

VIRGINIA

LOUISA COUNTY - COUNTY AGENT ANNUAL REPORT - 1931

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ANNUAL NARRATIVE REPORT

of

EXTENSION WORK

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LOUISA COUNTY

VIRGINIA

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1931

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Dungan McKinsey

County Agricultural Agent.

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COUNTY AGENT ANNUAL REPORT.

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#### Status of County Extension Organization.

The extension organization in Louisa county comprises five community agricultural committees, each composed of from seven to nine members. Each committee plans the program to be followed in its respective community. These programs are adapted to local needs and are somewhat different in the five communities but all follow the general county program.

The general county program is planned by these five committees, acting as a county agricultural committee. The five community chairmen act as the executive committee of the county body. The county committee holds one annual meeting during the year at which reports of work accomplished are made and new work for the new year is planned. The executive committee meets quarterly and the community committees meet as often as need arises.

In addition to planning the program the committees cooperate with the agent in selecting demonstrators, holding field meetings and securing reports. One major, or county-wide, project is undertaken each year by all community committees. Each community committee selects two local projects from those recommended by the county committee.

The 4-H Club Council has the duty of planning and furthering a county-wide program of 4-H Club work. This group meets once each quarter. During the past year the agricultural committees have been actively interested in the development of 4-H Club work and have made it a definite part of their program. There has been close cooperation between these committees and the Club Council.

Following the appointment of a home demonstration agent, early in the summer, a home economics advisory council was organized and is working with the other two groups in the furthering of a well rounded program of agricultural improvement.

In developing a program of work for the county the county and community committees are encouraged to discuss conditions and suggest remedies. At the beginning of each year the county committee discusses a number of projects or other activities and from these they select the projects that should be undertaken during the year. Having selected these projects they feel a sense of responsibility for them and go actively to work, in cooperation with the agent, to insure their success.

During the past year there has been close relationship between these groups and the Red Cross, Community Fund, Church organizations, etc., in the effort to overcome conditions created by the great drought and the succeeding depression.

#### Program of Work.

The program of work for this year was based on the long time program set up in 1929. This program has as its main features the improvement of our soils, the establishment of our poultry and dairy enterprises on a more profitable basis and the training of our young farm people through 4-H Club work.

Selection of projects for this year was influenced very largely by the necessity for overcoming drought conditions as rapidly as possible. During the program planning meetings it was very definitely brought out that emphasis must be placed on production of feed crops to fill our empty barns and feed crops to feed our people. At the same time it was felt that we could not, even temporarily, suspend the program for soil improvement. To accomplish both purposes it was decided to make our major county-wide project the production of more clover and feed crops. Along with these went increased use of lime.

This clover-lime and feed crops projects was adopted with enthusiasm by our committees and has been pushed actively during the year. The county committee selected four projects which were in line with the county policy outlined in the long time program. The community committees were asked to select their local projects from these four, which included better corn, dairying, poultry and sheep.

A meeting of each community committee was held in January and projects discussed and selected. All five committees selected the better corn project, three selected poultry, one dairying and one sheep. Community demonstrators for these projects were selected by the committees.

The principal objectives for these projects were:

**Clover-lime:** To increase acreage of clover in hay or pastures until one acre in three is in legume crops.

**Feed crops:** To produce enough soybean, cowpea or sudan grass hay to fill our barns.

**Better corn:** To increase yield per acre through the use of good seed, to be obtained by testing, or by purchasing disease free seed.

**Poultry:** Summer feeding of pullets on growing mash and green range, to insure early maturity, freedom from molt and maximum egg production.

**Dairying:** Fitting rations to present conditions, improved pastures, better hays.

**Sheep:** Improved feeds, stomach worm treatments, docking lambs.

	Goals	Achievements
<b>Clover-lime</b>		
Increase acres in clover	50%	62%
Increase tons lime used	50%	71%
<b>Feed crops</b>		
Total acres grown	2000	2397
<b>Better corn</b>		
Farmers using disease-free seed	100	175
<b>Poultry</b>		
Summer feeding of pullets demonstrations	6	12
Demonstrations of improved feeding, housing and freedom from disease	20	34
<b>Dairying</b>		
Feeding demonstrations	40	43
<b>Sheep</b>		
Method demonstrations in stomach worm control	2	4
Result demonstrations in stomach worm control and feeding	12	22
<b>4-H Club</b>		
4-H Community Clubs	5	9
Enroll members	150	165
Delegates to district camp	30	7
Delegates to State Short Course	15	21
Demonstration teams	5	2
Judging teams	4	5
Leader training meetings	4	8
<b>Home Gardens</b>		
Complete home gardens to provide food for summer and winter	15	22
A garden on every farm producing most of food required	1850	1400

## Project Activities and Results.

### (A) Cereals.

#### 1. Corn.

The selection of <sup>the corn</sup> this project by all five community committees made it a county-wide project and all work undertaken was on this basis. The project called for the production of a more profitable corn crop through the use of better seed. Interest in the use of good seed was created through the staging of a "corn guessing" contest, the idea being to prove that good seed corn could not be selected from the crib at planting time.

Fifty ears of corn were gathered by the agent from farm corn cribs, in most cases the owner being asked to select them as he would for seed. These were placed on display in a local store and farmers were asked to examine them. They were then asked to score them good or bad for seed. A prize of five dollars for the best "guess" was offered to stimulate interest. Over 200 farmers attended the meeting, 49 of whom made the attempt. The highest score made was 84% while some were as low as 14%.

Following this meeting <sup>the ears</sup> the ears of corn were germinated in a modified rag doll germinator. At the end of the test a second meeting was held, during which the rag dolls were exhibited and farmers were able to see for themselves the bad results which are to be expected from any haphazard method of selection. Seventeen ears showed infection with corn rot diseases. The condition was further emphasized by an illustrated talk by the Extension Pathologist.

These results were so convincing that 175 farmers used better seed corn this year. Seventeen had their own corn tested, this work being done by 4-H Club boys under the supervision of the agent. Fourteen used certified seed, while 145 bought good seed on the advice of the agent. 62 bushels of seed corn were treated with Geresan. This Fall 27 farmers have field selected their seed and have provided proper storage.

As a part of this program 48 corn club boys used tested, certified or treated seed. 6,840 ears were tested for club boys. thirty-five boys made field selection of seed this Fall. A demonstration in selecting good seed corn, covering the entire process from field selection, through storage, and germination test, was made by a 4-H Club team at the Apple Grove Community Fair and has resulted in inducing a number of farmers to use more care in the use of seed.

Records show an increased yield of 19%, due to the use of disease-free seed.

## 2. Wheat.

The rapid increase in stinking smut in wheat has made it necessary to treat all seed wheat if a profitable crop is to be harvested. This Fall a local flour mill, in cooperation with the agent, installed a large outfit for treating wheat. Over 2,000 bushels of wheat have been treated so far.

## 3. Barley.

A few trials last year having proved this crop adaptable to our section, a number of farmers have sown it this Fall in place of wheat. This will be used for home feeding. The use of barley in place of wheat will enable us to cut wheat production to some extent without upsetting our rotation systems.

## E. (B) Legume and Forage Crops.

This combined soil improvement and feed production project was the major project for this year. There were two objects in view when this project was selected; first, to secure an adequate number of definite demonstrations in clover-lime and in feed crops, second, to increase the acreage in legume crops on every farm in the county.

It was felt that best results could be obtained if this project was put on a campaign basis. As a preliminary measure, all committeemen were provided with blank forms and asked to survey their communities and report existing conditions regarding clover, lime and feed crops.

Reports were received from 39 committeemen, covering 1110 farms, the reports showing that these farms had 40,294 acres under cultivation, only 1639 of which were in clover of all kinds, while only 3521 tons of lime had been used during the past three years. Including all clovers and annual legumes only one acre in twenty-one was seeded to legume crops.

With these facts as a basis meetings were held in each of the five communities, during which the actual conditions were brought to the attention of farmers. Talks on soil improvement through the use of lime and legume crops were made by the Extension Agronomist, and on the use of clover and other legumes as feeds for livestock by the Extension Dairy Specialist and the Extension Animal Husbandman. Demonstrators were lined up and the campaign to increase legume acreage on every farm was started. Thirty-three clover-lime and fifty-six soybean or cowpea demonstrations were established.

Results of this campaign were shown by a final survey made by the committeemen during November. This survey covered 862 farms.

On these farms 3272 acres of clovers and 1458 acres of annual legumes were seeded. Using these figures as a base it is estimated that the 1863 farms in the county seeded 11,597 acres of legumes this year, an increase of 62% over 1929.

No yield will be secured from the clovers until the Spring of 1932, but the 4,418 tons of soybean or cowpea hay produced have filled our barns and will provide feed for our cattle during the coming winter.

During this campaign the use of red clover was emphasized as our most dependable legume, but sweet clover, alfalfa and Korean lespedeza were used on many farms where they fitted into the farm operations. Soybeans and cowpeas accounted for most of the feed crop production but some sudan grass and small grains were cut for hay.

One of the most outstanding results of this campaign was the increase in tonnage of lime used. On the 862 farms on which reports were made, 3,122 tons of lime were used. The total quantity of lime shipped into the county by railroad or truck during the year was 7,806 tons, an increase of 6,846 tons over 1929.

#### (C) Tobacco.

The low prices received for tobacco for the past three years has made it necessary to produce more of the better grades. Fourteen demonstrations were conducted in which special analysis fertilizers, spraying and better grading were the points stressed. This work made possible the production of better grade tobacco, it being estimated that the crop on these demonstrations is twenty per cent better quality and that production per acre will be increased 120 pounds.

#### (D) Home Gardens.

After the disastrous drought of 1930, which left most of our farms without food stuffs in cellars or pantries, a good home garden was a real necessity on every farm this year. A campaign to insure the planting of a home garden on every farm was conducted through the press, by posters and at meetings. That real results were obtained is evidenced by the fact that on each of the 862 farms reported by committeemen a good home garden produced enough food for current use and winter storage.

An unusual feature of the agent's work was in connection with the distribution of Red Cross garden seed. Packages of seed were distributed to 127 families, mostly on the recommendation of the agent. During the growing season the agent visited these gardens and assisted in making them successful. These seeds were sufficient to feed the families during the summer and in most cases to provide some food for storage.

The need for home gardens was emphasized by the desire of thirteen 4-H Club members to undertake this project, which has never before been a club project in this county. One interesting feature of this work was the friendly rivalry developed between two boys who live near each other and near one of our small towns. They tried to see which one could produce the best garden and make the largest profit. Each planted a quarter acre garden and sold the produce in the town. One boy grew 26 vegetables, sold them for \$47.20, and made a profit of \$28.05. The other, with 22 varieties, sold the produce for \$42.14 and made \$25.54 profit.

#### (E) Agricultural and Home Engineering.

More attention has been paid to the construction of necessary buildings this year, due to lower labor costs and building materials. Two dairy barns, fourteen poultry houses and four silos were built from plans provided by the agent.

Four farm home water supply systems were installed under the supervision of the agent. This was a continuation of the work started in 1929 with a survey of 29 home systems made by the Extension Agricultural Engineer.

#### (F) Poultry.

Summer feeding of pullets was adopted as a poultry project in three communities this year. Twelve demonstration flocks were enrolled, and the owners asked to self-feed the pullets on growing mash, keep them on green range and house them early in the fall. The twelve demonstrations included 4,060 pullets on full feed and 1,424 which were handled in the usual manner, to serve as checks.

Results have been very encouraging. The full fed pullets averaged 1.3 pounds heavier when housed and started laying an average of 27 days earlier than the checks. These pullets had laid an average of 13 eggs before the check pullets started to lay. There has been no molt in the full-fed pullets, while about ten percent of the checks are now in molt.

Additional work was done with 34 poultrymen, this work consisting in adjusting rations to meet home conditions and market prices, improving housing conditions, and prevention of diseases and parasites.

Poultry 4-H Club work was cut greatly in membership from last year. With the coming of a home demonstration agent many girls who had poultry projects switched to home economics projects. Thirty-four members, however, continued their projects with established flocks and thirty-four new members started poultry work.

Two 4-H poultry judging teams were trained by the county and home agents and, after a county contest, a team was entered in the State contest. This team finished fifth against twelve teams,

while one member won sixth place among thirty-four in individual scoring.

#### (G) Dairying.

This year's work was largely a continuation of the work under way during the past three years with forty-three milk or cream producers. Drought conditions in 1930 compelled the purchase of much hay and grain through the winter and early spring. The agent gave assistance in working out economical rations, in arranging for cooperative purchases of feeds and in weeding out non-paying cows. Effort was made to get meadows and pastures re-seeded in the fall of 1930 and to get fall grains sown for hay so home grown feeds might be available as rapidly as possible.

During this year, changes have been suggested, from time to time, which would fit the rations to changing conditions in home grown or purchased feeds. Thorough this work cows were kept at maximum production at lowest cost, so that, in spite of lowered prices for butter-fat in cream the total income from our three cream stations was \$29,412, an increase of nearly \$2,000 over 1930.

The agent, with members of the community committees, worked in cooperation with the organization committee of the Richmond Milk Producers Association, for the organization of a cooperative to handle the milk on the Richmond milk shed. Seven of the eight fluid milk producers in the county were enrolled in this organization, which is rapidly getting into position to care for the interests of its members.

Twelve boys were enrolled in 4-H dairy club projects. Three dairy judging teams were trained, a contest held and a county team selected. This team went into the State contest and finished fifth in a class of nine teams.

#### (H) Other Livestock.

Interest in sheep production has grown steadily during the past few years. This year 22 demonstrators were enrolled. These demonstrations included all phases of wool and lamb production. Pasture improvement, docking of lambs and grain feeding of lambs were included. Stomach worm treatment was made a required point and all flocks were treated three times during the summer. Four method demonstrations in treatment for stomach worms were held and were well attended.

Two sheep club boys earned a profit of \$64.65 on their flocks. These boys also were active in the campaign against stomach worms, giving assistance to flock owners in seventeen instances during the year.

(I) Farm Management.

The most interesting development in farm management this year has been the increased use of outlook information by our farmers. Early in February the agent took two members of each community committee to an outlook conference called by the State Director of Extension Work and held at Richmond.

These men, on their return, met with their committees and the agent and discussed the information they had received. Each committeeman, with this information and that received in bulletin form through the agent, discussed the price outlook with his neighbors. This information has been used on 67 farms in readjusting farm operations to meet existing conditions.

There has been an increased interest in such information over the whole county. Our farmers are beginning to use the information and to rely upon it in planning their operations. During the recent meeting of the County Agricultural there was spirited discussion of this outlook information, and next year's program will be planned on the basis of outlook reports.

During the period when farmers were making application for seed and fertilizer loans the agent was able to discuss farm operations as a whole with many who wished to make applications. In more than half the cases, where men made inquiries, plans for reorganization of farm operations suggested by the agent, enabled the inquirer to do without the loan. In many cases these men are now farming on a profitable system for the first time.

(J) Miscellaneous.

1. Seed and Fertilizer Loan.

The task of making applications for seed and fertilizer loans required twenty-one days in the office during February, March and April. 432 farmers made inquiry about loans but in a great many cases the agent was able to assist them in planning their operations so as to avoid borrowing money. 162 applications were actually made and 141 were granted.

In most cases the farmers who borrowed money on these loans were of the type least able to make a wise use of it and the agent felt it essential to give all the time required in helping these men produce profitable crops. In addition to working out a crop management plan for each one at the time application was made, the agent made visits to 101 borrowers at about the time the money was received. Later visits were made to 76 and third visits to seventeen borrowers. In every case effort was made to have the borrower seed sufficient hay and grain crops to provide feed for his livestock, and to plant a garden for home use.

2. 4-H Club Work.

The agents have had the united support of adult committees for the 4-H Club program this year.

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A conference with school authorities, held in November of last year, made it apparent that there would not be time, because of crowded school schedules, to permit of satisfactory 4-H Club meetings being held during school hours. The school authorities are in complete accord with the work but they are helpless to correct this condition. The agents have, therefore, attempted to remove the club work from the schools as far as possible, with the result that we are now using only one period once each year for enrollment purposes.

Eighty per cent of our members are attending four consolidated schools. 4-H Clubs at these schools have held their meetings at night during this year, three in school auditoriums and the fourth in its own club room. The smaller clubs hold meetings at night, after school or on Saturdays. Project meetings have been held in homes of members or in schools after closing time.

Club programs have been better, attendance has grown steadily and there summer slump in attendance has not been nearly so great as it was under the old system. Club leaders have felt more free to build the kind of programs they want and leadership has greatly improved.

Interest in club short courses, achievement day and rally day have been noticeably greater this year. Thirty-five members and five leaders attended district or State short courses. Rally day was attended by 185 members and 240 visitors.

Achievement day was held in connection with the Apple Grove Community Fair, the entire evening being given to this event. Among other features a style show was staged by girl club members, proper dress for all occasions was demonstrated by both boys and girls, and a demonstration on better seed corn was given by a boy's team. The attendance at this event was 850, the largest at any club event ever held in the county.

Total enrollment was 293 members. One boy and one girl from the county achieved All-Star honors this year. Eight meetings for leader training were held. The County 4-H Club Council prepared a county-wide program which included a number of new features and this program was successfully completed.

### 3. "The Order of the Forty."

A unique type of 4-H Club work has been carried on this year with a group of older club boys and girls. This group has formed a secret organization which they call "The Order of the Forty."

and which maintains a high standard of qualifications for membership. A candidate for membership must be 15 years old, had a record of at least two years successful club work and regular attendance at meetings and must show evidence of leadership ability. Membership is limited to ten per cent of the enrolled 4-H Club members in the county, with a permanent limit of forty members. There are 23 members at present, each 4-H Club being represented.

The Order meets regularly once a month and the programs are both inspirational and social, but the real value of the group is in the service it renders to 4-H Clubs and members. During the past year it has done exceptional work in forwarding 4-H Club activities.

Typical of the work of the group is the enrollment campaign conducted by it this Fall. This campaign, details of which were planned during a meeting of the Order, was conducted in all four consolidated schools. School authorities cooperated by allowing us a one hour period at each school, on successive Friday afternoons, during which all high and grade-pupils were assembled.

An enrollment team consisting of five Forty members was organized. Each member of the team prepared and delivered his or her own speech. The first told of the history and accomplishments of 4-H Club work, the second described the projects to be undertaken by boy club members, the third did the same for the girl's projects and the fourth told of the things that could be gotten through membership in the club. The fifth member described how actual enrollment would be made and introduced the grade captains who would have charge of it.

Prior to this visit to the school by the team, other members of the Forty at each school had selected one boy and one girl from each grade who were to solicit membership. This group was instructed in their duties by the county and home agents and were ready to go to work immediately after the enrollment meeting. One free trip to State Short Course for a boy and one for a girl will be awarded to the grade captains securing the largest enrollment of members who have completed all possible work on their projects on June 1st.

All enrollments are net in at this writing but indications are that club enrollment will show an increase of 35 percent and that quality of performance will be much better.

The Order is now making plans for the holding of a recreational school in January, after which they purpose to take over all recreational and social leadership at 4-H Club meetings. The possibilities for growth in service of this Order are so promising that the agents feel that time spent in developing the group will be well repaid.

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Outlook and Suggestive Program.

The annual meeting of the County Agricultural Committee was held on November 21st and a program adopted for the coming year. It was felt that as farmers must expect to encounter low prices for a number of years, a real effort to reorganise our farm enterprises must be made, so that farmers may produce at a cost sufficiently low to permit a profit even at the expected low prices.

As a step toward this reorganization the committee recommended that the agent have a study made of 100 farms, this report to show actual conditions of farm management and to carry recommendations for reorganization. From this survey it is expected that a definite program may be made which can be adapted to each individual farm. Coupled with this request is one for a soil survey of the county.

The committee was unanimous in recommending that the soil improvement program be continued, with the further recommendation that the use of Korean lespedza be stressed along with red clover.

4-H Club work has again been made a county-wide project. The committee has requested that the community committee select their community projects from the three which they think of greatest importance to the county this year; poultry, dairying and better seed.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

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

## ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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

State Virginia County Louis  
Report of Dungan McKinney County Farm Demonstration Agent  
(Name) (Title)  
From December 1, 1930 to November 30 1931

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

READ DEFINITIONS, PAGE 3



COUNTY AGENT ANNUAL REPORT.

Approved:

Date \_\_\_\_\_ State or District Supervisor.

Date \_\_\_\_\_ State Extension Director.

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

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

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

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

**NARRATIVE SUMMARY**

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

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

**SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT**

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

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

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STATISTICAL SUMMARY

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

DEFINITIONS OF TERMS USED IN THIS REPORT

1. A program of work is a statement of the specific lines of extension work to be undertaken by the extension agent during a year or a period of years.

2. A plan of work is a definite outline of procedure for carrying out the different phases of the program of work. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.

3. A community is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report a community is one of the several units into which a county is divided for conducting organized extension work.

4. A project leader, local leader, or committeeman is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.

5. Demonstrations as contemplated in this report are of two kinds—method demonstrations and result demonstrations.

A method demonstration is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.

A result demonstration is a demonstration conducted by a farmer, home maker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, or that the use of certified seed in growing potatoes is a good investment.

The adoption of a farm or home practice resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.

6. A result demonstrator is an adult, boy, or girl who conducts a result demonstration as defined above.

7. A cooperator is a farmer or home maker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent and records are not required, but reports on the success of the practices may be obtained.

8. A 4-H Club is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.

9. 4-H Club members enrolled are those boys and girls who actually start the work outlined for the year.

10. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.

11. A demonstration meeting is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.

12. A training meeting is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.

13. An office call is a call in person by an individual or group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an office call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.

14. A farm or home visit is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.

15. Days in office should include time spent by the county extension agent in his office, extension conferences, and any other work directly related to office administration.

16. Days in field should include all days spent on official duty other than those spent in office.

17. Letters written should include all original letters on official business. (Duplicated letters should not be included.)

18. An extension school is a school usually of two to six days' duration, arranged by the extension service, where practical instruction is given to persons not resident at the college. An extension short course differs from an extension school in that it is usually held at the college or other educational institution and usually for a longer period of time.

19. Records consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.

## GENERAL ACTIVITIES

Report Only This Year's Activities and Results (Unless so Noted)

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

Marjorie McHenry (Name) County Agent (Title) 12 (Months of service this year)

2. County extension organization or association.

(a) Name County Agricultural Advisory Committee

(b) Number of members

(1) Men 40

(2) Women

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

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

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

(a) Adult work

(1) Men 40

(2) Women

(b) 4-H Club work

(1) Men 2

(2) Women 8

(3) Older club boys 11

(4) Older club girls 10

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

7. Members in above clubs or groups

8. Number of 4-H Clubs 9

9. Number of different 4-H Club members enrolled

(a) Boys 120

(b) Girls 46

10. Number of different 4-H Club members completing

(a) Boys 105

(b) Girls 41

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

	1st Year	2d Year	3d Year	4th Year	5th Year	6th Year and Over
(a) Boys	31	27	33	31	32	
(b) Girls	109	4	14	14		

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

	Age	10	11	12	13	14	15	16	17	18	19	20
Boys		7	6	19	13	35	24	20	20	5	6	
Girls		3	4	9	2	6	11	7	3	1		

\* Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 6 to 8, less any enrollment due to the same boy or girl carrying on two or more different kinds of work.

GENERAL ACTIVITIES—Continued

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

13. Number of 4-H Club members in school	164	Out of school	11	13
14. Number of 4-H Clubs teams trained		(a) Judging	6	14
		(b) Demonstration	2	
15. Number of groups organized for extension work with rural young people above the 4-H Club age				15
16. Members in above groups		(a) Young men		16
		(b) Young women		
17. Total number of farm visits <sup>1</sup> made in conducting extension work			1312	17
18. Number of different farms visited			279	18
19. Total number of home visits <sup>2</sup> made in conducting extension work				19
20. Number of different houses visited				20
21. Number of calls relating to extension work		(a) Office	532	21
		(b) Telephone	107	
22. Number of days agent spent in office			66	22
23. Number of days agent spent in field			213	23
24. Number of news articles or stories published <sup>3</sup>			62	24
25. Number of individual letters written			634	25
26. Number of different circular letters prepared (not total copies mailed)			28	26
27. Number of bulletins distributed			405	27
28. Number of radio talks made				28
29. Number of events at which extension exhibits were shown				29
30. Training meetings held for local leaders or committeemen	(a) Adult work	(1) Number		30
		(2) Total men leaders attending		
		(3) Total women leaders attending		
(b) 4-H Club	(1) Number	8	31	
	(2) Total leaders attending	797		
	(3) Total attendance			
31. Method demonstration meetings held (do not include meetings reported under No. 30)	(a) Number		8	31
		(b) Total attendance	165	
32. Meetings held at result demonstrations	(a) Number			32
		(b) Total attendance		
33. Tours conducted	(a) Number			33
		(b) Total attendance		
34. Achievement days held	(a) Adult work	(1) Number	1	34
		(2) Total attendance	50	
		(3) Total attendance		
(b) 4-H Club	(1) Number	1	35	
	(2) Total attendance	860		
	(3) Total attendance			

<sup>1</sup> List as farm or home visit according to principal purpose of visit.

<sup>2</sup> Include county and State press, agricultural journals, and home magazines. Do not count items relating to notices of meetings only.

GENERAL ACTIVITIES—Continued

Report Only This Year's Statistics Available and Events that can be Valid

26. Encampments held	(a) Farm women	(1) Number		26
		(2) Total members attending		
		(3) Total others attending		
		(4) Total attendance		
26. Other meetings of an extension nature participated in and not previously reported	(b) 4-H Club	(1) Number	3	26
		(2) Total boys attending	27	
		(3) Total girls attending	21	
		(4) Total others attending	8	
27. Meetings held by local leaders or committeemen not participated in by agent and not reported elsewhere	(a) Adult work	(1) Number	109	27
		(2) Total attendance	13,366	
27. Meetings held by local leaders or committeemen not participated in by agent and not reported elsewhere	(b) 4-H Club	(1) Number	5	27
		(2) Total attendance	116	

### PROGRAM SUMMARY

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

Line of work	Number of men or other adults participating		Days spent on field work with line of work	Days spent in office with line of work	Number of meetings held in relation to line of work	Number of cases handled	Number of persons referred	Number of farms or homes visited	Number of letters mailed	Number of office calls received
	(a)	(b)								
25. Cereals (page 8)	5	3	2	27	10	5	2	137	46	29
26. Legumes and forage crops (pages 9, 10)	5	40	10	43	19	12	6	216	95	30
27. Potatoes, Irish (page 11)	2	1		2				6	1	41
28. Cotton (page 11)										41
29. Tobacco and other special crops (page 11)	3	2		12	2			64	6	42
30. Home gardens and home beautification (page 12)	5	25		35	5		1	215	29	43
31. Market garden and truck crops (page 12)	1	1		2				5	2	44
32. Fruits (page 12)										45
33. Forestry (page 13)										46
34. Rodents and miscellaneous insects (page 13)										47
35. Agricultural engineering (page 14)	5	2		6				25	6	48
36. Poultry (page 15)	5	40	5	33	14	2	2	175	42	49
37. Dairy (page 15)	5	40	6	41	16	2	1	215	67	50
38. Other livestock (page 15)	3	16	2	7	7	1		41		51
39. Farm management (page 16)	5	2	3	33	5	5		56	452	52
40. Marketing—farm and home (page 17)	4	4		4				16	4	53
41. Foods and nutrition (page 18)										54
42. Child training and care (page 19)										55
43. Clothing (page 20)										56
44. Home management (page 21)										57
45. House furnishings (page 22)										58
46. Home health and sanitation (page 23)										59
47. Community activities (page 24)	4	4	1	2	1			5	3	60
48. Miscellaneous (page 24)										61
49. Building extension program of work <sup>1</sup>	5	40	2	7	4	2	4	21	32	62
50. Organization—extension association and committee <sup>2</sup>	5	40	2	11	20		12	35	43	63

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

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

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





## LEGUMES AND FORAGE CROPS—Continued

Report Only This Year's Subsequent Activities That are Reported by Months

Item	(1)	(2)	(3)	(4)	(5)	(6)
	By tons	Cowpods	Tons bushels	Yield bushels	Pounds	Other <sup>1</sup>
72. Number of method demonstration meetings held						72
73. Number of adult result demonstrations completed or carried into the next year	37	19				73
74. Total number of acres included in adult result demonstrations	296	171				74
75. Average increased yield per acre on adult result demonstrations due to recommended practices <sup>2</sup>	bu. bushels	bu. bushels	bu. bushels	bu.	bu.	bu. bushels
76. Number of 4-H Club members enrolled	(1) Boys					76
	(2) Girls					
77. Number of 4-H Club members completing	(1) Boys					77
	(2) Girls					
78. Number of acres grown by club members completing						78
79. Total yield of crops grown by club members completing <sup>3</sup>	bu. bushels	bu. bushels	bu. bushels	bu.	bu.	bu. bushels

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

(Use space below for State questions not listed above)

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

<sup>2</sup> Indicate whether yield is bushels of seed or tons of seed straw.





## FORESTRY

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

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

(Use space below for State questions not listed above)

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## RODENTS, OTHER ANIMAL PESTS, AND MISCELLANEOUS INSECTS

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

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

Item	60	65	66
	Rodents	Other animal pests	Insects
108. Number of method demonstration meetings held			108
109. Number of result demonstrations completed or carried into the next year			109
110. Pounds of poison used			110

**AGRICULTURAL ENGINEERING**  
(Farm and Home)

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

111. Number of method demonstration meetings held	_____	111
112. Number of adult result demonstrations completed or carried into the next year	_____	112
113. Number of 4-H Club members enrolled	_____	113
	(a) Boys _____ (b) Girls _____	
114. Number of 4-H Club members completing	_____	114
	(a) Boys _____ (b) Girls _____	
115. Number of farms following recommendations in installing drainage systems	_____	115
116. Acres drained by such systems	_____	116
117. Number of farms following recommendations in installing irrigation systems	_____	117
118. Acres irrigated by such systems	_____	118
119. Number of farms building terraces and soil-saving dams to control erosion according to recommendations	_____	119
120. Acres on which soil erosion was so prevented	_____	120
121. Number of farms clearing land of stumps or boulders according to recommended methods	_____	2 121
122. Number of families assisted with home-planning problems	_____	1 122
123. Number of dwellings constructed according to plans furnished	_____	123
124. Number of dwellings remodeled according to plans furnished	_____	1 124
125. Number of sewage-disposal systems installed according to recommendations	_____	125
126. Number of water systems installed according to recommendations	_____	4 126
127. Number of heating systems installed according to recommendations	_____	127
128. Number of lighting systems installed according to recommendations	_____	128
129. Number of farms on which buildings other than dwellings were constructed or remodeled this year according to plans furnished	_____	20 129
	(a) Dairy barns _____	2
	(b) Hog houses _____	"
130. Number of buildings involved in preceding question	(c) Poultry houses _____	14 130
	(d) Silos _____	4
	(e) Other _____	
130½. Number of farms or homes following recommendations on maintenance and repair of machinery	_____	130½
	(a) Tractors _____	
130¾. Number of machines involved in preceding question	(b) Tillage implements _____	130¾
	(c) Harvesters and thrashers _____	
	(d) Other _____	
130%. Number of farms employing better types of machinery or equipment recommended by extension agent	_____	





## MARKETING (FARM AND HOME)

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

Item	00	01	02	03	04	05	06	07
	Cash and feed	Cotton	Dairy products	Livestock	Fruits and Vegetables	Poultry and eggs	Home products	Other
160. Number of cooperative-marketing associations or groups organized during the year.....			1					160
161. Number of cooperative-marketing associations or groups previously organized assisted by extension agent this year.....								161
162. Membership in associations organized and assisted (161 and 160).....			7					162
163. Value of products marketed by all associations worked with.....	\$	\$	\$	\$	\$	\$	\$	163
164. Value of supplies purchased by all associations worked with.....	\$	\$	\$	\$	\$	\$	\$	164
Number of cooperative-marketing associations or groups assisted with problems of—								
165. Preliminary analysis.....			1					165
166. Organization.....								166
167. Accounting and auditing.....								167
168. Financing.....								168
169. Business policies.....								169
170. Production to meet market demand.....								170
171. Reduction of market losses.....								171
172. Use of current market information.....								172
173. Standardizing.....								173
174. Processing or manufacturing.....								174
175. Packaging and grading.....								175
176. Loading.....								176
177. Transporting.....								177
178. Warehousing.....								178
179. Keeping membership informed.....			1					179
180. Merging into larger units.....								180
Number of farms or homes not in cooperative associations or groups assisted with problems of—								
181. Standardizing.....								181
182. Packaging and grading.....								182
183. Use of current market information.....								183

(Use space below for State questions not listed above)

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## FOODS AND NUTRITION

Report Only This Year's Extension Activities and are Reported by Months

184. Number of method demonstration meetings held \_\_\_\_\_ 184

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

	Food selection and preparation		Food preservation
	90	95	
186. Number of 4-H Club members enrolled _____	(1) Girls _____	(2) Boys _____	186
187. Number of 4-H Club members completing _____	(1) Girls _____	(2) Boys _____	

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

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

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

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

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

193. Number of children involved in preceding question \_\_\_\_\_ 193

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

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

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

(Use space below for State questions not listed above)

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## CLOTHING

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

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

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

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

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

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

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

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

(a) Women	} 216
(b) Girls	

(Use space below for State questions not listed above)

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## HOME MANAGEMENT

Report Only State Year's Substantial Activities That are Suggested by Research

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

(Use space below for State questions not listed above)

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## HOME FURNISHINGS

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

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

(Use space below for State questions not listed above)

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## COMMUNITY OR COUNTRY-LIFE ACTIVITIES

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

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

(Use space below for State questions not listed above)

## BEES, WEEDS, HANDICRAFT, RABBITS, AND MISCELLANEOUS

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

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

\* Indicate project by name.

8-2148