

GILES COUNTY
VIRGINIA
1953

ANNUAL
NARRATIVE REPORT
of the
COUNTY AGRICULTURAL AGENTS

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(December 1, 1952 to November 30, 1953)
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III. FACTORS CONSIDERED IN DEVELOPING THE AGRICULTURAL PROGRAM

The County Board of Agriculture used the 1950 census figures on Giles County agriculture as a part basis for determining the agricultural program for the year 1953. They found the land area to be 122,917 acres, and divided as follows: cropland, 38,704 acres; pasture land, 34,351 acres; woodland on farms, 44,072 acres; and land not classified, 5,970 acres.

Population figures were also taken into account, as well as population trends. The rural population now stands at about one-third of the total county population. The farm population has remained constant at a little better than 7,000 while the urban population has increased 7,000 since 1940.

The labor situation was also considered. The county has a labor force of approximately 5,000 above 16 year olds. About one-fifth of this total force is working on farms.

Modern farm machinery was factor considered as a means of reducing labor needs and efficient farm operation.

The income from agriculture was estimated to be approximately \$1,000,000 in 1952, with two-thirds coming from beef cattle.

Soil type, crop adaptation, climate, land topography, market facilities, and the agricultural outlook diversified program for agriculture.

Very little change is noted from year to year in the agricultural extension program except in the improved practices over old methods in the various phases of agricultural development. The type of agriculture for Giles County was determined a long time ago by nature. Growing a natural bluegrass in profusion made the county best adapted to an animal agriculture.

To increase greater participation in the extension program, community improvement organizations clubs were stressed as a means of building a richer and fuller life for farm people by bringing to them the approved practices tested and tried by agricultural research.

IV. COUNTY ORGANIZATIONS CONTRIBUTING TO AGRICULTURE

1. Giles County Board of Agriculture 72 Members

This organization has functioned since 1948. It started with 20 members the first year. Ten members were added the second year and in 5 years the board now numbers 72 members. It is made up of different commodity groups. Size of committees range from 3 to 14 members. They meet at the beginning of each extension year to formulate an agricultural program and also a plan of work for carrying out the program. As a rule, these commodity groups work out a program that can be carried out successfully each year, and

nothing succeeds like success. The agricultural agencies are represented on the board in an advisory capacity, and they assist materially in the development of a program.

2. The Giles County Wool Pool 232 members

A cooperative pool since 1932. It has handled a year in and year out 90% of better of the wool produced in the county. It is responsible for farmers tying their wool and selling it cooperatively on a graded basis.

3. Giles County Feeder Calf Sale Producers 27 members

An organization that promotes the production of better cattle by using purebred sires. Giles producers cooperate with similar producers in 5 other counties. Two sales were held in the area this year. One, at Christiansburg for Herefords, and one, at Wytheville, for Angus calves.

4. Giles Farm Bureau Cooperative 420 members
Giles County Farm Bureau 64 members

The Giles County Farm Bureau was organized in 1942 as a legislative and policy making organization. It set up the purchasing cooperative of farm supplies in 1943. They functioned as a single organization until last year. The service cooperative operates on a 6% cost margin. Volume of business for the past two years has exceeded \$200,000.00.

5. The legislative and policy making group joins with farmers in similar county organizations to make their voice heard at county, state, and national levels on legislation affecting farm people.

5. Giles County Chamber of Commerce 250 members

A number of farmers have membership in this county wide organization. It sponsored the community improvement club program in the county, putting up \$200.00 in prizes to be awarded at an awards luncheon to be held later in the year.

6. The Pearisburg Chamber of Commerce 30 members

Sponsored a farmer's market for the town of Pearisburg from May until September of this year.

7. Banks of Giles County 3 banks

Sponsors of the 100 Bushel Corn Club and Pasture Improvement Program. The banks give a banquet dinner for the farmers participating in these two programs. The meeting features an educational program in agronomy.

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8. Giles County Mobilization Committee 8 members

Cooperated with the Giles County Draft Board in collecting information on farm boys to be used in making decision on farm deferment. Set up emergency drouth relief committee after county declared eligible to receive Government feeds at reduced cost to livestock producers.

9. P. M. A. County Committee 4 members

Works closely with all Government agencies, and enlists their support in making county recommendations for soil conservation practices carried out under the PMA program.

10. 4-H County Council 90 members

Its meetings determine the 4-H program in the county. Declares eligibility for members attending camp, short course and other 4-H activities, etc.

IV. MAJOR PROJECTS - 1953

A. LIVESTOCK

I. Beef Cattle

A. Situation

- (1) A major share of agricultural income is derived from beef cattle.
- (2) Most of farms reasonably well stocked.
- (3) Declining prices for beef cattle foretold by outlook.
- (4) Need for county-wide livestock school.
- (5) Need for culling off colored cows, replacing with higher quality producers.
- (6) Need for improved management practices in all herds as smaller profit margins are indicated.
- (7) A good time to buy good bulls.

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- (8) Need for marketing feeder calves at two sales. The Hereford Sale at Christiansburg, Va. and the Angus Sale at Wytheville, Va.
 - (9) A need for a spring bull sale to meet farmer demands for breeding bulls.
 - (10) Need for selling crop of registered calves thru the Bland-Giles Hereford Sale developed for that purpose.
 - (11) Need for selling all calves with health certificates. Feeder calves standardized and sold on a graded basis.

B. Main Objectives

- (1) Continue farmer participation in the feeder calf sales program with each producer agreeing to the following management practices.
 - a. Use a registered bull.
 - b. Cull off-colored cows—aim at producing uniform calves by keeping a uniform breeding herd
 - c. Castrate all bull calves with a knife at an early age
 - d. Giles producers to take part at meetings in helping determine the health rules under which the calves are sold
 - e. Comply with the standard rules adopted for selling calves, which are as follows: All calves to be dehorned, all calves to receive 2 shots of Blackleg vaccine and 1 shot of Shipping Fever vaccine, the last shots to be given within 30 days of date of sale. All bull calves, castrated, all heifer calves consigned to come from herds tested and certified by a licensed veterinarian to be free of Bangs and TB.
- (2) Giles breeders of registered Hereford cattle to participate in 2 sales.
 - a. A spring bull sale
 - b. a fall sale for both bulls and heifers
 - c. Cooperate with Bland County producers in putting on both sales

C. Methods

- (1) Use the 2 main objectives for beef cattle to serve as demonstrations for the efficient production and marketing of calves.

- (2) The participating producers to work out the details of both sales.
- (3) Calfhood vaccination for control of Bangs in all heifer calves kept for breeding purposes.
- (4) Cooperate with the State Veterinary Department in setting up health rules for marketing calves, and eliminating Bangs and TB in all such health programs within the county.
- (5) Inform producers by use of meetings, office consultations, telephone calls, farm visits, circular letters, bulletins, etc. on all phases of the beef cattle program being carried on in Giles County.

D. Results

The feeder calf project is regarded as an adult result demonstration in the feeding and management practices of the cow herds owned by farmers who consign their calves to the feeder calf sales. Some farmers, however, comply in full with health regulations and meet all the requirements, yet will sell their calves to a speculator, or place them on the local auction market, if in the farmer's opinion, he thinks his calves will grade low, or the price offered is about what top calves were selling for locally.

Enrolled in the feeder calf project were 30 farmers. Twenty raised Hereford cattle, and 10 of them raised Angus cattle. All farmers entered had excellent cow herds. The 20 Hereford breeders consigned 238 steer calves and 98 heifer calves. Consignment was made during the month of July. During the same month 10 Angus breeders consigned 138 steer calves and 46 heifer calves, making a total of 520 calves consigned from Giles County, the calves were consigned to 2 sales. One was held at Christiansburg on September 29, the other at Wytheville on October 8. The Christiansburg sale handled only Hereford, Shorthorn, and crosses of the 2 breeds. The Wytheville Sale accepted only Angus and Angus crosses. Fifteen Hereford breeders delivered 221 calves to the Christiansburg sale, and 5 Angus breeders delivered 79 calves to the Wytheville Sale.

The results of both sales were satisfactory to the producers. Steer calves consigned to the Wytheville Sale weighed an average of 453 lbs. and brought an average of \$79.79 per head, or an average of \$17.61 per CWT. The heifer calves weighed an average of 436 lbs. and sold for an average of \$68.43 per head, or an average of \$15.70 per CWT. The figures for the Christiansburg have not been made available to the county agent, but a careful

check on data taken at the sale indicates that the steer calves sold at about the same price as at Wytheville, while the heifer calves brought from one to two cents lower than the Wytheville Sale. Cattle prices had strengthened however, by the time of the Wytheville Sale.

The health rules were made and adopted by the producers who sold calves thru the sales. To be eligible, a farmer had to dehorn all calves. Vaccinate them twice against Blackleg and once against Shipping Fever. (Last shot of Blackleg and shot for Shipping Fever to be given within 30 days of the date of sale). All heifer calves must come from tested herds and certified by a licensed veterinarian that such herds were free from Bangs and TB. Rejects were calves that:

1. Grade below medium
2. Weigh less than 300 lbs.
3. Dehorning and castration wounds not healed
4. Staggy steers and bulls
5. Horns or stubbs
6. Calves showing dairy breeding
7. Heifer calves not properly certified
8. Calves not vaccinated against Blackleg and Shipping Fever

In order to sell heifer calves thru the feeder calf sales, farmers had to have clean herds. To comply with the health rules, the herd must be certified by a licensed veterinarian. A meeting of producers voted to ask the county agent contact as many as three different veterinarians on cost of testing the herds in Giles County. After this information was brought to the committee, a veterinarian from the city of Pulaski was engaged to test the herds at a cost of 75¢ per head. The agent made a schedule for testing such herds as the producers had indicated this kind of work to be done, and assisted with the work. Having the agent along enabled the veterinarian to test more animals each day, as he was new in the area and did not know where any of the producers lived. In less than two weeks time, the schedule that was made was completed. Seventeen herds had been tested for both Bangs and TB, and in addition 34 heifer calves had been vaccinated against Bangs. The heifer calves that were vaccinated were kept on the farms for replacements. The number of cows tested totaled 458 head.

Since rigid health rules were adopted so that feeder calves could be sold to buyers in any part of the nation, farmers are accepting testing as a necessity. When this health measure was first adopted last year, the facilities for holding cattle on most farms were terribly inadequate. Hardly a farm anywhere had holding pens for handling cattle with ease and safety. Now we see them on every farm where feeder

calves are being produced. Plans for constructing such pens with chutes were furnished to 26 farmers the past year with 17 new chutes made.

The program of work called for 2 sales of registered Herefords as the second major project in beef cattle. Much importance is attached to the registered breeders because the future of the livestock industry in the county depend on the kind of animals that are produced in these registered herds. It is from these herds that the majority of good sires in the county are produced.

The price of cattle had dropped and was leveling off in mid winter and the demand for bulls was good. The registered breeders had enough yearling bulls to put on a spring sale. Therefore the breeders of Giles and Bland counties consigned 24 bulls to be sold at the Narrows Auction Market on March 30. These bulls were consigned by 4 Giles breeders and 6 Bland County breeders. The sale was advertised as First Spring Hereford Bull Sale by the Bland-Giles Hereford Association. The agent attended all the meetings for planning the sale, had the pedigrees mimeographed in the county agent's office, and acted as one of the ring men at the sale taking bids from the farmers. The 24 bulls sold for \$4,944.50 or at an average of \$206.00 each. Nine of the 24 bulls sold went to 9 different farms in Giles County. The farmers were satisfied, and the breeders were satisfied with the results of the sale. The breeders were glad to see so many of the bulls returned to the two counties.

Another important sale of registered Hereford cattle comes in the fall. The sale this year was held on November 4. It was the 6th annual sale of the Bland-Giles Hereford Breeders Association. A sale circuit was set up for the first time this year involving three sales, viz: Bland-Giles, Taxewell, and the Wythe Sale. Beginning with Bland-Giles, the sales were held in succession at one day intervals. A total of 86 head were consigned and sold by the breeders of the 2 counties. There were 16 breeders consigning to the Bland-Giles Sale. Six Giles breeders consigned 9 bulls and 23 heifers. Ten Bland breeders consigned 16 bulls and 38 heifers.

The Bland-Giles sale was the most successful of the 3 sales, having more out of state buyers attending. The table below show the sale figures as compared to the 1952 Sale.

Bull average 1952 \$237.08, Bull average 1953 \$263.30
Heifer average 1952, \$250.82, Heifer average 1953, \$153.44
Sale (82 average head 1952, \$254.63, Sale (86 head) 1953 177.50
The cost of sale for 1953 was \$13.00 per head.

Considerable time and effort is put forth by the breeders and county agents in the 2 counties to make the sale a success. Two planning meetings are held each year. Both are dinner meetings. The Bland meeting is held during the early winter, while the Giles meeting comes in mid summer. Producers from both counties attend the meetings. The wives also attend along with their husbands, and show just as much interest as do the men.

Two Giles breeders consigned cattle to the Star Hereford Sale in Roanoke this year, and one Giles breeder consigned to the Danville Sale.

II. Dairy Cattle

A. Situation

- (1) Milk markets located outside Giles County
- (2) Four milk routes established, insufficient volume of milk to maintain year around operation of 4 routes
- (3) Seventy farmers selling Grade C milk -- 5 farmers selling Grade A milk

B. Objectives

- (1) Grade C producers increase milk volume
- (2) Grade A producers join a DHIA
- (3) Keep heifer calves from highest producing cows as replacements
- (4) Vaccinate replacement heifers against Bangs disease

C. Methods

- (1) Turn the milk production and milk problem over/^{to}the dairy committee
- (2) Agent assisted with these 2 problems
- (3) Get information to dairymen thru the regular channels available to county agents.

D. Results

The dairy committee along with some leaders in the community clubs affected were asked to try to solve the milk production and milk route problem. It was evident that the milk manufacturing companys would not continue to operate milk routes at a loss when the farmers were making very little progress at increasing milk production. Southern Dairies, located at Christiansburg, Va. informed the county agent that in 2 year's operation of their milk route in Giles County, they had lost over \$4,000.00, and could not continue unless a larger volume was produced. The farmers did not have the cows, and would not go out and buy them; so arrangements were made to discontinue the Southern Dairies route. Farmers selling to Southern Dairies on the east side of New River were added to the route delivering milk to Carnation located at Riner, Va. and farmers residing on the west side of New River were included in the route operated by Clover Creamery. As a result one route was discontinued, and 2 routes strengthened. The milk route picking up Grade A milk was not affected by this arrangement

The agent was informed that the Montgomery Dairy Herd Improvement Association could take on a few additional members, and as it was one of our goals to get the Grade A producers in a DHIA, the agent lost no time in getting three producers located in the Pearisburg section to apply for membership in the Montgomery DHIA. All 3 producers were immediately accepted and these 3 dairymen have been in the Montgomery Association since last April.

III. Sheep

A. Situation

- (1) Giles county well adapted to sheep raising
- (2) Dogs, a problem affecting the sheep population
- (3) Sheep numbers slightly increased in 1952
- (4) Sheep raising profitable, fits well into beef cattle production

B. Main Objectives

- (1) Increase sheep numbers 500 by the end of 1953
- (2) Standardize lambs to be marketed: buck lambs, castrated all lambs docked

- (3) Use registered rams
- (4) Carry out a regular parasitic control program
- (5) Market wool cooperatively, sell wool tied and graded

C. Methods

- (1) Hold a livestock school, include sheep production and management on the program
- (2) Keep farmers informed by letters, circulars, meetings, bulletins, etc.
- (3) Operate wool pool for handling the 1953 clip

D. Results

The sheep population has shown a slight increase since the year 1951. There are no figures available, but from the best information at hand the sheep population should show a slight increase this year. Two farmers with fairly good sized flocks sold out of the sheep business entirely but now own a few breeding ewes. On 2 farms there were added 170 Western ewes without decreasing any of the original flock. And farmers in general kept more replacement ewe lambs this year than usual. The agent estimates that the increase in sheep numbers over 1952 will be about three hundred.

For the past few years, there was little or no discrimination against buck lambs coming to market. The agent anticipated there would be discrimination this year after June 20. A check at the markets showed that buck lambs sold after that date at \$1.00 to \$2.00 per cwt less than castrated lambs. Farmers were warned by the agent at all 6 of the community improvement clubs, and by farm visits, office consultations, and by others who handled wool bags to go back to docking and castrating as they had done in past years. The docking and castrating of lambs campaign was coupled with parasitic control measures and as a result, about seventy five per cent of the lambs sent to market were docked and castrated and 90% of the 6,500 breeding ewes received from 2 to 4 treatments for stomach worms. The phenothiazine treatment was given preference, but several farmers called at the agent's office to get the old bluestone and nicotine treatment in use several years ago.

A number of sheep farmers concluded the county sheep law put into effect last year, in regard to sheep being killed by dogs, would be repealed by the end of 1953. Reference is made to an order by the county board of supervisors that provides for farmers to have their sheep assessed from the old maximum of \$15.00 to \$25.00 per head, but could not file a claim in excess of \$25.00 for sheep killed by dogs. This ordinance in regard to sheep killed by dogs is still in force. Sheep killed by dogs is based upon market value and breeding ewes according to age. The age of sheep and market value is determined largely by the County Game Warden and the owner of sheep in question.

Giles farmers market their wool cooperatively from year to year. The past year was no exception. Giles farmers since 1932, have been most loyal to the cooperative idea of pooling wool and selling it on a graded basis. About ninety per cent of the wool produced in the county has been marketed in this manner over a long period. The local pool assembles the wool, markets it thru the United Wool Grower's Association, a regional association of the National Wool Marketing Corporation. In 1951, the United made an advance to the grower of \$1.00 per pound at the time the wool was taken up. Before the wool was sold, the price had gone below the advance made, and as a result of this a substantial loss occurred. Farmers who had been loyal over the years, pulled out of the pool. They thought the people who handled the wool should never have allowed such a loss to occur, and that if they never affiliated again the United would never be able to collect from them out of future deliveries, and they would still get as much for their wool by trading in different channels. A change in thinking of farmers in regard to pooling their wool and selling thru the same sources as formerly is taking place. Some farmers who were out in 1952 came back in 1953. Other farmers who were loyal in 1952 sold out to speculators in 1953. Speculators were more active the past year than at any time since World War II.

The pool for 1953 totaled 23,453 lbs. net. The wool was inspected at the time it was delivered to the assembling point. The records show that 22,575 lbs. was clear tied, 558 lbs. clear untied, 248 lbs. of lambs and dead wool, and 72 lbs. of burry. About ninety five per cent of the wool was tied.

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IV. Hogs

A. Main Objectives

- (1) Produce farm needs in pork
- (2) Reduce costs by supplemental pasture
- (3) Keep high grade breeding stock

B. Results

For the past several years farmers of Giles County are paying more and more attention to grass farming, and this type of farming means less corn acres. Therefore, hog production has been reduced to a home meat supply basis. It is not profitable to raise hogs in Giles County for market except on river bottom farms where the land is level and corn yields high, and the use of modern farm machinery may be employed. Corn that is produced on land that requires horse drawn machinery, and hand labor is too expensive to feed to hogs for market, and most of the farm land in Giles County is too steep for corn production.

The breeding stock kept is good. FFA and 4-H boys and girls select the best for project work. A goodly number of registered sows and boars are owned by the boys and girls on the farms.

Provision is made for supplemental feeding in the form of legume pasture, usually ladino clover. Most of the farmers buy hog mineral supplement, and the cost of pork produced on the farm is considerably cheaper than buying it at retail prices.

V. Livestock School

One of the general recommendations of the county board of agriculture was to secure a livestock school for farmers that emphasized best management practices on meat animals produced in Giles County. Profit margins had been caught between falling prices and drought conditions, and it was evident that a need existed for information useful for efficient operation of farms producing livestock.

An all day livestock school was held with 75 farmers attending. Instructors for the school were extension specialists. The extension sheep specialist lectured on all phases of good sheep management practices for 45 minutes, with about 15 minute period for questions and answers.

Then followed the same procedure for beef cattle. Two hours were taken up during the morning session on sheep and beef cattle. The afternoon session dealt with the following topics. External parasite control by extension entomologist, and the second lecture on farm buildings by extension farm buildings specialist. Both lectures carried a question and answer period. Farmers who attended expressed their appreciation for conducting a school that gave out so much timely information needed at this particular time.

VI. Better Sire Replacements

A trend in livestock improvement is indicated in the number of registered sires purchased during the past year. Farmers now have more registered sires than at any time in the history of the county. Sire replacements the past year are as follows: beef cattle, 19 Hereford and 5 Angus; sheep, 11 Hampshire, 6 Southdown, and 3 Dorset; hogs, 3 Hampshire, 1 Poland China, 2 Chester White, 2 Berkshire, and 2 Minnesota.

B. AGRONOMY PROGRAM

I. Cereals

A. Situation

- (1) Horse drawn machinery and hand labor required for cultivating steep land
- (2) Labor costs prohibited where land labor is required
- (3) Farmers have to compete with industry for farm labor
- (4) Row crops cannot be grown on hillside land without the danger of erosion
- (5) Trend to grassland farming on the steeper slopes, use of heavy applications of plant food for greater yields on the level land

B. Major Objectives

- (1) Continue the 100 Bushel Corn Club open to all farmers, FFA and 4-H boys
- (2) Corn committee to set up the rules for 1953

- (3) Corn program sponsored by the Banks of Giles County
- (4) Make use of small grains as a winter cover crop, seed for late fall and early spring grazing, use heavy applications of fertilizer and top dress with nitrates.

C. Methods

- (1) Ask county banks to again sponsor the 100 Bushel Corn Club
- (2) Enroll 50 farmers and boys for participation in the 100 Bushel Corn Club thru a publicity campaign and personal contacts
- (3) Encourage farmers to plant hybrid seed
- (4) Use heavy applications of fertilizer and top dress with nitrogen for large yields
- (5) Place with county seed dealers the latest seed varietal bulletin and fertilizer recommendations
- (6) Give certificates to all farmers producing 100 bushels or more of corn per acre at a special dinner meeting

D. Results

Before the 100 Bushel Corn Club program was launched it was necessary to contact the 3 banks in the county to see if they were favorably impressed with the corn program and if they would be willing to sponsor it for the fifth year in succession. All 3 banks were contacted; the bankers said that the corn program was popular with farmers and they would be glad to sponsor the program for 1953. Being sponsor meant giving the farmers participating a banquet with an educational program featuring corn growing and pasture improvement work. Due to drouth conditions last year, only 8 farmers out of the 47 enrolled in the 100 Bu. Corn Club were checked for yields. But the banks gave a dinner to those participating in the program. This dinner meeting was held on January 2, 1953.

The 100 Bu. Corn Club in Giles County started in the year 1949 with an acre unit on which a farmer could concentrate his efforts toward producing the highest possible yields. The acre unit continued for 3 years, in 1952, the rules were changed from the acre unit to one-half the field area on which samples were taken

determine yield. The same rules remained in effect for 1953. The drouth came as in 1952 and only a few farms were checked for yields at harvest period for both years. Early planted corn made much greater yields than late planted corn. Several farmers who planted early, asked that their corn be checked to serve as a guide on yields for early planted corn. Seven farm crops were checked, and 7 acre unit yields were checked for FFA boys who entered the contest. The table below gives the results from fields checked.

Name	Variety	Fertilizer		Nitrogen		Yield
		Amt. & Kind Used		Amt. & Kind Used		
R. R. Kessinger	U.S. 13	400 lbs.	4-12-13	300 lbs.	Am.Nit.	130.6 bu.
C. F. Givens	U. S.13	700 "	10-10-10			104.4 "
W. E. Harman	U.S. 13	700 "	10-10-10			95.4 "
A. W. Billips	U.S. 13	600 "	10-10-10			94.1 "
G. B. McDonald	U.S. 13					
	W. Va. B-36	500 "	10-10-10-			90.7 "
T. E. Starnes	U.S. 13	600 "	2-12-12	250 lbs.	Am. Nit.	75.5 "
J. B. Givens	U.S. 13	700 "	10-10-10			69. "
FFA BOYS						
Jimmy Correll	VPI 645	500 "	5-10-5	300 lbs.	Am. Nit.	127.6 "
W. C. Gusler	Ill. 200	800 "	4-12-8	300 "	Nit. Soda	87.7 "
Clinton Perdue	U.S. 13	200 "	5-10-5			76.4 "
Phillip Stafford	U. S. 13	400 "	2-12-12	150 "	Nit. Soda	70.8 "
John Henry Peck	Ind. 750	450 "	5-10-5	150 "	Cal. Nitro	69.4 "
Joe R. Stafford	U.S.9B3	350 "	5-10-5			68.7 "
Herbert Stafford	Open Pol.	200 "	5-10-5			66.2 "

Average yield for the 7 farmers 94.2 bu. per acre

Average yield for the 7 FFA boys 80.9 bu. per acre

Average yield of all participants 87.5 bu. per acre

Note - Farmers highest yield was irrigated land

• FFA boy highest yield was grown in large sink hole land

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There were 47 farmers and 7 FFA boys enrolled in the 1953 100 Bushel Corn Club with 14 farms checked. An estimated yield for all participating would be about fifty bushel per acre.

II. Pasture and Hay Improvement Program

A. Situation

- (1) Need for pasture and hay grasses balanced with legumes
- (2) More land made available for hay and pasture because of decreased corn acreage as a result of higher corn yields
- (3) Need for a shorter winter feeding period
- (4) Need for increasing pasture carrying capacity -- too many acres required to pasture an animal unit
- (5) Need for heavier applications of lime and fertilizers for both pasture and meadows
- (6) Need for clipping pastures to eliminate briars, bushes, broom-sedge, etc.
- (7) Need for seeding of small grains for late fall and early spring grazing

B. Main Objectives

- (1) Set up a pasture improvement program for the county, incorporating the goals set forth in the Governor's pasture improvement program that is best adapted to Giles County conditions
- (2) Conduct a county wide tour visiting the outstanding farms enrolled in pasture improvement work
- (3) Enroll 100 farmers in the pasture and hay improvement program
- (4) Secure local businessmen to be sponsors for the pasture and hay program
- (5) Increase alfalfa acreage in the county by 200 acres
- (6) Establish a small acreage (3 to 5 acres) on 25 farms to be used as a pasture or a hay supplement whichever needed most. This special seeding to include a mixture of both grasses and legumes, and heavily limed and fertilized
- (7) Have soil analysis made, seed well adapted varieties that soil analysis indicate would thrive best under county conditions
- (8) Stress the general recommendation that all farms enrolled in the pasture and hay improvement program to keep livestock numbers in balance with hay and pasture, assuring adequate feed supplies the entire year

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- (9) Plan a summer's farmer's tour to the VPI Experimental Plats

C. Methods

- (1) Leave details of hay and pasture improvement work to the committee
- (2) Recognition with a pasture certificate to all farmers belonging to the Green Pasture Club who has qualified under Rule 6 to receive it
- (3) Inform members on all phases of pasture and hay improvement work thru the regular extension channels
- (4) Call farmers attention to the latest varietal bulletin and fertilizer recommendations

D. Results

Flagged with drouth conditions the past 3 years has greatly retarded the pasture and hay improvement program in Giles County. Drouth has interferred considerably with reseeding old sod, plowing and reseeding new pasture, liming and fertilizing, tours planned, etc.

The pasture and hay improvement program for Giles County was planned for the year 1951. A splendid start was made thrt year as normal weather prevailed during the first half of the year. The latter half so dry that the program stopped in mid summer. It was revived in the spring of 1952, but the drouth of last year stopped it cold before it even got started. The rains in the fall of 1952 came too late to get fall seeding done in any appreciable degree. The same program was continued for 1953, and much progress was made during the spring months, but by the first of July, drouth conditions had slowed it down, and the continued drouth for the remainder of the year had cancelled out almost all that was done. These 3 drouth years coming in succession has greatly discourage farmers with the pasture program much more so than the hay program.

Enrolled in the pasture and hay improvement program in the county for 1953 is found the names of 80 farmers. Twelve of these farmers seeded small acreage as a suplement to either hay or pasture whichever was needed most. These mixtures included orchard grass, timothy, red top, bluegrass, red clover, white dutch clover, ladino clover, fescue, lespedeza and alfalfa. Present indications now is that most of these fields will have to be reseeded again next spring.

The agent secured a sponsor for the pasture and hay program. Three local business firms agreed to spend \$200.00 in developing the program in such manner as the agronomy committee and county agent should direct. These business men sponsors agreed to go with the Banks and invite all the farmers participating in the pasture and hay program and 100 bushel corn club to a banquet and an educational program that would promote a strong agronomy program in the county.

The agronomy committee made up of 12 members developed the objectives, practices to be followed, and rules for guiding a pasture improvement club. Because of drouth conditions, we have never been able to carry it out for a one year period. Tours, meetings, etc. planned in connection with the program has had to be cancelled since the Green Pasture Club was first formed in 1951.

A shortage in roughages has caused many farmers to seed small grains for late fall and early spring grazing. This year however, small grain was seeded in dust, and very little had sprouted at this time of the year, December 1. These seedings are made at a rate of about three to four bushels of rye when seeded alone or a mixture of rye, wheat, and barley, and sometimes winter oats are added. Applications of 500 to 600 lbs. of a complete fertilizer is used, and lime where soil analysis show it is needed. About the middle of March these fields receive an application of 200 to 300 lbs. of ammonium nitrate or its equivalent to the acre, and grazing is allowed April 1. One dairy farmer grazed 25 cows on 5 acres last spring from April 1 to May 1 without feeding one mouthfull of hay, and he experienced the greatest milk flow since his venture in the dairy business 6 years ago.

Giles farmers now produce alfalfa on approximately 2700 acres. The alfalfa hay crop is getting near to one-half the hay yields in the county. The past year about 200 acres were added, but because of the drouth most of the August seeding will have to be reseeded next spring.

Farmers are pondering the effect of the drouth on hay and pasture crops. They realize that no growth of grasses in the fall does not permit the grass stools to store in their root systems sufficient plant food for stimulating early spring growth, and they anticipate a late grazing season next year. Where the farmers is financially able and does not have a small grain cropk he plans to use nitrate of soda in the spring to stimulate early growth.

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C. COMMUNITY IMPROVEMENT PROGRAM

A. Situation

- (1) Need local sponsor for community improvement program
- (2) Three clubs participating in 1952
- (3) Spruce Run Club winning second place in area contest
- (4) Possibility of 3 additional clubs entering contest
- (5) The county business people gives encouragement to the community improvement program

B. Main Objectives

- (1) Have 6 clubs competing in 1953
- (2) Each club to set up not less than 10 goals for community development
- (3) Each organized club to meet regularly once each month
- (4) Giles County Chamber of Commerce to be local sponsor
- (5) Set up a county council coordinating the various activities of the 6 clubs, working on those objectives in which all of the community clubs have a common interest. The objectives to be approved as follows:
 - a. A garden program with 2 result garden demonstrators for each community
 - b. A poultry program with one result poultry demonstrator for each community
 - c. Patronize and support the farmer's market sponsored by the Pearisburg Chamber of Commerce
 - d. Health program, cooperate with county health program, taking part in Red Cross, TB seals, March of Dimes, Bloodmobile, X-ray clinic, etc.
 - e. A recreation program in each club for its youth

C. Methods

- (1) County and Home Agents to attend as many of the community meetings as possible
- (2) Assist with organizing the new clubs, and also with setting up community goals for all clubs

- (3) Prize money of \$200.00 secured locally as incentive to keen but friendly competition between the 6 clubs
- (4) County council to meet regularly on a 3 months schedule
- (5) Give publicity to local newspapers to all activities of the community clubs

D. Results

The 6 organized community improvement clubs of Giles County were Newport, Spruce Run, White Gate, Wolf Creek, Triangle, and Staffordsville. All clubs were entered in the Roanoke Area Contest competing for the \$1525.00 in prize money offered by the Roanoke Chamber of Commerce to the 12 counties making up the Roanoke trading area. All 6 clubs were organized with a set of officers. Each club had a president, vice president, secretary-treasurer, and reporter, elected by the membership. The clubs met regularly each month. Each club set up not less than 10 goals that were voted upon by the membership as the club program for improving the community. Committees were assigned to each major goal to hold responsible for the satisfactory completion of the goal to which it was assigned. Both county and home agents worked closely with all the clubs, and took great pride in the community development brought about by the activities of these clubs. Some of the business people referred to these clubs as the farmer's chamber of commerce.

The generally accepted goals on which all of the communities worked were as follows: community organization, church and Sunday school attendance, road improvement, clean-up campaign, including roadsides, cemeteries, etc. health, recreation for both adults and youth, farm and mail box signs, improving the farmstead, the land, the livestock, the farm buildings, the farm food supply, and other local projects that added income potential or added comfort to the home or attractiveness to the community.

No one can interpret or appraise correctly the full benefits that come to a community thru one of these improvement clubs, even just for a period of one year. The people learn parliamentary procedure, learn to know each other better, plan and work together for the common good of all. The meetings are educational, the recreation is wholesome, and the association builds good will not only in the community but throughout the county. It is good public relations for all concerned. This is a remark the county agent often hears in town. "I am certainly glad that you organized those community clubs in our county. The community looks so much better. Those farm and mailbox signs tell me who lives out there, and you know it makes buying hams, eggs, and other farm produce a little easier."

Thru the community clubs, the extension program reaches a larger number of county families. In the county are a number of non-farm families who like country life, and live out there in one of those communities. They own their own homes and a few acres on which to keep a cow, some pigs, and chickens, and grow a garden and raise small fruit. The kind of educational program carried on by these clubs offers the kind of assistance these families need, and they are taking advantage of it. New home demonstration clubs are formed, new varieties of vegetables are discussed, disease and insect measures for crops and vegetables are distributed by use of leaflets and bulletins, new friends are made, and the extension service is reaching more and more people each year.

The local sponsor for the community improvement clubs was the Giles County Chamber of Commerce. The chamber gave \$200.00 in prizes to be awarded at a luncheon to be held on December 14. The prize money is to be awarded as follows: 1st prize, \$50.00; 2nd, \$40.00; 3rd, \$30.00; and 4th, 5th, and 6th places \$20.00 each. A prize of \$10.00 was given for the best scrap book, and another \$10.00 prize for the community making the best presentation of its program to the judges.

A picture of community club accomplishments is presented by the figures below as taken from the check sheet summary turned in by the 6 participating clubs. Figures are totals for the 6 clubs.

Total acres of cleared land	21,486
No. families living in area	671
No. families participating	453
No. adults in area	1,221
No. children in area	747
No. adults working 9 months or more at a job other than farming	522

FARM PRACTICES

Tons lime used	1,632
Tons fertilizer used	658
Acres alfalfa seeded	191
Acres new pasture seeded	284
No. registered bulls purchased	35
No. boars and rams purchased	27

FAMILY LIVING

No. milk cows kept for home use	563
No. hogs butchered	569
Pounds of other meat butchered	25,930
Number of chickens kept for home use	12,233
No. quarts food canned	97,940
No. lbs. food frozen	41,133

FARM AND HOME IMPROVEMENTS

Homes installing running water	46
No. Homes installing bathrooms	35
No. electric, gas, or coal ranges purchased	74
No. refrigerators purchased	42
No. home freezers purchased	24
No. washing machines purchased	31
No. farmsteads improved by reseeding lawn or landscaping	63
No. buildings painted with exterior coat	126
No. buildings painted inside, papered, plastered or floor refinished	495
Heating systems installed	26
Rods of fence rows sprayed or cleared	7,352
No. buildings remodeled or constructed	169
No. pieces farm machinery purchased costing over \$50.00	118

EXPENDITURES FOR HOME AND FARM EQUIPMENT

Dollars spent for electrical home equipment	\$63,224.00
Dollars spent for other home equipment	19,544.00
Dollars spent for home furnishings	33,022.00
Dollars spent for autos and trucks	150,734.00
Dollars spent for new and old buildings	155,774.00
Dollars spent for electrical farm equipment	2,930.00
Dollars spent for other farm equipment and fencing	<u>47,683.00</u>
Total expenditures	\$472,638.00



WIFELY PECK FOR WINNER—Mrs. W. D. Bane plants kiss on cheek of husband after White Gate was proclaimed winner of the second annual Roanoke Area Community Improvement Contest yesterday. Bane is president of the White Gate Improvement Club. (Times Photo)

White Gate Top Winner In Improvement Contest

Eleven Other Communities Honored
For Progress During Past Year

White Gate won top prize and 11 other communities received other awards here yesterday for marked local progress during the past 12 months.

Presentation of the awards climaxed a rousingly successful second annual Roanoke Area Community Improvement Contest.



CONTEST JUDGES—Looking over the White Gate scrapbook are Albert W. Cook, Appalachian system agricultural sales engineer (standing); Lawrence Calhoun, assistant extension agricultural engineer (seated left), and Mrs. Frances D. Hutcherson, director of the Roanoke Dairy Council, during the awards luncheon yesterday. They picked White Gate as tops.

WHITE GATE, a sparsely populated community in Giles County, which banded together in an unprecedented joint effort for self-improvement and beautification, received a cash prize of \$400 for its winning effort.

Like the other winners, the White Gate citizens embarked on a broad program of multitudinous improvements. Also like the others, White Gate representatives hailed the peppy community spirit and unflinching cooperation for their success.

Second place and \$300 went to Figsboro-Pleasant Grove of Franklin County. Trinity of Botetourt County was third (\$200) and Mountain View of Pulaski was fourth (\$100).

Two hundred persons, including delegations from the communities, agricultural service representatives and Roanoke Chamber of Commerce officials, attended the fried-chicken luncheon capping the Chamber-sponsored contest.

During their five-minute presentations before the luncheon

guests, many of the community spokesmen emphasized the importance of vigorous churches in their community life and pointed out how their Community Improvement Clubs had helped strengthen the churches.

The remodeling of the Walker's Creek Baptist Church in White Gate, in fact, was probably the project chiefly responsible for the three judges first-place choice.

W. D. Bane, president of the White Gate Club, told the audience that church attendance has mounted in the community.

Another community speaker, Odell Kern of Otter, declared "church improvements are most important" for they mould "the character of our youth."

Although the inevitable importance of the churches in the life of the rural communities was uppermost, spokesmen pointed to another valuable result of the contest:



ENLIGHTENMENT WINNER—Shields Johnson, general manager of The Roanoke Times and the World-News, presents community enlightenment award to Mrs. Mattie Miller, rep-

resenting Newport. The newspaper's and Station WDBJ's award was made yesterday at awards luncheon of the Community Improvement Contest. (Times Photo)

Another Giles County community, Newport, received the community enlightenment award of The Roanoke Times, The Roanoke World-News and Radio Station WDBJ.

THE PRESENTATION of the plaque, accompanied by a \$100 check, was made to Mrs. Mattie E. Miller of Newport by Shields Johnson, general manager of The Times and The World-News.

Johnson said Newport has a "vigorous, effective" program employing all available media for informing citizens of the community.

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D. 4-H CLUB WORK

A. Situation

- (1) Assistant agent in charge of 4-H Club work resigned effective June 1, 1953 to accept position as farm manager in another county
- (2) The assistant agent in charge of 4-H work failed to keep the 4-H program moving along with action during his employment the first half of the year
- (3) County without the service of a club agent from June 1 to September 16 of this year
- (4) The county agent had accepted an adult program and plan of work that demanded his full time
- (5) A new assistant agent was employed beginning active work September 16, 1953

B. Main Objectives

- (1) Have 15 boys and girls 4-H clubs organized in the county for joint meetings 15 minutes, then groups divide for project instruction for 30 minutes
- (2) Boy's projects assigned with these things in view: age, background, previous 4-H training, financial responsibility, and facilities available for handling project
- (3) County wide activities:
 - a. organize a county 4-H council
 - b. enter county contests
 - c. send members to summer camp, conservation camp, and state short course
 - d. recommend an outstanding boy for all star recognition
 - e. observe Rural Life Sunday, National Achievement week, and National 4-H Club week

C. Results

The agent is not too familiar with the accomplishments of boy's 4-H Club work, but will give a short summary from the records available.

There were 15 organized clubs with 233 boys enrolled, most of the boys were assigned projects. The boys carried 9 different projects and completed only 49 of the total number.

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Giles boys and girls always enjoy 4-H Camp. Two camps were held this year -- one for the boys and girls over 14 years of age and one for the boys and girls under 14 years of age. One boy, 8 girls, and 1 agent attended the senior camp at Camp Caesar, W. Va. June 14-19. The junior camp was held at Camp Summers, near Hinton, W. Va. with 5 boys, 10 girls, 3 leaders, and 1 agent attending.

Each county is given a quota of boys and girls who are allowed to attend the State Short Course. From Giles, 1 boy, and 3 girls attended the week of June 22-27. The agent furnished transportation to and from Blacksburg for those attending. The agent also took 1 girl and 1 boy who had done outstanding work in the electrical project to the Electric Congress in Richmond, Va. September 4-5.

Another project worthy of mention is the baby beef project. Three boys fed 4 baby heaves for the Baby Beef Show and Sale at Salem, Va. on April 24. The best Giles calf stood fourth in his class without fifteen calves competing. These calves were bought by the agent who had orders from local grocermen to buy the calves at 3 to 4¢ above the Chicago market prices for that day. The carcasses were brought to Giles County and sold over the counter by these local grocermen to customers who paid no more than usual for prime beef.

Two 4-H boys asked the agent to buy some breeding ewes for their sheep project. The agent bought 10 ewes for 1 boy and 5 ewes for another. The bred ewes cost \$30.00 each, and the boys sold enough lambs and wool to pay two thirds of the cost the first year.

The agent, as chairman of a 4-H Camp Committee met with his group in May to look into the cause and delay for building a proposed 4-H Camp at Claytor Lake on land donated to Virginia Polytechnic Institute by the Appalachian Electric Power Company. The committee looked over the proposed camp site, and then made special recommendations to the college committee, recently appointed by the President of VPI to work with the county and home agent in developing a plan for building the camp.

The county has been without an assistant agent from May 31 until September 16 of this year. This vacancy affected the 4-H program very much. There was a lack of active participation of club members in the Newport Community Fair and the high percentage of incomplected projects is the result of the lack of follow up action badly needed to prod boys along with their work. Summer activities suffered by not having the active leadership of a good assistant agent.

Since the new agent has assumed his duties with club work responsibilities 14 clubs have been reorganized with an all time enrollment of 316 boys. Additional clubs are expected to be organized as soon as local leaders can be recruited to provide the active leadership needed for developing strong clubs.

4
2

There is a marked decline in club membership as the individual grows older. The older boys have a tendency to discontinue their club work when they enter high school and are encouraged to enroll in FFA. Also the high school in some cases cannot provide time and space for meetings due to crowded conditions at the schools. It is hoped that some of these boys may be given the opportunity to continue their club work by organizing A-R clubs to meet after school or at nights in one of the members or leader's homes.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service
Washington, D. C.

ANNUAL REPORT OF COUNTY EXTENSION AGENTS

This form is for use by county extension agents in making an annual statistical report on all extension work done in the county during the year. Agents resigning or transferring should make out this report before leaving the county.

County Giles State Virginia

REPORT OF

Name of Agent	Title	Period of Service	
		From	To
<u>Elizabeth H. Tate</u>	<u>Co. Home Dem. Agent</u>	<u>Dec. 1 '52</u>	<u>Nov. 30, '53</u>
<u>J. E. Starnes</u>	<u>County Agent</u>	<u>Dec. 1 '52</u>	<u>Nov. 30, '53</u>
<u>Lewis Watson</u>	<u>Asst. Co. Agent</u>	<u>Sept. 16, '53</u>	<u>Nov. 30, '53</u>
<u>C. S. GRIMES</u>	<u>" " "</u>	<u>Dec. 1, '52</u>	<u>June 1, '53</u>



READ SUGGESTIONS ON PAGE 32

Approved:

Date _____

State Extension Director

Form ES-21
(Revised June, 1953)

EXTENSION TEACHING AND OTHER ACTIVITIES—*Interpretation*

Agents who devote more than one-half of their time to a line of work should report **ALL THEIR WORK** in the column provided. For example, an assistant agent devoting more than one-half of his or her time to 4-H Club work would use column B. When two or more agents (a county agent and an assistant) doing similar work report in the same column, whether it be A, B, or C, duplications should be removed before the entry is made. The county total, column D, is the sum of the three preceding columns less duplications not previously eliminated.

1. A single visit to both the farm and home is not to be counted as two visits.
2. An office call is a visit in person by an individual or a group seeking information or assistance.
3. Telephone calls may be either incoming or outgoing.
4. Each news release is to be reported as one story or article. Material prepared for an extension column is to be counted as one item, even though several subjects are covered. The same release sent to several papers is to be reported as only one story. If the lead or the entire story is changed to make it different for each paper, then each is to be counted as a separate story. Do not report items relating to notice of meetings only or to news articles written in the State office and sent directly to the newspapers. However, articles sent to an agent for distribution to local papers are reported. Information given directly to reporters or writers as the basis for a story is also reported.
5. A broadcast is a single presentation on the air. It may be given in person or by transcription. An agent does not have to appear on the program so long as he is responsible for its preparation.
6. The number of copies of bulletins distributed includes circulars, leaflets, and other subject-matter and organizational materials. Commercial publications are not to be counted unless they are recommended by the college.
7. An adult result demonstration is a demonstration conducted by a farmer, homemaker, or other person under direct supervision of the extension worker, to show the value of a recommended practice. It involves a substantial period of time and records of results and comparisons. It is designed to teach others in addition to the person conducting the demonstration. Result

demonstrations are definitely planned in advance, and not "found."

8. At leader-training meetings, project leaders, local leaders, or committeemen are trained to carry on extension activities. A project leader, local leader, or committeeman is a person who is selected to lead some phase of the extension program in organization or subject matter.
- 8b. For the definition of young men and women's work (YMW) see items 132 through 135.
9. Includes general educational meetings, method-demonstration meetings, meetings held at result demonstrations, community-organization meetings, tours, achievement days, encampments, and all other meetings (except those for the training of local leaders) that you were responsible for holding.

Also includes meetings that you did arrange but attended and actively participated in for the specific purpose of advancing the county extension program. Do not include meetings held by local leaders that you attended for observation or public-relations purposes only. Such meetings should be reported under item 10.

- In reporting attendance, count the total number of **DIFFERENT** persons. For example, a farm tour makes three stops. Forty persons are at the first farm (7 of whom do not go to the second farm); 15 others join the tour at the second farm and continue on to the third farm, where 10 other persons join the group, making a total attendance of 65 different persons for the tour. Similarly, for an all-day institute-type of meeting, count the number of persons attending the morning session and the number of additional persons attending the afternoon session. Do not add together morning and afternoon attendance and report the total.
- 9c. In addition to the 4-H Club meetings you held or participated in, extension meetings for boys and girls who are not enrolled in 4-H Club work should be included.
10. Only those local-leader-held meetings that are a part of the extension program are to be reported. When a complete record of leader-held meetings is not available, it may be necessary to make a conservative estimate of these meetings based upon such records and information as are available.

EXTENSION TEACHING AND OTHER ACTIVITIES

Include all activities carried on this year that are related to extension work.

Item	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agricultural work	County total
	A	B	C	D
1. Farm or home visits..... Number.....	273	85	954	1312
2. Office calls..... do.....	199	44	885	1128
3. Telephone calls..... do.....	266	97	1097	1460
4. News articles or stories prepared Number.....	21	9	98	128
5. Broadcasts made or prepared:				
a. Radio..... do.....	2			2
b. Television..... do.....				
6. Bulletins distributed..... do.....	2287	405	2013	4705
7. Adult result demonstrations conducted..... Number.....	60		26	86
8. Training meetings held for local leaders:				
a. Adult work:				
(1)..... Number.....	13		3	16
(2)..... Attendance.....	114		35	149
b. YMW work:				
(1)..... Number.....				
(2)..... Attendance.....				
c. 4-H Club work:				
(1)..... Number.....	1		1	2
(2)..... Attendance.....	3		23	26
9. All other meetings agent held or participated in:				
a. Adult work:				
(1)..... Number.....	203	2	117	322
(2)..... Attendance.....	4516	24	4014	8554
b. YMW work:				
(1)..... Number.....				
(2)..... Attendance.....				
c. 4-H Club work:				
(1)..... Number.....	102	32		134
(2)..... Attendance.....	12120	1814		13934
10. Meetings held or conducted by local leaders:				
a. Adult work:				
(1)..... Number.....	65		27	92
(2)..... Attendance.....	879		718	1597
b. YMW work:				
(1)..... Number.....	8		9	17
(2)..... Attendance.....	101		127	228
c. 4-H Club work:				
(1)..... Number.....	1			1
(2)..... Attendance.....	15			15

EXTENSION ORGANIZATION AND PROGRAM PLANNING—*Interpretation*

- 12. Reported under this item should be only those groups functioning in a COUNTY-WIDE WAY that definitely assisted or were utilized by the county extension staff with the organization, planning, and conduct of the various county-wide aspects of the extension program.
- 13. Meetings are county and local meetings (other than county-wide council or committee meetings reported in item 12) held for the purpose of determining what should be included in the extension program at either the community or county level. These may be meet-

ings of commodity groups, home demonstration clubs or councils, young men and women's groups, 4-H Clubs or 4-H executive committees.

- 14. Any surveys that you or the advisory councils, committees, or other groups made to get facts as a basis for planning the local or county-wide extension program are to be included here.
- 15. Included should be members of the county-wide councils or committees reported in item 12, as well as in items 22, 27, 39, 45, and in corresponding items throughout the report schedule, less duplications.

Item	12	13	14	15	Description
241	39	1	15		Meeting with extension staff
242	5105	204	1722		Meeting with extension staff
243	25		22		Meeting with extension staff
244	6		51		Meeting with extension staff
245	26		211		Meeting with extension staff
246	1		1		Meeting with extension staff
247	22		2		Meeting with extension staff
248	211		501		Meeting with extension staff
249	211		212		Meeting with extension staff
250					Meeting with extension staff
251	26		201		Meeting with extension staff
252	211		212		Meeting with extension staff
253	26		201		Meeting with extension staff
254	211		212		Meeting with extension staff
255	26		201		Meeting with extension staff
256	211		212		Meeting with extension staff
257	26		201		Meeting with extension staff
258	211		212		Meeting with extension staff
259	26		201		Meeting with extension staff
260	211		212		Meeting with extension staff

EXTENSION ORGANIZATION AND PROGRAM PLANNING

11. County organization, association, board, or committee sponsoring extension work in the county:

a. Name of citizens' organization or group having legal or quasi-legal status, if any.....

Stiles Co. Board of Agriculture

b. Name of board or group responsible for receipt and disbursement of extension funds in the county, if different

from "a" *Stiles County Board of Supervisors*

12. COUNTY-WIDE advisory COUNCILS or COMMITTEES assisting extension agents with organization, planning, and conduct of extension work in the county:

Item	Councils or committees		Members		Meetings of such councils or committees held during the year	
	A	B	C	D	C	D
	Number	Number	Number	Attendance	Number	Attendance
a. Over-all or general.....						
b. Agricultural.....	<i>1</i>	<i>72</i>	<i>1</i>	<i>22</i>		
c. Home demonstration.....	<i>1</i>	<i>72</i>	<i>2</i>	<i>69</i>		
d. Young men and women.....						
e. 4-H Club.....	<i>1</i>	<i>90</i>	<i>1</i>	<i>43</i>		

13. MEETINGS (other than those involved in 12) held PRIMARILY for the PURPOSE of DETERMINING the extension program:

Item	A		B	
	Number	Attendance	Number	Attendance
a. Community or local meetings.....	<i>71</i>	<i>2210</i>		
b. County meetings <i>Co. Community Club Council</i>	<i>3</i>	<i>34</i>		

14. Number of fact-finding surveys for program-planning purposes made during the year..... *3*

15. Total number of different voluntary local leaders or committeemen (county, community and neighborhood) assisting extension agents with organization, planning, and conduct of extension work in the county:

Item	Men		Women		Older club	
	A	B	C	D	Boys	Girls
a. In adult agricultural work.....	<i>72</i>				<i>xxxx</i>	<i>xxxx</i>
b. In adult home demonstration work.....		<i>72</i>			<i>xxxx</i>	<i>xxxx</i>
c. In young men and women's work.....	<i>1</i>	<i>1</i>			<i>xxxx</i>	<i>xxxx</i>
d. In 4-H Club work.....	<i>3</i>	<i>7</i>	<i>5</i>	<i>10</i>		
e. Total number of DIFFERENT leaders.....	<i>76</i>	<i>79</i>	<i>5</i>	<i>10</i>		

16. Number of organized clubs or other groups carrying on adult home demonstration work..... *12*17. Number of members in such clubs or groups..... *287*

PROGRAM EMPHASIS--Interpretation

18. This item should show the total number of months each agent or group of agents was employed in the county during the report year. In addition to the time actually worked, it should include the time spent on LEAVE WITH PAY for vacation, sickness, and study other than sabbatical leave. Agents employed in more than one county should report only that portion of the year spent in the county. For example, an agent employed all year, equal time in two counties, would report 6 month's service for each. Report months of service to the nearest whole month.
19. This is the number of days actually worked during the report period. Include Sundays and holidays, if worked; also days in in-service training as defined for item 21b. Do not include days spent on vacation or for sickness or holidays not worked. Each column should contain the total number of days worked by the group of agents designated by that column. Report all days worked to the nearest whole day.
20. The sum of subitems a, b, and c will equal or be slightly less than the total number of days worked as reported in item 19. The difference, if any, between the two totals will depend upon the amount of work done that cannot be charged to one of the three phases of extension work listed.
21. The purpose of this item is to obtain a picture of the relative emphasis each line of work received during the year. Where records are not available, an estimate

will suffice, if the days reported are a reasonably accurate reflection of the total time of the agents engaged in the respective lines of work.

Information as to what is included in each line of work can be obtained by studying the respective sections of the report schedule. Additional information is given below.

- Days devoted to cooperation with other agencies (items 146 through 169) should also be reported under the appropriate lines of work. Work with these agencies that does not fall within one of the subject-matter areas (subitems "a" through "s") should be included in subitem "t".
- 21a. Time devoted to general administrative work such as county staff conferences, preparation of plans of work and reports, and program planning should be included.
- 21b. This is to include days spent including summer extension courses, workshops, and other training activities, including district and State extension conferences. Do not include time spent in training local leaders. Such training of local leaders in extension organization and program planning should be reported under item 21a; training in subject matter should be reported under one of the appropriate subject headings 21c through 21t.

The sum of subitems "a" through "t" should equal the total reported in item 19.

Line of Work	Subitem	Days Worked	Percentage
1	a	15	15
2	b	10	10
3	c	10	10
4	d	10	10
5	e	10	10
6	f	10	10
7	g	10	10
8	h	10	10
9	i	10	10
10	j	10	10
11	k	10	10
12	l	10	10
13	m	10	10
14	n	10	10
15	o	10	10
16	p	10	10
17	q	10	10
18	r	10	10
19	s	10	10
20	t	10	10
21	u	10	10
22	v	10	10
23	w	10	10
24	x	10	10
25	y	10	10
26	z	10	10
27	aa	10	10
28	ab	10	10
29	ac	10	10
30	ad	10	10
31	ae	10	10
32	af	10	10
33	ag	10	10
34	ah	10	10
35	ai	10	10
36	aj	10	10
37	ak	10	10
38	al	10	10
39	am	10	10
40	an	10	10
41	ao	10	10
42	ap	10	10
43	aq	10	10
44	ar	10	10
45	as	10	10
46	at	10	10
47	au	10	10
48	av	10	10
49	aw	10	10
50	ax	10	10
51	ay	10	10
52	az	10	10
53	ba	10	10
54	bb	10	10
55	bc	10	10
56	bd	10	10
57	be	10	10
58	bf	10	10
59	bg	10	10
60	bh	10	10
61	bi	10	10
62	bj	10	10
63	bk	10	10
64	bl	10	10
65	bm	10	10
66	bn	10	10
67	bo	10	10
68	bp	10	10
69	bq	10	10
70	br	10	10
71	bs	10	10
72	bt	10	10
73	bu	10	10
74	bv	10	10
75	bw	10	10
76	bx	10	10
77	by	10	10
78	bz	10	10
79	ca	10	10
80	cb	10	10
81	cc	10	10
82	cd	10	10
83	ce	10	10
84	cf	10	10
85	cg	10	10
86	ch	10	10
87	ci	10	10
88	cj	10	10
89	ck	10	10
90	cl	10	10
91	cm	10	10
92	cn	10	10
93	co	10	10
94	cp	10	10
95	cq	10	10
96	cr	10	10
97	cs	10	10
98	ct	10	10
99	cu	10	10
100	cv	10	10
101	cw	10	10
102	cx	10	10
103	cy	10	10
104	cz	10	10
105	da	10	10
106	db	10	10
107	dc	10	10
108	dd	10	10
109	de	10	10
110	df	10	10
111	dg	10	10
112	dh	10	10
113	di	10	10
114	dj	10	10
115	dk	10	10
116	dl	10	10
117	dm	10	10
118	dn	10	10
119	do	10	10
120	dp	10	10
121	dq	10	10
122	dr	10	10
123	ds	10	10
124	dt	10	10
125	du	10	10
126	dv	10	10
127	dw	10	10
128	dx	10	10
129	dy	10	10
130	dz	10	10
131	ea	10	10
132	eb	10	10
133	ec	10	10
134	ed	10	10
135	ee	10	10
136	ef	10	10
137	eg	10	10
138	eh	10	10
139	ei	10	10
140	ej	10	10
141	ek	10	10
142	el	10	10
143	em	10	10
144	en	10	10
145	eo	10	10
146	ep	10	10
147	eq	10	10
148	er	10	10
149	es	10	10
150	et	10	10
151	eu	10	10
152	ev	10	10
153	ew	10	10
154	ex	10	10
155	ey	10	10
156	ez	10	10
157	fa	10	10
158	fb	10	10
159	fc	10	10
160	fd	10	10
161	fe	10	10
162	ff	10	10
163	fg	10	10
164	fh	10	10
165	fi	10	10
166	fj	10	10
167	fk	10	10
168	fl	10	10
169	fm	10	10
170	fn	10	10
171	fo	10	10
172	fp	10	10
173	fq	10	10
174	fr	10	10
175	fs	10	10
176	ft	10	10
177	fu	10	10
178	fv	10	10
179	fw	10	10
180	fx	10	10
181	fy	10	10
182	fz	10	10
183	ga	10	10
184	gb	10	10
185	gc	10	10
186	gd	10	10
187	ge	10	10
188	gf	10	10
189	gg	10	10
190	gh	10	10
191	gi	10	10
192	gj	10	10
193	gk	10	10
194	gl	10	10
195	gm	10	10
196	gn	10	10
197	go	10	10
198	gp	10	10
199	gq	10	10
200	gr	10	10
201	gs	10	10
202	gt	10	10
203	gu	10	10
204	gv	10	10
205	gw	10	10
206	gx	10	10
207	gy	10	10
208	gz	10	10
209	ha	10	10
210	hb	10	10
211	hc	10	10
212	hd	10	10
213	he	10	10
214	hf	10	10
215	hg	10	10
216	hh	10	10
217	hi	10	10
218	hj	10	10
219	hk	10	10
220	hl	10	10
221	hm	10	10
222	hn	10	10
223	ho	10	10
224	hp	10	10
225	hq	10	10
226	hr	10	10
227	hs	10	10
228	ht	10	10
229	hu	10	10
230	hv	10	10
231	hw	10	10
232	hx	10	10
233	hy	10	10
234	hz	10	10
235	ia	10	10
236	ib	10	10
237	ic	10	10
238	id	10	10
239	ie	10	10
240	if	10	10
241	ig	10	10
242	ih	10	10
243	ii	10	10
244	ij	10	10
245	ik	10	10
246	il	10	10
247	im	10	10
248	in	10	10
249	io	10	10
250	ip	10	10
251	iq	10	10
252	ir	10	10
253	is	10	10
254	it	10	10
255	iu	10	10
256	iv	10	10
257	iw	10	10
258	ix	10	10
259	iy	10	10
260	iz	10	10
261	ja	10	10
262	jb	10	10
263	jc	10	10
264	jd	10	10
265	je	10	10
266	jf	10	10
267	jj	10	10
268	jh	10	10
269	ji	10	10
270	jj	10	10
271	jk	10	10
272	jl	10	10
273	jm	10	10
274	jn	10	10
275	jo	10	10
276	jp	10	10
277	jq	10	10
278	jr	10	10
279	js	10	10
280	jt	10	10
281	ju	10	10
282	jv	10	10
283	jw	10	10
284	jx	10	10
285	jy	10	10
286	jz	10	10
287	ka	10	10
288	kb	10	10
289	kc	10	10
290	kd	10	10
291	ke	10	10
292	kf	10	10
293	kg	10	10
294	kh	10	10
295	ki	10	10
296	kj	10	10
297	kk	10	10</

PROGRAM EMPHASIS

Item	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agri- cultural work	County total
	A	B	C	D
18. Calendar months of employment.....	12	4	12	28
19. Total days worked.....	299	90	292	681
20. Days devoted to--				
a. Adult work.....	224	23	266½	513½
b. YMW work.....				
c. 4-H Club work.....	75	67	25½	167½
21. Days devoted to--				
a. Extension organization and program planning.....	59	20	24½	103½
b. In-service training of agents.....	15	2	3	20
c. Crops.....		3	43½	46½
d. Livestock.....		41	88	129
e. Marketing; distribution; and service organizations.....	9	8	43	60
f. Soil and water conservation and management.....		2	7½	9½
g. Forestry.....			1½	1½
h. Wildlife.....			½	½
i. Planning and management of the farm business.....			17½	17½
j. Farm buildings and farm me- chanical equipment.....			10	10
k. House and surroundings, furnish- ings and equipment.....	41		3	44
l. Home management.....	1			1
m. Family economics.....				
n. Clothing.....	29			29
o. Foods and nutrition.....	14			14
p. Health.....				
q. Family life, child development, parent education.....	12			12
r. Safety.....	37			37
s. Community development and public affairs.....	28	3	30½	61½
t. Days that cannot be charged specifically to one of items a through s.....	54	11	19½	84½

CROPS—Production and Marketing—Interpretation

This section deals with the work done with farmers and others in connection with the production and harvesting of specific crops or groups of crops, and with those aspects of marketing that take place ON THE FARM. Consideration should be given to both the TECHNOLOGICAL and ECONOMIC (decision-making) aspects when you report on the work done. Persons assisted in work relating to the following should also be included in the respective columns:

- B. Corn for silage and grain cut for hay.
- C. Cottonseed and flax in those areas where they are grown for fiber.
- E. Crops such as soybeans, flax (for oil), peanuts (both edible and for oil), sugar beets, sugarcane.
- F. Coffee.
- G. Watermelons, cantaloups, and yams.
- H. Work done with commercial nurseries and greenhouses, as well as with farmers and urban people that relates to flowers, shrubs, and lawns.
- 22. The voluntary local leaders or committeemen who have actively engaged in furthering extension work with these crops are to be reported here. See also interpretation of local leaders in item 8.
- 23. This should be the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings held in connection with the line of work, regardless of duplications. For example, in connection with cotton, an agent had 40 office calls, 15 telephone calls, wrote 10 letters, visited 60 farms, and had an attendance of 490 at meetings relating to cotton—a total of 615 contacts. This information should be readily available from office records. If such records are not available, a careful estimate will suffice based upon the information available.
- 24. In estimating the total number of DIFFERENT farmers and other persons assisted or influenced to make some change, either through adopting a new practice or improving an old practice, the following factors should be considered:
 - (1) The number of DIFFERENT persons reached through direct contacts (item 23 with duplications removed).
 - (2) Membership in related extension groups, such as 4-H projects and seed-improvement associations.
 - (3) Probable number of OTHER PERSONS REACHED with extension information through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other

mass media, including the passing on of extension information from one neighbor to another.

- (4) All other available evidence indicating the proportion of potential clientele; for example, number of cotton growers in the county who made use of extension information relating to a specific crop or group of crops. Such evidence may be from sample surveys, reports of local leaders, bulletins requested, inquiries received after specific news stories or broadcasts, amount of recommended material sold by dealers, personal observation, and other sources.
- 25. Item should include—
 - a. The total number of persons helped with any production or management practices relating to a crop or group of crops. In addition to the specific practices listed ("b" through "g"), other practices emphasized in the extension program should be included. Item 25a cannot exceed item 24, but will normally be larger than any one of the sub-items 25b through 25g.
 - c. Assistance given in the use of fertilizers on specific crops should be reported here. Use of fertilizers in terms of general soil improvement or long-run benefits should be reported under item 42i.
 - g. Those assisted in adopting more efficient ways of producing or handling crops; for example, in the transplanting or harvesting of tobacco, harvesting of hay, cutting seed potatoes; and harvesting of potatoes, fruits, and vegetables.
- 26. Item should include—
 - a. The total number of DIFFERENT persons helped with any FARM MARKETING problems relating to a specific crop or group of crops should be reported here. Work done with "the trade" is to be reported in items 32 through 38. The total will normally be less than the number reported in item 24. It will also be likely to be larger than any one of subitems 26b, c, or d.
 - b. The number of persons assisted in the physical handling of the crop on the farm, through grading, packing, packaging, processing, or otherwise preparing for the market.
 - c. The use of market reports, supply and demand reports, outlook, etc.
 - d. Finding market outlets, contracting for the crop, price agreements, assembling or pooling shipments, or any other activity incident to transfer of crops from the farmer to the buyer or handler.

LIVESTOCK—Production and Marketing—Interpretation

Work done with farmers and other persons in connection with the production of various kinds of livestock and livestock products, and with those aspects of marketing ON THE FARM, is grouped in this section. Consideration should be given to both the TECHNOLOGICAL and ECONOMIC aspects when reporting work done.

- F. Under "other livestock," persons assisted in work with horses and mules, rabbits, and fur animals should be reported.
27. Voluntary local leaders who have actively engaged in furthering extension work with each kind of livestock. See also interpretation of item 8.
 28. This is the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings held in connection with the line of work regardless of duplications. For example, there were 35 personal calls at the extension office relating to poultry, 18 telephone calls, 22 letters, 45 farm visits, and a total attendance of 376 at the 14 poultry meetings held during the year. This would make 496 contacts relating to poultry. This information should be readily available from office records. If records are not available, an estimate will suffice, based upon such information as is available.
 29. The following factors should be considered in estimating the total number of DIFFERENT farmers and other persons assisted or influenced to make some change, either through adoption of a new, or improvement in an old, practice—
 - (1) Number of DIFFERENT persons reached through direct contacts (item 28 with duplications removed).
 - (2) Membership in related extension groups such as 4-H livestock projects, artificial-breeding, herd-improvement, and poultry- or dairy-marketing cooperatives.
 - (3) Probable number of OTHER PERSONS REACHED through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other mass media utilized in livestock extension. Include also indirect spread of extension information from one person to another.
 - (4) All available evidence indicating the percentage of the potential clientele: Number of farms and other places keeping poultry, that made use of extension information relating to specific kinds

of livestock and livestock products. Such evidence may be from sample surveys, reports from local leaders and secretaries of organized livestock groups, requests for bulletin inquiries received after the release of specific news articles or after broadcasts, amount of a product or of material handled by dealers, personal observations, and other sources.

Item 29 will normally be greater than either subitem 30a or 31a.

30. Item refers to—

- a. The number of persons helped with any livestock production or management practice. This subitem should include the specific practices listed in 30b through 30f, plus other production and management practices emphasized in the county extension program. Subitem 30a cannot exceed item 29, but will usually be larger than any one of the specific practice items.
- b. Selection of male and female breeding stock, artificial breeding, selection of feeder animals.
- f. Those assisted in adopting more efficient ways of handling livestock or livestock products. Examples: Easier ways to care for hogs, do dairy-barn and poultry chores.

31. Item should include—

- a. Different persons assisted with any FARM MARKETING problem connected with livestock and livestock products. Work done with the trade is to be reported in items 32 through 38.
- b. Persons helped with practices of grading, sorting, or classifying; farm processing; and otherwise preparing animals or animal products for the market.
- c. Persons helped primarily with the economics of marketing, use of market news service, supply and demand outlook, etc.
- d. Persons assisted primarily with those activities involved in arrangements incident to the actual selling of livestock and livestock products, such as market orders as they affect the individual producer, contract selling, market outlets, and delivery arrangements.

LIVESTOCK—Production and Marketing

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Dairy animals and products	Poultry and products	Beef cattle	Sheep, goats, and products	Swine	Other livestock and products
	A	B	C	D	E	F
27. Number of voluntary local leaders assisting	5	18	31	9	6	2
28. Total number of persons contacted individually or through meetings.....	45	162	360	232	64	23
29. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly in adopting recommended practices.....	40	250	300	245	40	7
30. Estimated number of farmers and other individuals reported in item 29 assisted with—	15 40	180	250	150 225	30	5 6
a. Any phase of production and management.....						
Specific production and management practices incident to—						
b. Selection and breeding.....	6	60	100	75	25	2
c. Feeding.....	12	150	160	125	20	6
d. Controlling external parasites.....	15	80	50	60	10	1
e. Controlling diseases and internal parasites.....	15	110	25	150	25	5
f. Efficient work methods.....	5	15	22	225	4	0
31. Estimated number of farmers and other individuals reported in item 29 assisted with—		120	200	245	20	5
a. Any phase of marketing.....	40	90	100	232	6	2
Specific marketing practices incident to—						
b. Preparation for market.....	20	45	60	245	2	0
c. Commodity outlook and market information.....	25	50	200	225	20	5
d. Arranging to sell and selling.....	5	120	45	232	8	2

MARKETING, DISTRIBUTION, AND FARM AND HOME SERVICE ORGANIZATIONS—*Interpretation*

32. Columns A through F to include—

- A. Only cooperatives that are incorporated under State law and have a place of business within the county are to be reported here. Do not report cooperatives whose place of business is outside the county.
- B. Members residing outside the county should not be included, but farmers in your county who are members of a cooperative with place of business in an adjoining county, provided such cooperative has been given extension assistance, are to be included.
- C. Cooperatives assisted in organizing or reorganizing during the year. Such assistance should include analyzing the needs for a cooperative, advisability of organizing a cooperative, procedure for organizing and incorporating, and other organizational information needed to get the cooperative started.
- D. Cooperatives assisted in an educational way to establish and develop a sound plan of financing, including handling of members' capital and borrowed funds. Such assistance would include establishing new and strengthening old associations.
- E. Cooperatives assisted in an educational way with problems of physical operations and running the business, including accounting.
- F. Cooperatives assisted in planning and conducting educational programs for members and employed personnel. Assistance should also include that given in developing better public relations through rural-urban programs, activities with civic clubs, and other means of improving the general understanding of the purposes of the cooperatives and their contributions to the community welfare.
32. Item should include—
- b. Cooperatives for irrigation, livestock, dairy, crops, artificial breeding, grove care, hatcheries, credit and loan, insurance, electricity, telephone, health and hospitalization, frozen-food lockers, volunteer rural fire companies, etc.
33. Groups reported here are those to which assistance may have involved many of the things outlined for cooperatives in item 32, column C, with the one difference that such groups have not yet incorporated as a cooperative. Assistance may also have been given to informally organized groups that do not contemplate formal organization.
34. Only surveys you made or in which you gave assistance when information on marketing or service facilities was obtained.
36. Item should include cooperatives and other private enterprises with which you worked.
- a. Elevators, country buyers, processors, millers, feed manufacturers, seed dealers and processors, wholesalers, retailers, and others engaged in marketing grain.
- b. Country buyers, shippers, dehydrators, feed dealers, and others concerned with marketing hay and other forage crops.
- c. (1) Cotton ginners in selecting, installing, maintaining and/or operating cotton gins to obtain better grade cotton.
- (2) Local buyers, oil mills, compressors, warehousemen, textile mills, and others engaged in processing (other than ginning), storing, and merchandizing raw cotton, cottonseed, and cottonseed products.
- d. Auction warehouses, country buyers, and others engaged in marketing and handling tobacco.
- e. Elevators, local buyers, oil mills, warehousemen, peanut processors, and other dealers.
- f. Sugar mills, contractors, and others engaged in handling and marketing sugarcane and sugar beets.
- g. Milk plants, pick-up and delivery routes, condenseries, cheese plants, ice-cream manufacturers, and bargaining groups.
- h. Assembling and processing plants, retailers of poultry and poultry products, grading stations, pick-up routes, and poultry and turkey auctions.
- i. Auction-market operators, terminal markets, processing plants including local locker plants, buyers of livestock and wool, lamb and wool pools, and feeder-calf and feeder-pig auction demonstrations.
- j and k. Cold-storage operators, transportation agencies, processors, wholesalers, retailers, and others engaged in moving agricultural products from the producer to the consumer.
37. This item is to include food retailers with whom work was done in quality preservation, display, supplies and disposition of different food items, and consumer preference. Information prepared for other groups, though of value to food retailers, should not be included.
38. Consumers who were given information regarding supply and relative price of agricultural products, to guide them in the purchase of food, are to be reported. Consumers given assistance in the selection of foods based upon individual or family needs should be reported in item 71b. Persons with whom you worked in consumer education on other than agricultural products should be reported under appropriate items in the respective sections, such as farm mechanical equipment (item 55a), home equipment (item 61a), and clothing (item 67a).

MARKETING, DISTRIBUTION, AND FARM AND HOME SERVICE ORGANIZATIONS

32. Assistance given to FORMALLY organized cooperatives (those incorporated under State law):

Kind of cooperative	Cooperatives		Cooperatives given educational assistance with—			
	Members	Organizational problems	Financial problems	Operational problems	Membership and public-relations problems	
	Cooperatives					C
	A	B	C	D	E	F
	Number	Number	Number	Number	Number	Number
a. Marketing and purchasing.....	1	320	1	1	1	1
b. Farm and home service.....						

33. Assistance given to INFORMALLY organized groups (other than those reported under item 32) with organizational and operational problems:

Type of activity	Groups	Members
	A	B
	Number	Number
a. Marketing and purchasing.....	1	232
b. Farm and home service.....		

34. SURVEYS made during the year on specific problems of—

a. Marketing.....	
b. Service facilities.....	
35. Farmers, homemakers, and other individuals assisted in marketing products through roadside or other farm retail markets:	
a. Agricultural products.....	15
b. Home products (arts, crafts, etc.).....	
36. Buyers, sellers, handlers, processors, and transporters of farm products assisted with marketing problems:	
a. Grain, seed, dry beans and peas, etc.....	
b. Hay and other forage crops.....	42
c. Cotton: (1) Cotton ginner.....	
(2) Other.....	
d. Tobacco.....	
e. Oil crops (soybeans, flax, peanuts, etc.).....	
f. Sugar crops.....	
g. Dairy and dairy products.....	34
h. Poultry and poultry products.....	11
i. Meat animals and meat products.....	30
j. Fruits and nuts.....	
k. Vegetables including potatoes.....	3
37. Food retailers assisted with merchandising problems.....	
38. Persons assisted with CONSUMER information on agricultural products..... <i>estimated total</i>	

SOIL AND WATER CONSERVATION AND MANAGEMENT, FORESTRY, AND WILDLIFE--*Interpretation.*

Consideration is to be given to the PLANNING and ECONOMIC aspects as well as to the technological problems incident to carrying out the practices listed on this page.

A. Soil-and-water conservation and management refers to all extension work incident to the improvement of soil fertility and the continuous productive capacity of the land. Practices, such as the application of fertilizer utilized PRIMARILY by the crop to which it is applied, should be reported under Crops. However, certain practices, such as fertilizer application, may contribute to both immediate crop-production gain and long-time soil improvement. Some duplication in the reporting of such practices is inevitable.

39, 40, and 41. See interpretation of corresponding items under Crops and Livestock.

42. Item--

e. Refers to development of water supplies, both gravity and underground; storage, reservoirs, tanks, distribution systems, and the like. Persons given assistance in determining the quality of water for crop purposes are to be included.

f. Refers to problems relating to the removal of excess water: Installation of tile, drainage-ways, and ditches. Persons given assistance

in saline-alkaline reclamation are to be included.

g. Reports assistance given with problems relating to the application of water to the land; water measurement; penetration duty of water, and the like.

h and i. Report only application of soil amendments and fertilizers that contribute to land protection and sustained productivity of the soil. Where such applications are made primarily for use of a crop currently grown, such assistance is to be reported under the appropriate crop.

44. Item--

a. Reports only those assisted in the construction or management of ponds for fish. Ponds constructed primarily for storage of water for use in irrigation should be reported in Item 42e.

b. Refers to the planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders, and with other plantings for food and protection in wildlife areas.

c. Includes protection of such wildlife areas as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock.

SOIL AND WATER CONSERVATION AND MANAGEMENT, FORESTRY, AND WILDLIFE

In estimating, the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Soil and water conservation and management	Forestry	Wildlife
	A	B	C
39. Number of voluntary local leaders assisting.....	5	1	1
40. Total number of personal contacts made individually or through meetings.....	374	26	26
41. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly in adopting recommended practices.....	260	17 12	8

	Estimated number
42. Farmers and other individuals reported in item 41-A assisted with—	8
a. Proper land use.....	
b. Contour and strip cropping.....	
c. Terracing.....	
d. Grassing waterways.....	1
e. Water supply, storage, and distribution.....	3
f. Drainage.....	1
g. Irrigation.....	
h. Use of soil amendments (lime, sulfur, gypsum, trace elements, etc.).....	95
i. Use of fertilizers (commercial and barnyard).....	120
j. Production of soil-improvement crops.....	30
k. Crop rotations.....	50
l. Land clearing.....	4
43. Farmers and other individuals reported in item 41-B assisted with—	
a. Planting forest trees (windbreaks, shelterbelts, erosion control, Christmas trees, etc.).....	17
b. Timber-stand improvement (thinning, weeding, and pruning forest and woodland trees).....	3
c. Timber harvesting (includes selective and other recommended cutting for forest products).....	2
d. Estimating and appraising.....	1
e. Production of maple-sirup products or naval stores.....	
f. Treating wood products with preservatives (fence posts and building timbers).....	
g. Marketing of forest products (includes markets and timber-selling practices).....	5
h. Fire prevention.....	
44. Farmers and other individuals reported in item 41-C assisted with—	
a. Construction or management of ponds for fish.....	
b. Making food and cover plantings for wildlife.....	4
c. Protection of wildlife areas from fire or livestock.....	

PLANNING AND MANAGEMENT OF THE FARM BUSINESS—Interpretation

47. This item is the total number of DIFFERENT farmers and other persons assisted in all lines of work concerning the business-management aspects of farming. It will, therefore, include subitems listed under item 48 as well as others. Subitems 48a through 48j are for reporting the different persons helped in various lines. The same person may be helped in several ways, hence the total of these items would ordinarily be greater than the total for item 47.
48. Assistance should include—
- All persons to whom information on the "outlook" ahead was given as an aid to making farm-business decisions. For example, a discussion of the dairy situation and outlook at a dairy meeting with the idea of helping the group to make a decision would be included, as well as any meetings or other efforts to discuss outlook as such.
 - Work done not only in getting persons to keep farm records but in explaining how to keep them; also in summarizing and analyzing farm records.
 - Special work done in helping farmers to make an over-all plan of the farm business for the most profitable use of resources over a period of years.
 - Work done to help farmers make yearly adjustments in size, combination of enterprise, and organization of business. Item 48c refers to long-time adjustments, 48d should include adjustments made from year to year.
- e. Special work in helping farmers to develop new sources of income.
- f. Assistance given to obtain and use credit for operating the farm business; for example, in the purchase of livestock, feed, fertilizer, and farm machinery, and in financing the purchase of the farm.
- g. Help given persons in locating and/or appraising a farm for rental or purchase.
- h. Help given in locating farm labor, instructing groups of workers in efficient work methods, and in acquainting employers of good farmer-worker relations.
- i. Leases, partnerships, property transfers, and farm and liability insurance. (See item 66d.)
- j. Work in acquainting farmers with income-tax provisions, including how to figure depreciation, handle capital expenditures, and divide joint farm and home costs.
49. This item should include work that may have been done with persons or firms doing business as farm planners or farm managers, as well as lawyers and others giving legal and income-tax assistance.
50. Should include also life-insurance companies, etc.

PLANNING AND MANAGEMENT OF THE FARM BUSINESS

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

45. Number of voluntary local leaders assisting	5
46. Total number of persons contacted individually or through meetings	188
47. Estimated number of DIFFERENT farmers and other individuals assisted directly or indirectly in adopting recommended practices	120
48. Estimated number of farmers and other individuals reported in item 47 assisted with—	75
a. Information on the agricultural outlook	15
b. Keeping and analyzing farm records	3
c. Developing an over-all farm plan	10
d. Making needed adjustments in farm organization	10
e. Developing supplemental sources of income	4
f. Obtaining and using credit	5
g. Selecting a farm for rental or purchase	40
h. Obtaining, training, and using farm labor	5
i. Legal aspects of the farm business	5
j. Income-tax accounting and related problems	3
49. Number of individuals or firms assisted in rendering better planning, management, legal, tax, or other specialized services to farmers	3
50. Number of banks or other agencies assisted in adapting loan and credit policies and procedures to provide better service to farmers	3

FARM BUILDINGS AND MECHANICAL EQUIPMENT—*Interpretation*

54. The farmhouse should NOT be included. It should be reported under item 60.

- a. This subitem includes the planning and decisions relating to farm-building arrangement, for efficient work methods, and the like.
- b and c. Also include planning and decisions relating to efficient lay-out within a farm building.
- d. Also include equipment that may be constructed as part of the building.

55. Item—

- a. Refers to farm mechanical equipment used outside farm buildings, usually in connection with field work, such as tractor, hay loader, cotton picker, potato digger.
- b. Refers to labor-saving devices and equipment developed or built by the farmer.
56. Item should include the use of electricity in the farm business, such as electric brooders and motors for building equipment.

FARM BUILDINGS AND MECHANICAL EQUIPMENT

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Farm buildings	Farm mechanical equipment
	A	B
51. Number of voluntary local leaders assisting	1	4
52. Total number of persons contacted individually or through meetings	144	165
53. Estimated total number of DIFFERENT farmers, homemakers, and other individuals assisted directly or indirectly to adopt recommended practices	110	125
<i>Estimated number</i>		
54. Farmers and other individuals reported in item 53-A, assisted with—		
a. Arrangement of farm-building lay-out		2
b. Construction of farm buildings		5
c. Remodeling or repairing farm buildings		7
d. Selection or construction of farm-building equipment		6
55. Farmers and other individuals reported in item 53-B, assisted with—		
a. Selection of farm mechanical equipment		8
b. Developing labor-saving devices and equipment		2
c. Use, care, and repair of farm mechanical equipment		16
56. Farmers and other individuals assisted in the use of electricity for income-producing purposes		9

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT—Interpretation

This section deals with assistance given to homemakers, farmers, and other persons in connection with the house and surroundings, the furnishings and equipment.

- A. Covers specific practices listed under item 60 and other related work.
- B. Covers specific practices listed under item 61 and other related work.
57. This item relates to the voluntary local leaders or committeemen who have actively engaged in furthering those phases of extension work dealing with the house and surroundings, furnishings, and equipment. See also interpretation of item 8.
58. This is the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings held in connection with the line of work, regardless of duplications. For example, in connection with the house and its surroundings, the agricultural agent and home demonstration agent had, together, 75 office calls, 55 telephone calls, wrote 25 letters, visited 60 homes, and had an attendance of 360 at the various types of meetings relating to this line of work—a total of 575 contacts. This information should be readily available from office records. If such records are not available, however, an estimate will suffice, based upon what information is available.
59. In estimating the total number of DIFFERENT homemakers and other persons influenced to make some change, either through adopting a new practice or improving an old practice, the following factors should be considered:
- (1) Number of DIFFERENT persons reached through direct contacts (item 58 with duplications removed).
 - (2) Membership in related extension groups, such as 4-H projects and home demonstration clubs.
 - (3) Probable number of OTHER PERSONS REACHED with extension information, through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other mass media, including the passing on of extension information from one neighbor to another.
 - (4) All other available evidence indicating the proportion of potential clientele (number of occupied dwelling units in the county or number of houses, depending upon the phase of extension

work being reported) that made use of extension information relating to specific practices or groups of practices. Such evidence may be from sample surveys, reports of local leaders, bulletins requested, inquiries received after publication of specific news stories or after broadcasts, amount of recommended material sold by dealers, personal observation, and other sources.

The totals reported in columns A and B normally will be greater than those reported for any one of the subitems under items 60 and 61, respectively, as those totals will usually include practices in addition to the specific ones listed.

60. Item—

- Refers to space, work-saving arrangements, storage, surface finishes, and light and ventilation in the kitchen and laundry.
- d. Refers to storage space in any other area of house other than kitchen and laundry.
 - e. Reports work done in planning a suitable electric system to meet present and future needs. This includes size of wiring to power load, number and location of outlets, and switches.
 - h. Includes work done in planning as well as the actual landscaping and care of home grounds. Assistance given in insect or disease control of lawn, flowers, shrubs, or house plants should be reported in item 25-H.

The subitems listed under item 60 should not be added and reported in item 59-A, because the same person may have been assisted in adopting several of the practices listed.

61. Item should include—

- a. Electrical equipment in the home. Work done with sewing equipment should be reported under item 67d.
- d. Refinishing furniture, upholstering, chair seating, renovation of accessories.

The subitems listed under item 61 should not be added and reported in item 59-B, because the same person may have been assisted in adopting several of the practices listed.

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	The house and surroundings A	Furnishings and equipment B
57. Number of voluntary local leaders assisting	12	12
58. Total number of persons contacted individually or through meetings	444	460
59. Estimated total number of DIFFERENT families, homemakers, or other individuals assisted directly or indirectly to adopt recommended practices	258	314

Item	Estimated number
60. Families, homemakers, and other individuals reported in item 59-A assisted with—	
a. Building a new house	4
b. Remodeling or repairing the house	13
c. Improving kitchen or laundry	45
d. Improving storage space	157
e. Selection, installation, use, and care of water and/or sewage systems	
f. Selection, installation, use, and care of heating and/or cooling systems	
g. Planning electrical systems	
h. Landscaping home grounds	137
61. Homemakers and other individuals reported in item 59-B assisted with—	
a. Selection, use, and care of home equipment (other than sewing equipment)	16
b. Selection, use, and construction of home furnishings	196
c. Repair, reconditioning, and care of home furnishings	137
d. Furniture arrangement and use of accessories	41
e. Color schemes and wall finishes	41
f. Floor finishes	20

HOME MANAGEMENT, FAMILY ECONOMICS, AND CLOTHING—*Interpretation*

64. See item 59 for interpretation of what to include here.

65a. Management may be defined as "using, as well as we can, what we have, to get what we want." Therefore, in helping people to improve their management we are concerned with "how," "what," "who," "when," and "where" decisions that will aid them in reaching their goals. For example, the management of dishwashing would include "who" and "when" decisions as well as the "how" decision. If only the "how" decision in dishwashing was improved, it should be reported under 65b as an improved housekeeping method. Management decisions have to do with the use of the family's available physical and human resources—time, energy, equipment, skills, knowledge, and money.

Assistance includes work done—

- In improvement in the use of time and energy through job-methods training, work simplification, and time and motion study. (See example in 65a.)
- On laundering methods and use of new soaps and detergents. (Assistance related to laundering the new-type fabrics in connection with the care of clothing should be reported in item 67b.)

66. Includes work done—

- On that portion of financial affairs that deals with planning the use of family resources and making distribution to cover cost of food, clothing, shelter, transportation, and savings (thrift).
- On wills, inheritance, insurance, notes and installment-buying contracts. Item 481 covers legal affairs pertaining to the farm business.

67. Includes work done—

- In the selection of shoes, hats, accessories, men's and boys' clothing as well as clothing accounts and inventories.
- With storage, dry-cleaning, and special laundering problems in connection with care of clothing. Work on control of moths and silverfish, and the like, as part of the care of clothing, should be reported here. Specific help given to control insect damage to clothing should be reported under item 137.
- On both new and remodeled clothing.
- On the influence of good grooming on development of the individual.

HOME MANAGEMENT, FAMILY ECONOMICS, AND CLOTHING

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Home management A	Family economics B	Clothing C
62. Number of voluntary local leaders.....	1		24
63. Total number of persons contacted individually or through meetings.....	12		476
64. Estimated total number of different homemakers and other persons assisted directly or indirectly to adopt recommended practices.....	6		283
65. Homemakers and other individuals reported in item 64-A assisted—			<i>Estimated number</i>
a. In arriving at management decisions.....			6
b. In improving housekeeping methods.....			6
c. With family laundering.....			
66. Homemakers and other individuals reported in item 64-B assisted—			
a. In the use of rural family outlook information.....			
b. With family financial planning.....			
c. With keeping and analyzing home records.....			
d. With family legal matters.....			
67. Homemakers and other individuals reported in item 64-C assisted—			
a. In selecting and buying clothing.....			116
b. With care and mending of clothing.....			61
c. With clothing construction.....			18
d. In selection, use, and care of sewing and pressing equipment and with sewing centers.....			0
e. With good grooming and posture (personal appearance).....			181

FOODS AND NUTRITION, HEALTH, FAMILY LIFE, AND SAFETY—Interpretation

Columns A, B, C, and D include the specific practices listed under items 71, 72, 73, and 74, respectively, as well as other related work.

68 and 69. See interpretations of items 57 and 58.

70. Consider factors outlined for item 59.

71. Assistance includes—

- a. All work done to encourage production and use of home-grown food: Fruits, vegetables, meats, poultry, eggs, dairy products.
- b. Selection on basis of quality, nutritional needs, amount to buy, variety, and form. Work done regarding price and supply should be reported in item 38.
- c. Also food preparation for special occasions, such as holidays and picnics, as well as for outdoor meals and meals for large groups.
- d. Freezing, canning, drying, brining; storage of fruits and root vegetables; curing of meats; and making jams, jellies, and pickles.
- e. Child feeding, maternal diet, food for the aged,

weight control, diets for special needs, as well as general nutrition for good health.

72. Assistance includes—

- a. Work relating to garbage disposal, screening for flies, sanitary outhouses, and other disease-preventive practices. Control of household insects through elimination of breeding places, use of sprays, and the like should be reported under item 137.
- c and d. Educational work done to encourage examinations for cancer, heart ailments, polio, and tuberculosis, to protect and/or improve the health of individual persons.
73. Work includes assisting families in—
 - e. Willingness to work as a family member toward a family goal—family councils.
 - d. Development of self-confidence and emotional stability; adjustments to life situations.
74. Work includes assisting families in—
 - e. Safe driving, bicycle riding, safe practices for pedestrians, and other safety practices.

FOODS AND NUTRITION, HEALTH, FAMILY LIFE, AND SAFETY

In estimating the influence of extension teaching, be sure to consider all phases of the extension program. Agriculture, home demonstration, young men and women's work, and 4-H Club work

Item	Foods and nutrition	Health	Family life	Safety
	A	B	C	D
68. Number of voluntary local leaders assisting	24			9
69. Total number of persons contacted individually or through meetings	583			600
70. Estimated total number of DIFFERENT families assisted directly or indirectly to adopt recommended practices	140/90			175/500
71. Families reported in item 70-A assisted—				Estimated number
a. With planning and/or producing the home food supply				116
b. In selecting food				73
c. With meal planning and food preparation				170
d. With preservation and storage of food				83
e. In improving diets				116
72. Families reported in 70-B assisted in—				
a. Sanitation practices and facilities				
b. First aid and home nursing				
c. Dental-health education				
d. Health education leading to physical examination by a physician				
73. Families reported in item 70-C assisted with—				
a. Child development and guidance				
b. Providing recommended play, clothing, and equipment suited to age of children				
c. Understanding roles of family members and strengthening family relationships				
d. Individual adjustments and personality development				
e. Home and family recreation				
74. Families reported in item 70-D assisted with—				
a. Fire prevention around the farm and home				500
b. Accident prevention around the farm and home				375
c. Accident prevention away from home place				475

COMMUNITY DEVELOPMENT AND PUBLIC AFFAIRS—*Interpretation*

Note that the nature of this section requires treatment quite different from that for regular subject-matter pages. Here we try to get a picture of the number of different educational projects or activities agents worked on, size of the area covered, number of groups assisted, and the like.

The general approach is to start with projects affecting the individual (item 75); then to move on to projects relating to the community and county (items 76 and 77); to the regional or area programs that may cover part of a county or several States (item 78); to the national program (item 79); and finally to world affairs (item 80). Item 81 covers emergency activities in which extension agents participated.

A. Educational projects, programs, or activities may be things such as making a survey of a community's need for telephone lines; promoting a dinner between a businessmen's service group and the farmers in the area, to improve rural-urban relations; planning for a hospital or a community health project of some kind; organizing a soil conservation district; or work done to get a bookmobile started in the county. Any community-improvement projects the 4-H Clubs engaged in should be reported in this column under the appropriate heading. Report only the projects, programs, or activities in which county extension agents participated, either alone or in cooperation with State specialists or others. Do not report in this section work done unofficially, such as school or church work.

B. Entries in this column should indicate the number of communities or groups within the county assisted in each project reported in column A. A community is a more or less well-defined group of people with common interests and problems. Such a group may include those within a township, trade area, or similar limit. For purposes of this report, a community is one of several units into which a county is divided for conducting organized extension work.

C. This column reports on those projects where local leaders assisted. Members of special committees appointed by other groups with whom you worked should be reported as local leaders. Include only those living within the county.

D. In addition to local leaders, includes all others actively engaged in advancing the project or activity. For example, a community forum to discuss national or international problems would include adults and youths in attendance at the forum, local leaders, and all others who assisted in planning, arranging, or promoting the forum.

75. Item includes such things as developing an understanding of citizenship responsibilities and functions of government—local, State, or national; and study of public documents.

76. Includes improvement clubs, councils, committees for special purposes.

77. Item includes—
a. Studies and surveys.

78. Item includes—
a. Such regional or area development programs or projects as river basin; watershed; soil conservation district; land use; land reclamation; flood control; and industrial development.

79. Item includes national programs or proposals such as those relating to prices, trade, taxation, labor, public welfare, and industry.

80. Includes things such as developing understanding of international problems, programs, and organizations, including work with foreign visitors and trainees; understanding of other peoples; and impact of world affairs on American life.

81. Includes emergency assistance in connection with fires, floods, drought, and other disasters, and special drives.

COMMUNITY DEVELOPMENT AND PUBLIC AFFAIRS

Item	Different educational projects, programs, or activities	Communities or groups assisted	Voluntary local leaders assisting	Persons participating
	A	B	C	D
	<i>Number</i>	<i>Number</i>	<i>Number</i>	<i>Number</i>
75. Citizenship activities.....	11	6	18	320
76. Developing and improving county or community organization.....	30	6	20	480
77. Local projects of a general public nature:				
a. General community problems; studies, surveys, etc.....	2	6	27	862
b. Improving health facilities, services, and programs.....	6	6	25	336
c. Improving schools.....	9	6	22	350
d. Improving churches.....	3	6	14	235
e. Bettering town-country relations.....				
f. Libraries.....				
g. Roads.....	2	4	12	40
h. Telephones.....	1	3	10	24
i. Community centers.....				
j. Recreation programs and facilities.....	6	6	25	475
k. Community beautification.....	4	6	12	400
78. Regional or area development programs or projects.....	3	3	3	75
79. National programs and proposals affecting agriculture and rural life.....				
80. World affairs.....				
81. Emergency activities.....				

SUMMARY OF 4-H CLUB PROJECTS—*Interpretation*

- A. 4-H Club members enrolled are the boys and girls who actually start the work outlined for the year.
- B. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.
- C. Where certain phases of a project cannot be measured in terms of the unit designated, the units for that phase of the project should not be answered. Report units involved for completed projects only.
- The following items include projects in—
89. Home and market gardens as well as commercial canning crops.
91. Improvement and management of range and pasture. Also includes projects in identification of grasses and weeds, and the control of weeds.
92. All crops not falling in one of items 82 through 91. Note that pasture projects are reported separately (item 91).
95. Also includes game and fur-bearing animals.
102. Horses and mules, goats, and other livestock not listed in items 96 through 101.
104. Study of insects and insecticides.
- 105-C. Tractors maintained or serviced.
- 106-C. Articles that may be either made or repaired.
- 107-C. Articles that may be either made or repaired.
109. Farm records and accounts.
110. Farmstead and home improvement, landscaping, flowers. Improvement of the home deals with the exterior. Work on the interior is reported under item 118.
111. Also includes food selection.
- 113-C. Frozen foods should be entered as quarts or pounds. Do not duplicate entries by converting quarts to pounds or pounds to quarts.
117. 4-H personal accounts as well as time-and-energy management and other home-management problems.

SUMMARY OF 4-H CLUB PROJECTS

A club member may engage in more than one project. The sum of the projects may, therefore, be greater than the number of different club members enrolled.

Item	Members enrolled	Members completing	Units involved in completed projects	
	A Number	B Number	C Number	
82. Corn.....	1	0	0	acres
83. Other cereals.....				do.
84. Peanuts.....				do.
85. Soybeans, field peas, alfalfa, and other legumes.....				do.
86. Potatoes, Irish and sweet.....				do.
87. Cotton.....				do.
88. Tobacco.....				do.
89. Vegetable growing.....				do.
90. Fruits.....				do.
91. Range and pasture.....				do.
92. Other crops.....				do.
93. Soil and water conservation and management.....				do.
94. Forestry.....				do.
95. Wildlife and nature study.....			XXXXXXXXXXXXXX	
96. Poultry (including turkeys).....				birds
97. Dairy cattle.....				animals
98. Beef cattle.....	2	2	9	do.
99. Sheep.....	3	0	0	do.
100. Swine.....				do.
101. Rabbits.....				do.
102. Other livestock.....				do.
103. Bees.....				colonies
104. Entomology.....			XXXXXXXXXXXXXX	
105. Tractor maintenance.....				tractors
106. Electricity.....	85	43	45	articles
107. Farm shop.....				do.
108. Other engineering projects.....			XXXXXXXXXXXXXX	
109. Farm management.....			XXXXXXXXXXXXXX	
110. Beautification of home grounds.....			XXXXXXXXXXXXXX	
111. Meal planning and preparation (include baking).....	12	11	45	dishes prepared meals served
112. Canning and preserving (other than freezing).....	10	9	1463	quarts quarts frozen pounds frozen
113. Freezing of foods.....				
114. Health, nursing, first aid.....			XX	
115. Child care.....			XXXXXXXXXXXXXX	
116. Clothing.....	6	6	12	articles
117. Home management.....			XX 18	garments
118. Home furnishings and room improvement.....	4	4	6	articles
			4	rooms
119. Home industries, arts, crafts.....				articles
120. Junior leadership.....			XXXXXXXXXXXXXX	
121. All other.....	416	173	XXXXXXXXXXXXXX	
122. Total.....	539	248	XXXXXXXXXXXXXX	

4-H CLUB MEMBERSHIP

123. Number of 4-H CLUBS			15
124. Different 4-H Club members--	Boys	Girls	
a. Enrolled	233	232	
b. Completing	49	199	
125. 4-H Club members from--			
a. Farm homes	120	145	105
b. Rural nonfarm homes	76	74	
c. Urban homes	37	53	
126. 4-H Club members enrolled by years in club work:			
a. 1st year	98	96	
b. 2d year	76	44	
c. 3d year	33	48	
d. 4th year	15	21	
e. 5th year	10	14	
f. 6th year and over	1	9	
127. 4-H Club members enrolled by ages:			
a. 10 years and under	33	35	
b. 11 years	31	51	
c. 12 years	40	37	
d. 13 years	56	47	
e. 14 years	44	27	
f. 15 years	22	22	
g. 16 years	4	10	
h. 17-20 years, inclusive	3	3	
128. 4-H Club members who received definite training in--		Boys and Girls	
a. Judging			
b. Giving demonstrations			30
c. Group recreation leadership			15
d. Music appreciation			35
e. Money management (thrift)			
f. Farm and home safety			250
g. Citizenship			60
h. Personality improvement			35
i. Soil and water conservation			
j. Forestry			
k. Health, nursing, first aid			130
129. 4-H Club members having health examination because of participation in the extension program			
130. Number of members participating in a 4-H Club camp			44
131. 4-H CLUBS engaging in community activities, such as improving school grounds, conducting local achievement programs, and fairs			5

MISCELLANEOUS—Interpretation

The following items should include work done—

136. In control of grasshoppers and any insects that feed on a number of crops or group of crops that are not reported under specific crops or livestock.
137. In control of insects in the home including ants, roaches, fleas, ticks, clothes moths, carpet beetles, silverfish, termites, cereal and bean pests, and insects affecting house plants. Control of flies, mosquitoes, and other insects through sanitation practices, is to be reported under subitem 72a.

138. With elevator people and other handlers and processors, as well as with farmers, in the control of insects in grains stored off the farm. Control of insects in crops stored on the farm is to be reported in subitem 25d.
140. In control of rats, mice, moles, squirrels, gophers, prairie dogs, ground hogs, coyotes, and pestiferous birds.
141. With beekeepers and producers of seed and fruit crops when bees are used for pollination.

MISCELLANEOUS

Item	Estimated number
136. FARMERS and other individuals assisted with control of general feeder insects.....	45
137. FAMILIES assisted with control of household insects.....	6
138. HANDLERS, PROCESSORS, and other individuals assisted with control of insects in off-farm storage of grain.....	10
139. FARMERS and other individuals assisted with control of noxious weeds.....	4
140. FARMERS and other individuals assisted with control of rodents and other predatory animals.....	5
141. BEEKEEPERS and other individuals assisted with problems in the care of bees, honey, and honey products.....	
142. FAMILIES assisted with practices incident to production of arts and crafts.....	

SUMMARY OF EXTENSION INFLUENCE—*Interpretation*

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 conservative estimates based upon records, surveys, and such other sources of information as are available will be satisfactory.

Estimates for this section should be consistent with the most recent county statistical data. All agents should work together in trying to make these figures reflect as accurately as possible the situation in the county. Adaptation of the factors outlined for items 24 and 59 might be helpful in making these estimates.

A, B, and C. In determining the number of farms or families to be reported in each column, it is suggested that the same approach be used as that outlined for item 125.

143. In this section emphasis is only on the number of farms or families assisted, whereas emphasis has been on individuals in earlier sections of the report. Therefore, it is going to be necessary to eliminate duplications in numbers assisted in changing agricultural practices. For example, when a farmer is assisted with crop-production problems and his son is in a 4-H dairy-calf club, the assistance would be reported as given to one farm family.

144. As outlined in item 143, care should also be exercised in estimating the number of families assisted directly or indirectly in changing homemaking practices.

145. This item should be a total of items 143 and 144 with duplications removed owing to the same farm or family's being assisted in both agricultural and homemaking practices.

SUMMARY OF EXTENSION INFLUENCE

Item	Farm A	Rural nonfarm B	Urban C
	<i>Estimated number</i>	<i>Estimated number</i>	<i>Estimated number</i>
143. Farm or rural nonfarm and urban families assisted directly or indirectly, by the extension program, in making some change in AGRICULTURAL PRACTICES this year.....	675	450	300
144. Families assisted directly or indirectly, by the extension program, in making some change in HOMEMAKING (home economics) practices this year.....	670	345	150
145. Total DIFFERENT families assisted by extension programs (items 143 and 144, less duplication).....	900	475	350

COOPERATION WITH OTHER PUBLIC AGENCIES—*Interpretation*

The purpose of this section is to bring together in one place the cooperation given to other public agencies working with the people of the county. This information is used for public-relations purposes.

A, B, and C. Days devoted by agents to cooperating with the agencies listed below should already have been reported in the section on Program Emphasis under the appropriate program headings.

D. The meetings to be reported in this column are those devoted to programs of other agencies in the county that extension agents attended. In many instances these meetings will already have been reported under item 9, depending upon whether the extension agent held the meeting or attended and actively participated in the program. For example: The county agent is invited to attend the county Production and Marketing Administration staff meeting, where the agricultural program for the coming year is explained. This meeting would be reported in this section. In contrast, the exten-

sion agent holds several meetings in the county where he and PMA committeemen explain the agricultural program to farmers. Those meetings would also be reported in this section as well as in the Extension Teaching Activities section. "Days devoted" in both places would be reported in the appropriate column below and also in the Program Emphasis section.

148. This item should include work with production-credit associations, national farm-loan associations, and district banks for cooperatives; also participation in work with the other Farm Credit district personnel and representatives of its central office in Washington, D. C.

158. Line is left blank so that States, if they desire, may request information about a Federal agency not listed.

165. Line is left blank for State use.

168 and 169. Lines are left blank for State use.

COOPERATION WITH OTHER PUBLIC AGENCIES

Public agency worked with	Days devoted by—			Number of meetings relating to program of agency attended by county extension workers
	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agricultural work	
	A	B	C	
FEDERAL AGENCIES				
146. Agricultural Mobilization Committee.....	7		4	6
147. Bureau of Land Management, Bureau of Reclamation.....				
148. Farm Credit Administration.....				
149. Farmers Home Administration.....				
150. Fish and Wildlife Service.....				
151. Forest Service.....				
152. Bureau of Indian Affairs.....				
153. Production and Marketing Administration.....			3	5
154. Rural Electrification Administration.....				
155. Selective Service System.....				
156. Soil Conservation Service.....				
157. Valley authority (TVA, etc.).....				
158. Other (specify).....				
STATE AGENCIES				
159. Health department.....				
160. Highway department.....				
161. State departments of agriculture and forestry.....				
162. State department of education: General schools.....				
163. State employment service.....				
164. Welfare department.....				
165. Other (specify).....				
COUNTY AGENCIES				
166. Soil conservation districts.....				
167. Vocational-agriculture and home economics departments.....				
168. Other (specify).....				
169. Other (specify).....				

YOUR ANNUAL REPORT

The preparation of an annual report setting forth the progress made in the county during the year is of greatest interest and value to you as an extension worker. It provides an opportunity to measure how far you have gone in relation to the goals set forth in the plan of work outlined at the beginning of the year; to check on the effectiveness of the extension program; to consider where improvements can be made; and to decide what things should be handled differently next year. The preparation of an adequate annual report is a stimulating experience.

In addition, your annual report offers an excellent means of building good will and support of the sponsoring group in the county, the county governing body, local extension leaders and other key people, the agencies with which you work or would like to work, and the general public—rural and urban. It helps to build good public relations.

Your annual report is also a record of the year's work put into convenient shape for future reference. It helps new persons joining the county staff to become acquainted with the extension program. It assists State specialists to develop effective supporting programs in their respective subject-matter fields. The State supervisory staff frequently uses the county annual report as a guide in determining an agent's readiness for promotion and suitability to fill vacancies that arise.

The annual report in reality is another chapter in the extension history of your county to be added to the permanent record maintained in the National Archives of the United States Government.

General Directions

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, D. C., office should be sent through the State extension office. When an assistant agent has been employed during a part of or all the year, the report of his or her work should be included with the report of the leader of that line of work. When an agent in charge of a line of work has left the county 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

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

A good narrative report should enable the reader to obtain, for EACH MAJOR line of work undertaken, a comprehensive picture of—

1. WHY the line of work was emphasized; what were the people's problems, situations, or needs warranting attention.
2. WHAT was attempted and what were the objectives and the major things the people were to learn, or do, in connection with this line of work.

3. HOW the work was carried on; principal and new extension teaching methods and activities used and their effectiveness; selection, training, and use of local leaders; and cooperation obtained from other extension workers, rural people, commercial interests, and other public agencies.

4. What RESULTS were obtained, not in terms of the activities carried on but in terms of objectives, or what was attempted at the beginning of the year.

5. HOW next year's work can be strengthened and improved in light of the current year's experience.

For minor lines of work, only the results need be reported to complete the record of the year's work.

The following suggestions may help you prepare a better annual report:

1. Read last year's annual report again, and apply the criteria for a good narrative report discussed above.
2. Prepare an outline with main headings and subheadings.
3. Go over the information and data assembled from various office and field sources during the year.
4. Decide upon a few outstanding pieces of work to receive major emphasis.
5. Employ a newspaper style of writing, placing the more important information first.
6. Observe accepted principles of English composition.
7. Include only those photographs, circular letters, or other exhibits that help to emphasize the points you make in the text. Do NOT make the annual report a scrapbook. (Material of local value may be attached to or filed with your office copy, rather than being made a part of the official report.)

The Statistical Report

When 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. In some States a combined white and Negro report may also be requested by the extension director.

County totals are the sums 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, homemakers, 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 extension program in agricultural, home demonstration, young men and women's, or 4-H Club work. **ONLY THE IMPROVEMENTS OR CHANGES TAKING PLACE DURING THE CURRENT YEAR AS THE RESULT OF EXTENSION EFFORT SHOULD BE REPORTED.** Of necessity the information called for in the national statistical report schedule has broad application to extension work as it is conducted throughout the United States. In addition to the information provided for in this report form, some State extension services may need to obtain additional statistical information on programs and activities peculiar to their States.