

ANNUAL NARRATIVE REPORT
DECEMBER 1st, 1948 TO NOVEMBER 30, 1949
RICHMOND COUNTY
WARSAW, VIRGINIA.

L.N. WYNE, LOCAL FARM AGENT.

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County Organazations

Richmond County is divided into five different communities with thirty eight neighborhoods. Each neighborhood has a man and woman leader. There are a total of fifty five neighborhood leaders. We also have a steering committee that consists of ten members from different sections of the county. We have an advisory board which is composed of a man and woman from each community.

Type Of Agriculture

The type of Agriculture in Richmond County is general with corn, and smallgrains. The main cash crop being Tomatoes for most of the small farmers both "Green Wraps" and Ripe Tomatoes are sold. Soybeans are also a cash crop for some. Some few beef cattle are sold also some chickens and eggs are sold, a few sell cream.

Project Activities

Agronomy

Corn

The main goal in 1949 was to increase yields and to improve the quality of corn grown in the county. There are five Hybrids Demonstrations in five different sections of the county near the highway when possible. The top Hybrids recommended by our State Experiment Station Director were used. Those who were used as demonstrators: James Saunders Jr. R.1, Warsaw, Va. Planted one acre of Funks 515, and Woods V 50 and 125, he used 500lbs. of 3-12-6 per acre broadcasted before planting 200lbs. of same in rows, side dress with 750lbs. of Nitrate of Soda, cultivate shallow.

George Jackson, Simonsen, Va. he planted two acres of U-S. 262, using 600lbs. of 3-12-6 per acre broad cast before planting 200lbs. of same in rows at planting, sidedress with 750lbs. of Nitrate of Soda, cultivate shallow.

Butler Veney, Emmerton, Va. one acre of U.S. 262, he used 600lbs. of 3-12-6 per acre before planting 200lbs. of same in rows at planting, side dress with 750lbs. of Nitrate Soda.

E.B. Carter, Farmers Fork, Va. one acre of U. S. 99, using 500lbs. of 3-12-6 broad cast before planting, 200lbs. of same in the rows when planting, side dress with 500lbs. of Nitrate Soda.

This we organized a Hundred Bushel Corn Club.

There were fifteen farmers in this club.

They were located in different sections of the county. There were forty acres involved in this contest.

One member of the club made more than a hundred bushels per acre.

Small Grains

Recognizing the need for better wheat varieties new high yielding varieties were recommended.

Pastures

The need for pastures has been stressed, both permanent and supplementary, more interest is being shown. Some farmers are seeding new pastures and reclaiming some of the old sod by fertilizer and lime. The F.M.A. program has been a great help in getting this goal reached. There were five used as demonstrators. The number of acres involved were twenty four and a half.

Poultry

The farm poultry flock is of great importance to the farm men and women of this county and much time is being spent in helping to formulate and in carrying out a sanitation program also in disease and parasite control. Proper housing and feeding has been stressed.

Hogs

The quality of hogs in the county is improving. Some farmers are providing more and better pastures for the breeding stock and are feeding a better balanced ration. A good job is being done in the control of disease. A majority of the farmers are getting theirs inoculated.

Tomatoes

The goal was this year to produce more and better quality of fruit per acre economically. Meetings were held where cultural practices, plant growing, proper fertilization and disease and insect control were discussed.

Home Garden

We have as our goal for every family to have a good year round garden of sufficient size to produce enough for the family needs. We hope to accomplish this by sending out timely garden suggestions on varieties, planting dates, disease and insect control. We had four that acted as demonstrators using a total of five acres.

Forestry

The agent has worked with the State Forestry Service, the Extension Forester and the Soil Conservation Service in promoting good forestry practices.

Cooperation with other agencies

The agent cooperates with the P.M.A. as far as possible, attends meeting when notified.

Soil Conservation Service

This program being very important so this program has been stressed and some of the farmers are following this program and others are becoming more interested.

The Northern Neck Fair

The increased interest in the Northern Neck Fair was manifested in the quantity and the quality of exhibits. The adult entries were as follows: Clothing and Hand Work, one hundred and eleven, Home Garden and Farm Exhibits, thirty six, Poultry and eggs, twenty six, Pickles, preserves, jellies and foods, one hundred and thirty seven, Canned fruits, vegetables and meats two hundred and seventy nine, Farm Crops, forty six. Flower show twenty two. Total entries for the adult department were six hundred and fifty seven.

The youth entries were as follows: Clothing and Hand Work six, poultry six, Canned Fruits, vegetables Meats, and Foods, thirty nine. The total entries for the youth department were seventy five.

The prizes awarded in the adult department were as follows: First, twenty, Second, twenty two, Third, thirteen, Fourth, two, Seventh, one, eight, one. The total prizes awarded were fifty nine.

In the youth department prizes awarded as follows: First, eight, Second, six, Third, three, and Fourth, three. A total of twenty prizes were awarded in the youth dept. The money offered for prizes amounted to \$775.45.

4-H Club Organization

There are nine 4-H Clubs in the county with 225 members enrolled conducting 235 projects. The projects conducted in the county included Market Garden, Home Garden, poultry, and Livestock.

These projects were conducted by members who received assistance and information the following ways: Through club programs built around current project work. Instruction given by agent at club meetings. Through U.S.D.A. bulletins. Through association with other club members. Through project visits by the agent.

Achievements.

The project work under the 4-H program has consisted of 109 members enrolled in Livestock and Poultry with 16 boys and 45 girls completing. There were 2201 animals involved. There were 126 members enrolled in crop projects with 111 completing. The total acreage in crop projects were 54.

4-H Club meetings were held monthly with the agent always present. These meetings are held in the schools. The 4-H council set up the following objectives for 1949; Observe Rural Life Sunday. 100% completion of record books. To increase enrollment. Encourage 4-H participation in the local Fair. Rural Life Sunday was observed by seven clubs at one church. Five 4-H club members attended the State Short Course and received great benefits from the different courses offered.

Evaluation of years work

The agent devoted one hundred and ninety two days to work with adults. One hundred and nine days with 4-H club members. Eighty nine days were spent in the office, two hundred and twelve days were spent in the field. Seven hundred and fifty two visits were made to farm or home in conducting extension work. Five news articles were published, Training meetings were held for local leaders or committeemen, Five. Total attendance men, thirty six, woman sixteen.

Training meeting held for 4-H club leaders four, attendance ten. Method demonstrations meetings held twenty eight, attendance five hundred. Method demonstrations given to 4-H club members twenty nine, attendance seven hundred and twenty five.

Number of result demonstrations conducted seventeen, Meetings held at such demonstrations fourteen, attendance thirty five. Other meetings of an extension nature thirteen, attendance five hundred. Sixty five farmers changed in practice due to the result of the agricultural program.

Fifteen changed for the first time this year. Twenty none-farm families made changes due to the results of the agricultural program.

There are ninety eight farm homes with 4-H club members enrolled. One hundred and sixty three different farm families have been influenced by some phase of the Extension Program. Thirty five other families have been influenced by some phase of the Extension Program. Ninety days were spent in agricultural planning. Days devoted to crop production. Corn, sixty six, Pastures, eighteen. Potatoes and other vegetables seventy one. Fruits, four. Days devoted to livestock production: Swine, eighty, Poultry, thirty four. Days devoted to conservation of natural resources, sixteen.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS
AGENT'S ANNUAL REPORT

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 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 Richmond

REPORT OF

- Home Demonstration Agent. From June 1, 1944 to June 30, 1944
- Assistant Home Demonstration Agent. From June 1, 1944 to June 30, 1944
- 4-H Club Agent. From June 1, 1944 to June 30, 1944
- Assistant County Agent in charge of Club Work. From Dec. 1, 1943 to Nov. 30, 1944
- Agricultural Agent. From June 1, 1944 to June 30, 1944
- Assistant Agricultural Agent.



READ SUGGESTIONS, PAGES 2 AND 16

Approved: _____
Date: _____
State Extension Director

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

→ 4) Six good reasons may be listed as to why an extension worker should prepare a comprehensive annual report.

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

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

NARRATIVE SUMMARY

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

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

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

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

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

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

STATISTICAL SUMMARY

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

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

GENERAL ACTIVITIES

Report only this year's activities that can be verified		Home demonstration agents (c)	4-H Club agents ¹ (b)	Agricultural agents (e)	County total ² (d)
1.	Months of service this year (agents and assistants)	✓	✓	12	XXXXXXXXXX
2.	Days devoted to work with adults ³	✓	✓	192	XXXXXXXXXX
3.	Days devoted to work with 4-H Clubs, and young men and women (older youth) ⁴	✓	✓	109	XXXXXXXXXX
4.	Days in office ⁵			89	XXXXXXXXXX
5.	Days in field ⁵			212	XXXXXXXXXX
6.	Number of farm or home visits made in conducting extension work ⁶			752	752
7.	Number of different farms or homes visited			175	175
8.	Number of calls relating to extension work			167	167
		(1) Office			
		(2) Telephone			
9.	Number of news articles or stories published ⁷			5	
10.	Number of bulletins distributed				
11.	Number of radio talks broadcast or prepared for broadcasting			5	5
12.	Training meetings held for local leaders or committeemen	(1) Adult work	(a) Number	36	36
			(b) Men of leaders	16	16
			(c) Women		
(2) 4-H Club and young men and women (older youth)	(a) Number	4	4		
	(b) Total attendance of leaders	10	10		
13.	Method demonstration meetings held. (Do not include the method demonstrations given at leader-training meetings reported under Question 12)	(1) Adult work	(a) Number	28	28
			(b) Total attendance	585	585
(2) 4-H Club and young men and women (older youth)	(a) Number	29	29		
	(b) Total attendance	725	725		
14.	Number of adult result demonstrations conducted			17	17
15.	Meetings held at such result demonstrations	(1) Number	14	14	
		(2) Total attendance	35	35	
16.	Tours conducted	(1) Adult work	(a) Number	—	—
			(b) Total attendance	—	—
(2) 4-H Club and young men and women (older youth)	(a) Number	—	—		
	(b) Total attendance	—	—		
17.	Achievement days held	(1) Adult work	(a) Number	—	—
			(b) Total attendance	—	—
(2) 4-H Club and young men and women (older youth)	(a) Number	—	—		
	(b) Total attendance	—	—		

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

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified	Type of organization		Home demonstration agents (c)	4-H Club agents (b)	Agricultural agents (a)	County Total (d)
	(1) Young women	(2) Young men and women (older youth)				
18. Encampments held (report attendance for your county only) ¹	(1) Farm women	(a) Number			✓	✓
		(b) Total members attending	✓	✓	✓	✓
		(c) Total others attending			✓	✓
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number			✓	✓
		(b) Total attendance			13	13
	(2) 4-H Club and young men and women (older youth)	(a) Number			500	500
		(b) Total attendance			5	5
20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere	(1) Adult work	(a) Number			250	250
		(b) Total attendance			23	23
21. Meetings held by county or State extension workers and not reported elsewhere	(2) 4-H Club and young men and women (older youth)	(a) Number			25	25
		(b) Total attendance			25	25

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.
² County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.
³ Does not include picnic, raises, and short courses, which should be reported under question 18.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

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

22. Total number of farms in county (1945 census)	193	193
23. Number of farms on which changes in practices have definitely resulted from the agricultural program	65	65
24. Number of farms involved in preceding question which were reached this year for the first time	15	15
25. Number of nonfarm families making changes in practices as a result of the agricultural program	20	20
26. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	20	20
27. Number of farm homes involved in preceding question that were reached this year for the first time	2	2
28. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	2	2
29. Number of other homes involved in preceding question that were reached this year for the first time	2	2
30. Number of farm homes with 4-H Club members enrolled	98	98
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	15	65
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	20	100

EXTENSION ORGANIZATION AND PLANNING

33. County organization, association, or committee sponsoring extension work. This may include agricultural councils, home demonstration councils, and 4-H councils, or similar advisory committees. It may also include farm and home bureaus and extension associations in those States where such associations are the official or quasi-official agency in the county cooperating with the college in the management or conduct of extension work:
- (a) Over-all or general (1) Name Advisory Board (2) No. of members 135
- (b) Agricultural (1) Name Advisory Board (2) No. of members 34
- (c) Home demonstration (1) Name _____ (2) No. of members _____
- (d) 4-H Club (1) Name 4-H Club Council (2) No. of members 40
- (e) Young men and women (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 44 (b) Home demonstration _____ (c) 4-H Club 30 (d) Young men and women (older youth) _____
35. Total number of communities in county. (See definition of a community, item 1, on back cover.) (Do not include number of neighborhoods) _____ 5
36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees _____ 5
37. Number of clubs or other groups organized to carry on adult home demonstration work _____
38. Number of members in such clubs or groups _____
39. (a) Covered under question 173. (b) Covered under question 185.
40. Combined with question 41.
41. Number of different voluntary local leaders, committeemen, or neighborhood leaders actively engaged in forwarding the extension program.
- (a) Adult work (1) Men 35 (b) 4-H Club and work with young (1) Men 12 (3) Older club boys _____
- (2) Women 40 (2) Women 17 (4) Older club girls _____

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service _____
43. Number of members of such county agricultural planning group:
- (a) Unpaid lay members: (1) Men _____ (2) Women _____ (3) Youth _____
- (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men _____ (2) Women _____
44. Number of communities with agricultural planning committee (over-all planning) _____
45. Number of members of such community planning committees: (a) Men _____ (b) Women _____ (c) Youth _____
46. Was a county committee report prepared and released during the year? (a) Yes _____ (b) No _____
- | | Extension organization and planning ¹
(a) | County agricultural planning ¹
(b) | Total ¹
(c) |
|----------------------------------------------------------------------------|---------------------------------------------------------|--------------------------------------------------|---------------------------|
| 47. Days devoted to line of work by— | | | |
| (1) Home demonstration agents | | | |
| (2) 4-H Club agents | | | |
| (3) Agricultural agents | | | <u>22</u> |
| (4) State extension workers | | | |
| 48. Number of planning meetings held | (1) County _____ | (2) Community _____ | <u>7</u> |
| 49. Number of unpaid voluntary leaders or committeemen assisting this year | | | <u>55</u> |
| 50. Days of assistance rendered by voluntary leaders or committeemen | | | <u>25</u> |

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

CROP PRODUCTION (other than for family food supply)

	Corn	Wheat	Other cereals	Legumes	Pasture	Cotton	Tobacco	Potatoes and other vegetables	Fruits	Other crops
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
51. Days devoted to line of work by—				(1) County						
(1) Home demonstration agents					✓			✓	✓	
(2) 4-H Club agents					✓			✓	✓	✓
(3) Agricultural agents	40	✓	✓	✓	18	✓	✓	3	4	✓
(4) State extension workers					✓			✓		
52. Number of communities in which work was conducted this year	5				5			5	5	
53. Number of voluntary local leaders or committeemen assisting this year	15				5			10	2	
54. Number of farmers assisted this year in—										
(1) Obtaining improved varieties or strains of seed	25				2			5	✓	
(2) The use of lime	10				2			✓	✓	
(3) The use of fertilizers	10				13			✓	✓	
(4) Controlling plant diseases					✓			20	✓	
(5) Controlling injurious insects					✓			10	10	
(6) Controlling noxious weeds					✓			✓	✓	
(7) Controlling rodents and other animals	✓							✓	✓	

LIVESTOCK PRODUCTION (other than for family food supply)

	Dairy cattle	Beef cattle	Sheep	Swine	Horses and mules	Poultry (including turkeys)	Other livestock
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
55. Days devoted to line of work by—							
(1) Home demonstration agents				✓		✓	
(2) 4-H Club agents				✓		✓	
(3) Agricultural agents				80	✓	40	✓
(4) State extension workers	✓	✓	✓				
56. Number of communities in which work was conducted this year				5		5	
57. Number of voluntary local leaders or committeemen assisting this year				✓		✓	
58. Number of breeding circles or clubs or improvement associations organized or assisted this year				✓		✓	
59. Number of members in such circles, clubs, or associations				12		✓	
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals				✓		✓	
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males				✓		✓	
(2) Obtaining purebred or high-grade females				✓		✓	
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	150	XXXXX
(4) Improving methods of feeding				10		15	
(5) Controlling external parasites				25		✓	
(6) Controlling diseases and internal parasites				40		75	
(7) Controlling predatory animals				✓		✓	

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

16-5074-7

FARM MANAGEMENT

Include all work with adults, 4-H Club members, and young men and women (older youth)	Farm accounts, cost records, inventories, etc.	Individual farm planning, adjustments, tenancy, and other management problems	Farm credit (short and long time)	Outlook information
	(a)	(b)	(c)	(d)
70. Days devoted to line of work by: <ul style="list-style-type: none"> (1) Home demonstration agents (2) 4-H Club agents (3) Agricultural agents (4) State extension workers 	✓	14	✓	✓
71. Number of communities in which work was conducted this year	—	5	—	—
72. Number of voluntary local leaders or committeemen assisting this year	—	—	—	—
73. Number of farm survey records taken during the year: <ul style="list-style-type: none"> (a) Farm business (b) Enterprise (c) Other 	—	—	—	—
74. Number of farmers assisted this year in: <ul style="list-style-type: none"> (a) Farm inventory (b) General farm records keeping (c) Enterprise records 	—	—	—	—
75. Number of farmers assisted this year: <ul style="list-style-type: none"> (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 	13	15	—	—

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Include all work with adults, 4-H Club members, and young men and women (older youth)	Price and trade policies (prices, international trade, interstate trade barriers, transportation, international competition, etc.)	Land policy and programs (classification of land, zoning, tenure, land development, settlement, public land management, etc.)	Public finance and services (station, local government, facilities such as roads and schools for rural areas, etc.)	Rural welfare (rural-urban relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural works programs, etc.)
	(a)	(b)	(c)	(d)
76. Days devoted to line of work by: <ul style="list-style-type: none"> (1) Home demonstration agents (2) 4-H Club agents (3) Agricultural agents (4) State extension workers 	✓	13	✓	✓
77. Number of communities in which work was conducted this year	—	—	—	—
78. Number of voluntary local leaders or committeemen assisting this year	—	—	—	—
79. Number of tours conducted this year to observe economic and social conditions in various land use areas	—	—	—	—
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems	—	—	—	—
81. Number of displaced farmers 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	—	—	—	—

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

MARKETING AND DISTRIBUTION

(a) <small>Include all work with adults, 4-H Club members, and young men and women (older youth)</small>	General	Grain and hay	Livestock and wool ¹	Dairy products	Poultry and eggs ²	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) State extension workers											
84. Number of communities in which work was conducted this year											
85. Number of voluntary local leaders or committeemen assisting this year											
86. Number of new cooperatives ³ assisted in organizing during the year											
87. Number of established cooperatives ³ assisted during the year											
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87)											
89. Question discontinued	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X
90. Number of farmers or families (not members of cooperatives) assisted during the year											
91. Question discontinued	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X
92. Number of private marketing and distributing agencies and trade groups assisted this year											
93. Number of programs ² pertaining to marketing agreements, orders, or surplus removal 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 members living in the county covered by this report.

³ Organized pieces of work.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with clubs, 4-H Club members, and young men and women (older youth)		The house, furnishings, and surroundings (b)	Rural electrification (c)	Farm buildings (e)	Farm mechanical equipment (d)
102.	Days devoted to line of work by—				
100	(1) Home/demonstration agents				
09	(2) 4-H Club agents				
08	(3) Agricultural agents				
01	(4) State extension workers				
103.	Number of communities in which work was conducted this year				
104.	Number of voluntary local leaders or committeemen assisting this year				
The House, Furnishings, and Surroundings—Continued		Rural Electrification—Continued			
105.	Number of families assisted this year in—		106. Number of associations organized or assisted this year to obtain electricity. (Report associations, not individual members)		
09	(a) Constructing dwellings		107. Number of families assisted this year in—		
08	(b) Remodeling dwellings		(a) Obtaining electricity		
07	(c) Installing sewage systems		(b) Selection or use of electric lights or home electrical equipment		
06	(d) Installing water systems		(c) Using electricity for income-producing purposes		
05	(e) Installing heating systems		Farm Buildings—Continued		
04	(f) Providing needed storage space		108. Number of farmers assisted this year in—		
03	(g) Rearranging or improving kitchens		(a) The construction of farm buildings		
02	(h) Improving arrangement of rooms (other than kitchens)		(b) Remodeling or repairing farm buildings		
01	(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings		(c) Selection or construction of farm-building equipment		
00	(j) Selecting house/furnishings or equipment (other than electric)		Farm Mechanical Equipment—Continued		
99	(k) Improving housekeeping methods		109. Number of farmers assisted this year in—		
98	(l) Laundry arrangement		(a) The selection of mechanical equipment		
97	(m) Installing sanitary closets or outhouses		(b) Making more efficient use of mechanical equipment		
96	(n) Screening or using other recommended methods of controlling flies or other insects		110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year		
95	(o) Improving home grounds		111. Number of gin stands assisted this year in the better ginning of cotton		
94	(p) Planting windbreaks or shelterbelts				

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NUTRITION AND HEALTH

Includes all work with adults, 4-H Club members, and young men and women (older youth)	Home production of family food supply (a)	Food preservation and storage (b)	Food substitution and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by—				
(1) Home demonstration agents				
(2) 4-H Club agents				
(3) Agricultural agents				
(4) State extension workers				
113. Number of communities in which work was conducted this year				
114. Number of voluntary local leaders or committeemen assisting this year				
115. Number of families assisted this year—				
(a) In improving diets				
(b) With food preparation				
(c) In improving food supply by making changes in home food production—				
(1) Of vegetables				
(2) Of fruits				
(3) Of meats				
(4) Of milk				
(5) Of poultry and eggs				
(6) Total of above subitems minus duplications due to families making changes in production of more than one kind of food				
(d) With home butchering, meat cutting or curing				
(e) With butter or cheese making				
(f) With food-preservation problems in—				
(1) Canning				
(2) Freezing				
(3) Drying				
(4) Storing				
(5) Total of above subitems minus duplications due to families using more than one method of preserving				
(g) In producing and preserving home food supply according to annual food-supply budget				
(A) In canning according to a budget				
(i) With child-feeding problems				
(j) In the prevention of colds and other common diseases				
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				
(l) With first aid or home nursing				
(m) In removing fire and accident hazards				
116. Number of schools assisted this year in establishing or maintaining hot school lunches				
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

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

(c) Home Management—Family Economics—Continued

121. Number of families assisted this year—
- (a) With time-management problems
 - (b) With home accounts
 - (c) With financial planning
 - (d) In improving use of credit for family living expenses
 - (e) In developing home industries as a means of supplementing income

122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying. (Do not report individuals):
- (a) Food
 - (b) Clothing
 - (c) Housefurnishings and equipment
 - (d) General household supplies

123. Number of families assisted this year through cooperative associations* or individually, with the buying of—
- (a) Food
 - (b) Clothing
 - (c) Housefurnishings and equipment
 - (d) General household supplies

124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications)

125. Number of families assisted this year with "making versus buying" decisions

126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living

Note.—Individual families and groups assisted with buying problems should be reported in column (c), page 9.

Clothing and Textiles—Continued

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

Family Relationships—Child Development—Continued

128. Number of families assisted this year—
- (a) With child-development and guidance problems
 - (b) In improving family relationships
129. Number of families providing recommended clothing, furnishings, and play equipment for children this year
130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men
(b) Women
131. Number of children in families represented by such individuals

Recreation and Community Life—Continued

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

* The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 1.
 † Includes question 122, also families buying through marketing cooperatives, organized or assisted, column (d).

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	✓	✓	✓	✓	✓ Acres
139. Other cereals	✓	✓	✓	✓	✓ Acres
140. Peanuts	✓	✓	✓	✓	✓ Acres
141. Soybeans, field peas, alfalfa, and other legumes	✓	✓	✓	✓	✓ Acres
142. Soil and water conservation	✓	✓	✓	✓	✓ Acres
143. Potatoes, Irish and sweet	✓	✓	✓	✓	✓ Acres
144. Cotton	✓	✓	✓	✓	✓ Acres
145. Tobacco	✓	✓	✓	✓	✓ Acres
146. Fruits	✓	✓	✓	✓	✓ Acres
147. Home gardens	59	46	50	40	28 1/2 Acres
148. Market gardens, truck and canning crops	19	2	19	2	25 1/2 Acres
149. Other crops (including pasture improvement)	✓	✓	✓	✓	✓ Acres
150. Poultry (including turkeys)	26	58	15	45	2200 Birds
151. Dairy cattle	1	0	1	0	1 Animals
152. Beef cattle	✓	✓	✓	✓	✓ Animals
153. Sheep	✓	✓	✓	✓	✓ Animals
154. Swine	22	2	19	2	9 Animals
155. Horses and mules	✓	✓	✓	✓	✓ Animals
155a. Rabbits	✓	✓	✓	✓	✓ Animals
156. Other livestock	✓	✓	✓	✓	✓ Animals
157. Bees	✓	✓	✓	✓	✓ Colonies
158. Beautification of home grounds	✓	✓	✓	✓	XXXXXXXXXXXXX
159. Forestry	✓	✓	✓	✓	✓ Acres
160. Wildlife and nature study (game and fur animals)	✓	✓	✓	✓	XXXXXXXXXXXXX
161. Agricultural engineering, farm shop, electricity, tractor	✓	✓	✓	✓	Articles made Articles repaired
162. Farm management	✓	✓	✓	✓	XXXXXXXXXXXXX
163. Food selection, preparation, and/or baking	✓	✓	✓	✓	Meals planned Meals served
164. Food preservation (Include frozen foods)	112	✓	✓	✓	Quarts canned Quarts frozen 1
165. Health, home nursing, and first aid	✓	✓	✓	✓	xx } Pounds frozen 1
165a. Child care	0	✓	✓	✓	xx } Garments made
166. Clothing	157	✓	✓	✓	Garments remodeled
167. Home management (housekeeping)	104	186	✓	✓	Units Rooms
168. Home furnishings and room improvement	157	✓	✓	✓	Articles
169. Home industry, arts and crafts	✓	✓	✓	✓	Articles
170. Junior leadership	✓	✓	✓	✓	XXXXXXXXXXXXX
171. All others	✓	✓	✓	✓	XXXXXXXXXXXXX
172. Total (project enrollment and completion)	127	108	104	89	XXXXXXXXXXXXX

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

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34

34
34

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4-H CLUB MEMBERSHIP

173. Number of 4-H Clubs (do not count the same club more than once)	9
174. Number of different 4-H Club members enrolled	(a) Boys 124 (b) Girls 101
175. Number of different 4-H Club members completing	(a) Boys 104 (b) Girls 89
176. Number of different 4-H Club members in school	(a) Boys 124 (b) Girls 101
177. Number of different 4-H Club members out of school	(a) Boys 0 (b) Girls 0
178. Number of different 4-H Club members from farm homes	(a) Boys 115 (b) Girls 92
179. Number of different 4-H Club members from nonfarm homes	(a) Boys 9 (b) Girls 9

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	42	32	10 and under	20	15
2d year	60	49	11	25	20
3d year	15	15	12	25	11
4th year	7	5	13	19	19
5th year			14	13	16
6th year			15	20	12
7th year			16	2	3
8th year			17	0	3
9th year			18		2
10th and over			20 and over		

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—
- | | | | |
|-----------------------------|----|----------------------------------|----|
| (a) Judging | 25 | (f) Fire and accident prevention | 20 |
| (b) Giving demonstrations | 10 | (g) Wildlife conservation | 10 |
| (c) Recreational leadership | 15 | (h) Keeping personal accounts | 22 |
| (d) Music appreciation | ✓ | (i) Use of economic information | ✓ |
| (e) Health | 10 | (j) Soil and water conservation | ✓ |
| | | (k) Forestry | ✓ |
183. Number of 4-H Club members having health examination because of participation in the extension program. ✓
184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs. 4

WORK WITH YOUNG MEN AND WOMEN (OLDER RURAL YOUTH)

(Do not include work with 4-H Clubs)

A. Extension organized groups of young men and women:

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

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

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

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

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

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

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

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

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

1 All data in this section are based on the number of different boys and girls participating in 4-H Club work, and 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 project totals, and reported on page 13, minus duplications due to the same boy or girl carrying on more than one project.

3 Some An (a) type 2, except that (a) type 2 is completed instead of enrollment.

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 economies, 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 when, how much, when, and where the work is to be done.
20. An *extension program* is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
21. *Records* consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.
22. Extension work with *young men and women* shall apply in general to those who are primarily rural and approximately 18 to 30 years of age. (Recommendation of Older Youth and Young Adult Planning Conference, Jackson's Mill, W. Va., February 21-25, 1949.)