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FOREWORD

This foreword is written to give the reader an idea of the intentions, the trend of thinking of the writer, and a background for a better evaluation of the report. This report is a record of Cooperative Extension Work Among Negroes in Prince Edward County, Virginia with special emphasis on the period December 1, 1947 through November 30, 1948. Some of the accomplishments are the result of the Extension Program through the 36 years of its existence in Prince Edward County. A number of the leaders Cooperator, Demonstrators, and the Agent have grown up with the Extension Service and the program has thereby been enriched.

It is hoped that those who read these pages will get a glimpse of the important accomplishments, the failures and reasons therefor, the methods used, the aspirations, and inspirations of the people for whom the program is designed; and the place we now stand on the road to our ultimate goal, a satisfying rural culture. It is not the writer's intention to cover in detail all of the various activities that were necessary during the year but rather to give a picture of the major activities so that an idea can be gotten of the success or failure of the plans made.

Acknowledgements is made of the invaluable assistance of the State Extension Staff, Specialists from V. P. I., Virginia State College, Hampton Institute, and the various Federal Agencies that contributed to the progress of the program.

J. G. Lancaster
J. G. Lancaster
Local Farm Agent
Prince Edward County
Virginia

TYPE OF AGRICULTURE

Prince Edward County is located in Southside Piedmont Virginia. The climate is such that a variety of crops and livestock can be profitably produced. It is ideally suited to Livestock Production and fruit growing. The main cash crop has been tobacco but livestock is gradually gaining momentum as a source of income. The Farmers of the section generally carry on a general diversified farming program and produce an adequate food and feed supply for their family and livestock needs.

Ownership of farms on which they work is high in Prince Edward County. There are 616 farm owners and 116 tenants in the county. One of the major factors that seriously affect the agricultural economy is poor land. Progress has been made in recent years through the combined efforts of the FMA, the Soil Conservation Service, the Farm Credit Agencies, and the Extension Service in improving the soil and conserving the fertility.

The County is ideally situated as to transportation of products to distant markets and has an above average local market. The farm income could be greatly increased if these two assets were more fully exploited.

The 1948 Plan of Work was set up with these and other facts in mind. A change in the farming attitudes is necessary to overcome the inertia of the one crop system. The younger farmers and the ones getting started in farming are appraising the situation and taking advantage of the opportunities. Indications are that much can be done through these examples of good sound enterprises.

COUNTY ORGANIZATION

The County Agricultural Advisory Board, composed of two men representatives from each Community Club and one woman from each Home Demonstration Club, is responsible for the Extension Program at the County level. The Board meets quarterly to plan and facilitate execution of overall Program. It sponsors the Live-at-Home Work, the Farmers' Conference, County Contests, Tours, Field Meetings, and other activities that will be brought out under appropriate headings in this report.

DEMONSTRATION COMMUNITY

The Live-at-Home Work sponsored by the State Advisory Board was continued in the Demonstration Community this year. Sulphur Springs Community had 90 families, 70 farm owners, 20 tenants, 66 members in the community club, 38 living in painted homes, 68 producing adequate feed for the livestock they own, 84 with vegetable gardens, 30 with poultry for their needs, 80 with sufficient hogs, 46 with family cows, 47 in the FMA program and 113 of their boys and girls of club age with 108 in the 4-H Club at the time of the first scoring in January.

A month by month program was set up to improve the community standing.

January- Planning Meeting, Getting first score, set goals, enroll 4-H Members
 February- Crop Planning, Gardening for the Family needs, Poultry needs.
 March- Pruning the orchard, garden practices, Poultry follow up.
 April- Feed Supply, Corn Hybrids, Fertilizer recommendations,
 May- Follow-up Feed Supply cultural program, Garden Insect Control
 June- Laundry equipment Soil Conservation Program, Livestock follow-up
 July- Laundry equipment cont. Recreation for young and old
 August Hay curing, Winter Pasture seeding methods, Poultry program
 September- Kitchen Arrangement, Winter Pasture Crop and Livestock Checkup
 October- House arrangement, Fall Garden Tour, Achievement Day
 November- Second Score-Evaluation, Plan next year's program

When the second score was made the following improvement had been made in the points on the score sheet: 7 families had become members of the community club, 9 homes had been painted, 8 more were producing adequate stock feed, 3 had improved gardens, 2 had hogs, 7 cows, 6 had listed their farms in the FMA program and 85 4-H club members completed their 4-H club projects.

COOPERATING COMMUNITIES

There are six organized communities covering the county that carry out the Extension Program. The program is set up to help the families to reach similar goals as set for the demonstration community. More of the work is done by leaders than in the demonstration community where the agent keeps close contact with the individual family. This is the foundation of the program "helping each family to become self-sufficient by producing adequate supplies of food and feed for the family needs. All the demonstrations in various crops and livestock are geared to this purpose with the farming population going on from there to make a concrete contribution to commercial agriculture, both general and specialized.

CORN

Eight demonstrations using corn hybrid seed were conducted this year to teach the superiority of hybrid seed, the importance of adequate fertilization, and the necessity of an abundance of grain at low cost for profitable livestock production.

The cultural practices used were: using part of the fertilizer before the land is plowed, plowing 30 or longer before planting, using not less than 400 lbs. of complete fertilizer, such as a 3-12-6 at planting time, shallow cultivation, and nitrate application at the rate of 150-300 lbs. when corn is knee high.

Eight different hybrids adapted to this county were planted as follows: White: Tenn 10, Ky. 203, Ky. 72B and Ind. 750; Yellow.: U.S. 262, U.S. 357, Ill 200, and Funks 515W. Six meetings were held at these demonstrations attended by 140 farmers to see these demonstrations and compare the different hybrids.

The County Advisory Board gave prizes to the following farmers and 4-H members for their yields at the Farmers' Conference last spring.

Adult			
Luther Stokes-----	108 bu.	1st Prize-----	\$10.00
L. E. Bavenport-----	105 bu.	2nd Prize-----	8.00
Otis E. Scott-----	80 bu.	3rd Prize-----	7.00
4-H Members			
James M. Earley-----	87 bu.	1st Prize-----	225.00
Herbert Scott-----	75 bu.	2nd Prize-----	4.00
W. G. Berryman-----	55 bu.	3rd Prize-----	3.50

The prize money was made available by the State Advisory Board from the \$100 left in the County at its 1946 Annual Meeting.

SMALL GRAIN

Three Wheat demonstrations and one barley demonstration was conducted last year. Two of the Wheat demonstrator's used Vahart seed and one Thorbe. All used 400 lbs of 3-12-6 fertilizer per acre and 200 lbs of nitrate of soda in late February. Yields on the wheat demonstrations averaged 30 bushels per acre. The Wong Barley demonstration yielded 35 bushels per acre.

Four meetings were held at these demonstrations attended by 68 farmers to see the value of good seed, adequate fertilization, and good management. As a result of these demonstrations 10 farmers purchased 40 bushels of certified Vahart seed for seeding this fall.

PASTURES

One of the most important needs of the farmers in Prince Edward County is a pasture program. It would serve as a source of economical feed for the livestock, an excellent means of conserving the soil and increase the value of farm land. Six demonstrations were conducted to encourage the development of adequate pastures.

David Moseley of New Hope Community seeded to Ladino clover that has furnished grazing throughout the spring summer and fall by proper management. He thoroughly prepared the seed bed, spread 2 tons of lime, 1800 lbs. of superphosphate and at planting time 1000 lbs of 2-12-12 fertilizer was spread and a mixture of 20 lbs of ryegrass and 10 lbs of ladino clover seed. The resultant sod has furnished grazing throughout the year except for extremely wet spells and brief intervals for the growth to renew itself. One of the most favorable characteristics of ladino clover is its ability to renew its growth when it is not overgrazed.

Two meetings were held at this demonstration and was attended by 48 farmers. This year we are planning a ladino demonstration in each community.

Robert J. Scott, Pamplin, Virginia, seeded a mixture of 90 lbs. rye, 15 lbs ryegrass, and 15 lbs. crimson clover with 400 lbs. 3-12-6 fertilizer per acre. The two acre plot seeded in September has been grazed since the first of November except the period of heavy rains. In February 200 lbs of nitrate of soda will be put on. This will furnish needed nitrogen and the resultant pasture will furnish grazing until summer.

HAY

A good supply of high quality hay is one of the most important necessities for successful livestock production next to good pastures. In order to meet this need hay demonstrations were conducted in six communities.

David Moseley of New Hope Community has an abundance of good quality hay for the second consecutive year by following recommendations for alfalfa production. Two years ago Mr. Moseley selected an acre of land to be seeded to alfalfa. Two tons of lime and 1000 lbs. of 20% superphosphate were used before the land was plowed. A good seed bed was secured and the alfalfa was seeded in August at the rate of 20 lbs. per acre along with 1000 lbs of 2-12-12- fertilizer. Last year the field was cut three times. Last spring 600 lbs of 9-12-12 fertilizer was applied. The alfalfa grew rapidly and with the favorable growing season the alfalfa was cut four times. A good growth is now present to go through the winter.

As a result of this demonstration Mr. Moseley has been able to cut his hay acreage in half and still have as much hay as he used to have. His neighbors and visitors from other communities have watched this demonstration and four farmers are known to have seeded alfalfa because of the results of Mr. Moseley's hay program. Mr. Moseley now owns four milk cows and began selling cream last summer which greatly increases the family income.

LIVESTOCK

Prince Edward County is ideally situated for livestock production. Its climate, rolling land and markets are favorable assets. With proper management and a sound pasture program it could easily become one of the leading livestock sections of the state.

Thirty five farmers are selling milk and dairy products for the first time this year as a result of better pastures and ready markets. The Farmville Creamery with a capacity for a million pounds of butter annually has been running at half or three fourths capacity and with Coble Dairies now purchasing Grade 1 and Grade 2 milk offer an unusual opportunity for the sale of cream and milk. Most of these farmers own from two to six cows and carry their usual farming program. This alone adds from \$390 to \$600 a year to the family income. Only two farmers have been able to sell Grade 1 milk because of the building requirements. We are encouraging farmers to provide adequate buildings as rapidly as finances warrant so that they can take advantage of the increased income.

Twelve farmers were assisted in acquiring Registered Berkshire breeding stock this year. Along with this pastures, sanitation and disease control. In addition to the breeding on these farm 120 other farmers received service from these registered males.

EXTENSION AND TVA DEMONSTRATIONS

CONSERVATION DAY PROGRAM

The need and importance of soil conservation was so important that it was given special emphasis in the plan of work. One of the important features of this program was put over with the cooperation of the Soil Conservation Service and Extension specialists.

The Annual Conservation Day Program was attended by 55 farmers on the farm of George P. Morton near Darlington Heights on July 25. The purpose of the field meeting was to arouse interest in saving our natural resources, especially our soil and to see practical demonstrations on how to do it.

It was stated by Mr. Morton, after his wife and 3 children had been introduced that he bought his 95 acre farm in 1908 and that during his 40 year tenure his per acre yields have changed as follows: wheat from 8 bu. to 30 bu., corn from 12 bu. to 90 bu., hay from one load to 3 tons, and other crops in proportion. He contributes his success to the conservation practices that were seen in operation on the farm, namely, good rotations, strip crops, terraces, meadow strips, adequate fertilization and good seed.

P. H. DeHart, V.P.I. Agronomist discussed Fertilizers for Field Crops as the group moved from field to field and answered the questions that came from all sections of the group.

At the end of the farm tour the group sat under the shade trees near the house to hear Mr. Mundie discuss Soil and Water losses which was very effective after the tour which made the discussion practical and meaningful. A stirring summary at the close of the meeting challenged each farmer to go home and practice conservation farming. The meeting opened at 9:30 a.m. and adjourned at 12 noon.

POULTRY

Eight poultry demonstrations were conducted this year to emphasize the importance of poultry in the farming program, to teach good production practices, and give extra income to the farm family. The following demonstrators conducted demonstrations:

Mr. Sam Brown, Hampden Sydney-----	300 birds
Mrs. Tellie Berryman, Pamplin-----	300 birds
Mrs. Howard Thompson, Pamplin-----	300 birds
Mrs. Annie Lancaster, Farmville-----	300 birds
Mrs. Venessa Venable, Green Bay-----	300 birds
Mrs. Elizabeth Reddy, Farmville-----	300 birds
Mrs. Henrietta Brown, Mercy Seat-----	300 birds
Mrs. Beatrice Davenport, Prospect-----	300 birds

All of these demonstrations began in February. The brooder houses were thoroughly cleaned and made ready for the chicks when the chicks arrived on March 15. Five of the demonstrators used wood for brooding, two used oil and one used electricity. Adequate feed and water along with a sound sanitation program were advocated. By so doing mortality was kept down below 10%. The surplus roosters were sold and used for family use. In early September the pullets were culled and the well developed one put into the laying house. These flocks now range between 70 and 100 laying hens. These flocks are now laying about 55%. This could have been increased if it had been possible to use lights in the laying house.

Culling demonstrations were held at these demonstrations at which time the old hens were culled and the young layers selected. Ninety farmers attended these meetings. It is hoped that these demonstrations will serve to emphasize to the farmers that good poultry management will pay.

WORK WITH RETURNING VETERANS

A large number of veterans have been assisted with various problems during the year. One of the most important pieces of work was to help get the Institutional on the farm program started. A Veteran Teacher was appointed in October and 30 veterans have been enrolled. The Farm Agent aided the program by; helping organize individual farm programs, aided those who needed leasing agreements, furnish available bulletins, and arrange meetings at Extension demonstrations.

Other work with veterans include assistance in getting into school, finding employment, information on G. I. Insurance and various other things peculiar to veterans. Other agencies worked cooperatively in solving a number of problems.

4-H Club Work

Organization

The Junior 4-H Club Council is the overall countywide group responsible for setting up and carrying out the 4-H club program. This Council is made up of the Officers and leaders of the various 4-H Clubs. The Council met twice this year. The first meeting was devoted to training of Officers and planning the year's work. The following program and goals were set up for the year:

1. The Council will meet twice a year
2. Sponsor Annual County Achievement Day
3. Collect 25¢ per member for the Council Treasury
4. Sponsor County 4-H Picnic, Tours and Trips
5. Send delegates to State Short Course and Wild Life Conference
6. Plan exhibits for the Five County Fair
7. Sponsor Rural Life Sunday observance

The following goals for individual clubs were drawn up

1. Clubs will meet once monthly
2. Clubs will follow outlines for conducting meetings
3. All members will turn in record books
4. Each club will assume financial responsibility for their activities, and pay into the council treasury 25¢ per member annually.
5. Each club will work out plans to raise its own funds
6. Each club will participate in all phases of the Council Program listed above and others that may be planned.
7. All members be required to meet the standards of a 4-H Club member.
8. Each club will carry out a Club Project of Program

The following standards for 4-H members were set up at this meeting:

1. Attend at least six meetings
2. Keep a project record book
3. Follow requirements as set up for project work.
4. Each member will take an active part in the club such as:
 - a. Serve on a committee
 - b. Present a demonstration or show how you did something well.
 - c. Lead a discussion
 - d. Make exhibits as required
 - e. Learn to make motions
 - f. Bring helpful suggestions to club meetings
 - g. Turn in a project record book

The last meeting of the Council for the year was devoted to plans for Achievement Day and reports on progress of the program.

There are 18 4-H Clubs in the county. These clubs meet monthly. There are 22 leaders assisting with the program. This year there were 313 boys enrolled in club work. Two leader training meetings were held to train leaders in their respective duties and to coordinate the activities of the leaders.

4-H PROJECT WORK

Each of the 313 boys enrolled in 4-H Club work conducted a crop or livestock project. Of this number 202 boys completed their projects.

Corn projects were conducted by 119 boys. Seventy one of these completed their projects involving 71 acres. The total yield was 4118 bushels of grain valued at \$7206.50. Expenses involved in production totaled \$2402.25. The labor return to these boys was \$1804.25.

An outstanding example of good project work in corn production is James Melton Early of the New Bethel 4-H Club. James won first prize in 1947 in the County Corn yield contest sponsored by the County Advisory Board for producing 87 bushels of corn on one acre. This prize was \$5.00. He had planted Illinois 448 and his yield was twelve bushels higher than his nearest competitor. He received first prize on the First County Fair and as a result received $\frac{1}{2}$ bushel of certified U.S. 357 corn hybrid seed for planting this year.

This year James prepared his land early using 300 lbs of 3-12-6 fertilizer before the land was plowed. 1800 lbs of superphosphate was spread broadcast before the land was disced. At planting time he used 400 lbs of 3-12-6 in the drill and the seed was placed 14 inches in the drill. As soon as the corn began to come up a spike toothed harrow was run over the field. This killed all of the grass that was about to start with the corn. The corn was cultivated twice thereafter shallow and flat. At the time of the last cultivation when it was about knee high 200 lbs of nitrate of soda was used as a sidedressing. The growing season was excellent and with the combination of good practices plus the natural advantages his crop matured and his yield was 135 bushels of corn on his project acre. Figuring corn at \$1.75 per bushel he had a return of \$236.25. The expenses for fertilizer and other labor was \$43.70 which means that he received \$192.55 of his labor in the project.

Other club members who produced as much as one hundred bushels per acre this year are: Alton Morton, Cullen, Raymond Moore, Pamplin, Rome Matthews, Prospect, John Stokes, Fannville, Sidney Green, Pamplin, Charlie Smith, Fannville, Rte. 2 and Freddie Lee, Rice.

Five 4-H members were enrolled in white potato projects. All 5 completed. On 3 acres of land they produced 540 bushels of potatoes worth \$1080 at an expense of 216 dollars. The net profit or labor return was \$864.

Lee E. Neal, Green Bay, planted $\frac{1}{2}$ acre to Irish Cobbler Potatoes. He prepared his seed thoroughly and used 300 lb. of 3-9-6 fertilizer. The rows were laid off $3\frac{1}{2}$ feet apart and the potatoes dropped 12 inches in the drill. They were harrowed ten days after planting, cultivated twice and beed up. He harvested 90 bushels of potatoes from his plot. These were valued at \$180. His expenses were \$36.00 making his labor return \$44.

4-H PROJECTS (CONTINUED)

Eight of the 13 members enrolled in sweet potato projects completed their projects this year. On 4 acres they produced 1400 bushels of potatoes at a cost of \$152. The value of the potatoes is figured to be \$3150. A return to the club members for their labor is \$2992.

John Johns, Farmville, Rte. 3 started out with a garden project and decided to concentrate of sweet potatoes. He put down a hot bed using Unit No 1 Porto Rica. These seed potatoes were secured from Hampton Institute to introduce better seed into the area. He followed the recommendations of the bulletin. He planted $\frac{1}{2}$ acre. His yield was 178 bushels worth \$400.50. The cost of fertilizer and other expenses was 32 dollars, making a labor return of \$368.50. Most of these potatoes will be sold as seed to farmers in the county.

Gardening as a project was the field of concentration of 67 4-H club boys. Forty six completed their projects which totaled 6 acres. They produced \$2400 worth of vegetables at a cost of \$408. This netted them \$1992 for their efforts.

Floyd Bland, Prospect, conducted the only wheat demonstration project in the County. He seeded one acre of VaHart Wheat using 400 lbs. of 3-12-6 fertilizer per acre and six pecks of seed. In early February he topdressed his wheat with 150 lbs of nitrate of soda. He harvested 30 bushels valued at \$60 which cost him 22 to produce netting him for his labor \$38.00.

Tobacco projects were conducted by 31 4-H club members. Twenty of these members completed their projects. They planted a total of 10 acres producing 11000 pounds of leaf which sold for \$3300. The expenses involved totaled \$1400. The labor return for these members was \$1900.

James Scott, Pamplin, planted $\frac{1}{2}$ acre of tobacco following the experiment station recommendations. He harvested 550 lbs of leaf which brought him \$180. It cost him \$70 to produce and harvest the crop. His profit was \$110.

Thirty three 4-H members completed poultry projects out of 46 enrolled and made a labor return of \$474. Their total receipts amounted to \$1738 and their expenses were \$1264.

Robert Green, Pamplin, purchased 200 Barred Rock baby chicks in March. He prepared his brooder house according to instructions and started his wood burner two days before the chicks arrived to make sure it was working properly and he understood how to regulate it. By careful management and proper feeding he kept his mortality down to 9 chicks. He sold all of the cockerals and poor pullets and put 75 hens into the laying house in September. Since that time they have steadily increased in production and now they are producing $3\frac{1}{2}$ dozens of eggs daily. He plans to double his flock next year by saving the profit for reinvestment in the enterprise.

4-H PROJECTS (CONTINUED)

A great deal of emphasis has been placed on swine as 4-H project in the county. The donation of three registered Berkshire gilts to three 4-H club boys started the interest two years ago. Each boy agreed to raise the gilt, breed her to a registered boar and give one pig out of the first litter to another 4-H club member and so on. Six boys now have pigs under this plan and three more are to receive offsprings in the spring of 1949 from the second group.

Walter Berryman, Pamplin, Rte. 2, received one of the original pigs. He did an excellent job of growing the pig out into a good brood sow. She has farrowed three times with not less than nine pigs each time. His sow won the Reserve Champion Award at the Five County Fair last year and this year he received 1st prizes on his boar and gilt.

Along with his Pig Project Walter has carried projects in Poultry and Corn and has done an outstanding piece of work. Last year he won second prize in the County corn yield contest sponsored by the County Advisory Board. He is President of his local 4-H Club, the County Council and President of the State 4-H Short Course. He was one of the three boys from Virginia who won a trip to the Regional 4-H Camp in Louisiana in August. Walter is saving the money from his projects to go to college next year.

- In addition to the six boys in the Sears Pig Chain twelve other 4-H members have pig projects. All of these are good grade sows bred to registered males. Our ultimate aim is to have all registered livestock in 4-H projects. These members raised 162 animals this year and their receipts totaled \$10444. Their expenses were \$4297.60 which made a net return to the 4-H members of \$6146.40

Prizes amounting to \$109.60 were won by 4-H club members this year at the Five County Fair and Achievement Day.

4-H Achievements

The Annual Achievement Day was attended by 231 4-H Club members this year. Each club put up exhibits in the morning and they were judged. In the afternoon a program bringing out the achievements of the club program during the year was held and prizes awarded. Every club was represented at this program and interest and enthusiasm was high. The local leaders and their devoted interest helped to make the work as successful as it was.

State Meetings

Six 4-H club members attended the State 4-H Short Course from the County last June. Instruction in good grooming, horticulture, Citizenship and Recreation was given. Walter Berryman, local 4-H Member and President of the Short Course presided at the sessions.

- Four older 4-H members attended the Annual Wildlife Conference at Petersburg in August. They received first hand information about conservation of our natural resources.

RADIO

A radio program was given on Saturday, May 29 over Station WFLO Farmville by the Junior 4-H Club Council. The program featured the program and accomplishments of the County Council and a summary of the Sears' Project by Walter Berryman. An appeal to the county people to support 4-H activities was made. The purpose was to bring to the attention of the public the work of the 4-H clubs and interest people in supporting the Club program, and to give club members training in giving radio programs.

COOPERATION WITH OTHER AGENCIES

Work with the Soil Conservation District Program was to help overcome our No. 1 enemy, soil loss. Meetings and conferences were held to coordinate the activities and get the best results. A Conservation Day Program was held on a Demonstration farm that has been mentioned elsewhere in this report to help carry out the plans made. Eighteen more farmers have applied for farm plans this year as a result of the effort.

Work with PMA, Credit and Loaning Agencies, Farmers Home Administration and other agencies working with farmers consisted of giving information about the various services they render, holding meetings when necessary to help put over the program and such other activities as were carried on from time to time for the benefit of the farmer.

EVALUATION

The Extension Program in Prince Edward County has helped farm people and others to realize the importance of a successful agriculture to the well being of the whole nation. It has been difficult at times to keep up to date with all of the recent developments that affect farm people but an effort has been made to have available or be ready to get any information that is requested.

One of the most heartening developments or realizations this year is the way in which the young farmer, especially those who have been in 4-H Club work or have been members of families who have worked with the Extension through the years enter into the Extension Program.

The most important thing that will help in the future to put over a more effective program is the necessity of careful and systematic planning to do an effective job. Without this it will be easy to get lost in the maze of the multiplicity of events that confronts the Extension worker from day to day.

We feel that progress has been made and that with the experiences of the past the future will be brighter and a more effective program planned and better results obtained

T H E E N D

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 Prince Edward

REPORT OF

Etta Apple Smith From Dec. 1, 1947 to Nov. 30, 1948
(Name) Home Demonstration Agent.

Assistant Home Demonstration Agent.
4-H Club Agent.
From 194 to 194

Assistant County Agent in charge of Club Work.
J. H. Hester From Dec. 1, 1947 to Nov. 30, 1948
Agricultural Agent.

Assistant Agricultural Agent.
From 194 to 194



READ SUGGESTIONS, PAGES 2 AND 16

Approved: _____

Date _____

State Extension Director.

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

- 1. The annual report is an accounting to the taxpaying public of what the extension worker has accomplished during the year.
- 2. ~~It is not of the year's work~~ **Six good reasons may be listed as to why an extension worker should prepare a comprehensive annual report:**
- 3. The annual report affords the extension worker opportunity to place his activities and accomplishments before superior officers, who form judgment as to which workers are deserving of promotion or best qualified to fill responsible positions when vacancies occur.
- 4. The inventory of the past year's efforts and accomplishments enables the extension worker to plan more effectively for the coming year.
- 5. An accurate report of his work is a duty every scientific worker owes to the other members of his profession.
- 6. Annual reports are required by Federal law.

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

NARRATIVE SUMMARY

A separate narrative report is desired from the leader of each line of work, such as county agricultural agent, home demonstration agent, boys and girls club agent, and Negro agent. When 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.

READ SUGGESTIONS CAREFULLY

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

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

GENERAL ACTIVITIES

30	31	Report only this year's activities that can be verified	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
32	33	Months of service this year (agents and assistants)	12		12	XXXXXX
34	35	Days devoted to work with adults	143		187	XXXXXXXX
36	37	Days devoted to work with 4-H Clubs and older youth	137		108	XXXXXXXX
38	39	Days in office	102		116	XXXXXXXX
40	41	Days in field	178		179	XXXXXXXX
42	43	Number of farm or home visits made in conducting extension work	266		545	818
44	45	Number of different farms or homes visited	139		177	257
46	47	Number of calls relating to extension work	235	(1) Office	816	1051
			148	(2) Telephone	269	417
48	49	Number of news articles or stories published			4	4
50	51	Number of bulletins distributed	603		190	793
52	53	Number of radio talks broadcast or prepared for broadcasting			1	1
		(a) Number	3		2	2
54	55	12. Training meetings held for local leaders or committees	Total attendance of:			
	(1) Adult work				40	40
	(b) Men leaders				26	50
	(c) Women leaders	24		3	4	
56	57	(2) 4-H Club and older youth	Total attendance of:			
	(a) Number		2		113	168
	(b) Leaders		191		35	80
58	59	13. Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12)	(1) Adult work		380	905
	(a) Number		525		16	115
	(b) Total attendance		99		389	1938
60	61	(2) 4-H Club and older youth	(a) Number		1549	40
	(b) Total attendance		25		32	39
	(c) Number		7		486	522
62	63	14. Number of adult result demonstrations conducted	(1) Number		36	
	(a) Number					
	(b) Total attendance					
64	65	15. Meetings held at such result demonstrations	(1) Adult work			
	(a) Number					
	(b) Total attendance					
66	67	(2) 4-H Club and older youth	(a) Number			
	(b) Total attendance					
	(c) Number					
68	69	16. Tours conducted	(1) Adult work			
	(a) Number					
	(b) Total attendance					
70	71	(2) 4-H Club and older youth	(a) Number		1	1
	(b) Total attendance		57		420	470
	(c) Number		1		1	1
72	73	17. Achievement days held	(1) Adult work			
	(a) Number					
	(b) Total attendance		231		231	231

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 4 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 EVALUATION

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified				Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
18. Encampments held (report attendance for your county only) ¹	(1) Farm women	(b) Total members attending	(c) Total others attending	21		170	110
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(b) Total attendance	(c) Number	18		70	80
	(2) 4-H Club and older youth	(b) Total attendance	(c) Number	662		4499	4520
20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere	(1) Adult work	(b) Total attendance	(c) Number	21		44	55
	(2) 4-H Club and older youth	(b) Total attendance	(c) Number	608		1067	1348
	(1) Adult work	(b) Total attendance	(c) Number	43		24	56
	(2) 4-H Club and older youth	(b) Total attendance	(c) Number	431		790	1040
	(1) Adult work	(b) Total attendance	(c) Number	89		74	120
	(2) 4-H Club and older youth	(b) Total attendance	(c) Number	1279		1632	2488
21. Total number of farms in county (1945 census)				108		384	732
22. Number of farms on which changes in practices have definitely resulted from the agricultural program				32		110	380
23. Number of farms involved in preceding question which were reached this year for the first time				30		133	200
24. Number of nonfarm families making changes in practices as a result of the agricultural program				1		242	15
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program				1		174	325
26. Number of farm homes involved in preceding question that were reached this year for the first time				1		108	37
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program				1		181	21
28. Number of other homes involved in preceding question that were reached this year for the first time				1		10	7
29. Number of farm homes with 4-H Club members enrolled						10	480
30. Number of other homes with 4-H Club members enrolled							44
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)							492
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)							34

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 (1945 census)	108	384	732
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	32	110	380
23. Number of farms involved in preceding question which were reached this year for the first time	30	133	200
24. Number of nonfarm families making changes in practices as a result of the agricultural program	1	242	15
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	1	174	325
26. Number of farm homes involved in preceding question that were reached this year for the first time	1	108	37
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	1	181	21
28. Number of other homes involved in preceding question that were reached this year for the first time	1	10	7
29. Number of farm homes with 4-H Club members enrolled		10	480
30. Number of other homes with 4-H Club members enrolled			44
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)			492
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)			34

GENERAL UTILITIES

10-1001-2

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: County Agricultural Advisory Board (2) No. of members: 32

(b) Agriculture: (1) Name: Home Demonstration Committee (2) No. of members: 16

(c) Home demonstration: (1) Name: Junior 4-H Council (2) No. of members: 51

(d) 4-H Club: (1) Name: (2) No. of members:

(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: 32 (b) Home demonstration: 37 (c) 4-H Club: 127 (d) Older youth:

35. Total number of communities in county. (Do not include number of neighborhoods): 6

36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees: 6

37. Number of clubs or other groups organized to carry on adult home demonstration work: 8

38. Number of members in such clubs or groups: 125

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.) (a) 18 (b) XXXXXXXXXXX

40. Number of neighborhood and community leaders in the neighborhood-leader system: 85 Men: 59 Women: 26

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

(a) Adult work: (1) Men: 59 (b) 4-H Club and older youth work: (1) Men: 8 (2) Women: 27 (3) Older club boys: 6 (4) Older club girls: 6

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service: 15

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

(a) Unpaid lay members: (1) Men: 30 (2) Women: 300 (3) Youth: 38

(b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men: 10 (2) Women: 8

44. Number of communities with agricultural planning committee (over-all planning): 30

45. Number of members of such community planning committees: (a) Men: 18 (b) Women: 3 (c) Youth: 10

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

	Extension organization and planning ¹ (c)	County agricultural planning ¹ (b)	Total ¹ (a)
47. Days devoted to line of work by:			
(1) Home demonstration agents	82	54	69
(2) 4-H Club agents	9	50	64
(3) Agricultural agents	9	9	4
(4) State extension workers	9	9	16
48. Number of planning meetings held:	(1) County		44
	(2) Community		92
49. Number of unpaid voluntary leaders or committeemen assisting this year:			180
50. Days of assistance rendered by voluntary leaders or committeemen:			

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

CROP PRODUCTION (other than for family food supply)

50. Days devoted to line of work by—	Corn	Wheat	Other cereals	Legumes	Pasture	Cotton	Tobacco	Potatoes and other vegetable	Fruits	Other crops
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	22	12	1	6	11		10	7	3	3
(4) State extension workers	2			1	1			1		
52. Number of communities in which work was conducted this year	6	6	6	6	6		6	6	6	6
53. Number of voluntary local leaders or committeemen assisting this year	85	24	6	20	49		12	6	12	6
54. Number of farmers assisted in year—										
(1) Obtaining improved varieties or strains of seed	250	40	8	10	30		8	120		10
(2) The use of lime			15	180	20			10	14	5
(3) The use of fertilizers	250	42	30	180	30		40	120	8	6
(4) Controlling plant diseases		140	8	20			200	40	24	8
(5) Controlling injurious insects					40			80	10	10
(6) Controlling noxious weeds										12
(7) Controlling rodents and other animals										12

COOPERATIVE EXTENSION SERVICE

LIVESTOCK PRODUCTION (other than for family food supply)

51. Days devoted to line of work by—	Dairy cattle	Swine	Horses and mules	Poultry (excluding turkeys)	Other livestock
	(a)	(b)	(c)	(d)	(e)
(1) Home demonstration agents					
(2) 4-H Club agents					
(3) Agricultural agents	8	1	1	13	2
(4) State extension workers					
52. Number of communities in which work was conducted this year	1	1	1	6	6
53. Number of voluntary local leaders or committeemen assisting this year	12	2	1	34	6
54. Number of breeding circles or clubs or improvement associations organized or assisted this year					
55. Number of members in such circles, clubs, or associations					
56. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals					
57. Number of farmers assisted this year in—					
(1) Obtaining purebred males				3	1
(2) Obtaining purebred or high-grade females	12	2		6	1
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXX	XXXX	XXXX	XXXX	XXXX
(4) Improving methods of feeding	18	2		18	20
(5) Controlling external parasites	10	2		18	10
(6) Controlling diseases and internal parasites	20	2	1	18	10
(7) Controlling predatory animals					

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

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CONSERVATION OF NATURAL RESOURCES

Soil and Water—Continued		Forestry—Continued		Wildlife
(a)	(b)	(c)	(d)	(e)
62. Days devoted to line of work by—				
(1) Home demonstration agents			4	4
(2) 4-H Club agents			3	3
(3) Agricultural agents	20			20
(4) State extension workers	6			6
63. Number of communities in which work was conducted this year	6			6
64. Number of voluntary local leaders or committeemen assisting this year	40			40
65. Number of farmers assisted this year—				
(a) With problems of land use	30			
(b) In the use of crop rotations	45			
(c) With strip cropping	8			
(d) In contouring terraces	2			
(e) In grassing waterways or otherwise preventing or controlling gullies	4			
(f) With contour farming of cropland	20			
(g) In contouring pasture or range	8			
(h) In the use of cover or green-manure crops	40			
(i) In otherwise controlling wind or water erosion				200
(j) In summer fallowing				
(k) In making depth-of-moisture tests				
(l) With drainage	2			
(m) With irrigation				
(n) With land clearing	4	15		15
66. Number of farmers				
(a) In soil-conservation districts which were assisted with education for organization or operations this year	8			8
(b) Assisted in arranging for farm-conservation plans this year	3			3
(c) Assisted in doing work based on definite farm-conservation plans this year	18			18
	28			28
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, woodings or pruning of forest trees				10
(c) With selection cutting				4
(d) With production of naval stores				10
(e) With production of maple-syrup products				6
(f) In timber estimating and appraisal				
68. Number of farmers cooperating this year in prevention of forest fires				
(a) In construction or management of ponds for fish				15
(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock				2
(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders				3
(d) With other plantings for food and protection in wild-life areas				4
69. Number of farmers assisted this year—				
(a) In construction or management of ponds for fish				15
(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock				2
(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders				3
(d) With other plantings for food and protection in wild-life areas				4

* Include nature study.

FARM MANAGEMENT

70. Days devoted to line of work by—	Include all work with adults, 4-H Club members, and older youth				Farm accounts, cost records, inventories, etc.	Individual farm planning, adjustments, tenancy, and other management problems	Farm credit (short and long time)	Outlook information
	(1) Home demonstration agents	(2) 4-H Club agents	(3) Agricultural agents	(4) State extension workers				
70.	3	3	3	3	6	6	6	6
71. Number of communities in which work was conducted this year					6	6	6	6
72. Number of voluntary local leaders or committeemen assisting this year					12	12	12	12
73. Number of farm-survey records taken during the year:	(a) Farm business	(b) Enterprise	(c) Other		75. Number of farmers assisted this year—Continued.			
74. Number of farmers assisted this year in keeping—	(a) Farm inventory	(b) General farm records	(c) Enterprise records		(e) In getting started in farming, or in relocating	(f) With credit problems (debt adjustment and financial plans)	(g) In using "outlook" to make farm adjustments	
75. Number of farmers assisted this year—	(a) In developing a farm plan only	(b) In developing a farm and home plan	(c) In analyzing the farm business	(d) In improving landlord-tenant relations and leasing arrangements	(e) In getting started in farming, or in relocating	(f) With credit problems (debt adjustment and financial plans)	(g) In using "outlook" to make farm adjustments	
					(h) With a farm-income statement for tax purposes	(i) With farm-labor problems	(j) In developing supplemental sources of income	30
								15
								10
								24
								50

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

76. Days devoted to line of work by—	Include all work with adults, 4-H Club members, and older youth				Price and trade policies (prices, international trade, interstate trade barriers, transportation, interregional competition, etc.)	Land policy and programs (classification of land zoning, tenure, land development, settlement, public-land management, etc.)	Public finance and services (taxation, local government, facilities such as roads and schools for rural areas, etc.)	Rural welfare (rural-urban relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural works programs, etc.)
	(1) Home demonstration agents	(2) 4-H Club agents	(3) Agricultural agents	(4) State extension workers				
76.	3	3	3	3		1	2	
77. Number of communities in which work was conducted this year						6	6	
78. Number of voluntary local leaders or committeemen assisting this year						2	2	
79. Number of tours conducted this year to observe economic and social conditions in various land use areas								
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems							2	
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural)								
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year							4	

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

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MARKETING AND DISTRIBUTION

Include all work with white, 4-H Club members, and older youth	General	Grain and hay	Livestock and wool	Dairy products	Poultry and eggs	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	4	2	4	1	2	2		3	1	1	3
(4) State extension workers											
84. Number of communities in which work was conducted this year	6	6	6	6	6	6		6	6	6	6
85. Number of voluntary local leaders or committeemen assisting this year	12	10	12	12	10	6		6	8	11	14
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	100	14	12	18	14	20		15	20	8	12
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$2500	\$1850	\$3400	\$4200	\$950	\$640	\$	\$7200	\$1270	\$230	\$6000
92. Number of private marketing and distributing agencies and trade groups assisted this year											2
93. Number of programs ² pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs ² participated in or conducted this year											
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs ² participated in or conducted this year											
97. Number of consumer information programs ² pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs ² relating to marketing services and costs of distribution conducted this year											
99. Number of programs ² relating to transportation problems conducted this year											
100. Number of programs ² relating to the specific use of market information conducted this year											
101. Number of other marketing programs ² 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				
Includes all work with adults, 4-H Club members, and other youth				
	The home, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
101. Days devoted to line of work by—				
(1) Home demonstration agents	52	6		
(2) 4-H Club agents			3	3
(3) Agricultural agents		1		
(4) State extension workers				
102. Number of communities in which work was conducted this year	6	6	6	6
103. Number of voluntary local leaders or committeemen assisting this year	41	6	6	18
The House, 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				
(e) Installing heating systems				
(f) Providing needed storage space	49			
(g) Rearranging or improving kitchens	43			
(h) Improving arrangement of rooms (other than kitchens)	57			
(i) Improving methods of repairing, remodeling, or refashioning furniture or furnishings	133			
(j) Selecting home furnishings or equipment (other than electric)	37			
(k) Improving housekeeping methods	35			
(l) Laundry arrangement	119			
(m) Installing sanitary closets or outhouses				
(n) Screening or using other recommended methods of controlling flies or other insects	23			
(o) Improving home grounds				
(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				5
(b) Selection or use of electric lights or home electrical equipment				31
(c) Using electricity for income-producing purposes				6
Farm Buildings—Continued				
108. Number of farmers assisted this year in—				
(a) The construction of farm buildings				20
(b) Remodeling or repairing farm buildings				6
(c) Selection or construction of farm-building equipment				18
Farm Mechanical Equipment—Continued				
109. Number of farmers assisted this year in—				
(a) The selection of mechanical equipment				18
(b) Making more efficient use of mechanical equipment				34
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year				22
111. Number of gin stands assisted this year in the ginning of cotton				

NUTRITION AND HEALTH

112. Days devoted to line of work by	Home production of family food supply (a)	Food preservation and storage (b)		Food selection and distribution (c)	Other health and work (d)
		Fruits	Vegetables		
(1) Home demonstration agents in general (1)	21	8	59		
(2) 4-H Club agents (2)	31	9			3
(3) Agricultural agents (3)	4				
(4) State extension workers (4)	6	6	6		6
113. Number of communities in which work was conducted this year (1)	85	85	42		12
114. Number of voluntary local leaders or committeemen assisting this year (1)					
115. Number of families assisted this year—		115(g) FOOD PRESERVATION BY ADULTS			
(a) In improving diets (2) 15					
(b) With food preparation (2) 182					
(c) In improving food supply by making changes in home food production (2) 397					
(1) Of vegetables (2) 137					
(2) Of fruits (2) 36					
(3) Of meats (2) 67					
(4) Of milk (2) 20					
(5) Of poultry and eggs (2) 107					
(d) With home butchering, meat cutting or curing (2) 40					
(e) With butter or cheese making (2) 21					
116. (f) With food preservation problems (2) 320					
(1) Canning (2) 163					
(2) Freezing (2) 158					
(3) Drying (2) 108					
(4) Storing (2) 108					
(g) In producing and preserving home food supply according to annual food-supply budget (2) 287					
(h) In planning according to a budget (2) 213					
(i) With child-feeding problems (2) 38					
(j) In the prevention of colds and other common diseases (2) 32					
117. (k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.) (2) 2					
(l) With first-aid or home nursing (2) 1					
(m) In removing fire and accident hazards (2) 1					
118. Number of schools assisted this year in establishing or maintaining hot school lunches (2) 30					
119. Number of nutrition or health clinics organized this year through the efforts of extension workers (2) 9					
115(g) FOOD PRESERVATION BY ADULTS					
		Fruits	Vegetables		Meats and fish (c)
1. Quarts canned (1)		5700	10,250		4515
2. Gallons brined (1)					
3. Pounds: Dried (1)					
4. Cured (1)					
5. Stored (1)					16,580
6. Frozen (1)					
7. Number of different families represented by the above figures (1)					320
115(h) FOOD PRESERVATION BY 4-H CLUB MEMBERS					
		Fruits	Vegetables		Meats and fish (c)
1. Quarts canned (1)		2128	1196		603
2. Gallons brined (1)					
3. Pounds: Dried (1)					
4. Cured (1)					
5. Stored (1)					
6. Frozen (1)					

1 Sum of the different main departments due to families participating in more than one activity.

2 Weights of finished product after drying.

3 Weights of product before curing.

4 Includes contents of locker plants and home frozen pulp.

5 Do not include vine-ripened pees and beans.

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

Include all work with adults, 4-H Club members, and older youth		Home management— family economies (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.....	32	20	7	6
	(2) 4-H Club agents.....				4
	(3) Agricultural agents.....				
	(4) State extension workers.....	1	1	1	
119. Number of communities in which work was conducted this year.....		6	6	5	4
120. Number of voluntary local leaders or committeemen assisting this year.....		36	25	8	16
Home Management—Family Economies—Continued		Clothing and Textiles—Continued			
121. Number of families assisted this year—		127. Number of families assisted this year with—			
(a) With time-management problems.....	713	(a) Clothing-construction problems.....		37	
(b) With home accounts.....	73	(b) The selection of clothing and textiles.....		47	
(c) With financial planning.....	35	(c) Care, renovation, remodeling of clothing.....		92	
(d) In improving use of credit for family living expenses.....	188	(d) Clothing accounts or budgets.....			
(e) In developing home industries as a means of supplementing income.....	107	Family Relationships—Child Development—Continued			
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of—		128. Number of families assisted this year—		903	
(a) Food.....	250	(a) With child-development and guidance problems.....		37	
(b) Clothing.....	91	(b) In improving family relationships.....		29	
(c) Housefurnishings and equipment.....	110	129. Number of families providing recommended clothing, furnishings, and play equipment for children this year.....			
(d) General household supplies.....	8	130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men.....		23	
123. Number of families assisted this year through cooperative associations or individually, with the buying of—		(b) Women.....		39	
(a) Food.....	38	131. Number of children in families represented by such individuals.....		1277	
(b) Clothing.....	127	Recreation and Community Life—Continued			
(c) Housefurnishings and equipment.....	387	132. Number of families assisted this year in improving home recreation.....		86	
(d) General household supplies.....	41	133. Number of communities assisted this year in improving community recreational facilities.....		6	
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications).....	111	134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs.....		15	
125. Number of families assisted this year with "making versus buying" decisions.....	87	135. Number of communities (a) Club or community house established— (b) Permanent camp (c) Community rest rooms.....		3	
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living.....	79	136. Number of communities assisted this year in providing library facilities.....		2	
		137. Number of school or other community grounds improved this year according to recommendations.....		1	

NOTE.—Individual families and groups assisted with selling problems should be reported in column (j), page 8.

The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 10.
* Includes question 122, also families buying through marketing cooperatives, organized or assisted, column (i), p. 4.

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)	
138. Corn	119		71		71	Acres
139. Other cereals	1		1		1	Acres
140. Peanuts	1		0			Acres
141. Soybeans, field peas, alfalfa, and other legumes						Acres
142. Soil and water conservation						Acres
143. Potatoes, Irish and sweet	18		13		7	Acres
144. Cotton						Acres
145. Tobacco	31		20		10	Acres
146. Fruits						Acres
147. Home gardens	67	90	46	47	13	Acres
148. Market gardens, truck and canning crops						Acres
149. Other crops (including pasture improvement)						Acres
150. Poultry (including turkeys)	46	46	35	21	2546	Birds
151. Dairy cattle						Animals
152. Beef cattle						Animals
153. Sheep						Animals
154. Swine	21		18		162	Animals
155. Horses and mules						Animals
155a. Rabbits			0			Animals
156. Other livestock						Animals
157. Bees						Colonies
158. Beautification of home grounds					XXXXXXXXXXXXXX	
159. Forestry						Acres
160. Wildlife and nature study (game and fur animals)					XXXXXXXXXXXXXX	
161. Agricultural engineering, farm shops, electricity, tractor						Articles made
162. Farm management						Articles repaired
163. Food selection, preparation, and/or baking		101		57	4348	Meals planned
164. Food preservation. (Include frozen foods)		112		68	3927	Meals served
165. Health, home nursing, and first aid					XXXXXXXXXXXXXX	
165a. Child care					XXXXXXXXXXXXXX	
166. Clothing		96		41	237	Garments made
167. Home management (housekeeping)		228		156	424	Garments remodeled
168. Home furnishings and room improvement						Units
169. Home industry, arts and crafts						Rooms
170. Junior leadership						Articles
171. All others					XXXXXXXXXXXXXX	
172. Total (project enrollment and completion)	313	673	202	390	XXXXXXXXXXXXXX	

4-H CLUB MEMBERSHIP

173. Number of 4-H Clubs (do not count the same club more than once)	18
174. Number of different 4-H Club members enrolled	313
175. Number of different 4-H Club members completing	262
176. Number of different 4-H Club members in school	240
177. Number of different 4-H Club members out of school	73
178. Number of different 4-H Club members from farm homes	285
179. Number of different 4-H Club members from nonfarm homes	28

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	22	40	10 and under	10	32
2d	89	88	11	61	59
3d	100	99	12	40	59
4th	62	60	13	56	59
5th	21	42	14	69	57
6th	13	9	15	40	46
7th	4	3	16	17	15
8th	1	3	17	12	15
9th	0	3	18	0	6
10th and over	1	2	19	6	9
			20 and over	2	1

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in:	
(a) Judging	190
(b) Giving demonstrations	235
(c) Recreational leadership	80
(d) Music appreciation	230
(e) Health	560
(f) Fire and accident prevention	40
(g) Wildlife conservation	110
(h) Keeping personal accounts	150
(i) Use of economic information	40
(j) Soil and water conservation	8
(k) Forestry	8

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

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

WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth	
186. Membership in such groups	(a) Young men (b) Young women

187. Number of members by school status and age	In school (a)	Out of school		Under 21 years (d)	21-34 years (e)	35 years and older (f)
		Unmarried (b)	Married (c)			
(1) Young men						
(2) Young women						

188. Number of meetings of older rural youth extension groups	
189. Total attendance at such meetings	
190. Number of other older rural youth groups assisted	
191. Membership in such groups	(a) Young men (b) Young women
192. Number of older rural youth not in extension or other youth groups assisted	(a) Young men (b) Young women
193. Total number of different young people contacted through the extension program for older rural youth. (Questions 188, 191, and 192, minus duplications)	(a) Young men (b) Young women

194. Check column showing approximate portion of older-youth program devoted to:	Under 10 percent (a)	10-19 percent (b)	20-39 percent (c)	40 percent or more (d)
(1) Citizenship, democracy, and public problems			13	
(2) Vocational guidance			10	
(3) Family life and social customs			1	
(4) Social and recreational activities				
(5) Community service activities			1	
(6) Technical agriculture			11	
(7) Technical home economics, including nutrition and health				

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

2 Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the projects enrollments reported on page 15, minus duplications due to the same boy or girl appearing on two or more subject-matter lines of work. Do not include boys and girls enrolled in the year in question with the preceding year's projects.

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

MISCELLANEOUS

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

	Days devoted to line of work by—	Number of communities in which work was conducted this year.	Number of voluntary local leaders or committeemen assisting this year.
	(1) Home demonstration agents.		
	(2) 4-H Club agents.		
	(3) Agricultural agents.		
	(4) State extension workers.		

COOPERATION WITH OTHER FEDERAL AGENCIES

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

	Assistance to Veterans	U. S. D. A. Councils	Farm Credit Administration	Employment Service	Production and Marketing Administration	Soil Conservation Service	Farmers Home Administration	Rural Extension Administration	Commissary Agency	Social Security Administration	Other Agencies
190. Days devoted to line of work by—											
(1) Home demonstration agents.											
(2) 4-H Club agents.											
(3) Agricultural agents.	12	2	10	2	10	18	4	2		12	14
(4) State extension workers.											
200. Number of communities in which work was conducted this year.	6	6	6	6	6	6	6	6		6	6
201. Number of voluntary local leaders or committeemen assisting this year.	10		4		12	12	4	8		12	10
202. Number of workers participated in this year by extension workers.	12	2	4		4	4	1			8	

1. Include grasshoppers, army worms, chinch bugs and other insects not reported under specific crop or livestock headings.

COOPERATION WITH OTHER FEDERAL AGENCIES

TERMINOLOGY

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

DEFINITIONS OF EXTENSION TERMS

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