetings held.....	95
96. Number of adult result demonstrations completed or carried into the next year.....	96
97. Number of 4-H Club members enrolled.....	(a) Boys..... (b) Girls.....
98. Number of 4-H Club members completing.....	(a) Boys..... (b) Girls.....
99. Number of transplant beds cared for by club members completing.....	99
100. Number of acres farm wood lot managed by club members completing.....	100
101. Number of new forest or farm woodland areas planted according to recommendations.....	101
102. Acres involved in preceding question.....	102
103. Number of farms assisted in forest or wood-lot management.....	103
104. Acres involved in preceding question.....	104
105. Number of farms planting windbreaks according to recommendations.....	105
106. Number of farms following recommendations as to control of white-pine blister rust.....	106
107. Number of farms assisted in other ways relative to forestry (specify below).....	107

(Use space below for State questions not listed above)

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## RODENTS, OTHER ANIMAL PESTS, AND MISCELLANEOUS INSECTS

Report Only This Year's Extension Activities that are Supported by Records

(Do not include work reported under "Crop" and "Livestock" headings)

Item	00	01	02
	Rodents	Other animal pests	Insects
108. Number of method demonstration meetings held.....			108
109. Number of result demonstrations completed or carried into the next year.....			109
110. Pounds of poison used.....			110

## AGRICULTURAL AND HOME ENGINEERING

Report Only This Year's Extension Activities that are Supported by Grants

111. Number of method demonstration meetings held.....		111
112. Number of adult result demonstrations completed or carried into the next year.....	49	112
113. Number of 4-H Club members enrolled.....	(a) Boys..... (b) Girls.....	113
114. Number of 4-H Club members completing.....	(a) Boys..... (b) Girls.....	114
115. Number of farms following recommendations in installing drainage systems.....		115
116. Acres drained by such systems.....		116
117. Number of farms following recommendations in installing irrigation systems.....		117
118. Acres irrigated by such systems.....		118
119. Number of farms building terraces and soil-saving dams to control erosion according to recommendations.....		119
120. Acres on which soil erosion was so prevented.....		120
121. Number of farms clearing land of stumps or boulders according to recommended methods.....	1	121
122. Number of families assisted with house-planning problems.....	1	122
123. Number of dwellings constructed according to plans furnished.....	1	123
124. Number of dwellings remodeled according to plans furnished.....		124
125. Number of sewage-disposal systems installed according to recommendations.....	3	125
126. Number of water systems installed according to recommendations.....	4	126
127. Number of heating systems installed according to recommendations.....		127
128. Number of lighting systems installed according to recommendations.....	2	128
129. Number of farms on which buildings other than dwellings were constructed or remodeled this year according to plans furnished.....	17	129
	(a) Dairy barns.....	2
	(b) Hog houses.....	
130. Number of buildings involved in preceding question.....	(c) Poultry houses.....	11
	(d) Silos.....	6
	(e) Other.....	

(Use space below for State questions not listed above)

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## FARM MANAGEMENT, CREDIT, INSURANCE, AND TAXATION

Report Only This Year's Extension Activities that are Reported by Records

145. Number of method demonstration meetings held.....				145
146. Number of adult result demonstrations completed or carried into the next year.....				146
147. Number of 4-H Club members enrolled in account work.....	(a) Boys.....			147
	(b) Girls.....			
148. Number of 4-H Club members completing.....	(a) Boys.....			148
	(b) Girls.....			
149. Number of farms keeping farm accounts throughout the year under supervision of agent.....			7	149
150. Number of farms keeping cost-of-production records under supervision of agent.....			2121	150
151. Number of farms assisted in summarizing and interpreting their accounts.....				151
152. Number of farms assisted in making inventory or credit statements.....				152
153. Number of farm business or enterprise survey records taken during year.....				153
154. Number of farms making recommended changes in their business as result of keeping accounts or survey records.....			2	154
155. Number of other farms adopting cropping, livestock, or complete farming systems according to recommendations.....			4	155
156. Number of farms advised relative to leases.....				156
157. Number of farms assisted in obtaining credit.....			33	157
158. Number of different farms assisted in using outlook or other timely economic information as a basis for readjusting farm operations.....			41	158
159. Number of farms in preceding question making readjustments in—				159
(a) Wheat.....	7	(g) Dairy cattle.....	9	(m).....
(b) Corn.....		(h) Beef cattle.....	3	(n).....
(c) Cotton.....		(i) Hogs.....	2	(o).....
(d) Potatoes.....	4	(j) Sheep.....	7	(p).....
(e) Tobacco.....	1	(k) Poultry.....	11	(q).....
(f) Truck crops.....		(l).....		(r).....

(Use space below for State questions not listed above)

## MARKETING (FARM AND HOME)

Report Only This Year's Extensive Activities and Results

Item	(1) Grain and feed	(2) Cotton	(3) Dairy products	(4) Livestock	(5) Fruits and vegetables	(6) Poultry and eggs	(7) Home products	(8) Other
100. Number of cooperative-marketing associations or groups organized during the year			1					100
101. Number of cooperative-marketing associations or groups previously organized assisted by extension agent this year								101
102. Membership in associations organized and assisted (101 and 102)			260					102
103. Value of products marketed by all associations worked with	\$	\$	\$	\$	\$	\$	\$	\$
104. Value of supplies purchased by all associations worked with	\$	\$	\$	\$	\$	\$	\$	\$
Number of cooperative-marketing associations or groups assisted with problems of—								
105. Preliminary analysis								105
106. Organization								106
107. Accounting and auditing								107
108. Financing								108
109. Business policies								109
170. Production to meet market demand								170
171. Reduction of market losses								171
172. Use of current market information								172
173. Standardizing								173
174. Processing or manufacturing								174
175. Packaging and grading								175
176. Loading								176
177. Transporting								177
178. Warehousing								178
179. Keeping membership informed								179
180. Merging into larger units								180
Number of farms or homes not in co-operative associations or groups assisted with problems of—								
181. Standardizing								181
182. Packaging and grading						3		182
183. Use of current market information	8		4	18	2	9		183

(Use space below for State questions not listed above)

## FOODS AND NUTRITION

Report Only This Year's Extension Activities that are Supported by Grants

184. Number of method demonstration meetings held			184												
185. Number of adult result demonstrations completed or carried into the next year			185												
		<table border="1"> <thead> <tr> <th>Food selection and preparation</th> <th>Food preservation</th> </tr> <tr> <th>(a)</th> <th>(b)</th> </tr> </thead> <tbody> <tr> <td>(1) Girls</td> <td rowspan="2"></td> <td rowspan="2">186</td> </tr> <tr> <td>(2) Boys</td> </tr> <tr> <td>(1) Girls</td> <td rowspan="2"></td> <td rowspan="2">187</td> </tr> <tr> <td>(2) Boys</td> </tr> </tbody> </table>	Food selection and preparation	Food preservation	(a)	(b)	(1) Girls		186	(2) Boys	(1) Girls		187	(2) Boys	
Food selection and preparation	Food preservation														
(a)	(b)														
(1) Girls		186													
(2) Boys															
(1) Girls		187													
(2) Boys															
186. Number of 4-H Club members enrolled			186												
187. Number of 4-H Club members completing			187												
188. Number of homes assisted in planning family food budget for a year			188												
189. Number of homes budgeting food expenditures for a year			189												
190. Number of homes balancing family meals for a year			190												
191. Number of homes improving home-packed lunches according to recommendations			191												
192. Number of schools following recommendations for a hot dish or school lunch			192												
193. Number of children involved in preceding question			193												
194. Number of homes using improved methods in child feeding			194												
195. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra, and constipation)			195												
196. Number of jars of canned products preserved by 4-H Club members			196												

(Use space below for State questions not listed above)

## CHILD TRAINING AND CARE

Report Only This Year's Extension Activities that are Supported by Grants

197. Number of method demonstration meetings held.....	197			
198. Number of result demonstrations completed or carried into the next year.....	198			
199. Number of groups devoting major part of program to child training and care.....	199			
200. Membership in these groups.....	200			
201. Number of 4-H Club members enrolled.....	<table border="0"> <tr> <td>(a) Boys.....</td> <td rowspan="2">} 201</td> </tr> <tr> <td>(b) Girls.....</td> </tr> </table>	(a) Boys.....	} 201	(b) Girls.....
(a) Boys.....		} 201		
(b) Girls.....				
202. Number of 4-H Club members completing.....	<table border="0"> <tr> <td>(a) Boys.....</td> <td rowspan="2">} 202</td> </tr> <tr> <td>(b) Girls.....</td> </tr> </table>	(a) Boys.....	} 202	(b) Girls.....
(a) Boys.....		} 202		
(b) Girls.....				
203. Number of homes improving habits of school children (other than reported under "Foods and Nutrition" and "Home Health and Sanitation").....	203			
204. Number of homes substituting positive methods of discipline for negative ones.....	204			
205. Number of homes providing recommended play equipment.....	205			
206. Number of homes making recommended physical adjustments to better meet children's needs.....	206			
207. Number of homes adopting better adult habits with respect to development of children.....	207			

(Use space below for State questions not listed above)

## CLOTHING

Report Only This Year's Extension Activities that are Supported by Funds

208. Number of method demonstration meetings held ..... 208
209. Number of adult result demonstrations completed or carried into the next year ..... 209
210. Number of 4-H Club members enrolled ..... 

(a) Girls	} 210
(b) Boys	
211. Number of 4-H Club members completing ..... 

(a) Girls	} 211
(b) Boys	
212. Number of individuals following recommendations in improving construction of clothing ..... 

(a) Women	} 212
(b) Girls	
213. Number of individuals using a clothing budget ..... 

(a) Women	} 213
(b) Girls	
(c) Boys	
214. Number of individuals making garments for themselves ..... 

(a) Women	} 214
(b) Girls	
215. Number of individuals improving children's clothing according to recommendations ..... 

(a) Women	} 215
(b) Girls	
216. Number of individuals following recommendations in improving care, renovation, and remodeling of clothing ..... 

(a) Women	} 216
(b) Girls	

(Use space below for State questions not listed above)

## HOME MANAGEMENT

Report Only This Year's Extension Activities That are Supported by Funds

217. Number of method demonstration meetings held .....	217
218. Number of adult result demonstrations completed or carried into the next year .....	218
219. Number of 4-H Club members enrolled .....	219
(a) Girls .....	
(b) Boys .....	
220. Number of 4-H Club members completing .....	220
(a) Girls .....	
(b) Boys .....	
221. Number of homes keeping home accounts according to a recommended plan .....	221
222. Number of homes budgeting expenditures in relation to income according to a recommended plan .....	222
223. Number of homes following recommended methods in buying for the home .....	223
224. Number of women following a recommended schedule for home activities .....	224
225. Number of kitchens rearranged for convenience according to recommendations .....	225
226. Number of homes following recommendations in obtaining labor-saving equipment .....	226
227. Number of homes adopting recommended laundering methods .....	227
228. Number of homes adopting recommended methods in care of house .....	228
229. Number of homes assisted in an analysis of their home conditions with reference to a standard of living .....	229
230. Number of homes assisted in making adjustments in home making to gain a more satisfactory standard of living .....	230

(Use space below for State questions not listed above)

## HOME FURNISHINGS

Report Only This Year's Extension Activities that are Supported by Funds

221. Number of method demonstration meetings held.....		221
222. Number of adult result demonstrations completed or carried into the next year.....		222
223. Number of 4-H Club members enrolled.....	(a) Girls..... (b) Boys.....	223
224. Number of 4-H Club members completing.....	(a) Girls..... (b) Boys.....	224
225. Number of individuals improving the selection of household furnishings.....	(a) Women..... (b) Girls.....	225
226. Number of individuals following recommendations in improving methods of repairing, remodeling, or refinishing of furniture.....	(a) Women..... (b) Girls.....	226
227. Number of individuals following recommendations in improving treatment of windows (shades, curtains, draperies).....	(a) Women..... (b) Girls.....	227
228. Number of individuals following recommendations in improving arrangement of rooms (other than kitchens).....	(a) Women..... (b) Girls.....	228
229. Number of individuals improving treatment of walls, woodwork, and floors.....	(a) Women..... (b) Girls.....	229

(Use space below for State questions not listed above)

## HOME HEALTH AND SANITATION

Report Only This Year's Extension Activities that are Supported by Grants

240. Number of method demonstration meetings held.....	240
241. Number of adult result demonstrations completed or carried into the next year.....	241
242. Number of 4-H Club members enrolled.....	242
(a) Girls.....	
(b) Boys.....	
243. Number of 4-H Club members completing.....	243
(a) Girls.....	
(b) Boys.....	
244. Number of 4-H Club members not in special health clubs who participated in definite health-improvement work.....	244
(a) Girls.....	
(b) Boys.....	
245. Number of individuals following recommendations as to complete health examination.....	245
246. Number of individuals improving health habits according to recommendations.....	246
247. Number of individuals improving posture according to recommendations.....	247
248. Number of individuals adopting recommended positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.).....	248
249. Number of homes adopting better home-nursing procedure according to recommendations.....	249
250. Number of homes installing sanitary closets or outhouses according to recommended plans.....	250
251. Number of homes screened according to recommendations.....	251
252. Number of homes following other recommended methods of controlling flies, mosquitoes, and other insects.....	252

(Use space below for State questions not listed above.)

## COMMUNITY ACTIVITIES

Report Only This Year's Extension Activities

253. Number of communities surveyed or served	253
254. Number of clubhouses, permanent camps, etc., built	254
255. Number of community rest rooms established	255
256. Number of community or county-wide pageants or plays presented	256
257. Number of communities developing recreation according to recommendations	1 257
258. Number of communities assisted in improving hygienic practices	1 258
259. Number of school or other community grounds landscaped in accordance with plans furnished	8 259
260. Number of 4-H Clubs engaging in community activities such as landscaping school grounds, conducting a local fair, etc.	260
261. Total number of different communities assisted in connection with the community work reported on this page	5 261

(Use space below for State questions not listed above)

## BEES, WEEDS, HANDICRAFT, AND MISCELLANEOUS

Under This Heading Report Other Lines of Work not Included in the Preceding Pages, Such as Bees, Weeds, Handicraft, and Other Work, I. e., any Other Information that can be Reported Statistically and that Will Help to Give a Complete Account of the Year's Work

Item	(a) Bees	(b) Weeds	(c) Handicraft	(d) <sup>1</sup>	(e) <sup>1</sup>	
262. Number of method demonstration meetings held						262
263. Number of adult result demonstrations completed or carried into next year						263
264. Number of 4-H Club members enrolled	(1) Boys					264
	(2) Girls					
265. Number of 4-H Club members completing	(1) Boys					265
	(2) Girls					

<sup>1</sup> Indicate project by name.