

ANNUAL
NARRATIVE REPORT OF EXTENSION WORK
IN
POSHATAN COUNTY.
FROM DECEMBER 1st 1930 to NOVEMBER 30, 1931
FRANK MICHAUX
COUNTY AGRICULTURAL AGENT.

COUNTY AGENT ANNUAL REPORT

*Michaux
To
File*

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PERSONAL SUMMARY REPORT - POWHATAN COUNTY.
 FROM
 December 1st, 1950 to November 30th, 1951.

Days in office.....	65
Days in field.....	164
Number of News articles written.....	2
Number of Farm visits made.....	335
Number of different farms visited.....	227
Number of home visits made.....	165
Number of different homes visited.....	65
Number of calls relating to demonstration wk.	365
Number of individual letters written.....	260
Number of different circular letters prepared.	13
Number of different circular letters mailed out	1,570
Number of bulletins distributed.....	367
Number of meetings held	28
TOTAL ATTENDANCE.....	715
TOTAL Miles traveled official duty.....	9,635

POWHATAN COUNTY.

Powhatan County is in the lower Piedmont Section of Virginia, 25 miles west of Richmond with some of its best lands bordering on the James River. The county is 25 miles long by 15 miles wide containing 284 square miles with a population of around 6,000 people and 1,000 farms, many of them at this time being idle.

The soil varies from a light gray to a heavy chocolate or red clay; the latter fairly productive whenever well cared for. From long cropping the soil is in an acid condition and lime and phosphorous seem deficient as demonstrations have proven when these elements were supplied as there was a marked improvement in crop yields.

The principal crops grown in this county are: corn, wheat, rye, oats, and tobacco. The acreage in tobacco has been curtailed from year to year and many of the farmers have abandoned this crop entirely and are growing more of other crops and increasing their live stock and poultry.

Set forth in this report are the agricultural extension activities carried on in Powhatan County from November 1930 to December 1st, 1931.

ORGANIZATION.

According to my 1951 plan of work I have an advisory board consisting of 15 members from the three magisterial districts of this county. This board has been of great assistance to me in their respective communities in helping me in carrying out my 1951 plan of work.

In addition to this board, I have five well-organized farmers' clubs in five different communities in the county. These clubs meet once each month, having regular set dates for each meeting. At these meetings we have discussed, the live at home program; farm crops; insects; diseases; better housing and feeding; better seeds, time of seeding, seed treatment; lime and fertilizer, and rotation of crops. Through these meetings I have been able to reach more farmers than I could otherwise have done.

PLAN OF WORK IN ITS REVISED FORM FOLLOWS:GOALS:ACHIEVEMENTS.Organizations.

- To consult and work with Advisory Board.
- To work existing organizations.
- To organize six county farmers' clubs.

Soils

- Campaign for use of more lime. 160 tons used.
- Rotation of Crop.

GOALS cont.

ACHIEVEMENT

Soils continued

More liberal use of fertilizer
More winter cover crops

Field Crops

Better seed of known origin and variety.
More alfalfa and sweet clover on dairy farms.
More Red clover on lined land.
More clover and grass mixture.
More lespedeza on acid soil.

Live Stock

To sell off old and unproductive cows.
Better dairy farm practices.
Ample hay, silos where justified.
Better pastures.
To encourage the raising of more hogs
with better pastures and feeding practices.

Poultry

Better housing.
Better feeding.
Early hatching.
Culling.
Sanitation and insect control.

Major Projects

To stress at all times the importance
of maintaining a well balanced farm.
Live at home program.
Feed and feed for home consumption.
A good and abundant summer and winter
garden.

GOALS continued

ACHIEVEMENTS.

Club work.

To enroll 50 4-H members.

SOILS.

The soil improvement program was carried on at the various farmers' clubs, where soil improvement methods were worked out and presented at these meetings. These methods included two, three, and four year rotation system for different farm crop.

Treatment of the soil in carrying on these rotations was also a part of the program discussed; and it was strongly urged that more lime and a more liberal use of fertilizer should always be included in any well managed soil improvement program. I found the farmers will agree with me that they are badly in need of lime and fertilizer, but they are unable to buy either on account of poor prices for what they have to sell and most of them are in debt from previous crop failures on account of the drought in 1930.

FIELD CROPS.

Wheat, Rye and barley all of these crops were seeded in the fall of 1930 under the most favorable conditions, most of it following tobacco, soybeans and peas, with rye usually following corn. The yields of these crops were unusually heavy, with probably the best average yield ever grown in this county. The cat crop with a heavy increase in acreage seeded mostly in

FIELD CROPS continued.

February and March, also made splendid yields. The County Agent advised the farmers at meetings and by circular letters the best adapted seed; rate of seeding and time of seeding.

Alfalfa and Sweet Clover.

There were not as many acres of these crops seeded as usual on account of scarcity of money to buy lime and fertilizer, and also on account of the dry weather in September. On account of the value of alfalfa and sweet clover and the cost of growing these crops, compared with other hay crops, I have made every effort at meetings and by personal visits to induce the dairymen to grow more alfalfa and sweet clover in order to produce cheaper milk, and I have succeeded in getting 60 acres of alfalfa seeded this fall and good stands secured on dairy farms, and more will be seeded next spring. My goal is one acre of alfalfa for every cow being milked, this does not include dry cows nor young stock.

Timothy, Birdsfoot and Sealing Clover.

This mixture is probably the most economical hay crop in a four or five year rotation, with land well prepared, limed, fertilized and seeded. This mixture will make a wonderful yield of hay in late summer, with proper moisture, and will stand for two or more years and furnish a splendid sod to be followed with corn.

I am stressing this mixture in my soil building and live at home programs.

FIELD CROPS continued

Soy beans and peas both have a place on the farm as soil improvers when allowed to stay on the land, but rather a costly hay crop, compared to alfalfa and clover and grass mixtures.

Lespedeza.

I have two successful soil improvement demonstrations underway by plowing ordinary land and seeding same in lespedeza using 500 lbs. of super phosphate per acre each spring, and five pasture improvement demonstrations with two of these using a mixture of orchard grass and lespedeza. From results obtained, more farmers will seed lespedeza next spring.

Tobacco.

I have helped with sign-up for pooling or selling tobacco by calling meetings and assisting in signing up contracts and furnishing outlook reports to tobacco growers and discussing same at meetings.

LIVE STOCK.

In my plan of work for 1930, I urged the importance of selling off old and poor cows and replacing same with better ones; better dairy farm practices; ample hay and better pastures.

In visiting the dairy farms, this is what I have found, and have tried to improve:- the feeding of too many old broken down cows and strippers; the feeding of too much coarse and low grade hay; not getting full value of feed fed, by not paying much attention to balanced rations:- the buying of too much costly feed instead of buying more lime and growing more alfalfa,

clover and grain crops. I also find badly neglected pastures from which the least costly milk can be produced.

DAIRYING.

Three Dairymen have used three and one half cars of lime and seeded forty-eight acres of alfalfa. Another dairyman is running a pasture improvement demonstration also a sweet clover grazing demonstration. As I see it, the average dairyman is buying too much high priced dairy feed to produce more surplus milk instead of making more efforts in improving his pastures and growing home grown feed thereby producing on his farm cheaper milk and not so much of it to go into surplus milk.

HOES.

I have encouraged the raising of enough hogs for home consumption, and where pastures could be made available, to raise some to sell. The demonstrations carried on this year with about sixty hogs have paid about as well, regardless of low prices, as most any other undertaking on the farm. No hog cholera in the county this year. I inoculated fourteen hogs for one farmer as an insurance against cholera, as this man thought he had cholera on his farm the year before.

POLLSY.

While the poultry industry in this county is of vast importance, and is furnishing one of the best sources of income on the farms this year, and with the time I have had to devote to this work, I have made the following

endeavors: To make the farm flock pay; by better housing; better feeding; early hatching; culling; sanitation and insect control. To carry out this plan, I have spent twenty days of field work, visiting flock owners and helping them with their poultry problems. Together with the Home Demonstration Agent, we have held twelve meetings in relation to the work and sent out 250 circular letters. In addition to this, I have at my Farmers' Club meetings had discussions on the care and feeding of poultry. I feel that the work accomplished have helped to fill many an egg basket. While there is an improvement, the average farm flock owner, will have to learn and do much more before he will be able to get his flock on a paying basis. Starting December 1st. our goal will be twelve more eggs from every hen in Powhatan County in 1938, and to fit the size of the flock to suit condition on various farms.

MAJOR PROBLEMS

Live at home program-

First: The importance of maintaining a well balanced farm.

Second: Grow your food and feed for home use.

Third: To have a good summer and winter garden.

To carry out this program and to get it underway I have sent out about 300 circular letters dealing with some phase of this work, and made something like 300 personal visits and to reach more people, I have held and worked out plans to fit the average farm at six meetings in five different communities. This work will

Minor activities continued

to further carried out through the winter with the different farmers' clubs in the county. The average farm is usually off balance in livestock and poultry, with poor rotation systems is often a one crop farmer. A well balanced farm will correct these conditions and should ultimately work the one crop farmer out of existence.

4-H CLUBS WORK

I have nine members raising purebred or good grade dairy calves and eight fat pig and five corn club members, who completed their projects this year of the thirty-one members enrolled - some of them failed to get their pigs and some for various reasons failed to plant their corn or tobacco.

MISCELLANEOUS WORK

Including Red Cross Relief work and the Farmer's Seed and Fertilizer loans, I was call on from every turn to help with the Red Cross relief work, both in conferences and in the field. I was called on to help in making surveys of needy families by making personal visits all over the county and helped deliver food, clothing and garden seed to the needy. I devoted about twenty days and visited around one hundred homes in this and other miscellaneous work. I spent almost as much time with farmers helping them with their applications for loans to buy seed, fertilizer and I also helped farmers in the purchase of lime, fertilizer, seed, binder twine, and feed for livestock and poultry by getting them the best prices possible by pooling orders

Miscellaneous Work continued.

and otherwise. The saving to the farmers through the County Agent, both in buying and selling, was considerable.

Conclusions Drawn.

Farmers are curtailing acreage in tobacco until it may be considered a side line. The small grain crops are holding its own with some increase in rye and barley. Increase in livestock up to 1931. Farmers are feeding better. There is very little interest in hogs as a business. More alfalfa and legumes are being grown. Some pasture improvements underway for the first time. Efficiency in poultry feeding and management improved 100% within the last five years, and is now one of the best farm incomes, when well managed.

Farmers are thinking more of the "live at home" program and some are putting it into practice, and the farmers practicing this program are better off than those that are not. So the use of more lime to grow more alfalfa and legumes; to better feed livestock; to continue improvement in poultry feeding and management; and to continue the "live at home" program, will be included in my major projects another year.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

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

ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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

State Virginia County Powhatan
Report of Frank Michaux County Agricultural Agent
From December 1930 to November 1931

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

READ DEFINITIONS, PAGE 3



COUNTY AGENT ANNUAL REPORT.

Approved:

Date _____

State or District Supervisor.

Date _____

State Extension Director.

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

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

Separate statistical and narrative reports are desired from each leader of a line of work, such as county agricultural agent, home demonstration agent, boys' and girls' club agent, and negro agent, regardless of title. Where an assistant agent has been employed a part or all of the year, a report on his or her work should be included with the report of the leader of that line of work. Where an agent in charge of a line of work has quit the service during the year, the information contained in his or her report should be incorporated in the annual report of the agent on duty at the close of the report year, and the latter report so marked. Where two or more agents are employed in a county, each a leader of a line of work, statistics should not be duplicated.

At least four copies of the annual report should be made: One copy for the county officials, one copy for the agent's files, one copy for the State extension office, and one copy for the Extension Service, United States Department of Agriculture. *The report to the Washington office should be sent through the State extension office.*

NARRATIVE SUMMARY

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

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

SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT

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

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

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STATISTICAL SUMMARY

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

DEFINITIONS OF TERMS USED IN THIS REPORT

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

GENERAL ACTIVITIES

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

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

Frank Michaux Co Agent 12

(Name) (Title) (Months of service this year)

2. County extension organization or association.

(a) Name _____

(b) Number of members _____ (1) Men 15
 _____ (2) Women 8

3. Number of communities in county where extension work should be conducted _____ 7

4. Number of above communities in which the extension program has been cooperatively worked out by extension agents and local committees _____ 6

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

(a) Adult work _____ (1) Men 4
 _____ (2) Women 1

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

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

7. Members in above clubs or groups _____ 122

8. Number of 4-H Clubs _____ 0

9. Number of different 4-H Club members enrolled _____ (a) Boys 31

(b) Girls 0

10. Number of different 4-H Club members completing _____ (a) Boys 21

(b) Girls 0

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

1st Year 2d Year 3d Year 4th Year 5th Year 6th Year and Over

(a) Boys _____ 16 15 _____ _____ _____

(b) Girls _____ _____ _____ _____ _____

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

Age	10	11	12	13	14	15	16	17	18	19	20
Boys	<u>6</u>	<u>4</u>	<u>7</u>	<u>8</u>	<u>3</u>	<u>4</u>					
Girls											

* Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on pages 8 to 24, less any duplications due to the same boy or girl carrying on two or more subject-matter lines of work.

GENERAL ACTIVITIES—Continued

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

12. Number of 4-H Club members in school	31	Out of school	0	13
14. Number of 4-H Club teams trained		(a) Judging	0	14
		(b) Demonstration		
15. Number of groups organized for extension work with rural young people above the 4-H Club age			0	15
16. Members in above groups		(a) Young men		16
		(b) Young women		
17. Total number of farm visits ² made in conducting extension work			335	17
18. Number of different farms visited			227	18
19. Total number of home visits ² made in conducting extension work			165	19
20. Number of different homes visited			85	20
21. Number of calls relating to extension work		(a) Office	365	21
		(b) Telephone	24	
22. Number of days agent spent in office			83	22
23. Number of days agent spent in field			184	23
24. Number of news articles or stories published ³			2	24
25. Number of individual letters written			260	25
26. Number of different circular letters prepared (not total copies mailed)			12	26
27. Number of bulletins distributed			367	27
28. Number of radio talks made				28
29. Number of events at which extension exhibits were shown			1	29
30. Training meetings held for local leaders or committeemen	(a) Adult work	(1) Number		30
		(2) Total men leaders attending		
	(b) 4-H Club	(3) Total women leaders attending		
		(1) Number		
		(2) Total leaders attending		
		(a) Number	31	
31. Method demonstration meetings held (do not include meetings reported under No. 30)		(b) Total attendance	315	31
		(a) Number	1	
32. Meetings held at result demonstrations		(b) Total attendance	50	32
		(a) Number		
33. Tours conducted		(b) Total attendance		33
		(a) Number		
34. Achievement days held	(a) Adult work	(1) Number	1	34
		(2) Total attendance	250	
	(b) 4-H Club	(1) Number	1	
		(2) Total attendance	150	

¹ List as farm or home visit according to principal purpose of visit.² Include county and State fairs, agricultural journals, and home magazines. Do not count those relating to sessions of meetings only.

GENERAL ACTIVITIES—Continued

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

25. Encampments held	(a) Farm women	(1) Number		30
		(2) Total members attending		
	(3) Total others attending			
	(4) Total others attending			
	(b) 4-H Club	(1) Number		31
		(2) Total boys attending		
	(3) Total girls attending			
	(4) Total others attending			
26. Other meetings of an extension nature participated in and not previously reported	(a) Number	5	36	
	(b) Total attendance	150		
27. Meetings held by local leaders or committees not participated in by agent and not reported elsewhere	(a) Adult work	(1) Number	3	37
		(2) Total attendance	36	
	(b) 4-H Club	(1) Number	4	
		(2) Total attendance	40	

PROGRAM SUMMARY

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

Line of work	Number of com- munities or other participating	Number of leaders or com- munitarian assistants	Days spe- cialists helped with line of work	Days agent devoted to line of work	Number of meet- ings held in relation to line of work	Number of news stories published	Number of different circular letters issued	Number of items or tracts disse- minated	Number of office calls received	
	60	61	62	63	64	65	66	67	68	
38. Cereals (page 8)	6			30	6		325	175	30	38
39. Legumes and forage crops (pages 9, 10)	6			20	6	1	275	120	26	39
40. Potatoes, Irish (page 11)										40
41. Cotton (page 11)										41
42. Tobacco and other special crops (page 11)										42
43. Home gardens and home householdings (page 12)	7			30			350	165	55	43
44. Market garden and truck crops (page 12)	2		1							44
45. Fruits (page 12)										45
46. Forestry (page 12)										46
47. Rodents and miscellaneous insects (page 13)	6			5			270	10	10	47
48. Agricultural engineering (page 14)	2		1							48
49. Poultry (page 15)	7		1	20	8		350	172	35	49
50. Dairy (page 15)	3			15	5			35	14	50
51. Other livestock (page 15)	4		1	15				25	12	51
52. Farm management (page 16)	3			5	3	1		15	5	52
53. Marketing—farm and home (page 17)										53
54. Foods and nutrition (page 18)										54
55. Child training and care (page 19)										55
56. Clothing (page 20)										56
57. Home management (page 21)										57
58. House furnishings (page 22)										58
59. Home health and sanitation (page 23)				5						59
60. Community activities (page 24)				3						60
61. Miscellaneous (page 24)	7			20				100	82	61
62. Building extension pro- gram of work ¹	3		1							62
63. Organization—extension association and com- mittee ²				15					20	63

(The totals for these columns do not necessarily check with the information given on pages 4, 5, and 6, since one meeting, farm visit, circular letter, etc., may relate to two or more lines of subject matter.)

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

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

CEREALS

Report Only This Year's Experience Activities that are Reported by Reports

Item	64	65	66	67	68	69
	Corn	Wheat	Oats	Rye	Buckwheat	Other*
64. Number of method demonstration meetings held	6	6		2		
65. Number of adult result demonstrations completed or carried into the next year	15	22		10	6	
66. Total number of acres included in adult result demonstrations	185	220		95 70	35	
67. Average increased yield per acre on adult result demonstrations due to recommended practices	10 bu.	6 bu.	bu.	5 bu.	10 bu.	bu.
68. Number of 4-H Club members enrolled	5					
		(1) Boys				
		(2) Girls				
69. Number of 4-H Club members completing	4					
		(1) Boys				
		(2) Girls				
70. Number of acres grown by club members completing	4					
71. Total yields of cereals grown by club members completing	16 bu.	bu.	bu.	bu.	bu.	bu.

Notes.—Work relating to soils and fertilizers, insects, and plant diseases should be reported in connection with the crops concerned.

(Use space below for State questions not listed above)

* Report fall-sown crops the year they are harvested.
* Indicate crop by name.

LEGUMES AND FORAGE CROPS

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

Item	60	60	60	60	60	60
	Alfalfa	Swed. clover	Clver (red, white)	Vetch	Lespedeza	Peas
72. Number of method demonstration meetings held.....		1			1	1
73. Number of adult result demonstrations completed or carried into the next year.....	12	2		2	3	6
74. Total number of acres included in adult result demonstrations.....	15	12		12	15	30
75. Average increased yield per acre on adult result demonstrations due to recommended practices ¹	1 bu. / 1 tone	1 bu. / 1 tone	1 bu. / 1 tone	1 bu. / 1 tone	1 bu. / 1 tone	XXXXX / XXXXX
76. Number of 4-H Club members enrolled.....	(1) Boys	(2) Girls				
77. Number of 4-H Club members completing.....	(1) Boys	(2) Girls				
78. Number of acres grown by club members completing.....						
79. Total yield of crops grown by club members completing ¹	1 bu. / 1 tone	1 bu. / 1 tone	1 bu. / 1 tone	1 bu. / 1 tone	1 bu. / 1 tone	XXXXX / XXXXX

Note.—Work relating to soils and fertilizers, insects, and plant diseases should be reported in connection with the crops concerned.
(Use space below for State questions not listed above)

¹Indicate whether yield is bushels of seed or tons of cured forage.

FORESTRY

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

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

(Use space below for State questions not listed above)

RODENTS, OTHER ANIMAL PESTS, AND MISCELLANEOUS INSECTS

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

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

Item	60	90	00	
	Rodents	Other animal pests	Insects	
108. Number of method demonstration meetings held			2	108
109. Number of result demonstrations completed or carried into the next year				109
110. Pounds of poison used				110

AGRICULTURAL ENGINEERING
(Farm and Home)

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

111. Number of method demonstration meetings held	_____	111
112. Number of adult result demonstrations completed or carried into the next year	_____	112
113. Number of 4-H Club members enrolled	_____ (a) Boys _____ _____ (b) Girls _____	113
114. Number of 4-H Club members completing	_____ (a) Boys _____ _____ (b) Girls _____	114
115. Number of farms following recommendations in installing drainage systems	_____	2 115
116. Acres drained by such systems	_____	150 116
117. Number of farms following recommendations in installing irrigation systems	_____	117
118. Acres irrigated by such systems	_____	118
119. Number of farms building terraces and soil-saving dams to control erosion according to recommendations	_____	1 119
120. Acres on which soil erosion was so prevented	_____	25 120
121. Number of farms clearing land of stumps or boulders according to recommended methods	_____	121
122. Number of families assisted with house-planning problems	_____	122
123. Number of dwellings constructed according to plans furnished	_____	123
124. Number of dwellings remodeled according to plans furnished	_____	124
125. Number of sewage-disposal systems installed according to recommendations	_____	125
126. Number of water systems installed according to recommendations	_____	126
127. Number of heating systems installed according to recommendations	_____	127
128. Number of lighting systems installed according to recommendations	_____	128
129. Number of farms on which buildings other than dwellings were constructed or remodeled this year according to plans furnished	_____	12 129
	(a) Dairy barns _____ 2 (b) Hog houses _____ (c) Poultry houses _____ 12 (d) Silos _____ 5 (e) Other _____	130
130%. Number of farms or homes following recommendations on maintenance and repair of machinery	_____	130%
	(a) Tractors _____ (b) Tillage implements _____ (c) Harvesters and threshers _____ (d) Other _____	130%
130%. Number of machines involved in preceding question	_____	130%
130%. Number of farms employing better types of machinery or equipment recommended by extension agent	_____	130%

FARM MANAGEMENT, CREDIT, INSURANCE, AND TAXATION

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

145. Number of method demonstration meetings held		145
146. Number of adult result demonstrations completed or carried into the next year		146
147. Number of 4-H Club members enrolled in account work	(a) Boys (b) Girls	147
148. Number of 4-H Club members completing	(a) Boys (b) Girls	148
149. Number of farms keeping farm accounts throughout the year under supervision of agent		149
150. Number of farms keeping cost-of-production records under supervision of agent		150
151. Number of farms assisted in summarizing and interpreting their accounts		151
152. Number of farms assisted in making inventory or credit statements		152
153. Number of farm business or enterprise survey records taken during year		153
154. Number of farms making recommended changes in their business as result of keeping accounts or survey records		154
155. Number of other farms adopting cropping, livestock, or complete farming systems according to recommendations		155
156. Number of farms advised relative to leases		156
157. Number of farms assisted in obtaining credit		157
158. Number of different farms assisted in using outlook or other timely economic information as a basis for readjusting farm operations		158
159. Number of farms in preceding question making readjustments in—		159
(a) Wheat	(g) Dairy cattle	(m) 9
(b) Corn	(h) Beef cattle	(n) 5
(c) Cotton	(i) Hogs	(o) 25
(d) Potatoes	(j) Sheep	
(e) Tobacco	(k) Poultry	
(f) Truck crops	(l) _____	(r) _____

(Use space below for State questions not listed above)

MARKETING (FARM AND HOME)

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

Item	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
	Corn and feed	Cotton	Dairy products	Livestock	Fruits and vegetables	Poultry and eggs	Home products	Other
160. Number of cooperative-marketing associations or groups organized during the year.....								160
161. Number of cooperative-marketing associations or groups previously organized assisted by extension agent this year.....								161
162. Membership in associations organized and assisted (161 and 162).....								162
163. Value of products marketed by all associations worked with.....	\$	\$	\$	\$	\$	\$	\$	163
164. Value of supplies purchased by all associations worked with.....	\$	\$	\$	\$	\$	\$	\$	164
Number of cooperative-marketing associations or groups assisted with problems of—								
165. Preliminary analysis.....								165
166. Organization.....								166
167. Accounting and auditing.....								167
168. Financing.....								168
169. Business policies.....								169
170. Production to meet market demand.....								170
171. Reduction of market losses.....								171
172. Use of current market information.....								172
173. Standardizing.....								173
174. Processing or manufacturing.....								174
175. Packaging and grading.....								175
176. Loading.....								176
177. Transporting.....								177
178. Warehousing.....								178
179. Keeping membership informed.....								179
180. Merging into larger units.....								180
Number of farms or homes not in cooperative associations or groups assisted with problems of—								
181. Standardizing.....								181
182. Packaging and grading.....								182
183. Use of current market information.....								183

(Use space below for State questions not listed above)

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FOODS AND NUTRITION

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

184. Number of method demonstration meetings held 184

185. Number of adult result demonstrations completed or carried into the next year 185

	Food selection and preparation	Food preservation	
	(a)	(b)	
186. Number of 4-H Club members enrolled	(1) Girls		186
	(2) Boys		
187. Number of 4-H Club members completing	(1) Girls		187
	(2) Boys		

188. Number of homes assisted in planning family food budget for a year 188

189. Number of homes budgeting food expenditures for a year 189

190. Number of homes balancing family meals for a year 190

191. Number of homes improving home-packed lunches according to recommendations 191

192. Number of schools following recommendations for a hot dish or school lunch 192

193. Number of children involved in preceding question 193

194. Number of homes using improved methods in child feeding 194

195. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra,
and constipation) 195

196. Number of jars of canned products preserved by 4-H Club members 196

(Use space below for State questions not listed above)

CLOTHING

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

208. Number of method demonstration meetings held.....		208
209. Number of adult result demonstrations completed or carried into the next year.....		209
210. Number of 4-H Club members enrolled.....	(a) Girls..... (b) Boys.....	210
211. Number of 4-H Club members completing.....	(a) Girls..... (b) Boys.....	211
212. Number of individuals following recommendations in improving construction of clothing.....	(a) Women..... (b) Girls.....	212
213. Number of individuals using a clothing budget.....	(a) Women..... (b) Girls..... (c) Boys.....	213
214. Number of individuals making garments for themselves.....	(a) Women..... (b) Girls.....	214
215. Number of individuals improving children's clothing according to recommendations.....	(a) Women..... (b) Girls.....	215
216. Number of individuals following recommendations in improving care, renovation, and remodeling of clothing.....	(a) Women..... (b) Girls.....	216

(Use space below for State questions not listed above)

HOME MANAGEMENT

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

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

(Use space below for State questions not listed above)

HOME HEALTH AND SANITATION

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

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

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

COMMUNITY OR COUNTRY-LIFE ACTIVITIES

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

253. Number of communities assisted in making social or country-life surveys, or in securing themselves or their community organizations.....	253
254. Number of country-life conferences or training meetings conducted for community leaders.....	254
255. Number of community groups assisted with organizational problems, programs of activities, or meeting programs.....	255
256. Number of communities developing recreation according to recommendations.....	256
257. Number of community or county-wide pageants or plays presented.....	257
258. Number of community houses, clubhouses, or community rest rooms established.....	258
259. Number of communities assisted in improving hygienic or public-welfare practices.....	259
260. Number of school or other community grounds improved in accordance with plans furnished.....	260
261. Number of 4-H Clubs engaging in community activities, such as improving school grounds, conducting local fairs, etc.....	261
261½. Total number of different communities assisted in connection with the community or country-life work reported on this page.....	261½

(Use space below for State questions not listed above)

BEES, WOODS, HANDICRAFT, RABBITS, AND MISCELLANEOUS

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

Item	(1) Bees	(2) Woods	(3) Handicraft	(4) Rabbits	(5) ¹
262. Number of method demonstration meetings held.....					262
263. Number of adult result demonstrations completed or carried into next year.....					263
264. Number of 4-H Club members enrolled.....					264
	(1) Boys.....				
	(2) Girls.....				
265. Number of 4-H Club members completing.....					265
	(1) Boys.....				
	(2) Girls.....				

¹Indicate project by name.