

VIRGINIA

SOUTHAMPTON COUNTY

COUNTY AGENT ANNUAL REPORT
Negro

1932

Index	Page
1 d 2 Community clubs	2
4 E 1 Breeding (swine)	5-6
4 E 3.1 Grazing	5-6
6 h 2.8118 - Feature story (poultry)	7
6 h 4.72 Yard campaign	3

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**ANNUAL
NARRATIVE REPORT AND SUMMARY OF EXTENSION WORK
CONDUCTED IN SOUTHAMPTON COUNTY VIRGINIA**

1932

**SAMUEL G. MANSFIELD, DEMONSTRATION AGENT
FRANKLIN, VIRGINIA.**

**NEGRO
COUNTY AGENT ANNUAL REPORT**

.....

*Wm. D. Dawson,
District Agent,
Dec. 19/32*

Table Of Contents

Subject	Page
Adults	
Progress Reports.....	1 a
Foreword.....	1
Status Of County Organization.....	1
Advisory Board.....	1
Community Clubs.....	2
Extension School.....	2
County Fair.....	2
Year Round Gardens.....	2
Beautification.....	3
Local Leaders.....	3
Corn.....	4
Oat Hay.....	4
Forage Crops.....	4
Soybeans.....	4
Mixed Hay.....	4
Orchard.....	5
Hogs.....	5
Family Cow.....	6
Poultry.....	6
JUNIORS	
Progress Report.....	8 a
Organization.....	8
Club Rally.....	8
State Short Course.....	8
Fair.....	8
Project Activities And Results.....	8
Corn.....	9
Cotton.....	9
Peanuts.....	9
Gardens.....	10
Poultry.....	10
Hogs.....	10

Annual Progress Report For Southampton County, Virginia.

S.G. Mansfield, County Agent

November 30th. 1932.

Adult Work

County Wide Activities

Work As Programed

Work Accomplished

**One County Advisory Board
to be maintained**

**One County Advisory Board
Maintained**

**Six Farmer's Community
Clubs to be programed**

**Six Farmer's Community Clubs were
programed**

**One County Extension
School to be held**

**One County Extension School was
held**

**Two delegates to be
secured for the State
Advisory Board**

**Two delegates were secured for the
State Advisory Board**

Demonstrations

**Seventeen soil demonstra-
tions to be conducted**

**Twelve soil demonstrations were
conducted**

**Thirteen corn demonstra-
tion to be conducted**

**Eighty two corn demonstrations
conducted**

**Three oat hay demonstra-
tions to be conducted**

**Three oat hay demonstrations were
conducted**

**Three clover demonstra-
tions to be conducted**

**Not any clover demonstration were
conducted**

**Three soybeans demonstra-
tions to be conducted**

**Three soybeans demonstrations were
conducted**

**Two orchard pruning demon-
strations to be conducted**

**Fourteen orchard pruning demon-
strations were conducted**

**Five orchard spraying demon-
onstrations to be conducted**

**Not any orchard spraying demon-
strations were conducted**

Demonstrations Continued

Work As Programed

Work Accomplished

Nine year round gardens
to be conducted

Thirty seven year round gardens were
conducted

Demonstrations In Livestocks

Four Poultry House dem-
onstrations to be con-
ducted

Three Poultry House demonstrations
were conducted

Four hog breeding centers
demonstrations to be
conducted

Eleven hog breeding centers were
conducted

Two poultry demonstrations
to be conducted

Twenty seven poultry demonstrations
were conducted

Foreword

It is with pleasure that the agent submits this Annual Narrative Report for his first year of work in Southampton County, Virginia. The seed of Extension Work was planted in this county in 1918. Seemingly the seed was first planted in a fertile soil, for with only slight interruptions, it seems to have had a continuous growth, getting a stronger root hold in the farmers and farm friends of the county each year. The work for the past year has been conducted in seven organized communities with both adults and juniors. Work has also been done with families and individuals living outside of the organized communities with the hope of added organized groups in the coming year. The entire year's work appears to the writer to have been a continuous unveiling, opening the eyes of the writer to greater possibilities.

The Extension Organizations, such as The County Advisory Board, Farmers Community Clubs, and 4-H Clubs which were organized under the supervision of the previous agents, are kept in tact under the supervision of the present agent. In an effort to meet the needs of the county and communities, we build our county extension program of work around the "live at home" program. Improvement of the soil, year round gardens with a variety of vegetables, legume hay and small grains for the work stock, pasture grazing for hogs, better care of orchards, and improved breeds and better methods of producing eggs and raising chickens designate the goal toward which we have marched for the past year. Special efforts have been made to keep the farmers mindful of a conservative program. The farmers are continuously reminded of the fact that in these times they are to put forth every effort to hold their immediate possession rather than try to expand. We the extension workers cooperate with other county organization and community activities that are for the betterment of conditions.

Status Of County Organization

The Extension organizations in this county are: The County Advisory Board with a membership of thirty persons—ten men and three women—six farm community clubs organized on the family basis with a membership of seventy four families, and eight 4-H Clubs with a membership of two hundred and seventy eight.

Advisory Board

The County Advisory Board is a county wide organization which assist in planning and putting over the Extension Program of Work. This board is made up of presidents and other representatives from community clubs, farm men and women, and business men. This board meets at the call of the agent at which time matters of extension interest are taken up and ways are discussed and means are provided to accomplish the ends in view. The board approves "The County Program of Work", county meetings, and other county wide activities such as plans for holding County Extension School, fairs, and

select delegates to the State Advisory Board.

Community Clubs

Community Clubs are local farm organizations in different sections of the county that hold their meetings in their respective localities to the best advantages to all concerned. The place of meeting is usually in the church or public school building. Their membership is reckoned on a family basis. These clubs meet monthly for the purpose of locating individual problems, discussing and remedying them. It is in these meetings that leaders volunteer or are asked to grow certain crops following extension practices. These leaders report their results at meetings for the benefit of the entire community, and are called demonstrators. Campaigns are put on through the clubs in a community to assist the people in meeting given needs, such as better soil through methods of growing cover crops, planting soybeans or corn, increasing the acreage of pasture grown for hogs, adopting modern methods of producing eggs, and raising purchased stocks of chickens. The object of these clubs is to have the farmers and club members in a given community work together for the good of the entire community. This is done by having the members demonstrate to other members of the club, and to outsiders as well, better methods of doing the things that they have always done. All of these things are working to the end that there may be sufficient food and feed to maintain both the household and the livestock, an important step in living up to our "live at home" program.

Extension School

The second Annual Extension School was conducted on the seventeenth and eighteenth of March at The County Training School in Franklin. Speakers at the school were men and women specially engaged in Extension and Agriculture work in this state. The subjects discussed at the school were: The Agriculture Outlook, The Kitchen, Improvements of Yards, The Year Round Garden, Breeds, Breeding and Feeding of Hogs, and a Round Table discussion concerning other farm questions of interest. The discussions were made interesting and comprehensible by the use of illustrative materials. The attendance at the school for the two days was one hundred and eighty persons.

County Fair

The Tidewater Fair was held in Suffolk from the twenty second to the twenty fifth of October inclusive. Exhibits of corn, cotton, peanuts, potatoes, soybeans, field peas, canned fruits and vegetables were the principal samples shown from this county.

Year Round Gardens

A home garden campaign was conducted with one hundred and four

gardens of the hundred and four, ninety two were able to tide themselves over the summer, and thirty seven were successful in completing. The completion is proportionately small because of the drought. During a general survey of the county in the month of July, at least fourteen farmers boasted to Mr. O. Held, who is now an instructor at Va. State College, that their gardens meant five and six dollars to their individual families weekly. The surplus vegetables were taken care of through canning.

Planting in Yards

Our work in home and community improvement began early in the year. We have improved the yards of two school buildings by outlining walks and planting shrubbery around their basis. We also transferred and repaired two service houses belonging to the school grounds. In Franklin community a yard campaign was conducted with forty yards. The campaign was closed August eighteenth with a general inspection and rating of the yards by Mr. A. O. Sims, of Hampton Institute, and awarding of \$5.00 to the owner of the yard showing the greatest improvement during the campaign. The \$5.00 was donated by one of our local (white) friends. The home owners and the down of the prize expressed their appreciation to the Extension Service for the marked improvement in the appearance of the yards, and in the quality of their roses which was made possible through the Extension Service.

Local Leaders

The County Program of Work carried thirty two local leaders who have the responsibility of keeping high the interest relative to their respective demonstrations. Presidents of clubs are responsible for execution of the community program of work. Their goal is a higher record of satisfaction relative to completion. J. H. Fisher and Robert Hoggins of Ever community, Dexter Person and Joseph Turner of Drifftville community, and Mrs. Annie Reid of Shillo community are outstanding examples of leaders in their respective communities. Mr. Fisher has made his entire farm including livestock, one big demonstration with an all round balanced farm program and a three year rotation. At present he has one hundred and twenty seven bags that have grazed on thirty seven acres through spring, summer, and fall. Twenty acres of rye was grazed in spring and early summer, three acres of field peas planted after oats was grazed in late summer, and eight acres of soybeans planted in corn are now being grazed. Mrs. Reid present a wonderful example as a 4-H Club leader. Her success is shown from many angles. She has been asked by the (white) children of the community in which she lives to teach them the 4-H Club songs that they hear the (colored) boys and girls sing as they go about their work.

The Extension organizations work hand in hand with the regimens, educational, and other organizations of the county that are

working toward the end for better rural conditions* Rural school buildings, churches, and farm homes serve as meeting places for the clubs, and also as convenient places to make announcements of our meetings and other extension activities* The local agent as well as the local leaders, is identified with other wholesome organizations in the county.

-Crops-

Corn

Corn in this county is an unusual important factor in farm economy. A large part of the corn is used in the production of pork, which is a big item in our farm program. This year there are eighty two adult demonstrations in corn. Each demonstration started the previous fall with the field selection of seed. Most of the four hundred and ninety two acres followed legumes in order to show the results of soil improvement crops. The average yield of the four hundred and ninety two acres was thirty three bushells. Among this number, the outstanding demonstration was that of Isaac Diggs, of Ivor community. His demonstration consisted of six acres which produced two hundred and eighty two bushells. The six acres on which the corn was produced had a cover crop of rye which was sown in the cotton field at last cultivation. This crop of rye was disked in and the land was broken eight inches deep. The corn received twelve hundred pounds of 3-8-3 fertilizer at planting time, and three hundred and sixty pounds of nitrate of soda at last cultivation.

Oat Hay

Three demonstrations carried eleven acres of oats. The oats were grown mainly as an early hay crop. It served the purpose as a relief to the feed situation. The yield was thirty nine hundred pounds.

Forage Crops

Forage crops were very much in demand to supplement the feed supply. There were nine demonstrations, carried for the purpose of winter and spring grazing, which covered eighty one acres. The livestock included in these demonstrations are in much better condition than in previous years. The demonstrators are carrying a large number of livestock, and they are kept in good condition.

Soybeans

Soybeans for the most part are planted in the corn of each corn demonstrators, and is for the most part used for grazing purposes.

Mixed Hay

The production of hay in this county does not present a problem. The farmers seem to have been awakened to the idea of the im-

portance of it's production.

Of these the outstanding demonstration was the fall sown two acres demonstrated by Walter Brown of Diamond Grove community. Mr. Brown manured his land thoroughly with six double team loads of barnyard manure, plowed it in, seeded and disked the oats in. During fall and winter this demonstration was top dressed with barnyard manure and top dressed in spring with two hundred pounds of nitrate of soda. The yield from the two acre demonstration was five and one half tons of cured oat hay.

Orchard

There were thirty one demonstration conducted with fruits, out of the thirty one demonstrations fourteen orchards including two hundred and ninety seven trees were pruned. Three grape vines were tressed and pruned. Altho pruning is not the last word in the care of orchards the results of the same were very noticeable, and each demonstrator appeared satisfied and happy because of the improved quality of his fruits. The grape vines cared for proved to be no exception to what has been said concerning the trees, only that it may be said that they gave better results.

The most successful orchard pruned this year was the one on the farm of Mr. Dexter Person of Breweryville community. There were twenty seven apple trees, six pear trees, and one grape vine. Mr. Person gave away seventeen bushells to his neighbors, and as an experimental trial stored eleven bushells for winter use.

Livestocks

Hogs

Hogs play a big part in the balanced program in this county. There are twenty seven demonstrators carrying fourteen hundred hogs. A number of these hogs have been made immune against cholera a disease which previously cost great loss in this county. These demonstrations prove to be the greatest money savers with smaller outlays in the entire county.

Though they are not determined as such there are eleven breeding centers in the county. In these cases, however, the centers are not community affairs, but are conducted by individuals. The centers are not conducted on cash basis, but the reward is one pig from each litter produced. The demonstrators in question handle purebred stock, and for the most part they boast of the sure git and propriety of their bears. The pasture methods of producing pork aids materially in the economics of the same. Farmers are no longer satisfied to keep their hogs in pens and forest pastures and feed them from their cribs, and yet, there are a few farmers in the county who still boast that, because of the area of their forest pasture, their hogs are not conscious of the fact that they are in a pasture. The pasture methods aid the farmer in producing more quickly and more economically, the

desired amount of pork. There were twenty seven pasture demonstrations conducted this year comprising two hundred and eighteen acres of rye, corn and soybeans, cow peas, and peanuts. For the most part the fourteen hundred hogs included in these twenty seven demonstrations have been pastured the year round. For the most part the eleven acres of oats land was seeded to soybeans or cow peas for the use of pasture in very late summer.

Mr. J.M. Fisher at present has one hundred and twenty seven hogs that have grazed on thirty seven acres through spring, summer, and fall. Twenty acres of rye was grazed in spring and early summer, three acres of field peas planted after oats was grazed in late summer, and eight acres of soybeans planted in corn are now being grazed. Mr. Fisher handles his hogs scientifically. He has eight brood sows and one boar and he arranges his breeding system so that his breeders come fresh in March and again in September. His note is that unless a hog is being kept for breeding purposes he shall not see his birthday.

Family Cow

It appears that interest has just been aroused to a slight extent in respect to the family cow in the matter of feeding and especially with respect to records of cost of production and profit. Seven demonstrations were conducted with the family cow. Four purebred Jerseys, three Holsteins, three graded Gurnseys, and one purebred Gurnsey sire are included in this demonstration. Forest, rye, and permanent pastures are used and the cows are fed ground corn. After supplying the families need \$488.30 worth of milk and butter were sold.

Poultry

The interest in poultry demonstration runs high in this county. There are twenty seven completion in adult demonstrations. One model poultry house was constructed sixteen feet by ten feet, and two remodeled. The highest number of birds are handled by Mrs. J.M. Fisher and Mrs. McGlenney of Ivor Community, Mrs. James Harrison and Mrs. Allen Beene of Franklin Community, Mrs. Richard Joyner of Adams Grove Community, and Mrs. Green Jordan of Branchville Community. For the most part these demonstrations are of purebred Barred Rocks, Rhode Island Reds, and others of high grade stock. The above mentioned flocks have all been culled. Because of the drought this past summer, and Flees were deadly pests in practically each of the above mentioned demonstrations. In some cases where the pests got the upper hand of the flocks before the agent's attention was called to the matter, hens were dying on their setting nests. The flocks ceased to lay, and in some cases became dropped. The entire of the flocks under discussion were treated and finally regained their vitality. In practically each of the affore mentioned cases, the entire lot of poultry houses was sprayed or painted inside with a mixture of used

cylinder oil (obtained freely from gas stations) and coal oil. This was done to eradicate mites which were found in the cracks of the roosts and other inside crevices.

The outstanding demonstrator in this group is Mrs. Robert McClemy of Iver Community. Mrs. McClemy carried ninety Rhode Island Reds in her breeding stock. She produced upward of seven hundred friers. She brought three different lots of day old chicks from the hatchery in Suffolk. Eggs were taken from her breeding stock to the hatchery for the purpose of hatching said day old chicks. In one case in order to bring in new blood to the flock a few day old chicks were bought in order to raise cocorels for breeding purposes the coming year. The chicks were fed on starting mash for a few days. The flock under discussion had access to a green growth of oats, a supply of green vegetables was kept before them. Green vegetables were suspended in the brooder house convenient for the chicks to peck as soon as they were old enough. Milk was fed to the flock, and they were also fed corn both whole and ground. Mrs. McClemy sold upward of six hundred friers weighing two pounds and upward. The remainder of the day old chicks were saved for breeding purposes, not necessarily to increase the breeding flock, but to replace some of the older layers which were sold. These six hundred friers for the most part sold for 22¢ per pound. Buyers from the nearby markets paid that price at her plant. During last winter when eggs were scarce Mrs. McClemy gathered forty eggs per day from her ninety hens. When eggs were cheapest she received 15¢ per dozen, because of the fact that she graded her eggs and used the culls at home. A large percentage of her eggs were sold for breeding purposes. Even though Mrs. McClemy kept a record of her flock, because of the type of feed it is difficult to say in dollars and cents what her profit was. Both she and her husband confessed that the flock was a life saver, and they are in for a bigger business for the coming year. It may also be said that Mrs. McClemy sold eleven turkeys during the Christmas season averaging eleven pounds at 30¢ per pound. It may also be said that Mr. F.S. Gammack, head of the Poultry Department of Hampton Institute gave two very interesting poultry demonstrations in this county during the year, emphasizing strongly culling the flock for good layers.

JUNIOR WORK

County Wide Activities

<u>Work As Programed</u>	<u>Work Accomplished</u>
Ten 4-H Clubs to be programed	Eight 4-H Clubs were programed
One hundred club members to be enralled <i>and party</i>	Two hundred and seventy eight club members were enralled
Ten clubs to exhibit at fair	Seven clubs exhibited at fair
Ten club leaders to be maintained	Eight club leaders were maintained
Ten club members to be taken to State Short course	Four club members were taken to the State Short Course

Demonstrations

Forty corn club acres to be seeded	Thirty nine corn club acres were seeded
Ten peanut club acres to be seeded	Thirty peanut club acres were seeded
Fifty club gardens to be seeded	Fifty eight club gardens were seeded
Ten club pig projects to be carried	Thirty club pig demonstrations were completed
Fifty poultry projects to be carried	Sixty poultry club projects were completed
Ten cotton club acres to be seeded	Fourteen cotton club acres were seeded

JUNIOR WORK

Organization

It has been the effort of the club members of this county to line up in every respect to their pledge, "To Make The Best Better". Two hundred and seventy eight have creditably completed demonstrations. The eight 4-H Clubs held a total of fifty seven meetings this year with a total attendance of one thousand three hundred club members. The outlook for an increase in the number of clubs is good for the coming year. Personal pride and county interest are taught each club member through county wide activities.

Club Rally

The county represented at the four county rally which was held August 5th. at Tyler's Beach in Isle Of Wight County with sixty two 4-H Club members and four leaders. A program was featured which brought out the importance of 4-H Club work. Mr. Thomas B. Patterson District Agent was the principal speaker. Demonstrations were given by the club members. After the luncheon the remainder of the day was spent with songs, yells, games, and boating.

State Short Course

Three clubs sent a total of four boys to the State Short Course which was held at Va. State College July 19-21. These members took an active part in the demonstrations and judging featured at the Short Course. Among the prominent speakers at the State Short Course were Director Hockett, Field Agent J.B. Pierce, President J.M. Gandy, State-Girls Club Agent Miss Hattie L. Hughes, State Home Agent Miss Maud E. Wallace, Chaplin Rev. J.T. Young, Dr. E.G. Trigg, and Miss Anna L. Lindsey lead the group in singing daily. The candle lighting ceremonies which was at the close of the session the last evening was very sentimental and heart felt. The ceremonies were supervised by District Agent Miss L.A. Jenkins.

Fair

The club members exhibited a total of forty three samples at the Tidewater Fair in Suffolk. \$8.00 was won in prizes.

Project Activities And Results

Two hundred and seventy eight club members completed and turned in records on their demonstrations. The demonstrations completed were: corn-thirty nine, cotton-fourteen, cowpeas-one, soybeans-two, peanuts-thirty, gardens-fifty eight, potatoes-six, yard improvement-thirty four, calf-one, poultry-sixty three, and pigs thirty. These two hundred and seventy eight demonstrations completed and reported a profit of \$1340.27.

Corn

There were thirty nine corn demonstrations completed with the juniors in this county. These thirty nine boys produced fourteen hundred and nine bushels; an average of thirty seven bushels per acre, surpassing the average yield of the state for last year by eight and one half bushels.

The outstanding corn club acre was that of I.I. Diggs of Iver Community. He planted Casey's Purebred, and made a yield of forty bushels per acre, surpassing the average yield of the state of last year by eleven and one half bushels. This acre had been grown to oats the previous year and followed by field peas, which were hogged down. This acre was manured in early spring with sixteen single cart loads of barnyard manure. The land was broken seven inches deep during early spring and harrowed twice before planting. The corn was seeded in April in four feet rows eighteen inches apart. The corn was fertilized at planting time with two hundred pounds of 3-8-3. It was given one hundred pounds of nitrate of soda as a top dressing at the last cultivation. The corn received five shallow cultivations. Diggs received first prize at Tidewater Fair on his ten ear sample of Casey's Purebred. Under supervision Diggs selected his seed for the coming year in the field while selecting his sample for the fair.

Cotton

The highest yielding acre of fourteen cotton demonstrations was that of James Council of Mayfield Community. James acre produced eleven hundred pounds. This acre of cotton received twelve single cart loads of barnyard manure, and was plowed eight inches deep in early spring with a double plow. The cotton was fertilized at planting time with four hundred pounds of 3-8-3, and was given one hundred pounds of nitrate of soda as a top dressing. James' sample of cotton won first prize at the Fair. James' record showed that it cost him \$18.50 to produce his acre, and he received \$19.25 for the cotton, leaving him a profit of 75%.

Peanuts

Of the thirty peanut demonstrations Henry Reese of Adams Grove Community produced the highest yield of Virginia Runners. The acre produced sixty two bushels. The land was plowed in March. The land was harrowed twice at time of planting which was the last of April. Seeds were carefully selected but not tested. Four hundred pounds of 3-8-3 fertilizer was distributed at the time of planting. One hundred pounds of land plaster was sowed on top of the peanuts at last cultivation. Henry's sample of peanuts won first prize at Tidewater Fair.

Gardens

Fifty eight demonstrations were conducted in gardens. Five boys and fifty three girls. The gardens averaged twelve different vegetables. The V.P.I. Horticulture Chart was used as a guide in planting. For the most part barnyard manure was used as a fertilizer. Vegetables were used out of these gardens for home supplies in the homes of the members. Vegetables produced in these gardens acted as a stimulus to encourage more canning. A large percentage of the vegetables canned by 4-H Club members won prizes at the Tidewater Fair.

Poultry

Sixty three club members completed successfully the poultry demonstrations this year. The poultry demonstrations proves to be an asset to rural programs. They furnish good training for boys and girls, and develop within them a love for the care of poultry. It is the kind of demonstration that makes for a distribution of labor through out the year, and furnish daily returns in dollars and cents. Boys and girls furnish a wholesome avenue through which to teach the adults monetary advantages of better methods of housing, and caring for the farm flock.

Hogs

Thirty completion demonstrations have been conducted with hogs with a total of thirty one pigs. Care for the hogs in these cases proves more now as a source of pleasure rather than a bored task as it proves to be to the usual boy or girl without that responsibility that comes with ownership. Leonard Reid of Shilo Community was given a twenty six day old Duroc Jersey pig by his father's (white) landlord, December 25th. as a season's gift. Leonard's father with a family of five, his wife a 4-H Club leader, both the two girls and Leonard 4-H Club members did not own any hogs at all. The pig was fed with shrill, corn, peanuts, vegetables, potato vines, and watermelon rines. The pig was treated against cholera, and has been kept in fine condition. The pig was well bred to the dona's bear, and will farrow within fourteen days. Leonard voluntarily promised to "let his father have" the pig for a breed sow, and all of the litter to be farrowed except one, which he is to keep for his next year's project. The pigs to be used as meat for the family.

ch

Form No. 225
May 1, 1931

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.

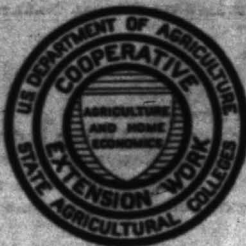
ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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 Southampton
 Report of S. S. Mansfield County County Agent Agent
(Name) (Title)
 From December 1 to November 30, 1932

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



NEGRO

COUNTY AGENT ANNUAL REPORT.

Approved:

Date Dec 1/32

W. B. Johnson
State or District Supervisor.

Date _____

State Extension Director.

SUGGESTIONS RELATIVE TO THE PREPARATION OF THE COUNTY EXTENSION AGENTS' 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.

PROGRESSIVE 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) Function of local people, committees, or project leaders in developing the program of work.
 - (3) General policies, including relationships to other organizations.
 - IV. Program of work; listing goals set up, methods employed, and results achieved.
 - (1) Factors considered and methods used in determining program of work.
 - (a) Project activities and results.
 - (a) Cereals.
 - (b) Legumes and forage crops.
 - (c) Potatoes, Irish.
 - (d) Cotton.
 - (e) Tobacco and other special crops.
 - (f) Home gardens and home beautification.
 - (g) Market garden and truck crops.
 - (h) Fruits.
 - (i) Forestry.
 - (j) Rodents and miscellaneous insects.
 - (k) Agricultural engineering and home engineering.
 - (l) Poultry.
 - (a) Dairy.
 - (b) Other livestock.
 - (c) Farm management.
 - (d) Marketing, farm and home.
 - (e) Foods and nutrition.
 - (f) Child training and care.
 - (g) Clothing.
 - (h) Home management.
 - (i) Home furnishings.
 - (j) Home health and sanitation.
 - (k) Community activities.
 - (l) Miscellaneous.
- 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.

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:

DETERMINES OR TEXAS LEADS IN THIS RESPECT

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 organizer 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. Example: 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. Example: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, or that the use of certified seed in growing potatoes is a good investment.
The adoption of a farm or home practice resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.
6. A result demonstrator is an adult, boy, or girl who conducts a result demonstration as defined above.
7. A cooperator is a farmer or home maker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent and records are not required, but reports on the success of the practices may be obtained.
8. A 4-H Club is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.
9. 4-H Club members enrolled are those boys and girls who actually start the work outlined for the year.
10. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.
11. A demonstration meeting is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
12. A training meeting is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.
13. An office call is a call in person by an individual or group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an office call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.
14. A farm or home visit is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
15. Days in office should include time spent by the county extension agent in his office, extension conferences, and any other work directly related to office administration.
16. Days in field should include all days spent on official duty other than those spent in office.
17. Letters written should include all original letters on official business. (Duplicated letters should not be included.)
18. An extension school is a school usually of two to six days' duration, arranged by the extension service, where practical instruction is given to persons not resident at the college. An extension short course differs from an extension school in that it is usually held at the college or other educational institution and usually for a longer period of time.
19. Records consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.

GENERAL ACTIVITIES

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

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

S. G. Mansfield County Agent 12
(Name) (Title) (Months of service this year)

2. County extension organization or association.

(a) Name *County Advisory Board*

(b) Number of members 10
(1) Men 3
(2) Women 7

3. Number of communities in county where extension work should be conducted. 10

4. Number of above communities in which the extension program has been cooperatively worked out by extension agents and local committees. 7

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

(a) Adult work 20
(1) Men 7
(2) Women 13

(b) 4-H Club work 9
(1) Men 7
(2) Women 9
(3) Older club boys 7
(4) Older club girls 5

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

7. Members in above clubs or groups. 8

8. Number of 4-H Clubs. 5

9. Number of different 4-H Club members enrolled. 140
(a) Boys 140
(b) Girls 138

10. Number of different 4-H Club members completing. 140
(a) Boys 140
(b) Girls 138

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	85	24	21	7		
(b) Girls	97	12	18	11		

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

Age	10	11	12	13	14	15	16	17	18	19	20
Boys	8	9	25	19	21	22	18	11	3	4	
Girls	9	13	24	22	16	30	14	8	3	8	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 20, less any duplications due to the same boy or girl carrying on two or more subject-matter lines of work.

GENERAL ACTIVITIES—Continued

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

13. Number of 4-H Club members in school	276	Out of school	2	13
14. Number of 4-H Club teams trained	10	(a) Judging	3	14
		(b) Demonstration	7	
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 ¹ made in conducting extension work			403	17
18. Number of different farms visited			117	18
19. Total number of home visits ² made in conducting extension work				19
20. Number of different homes visited				20
21. Number of calls relating to extension work		(a) Office	31	21
		(b) Telephone	13	
22. Number of days agent spent in office			67	22
23. Number of days agent spent in field			232	23
24. Number of news articles or stories published ³				24
25. Number of individual letters written			239	25
26. Number of different circular letters prepared (not total copies mailed)			4	26
27. Number of bulletins distributed			309	27
28. Number of radio talks made				28
29. Number of events at which extension exhibits were shown			3	29
30. Training meetings held for local leaders or committeemen	(a) Adult work	(1) Number		30
		(2) Total men leaders attending		
	(b) 4-H Club	(3) Total women leaders attending		
		(1) Number		
		(2) Total leaders attending		
		(a) Number	91	
31. Method demonstration meetings held (do not include meetings reported under No. 30)		(b) Total attendance	1820	31
32. Meetings held at result demonstrations		(a) Number	31	32
		(b) Total attendance	311	
33. Tours conducted		(a) Number		33
		(b) Total attendance		
34. Achievement days held	(a) Adult work	(1) Number		34
		(2) Total attendance		
	(b) 4-H Club	(1) Number	1	
		(2) Total attendance	62	

¹ List as farm or home visit according to principal purpose of visit.² 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 Extension Activities and Events that can be Verified

35. Encampments held	(a) Farm women	(1) Number	35
		(2) Total members attending	
		(3) Total others attending	
	(b) 4-H Club	(1) Number	35
(2) Total boys attending			
(3) Total girls attending			
(4) Total others attending			
36. Other meetings of an extension nature participated in and not previously reported	(a)	(1) Number	36
		(b) Total attendance	
37. Meetings held by local leaders or committeemen not participated in by agent and not reported elsewhere	(a) Adult work	(1) Number	37
		(2) Total attendance	
	(b) 4-H Club	(1) Number	
		(2) Total attendance	

PROGRAM SUMMARY

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

Line of work	Number of committees or other units participating	Number of leaders or other personnel assisting	Days specialists helped with line of work	Days agent devoted to line of work	Number of meetings held in relation to line of work	Number of news stories published	Number of different circular letters issued	Number of farm or home visits made	Number of office calls received	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	
38. Cereals (page 8)	7	85	2	41	38		2	84		38
39. Legumes and forage crops (pages 9, 10)	7	117	5	47	41		2	117	3	39
40. Potatoes, Irish (page 11)										40
41. Cotton (page 11)	7			43	4			43		41
42. Tobacco and other special crops (page 11)										42
43. Home gardens and home beautification (page 12)	7	126	5	131	14		1	147		43
44. Market garden and truck crops (page 12)										44
45. Fruits (page 12)	7	37		42	14			119		45
46. Forestry (page 13)										46
47. Rodents and miscellaneous insects (page 13)										47
48. Agricultural engineering (page 14)										48
49. Poultry (page 15)	6	9	1	72	11			91		49
50. Dairy (page 15)										50
51. Other livestock (page 15)	7	117	9	209	39			217	3	51
52. Farm management (page 16)										52
53. Marketing—farm and home (page 17)										53
54. Foods and nutrition (page 18)										54
55. Child training and care (page 19)										55
56. Clothing (page 20)										56
57. Home management (page 21)										57
58. Home furnishings (page 22)										58
59. Home health and sanitation (page 23)										59
60. Community activities (page 24)										60
61. Miscellaneous (page 24)										61
62. Building extension program of work ¹	7	21	8	19	6		2	37	8	62
63. Organization—extension association and committee ²										63

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

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

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

FORESTRY

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

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.....	97
98. Number of 4-H Club members completing.....	98
99. Number of transplant beds cared for by club members completing.....	99
100. Number of acres farm wood lot managed by club members completing.....	100
101. Number of new forest or farm woodland 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)

RODENTS, OTHER ANIMAL PESTS, AND MISCELLANEOUS INSECTS

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

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

Item	(a)	(b)	(c)	
	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 Grants

111. Number of method demonstration meetings held.....	111	
112. Number of adult result demonstrations completed or carried into the next year.....	112	
113. Number of 4-H Club members enrolled.....	(a) Boys..... (b) Girls.....	113
114. Number of 4-H Club members completing.....	(a) Boys..... (b) Girls.....	114
115. Number of farms following recommendations in installing drainage systems.....	115	
116. Acres drained by such systems.....	14	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.....	121	
122. Number of families assisted with house-planning problems.....	122	
123. Number of dwellings constructed according to plans furnished.....	123	
124. Number of dwellings remodeled according to plans furnished.....	124	
125. Number of sewage-disposal systems installed according to recommendations.....	125	
126. Number of water systems installed according to recommendations.....	126	
127. Number of heating systems installed according to recommendations.....	127	
128. Number of lighting systems installed according to recommendations.....	128	
129. Number of farms on which buildings other than dwellings were constructed or remodeled this year according to plans furnished.....	129	
130. Number of buildings involved in preceding question.....	(a) Dairy barns..... (b) Hog houses..... (c) Poultry houses..... (d) Silos..... (e) Other.....	130
130%. Number of farms or homes following recommendations on maintenance and repair of machinery.....	130%	
130%. Number of machines involved in preceding question.....	(a) Tractors..... (b) Tillage implements..... (c) Harvesters and threshers..... (d) Other.....	130%
130%. Number of farms employing better types of machinery or equipment recommended by extension agent.....	130%	

POULTRY, DAIRY CATTLE, BEEF CATTLE, SHEEP, SWINE, AND HORSES

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

Item	(a) Poultry	(b) Dairy cattle	(c) Beef cattle	(d) Sheep	(e) Swine	(f) Horses and mules	
131. Number of method demonstration meetings held.....	9				5		131
132. Number of adult result demonstrations completed or carried into the next year.....	7				23		132
133. Number of animals involved in these completed adult result demonstrations.....	680				1100		133
134. Total profit or saving on adult result demonstrations completed.....	24. ⁰⁰				170. ⁰⁰		134
135. Number of 4-H Club members enrolled.....	(1) Boys.....	17			25		135
	(2) Girls.....	46	1		2		
136. Number of 4-H Club members completing.....	(1) Boys.....	17			25		136
	(2) Girls.....	46	1		2		
137. Number of animals involved in 4-H Club work completed.....	1147	1			31		137
138. Number of farms assisted in obtaining purebred sires.....	7	1			14		138
139. Number of farms assisted in obtaining high-grade or purebred females.....	7	3			11		139
140. Number of bull, boar, ram, or stallion circles or clubs organized.....							140
141. Number of members in preceding circles or clubs.....							141
142. Number of herd or flock improvement associations organized or reorganized.....							142
143. Number of members in these associations.....							143
144. Number of farms not in associations keeping performance records of animals.....							144
(Use space below for State questions not listed above)							

FARM MANAGEMENT, CREDIT, INSURANCE, AND TAXATION

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

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

(Use space below for State questions not listed above)

MARKETING (FARM AND HOME)

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

Item	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
	Grain and feed	Cotton	Dairy products	Livestock	Fruits and vegetables	Poultry and eggs	Home products	Other
159. Number of cooperative-marketing associations or groups organized during the year.....								160
161. Number of cooperative-marketing associations or groups previously organized assisted by extension agent this year.....								161
162. Membership in associations organized and assisted (161 and 162).....								162
163. Value of products marketed by all associations worked with.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	163
164. Value of supplies purchased by all associations worked with.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	164
Number of cooperative-marketing associations or groups assisted with problems of—								
165. Preliminary analysis.....								165
166. Organization.....								166
167. Accounting and auditing.....								167
168. Financing.....								168
169. Business policies.....								169
170. Production to meet market demand.....								170
171. Reduction of market losses.....								171
172. Use of current market information.....								172
173. Standardizing.....								173
174. Processing or manufacturing.....								174
175. Packaging and grading.....								175
176. Loading.....								176
177. Transporting.....								177
178. Warehousing.....								178
179. Keeping membership informed.....								179
180. Merging into larger units.....								180
Number of farms or homes not in cooperative associations or groups assisted with problems of—								
181. Standardizing.....								181
182. Packaging and grading.....								182
183. Use of current market information.....								183

(Use space below for State questions not listed above)

FOODS AND NUTRITION

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

184. Number of method demonstration meetings held	184												
185. Number of adult result demonstrations completed or carried into the next year	185												
	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="padding: 2px;">Food selection and preparation</th> <th style="padding: 2px;">Food preservation</th> </tr> <tr> <th style="padding: 2px;">(a)</th> <th style="padding: 2px;">(b)</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;">(1) Girls</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">(2) Boys</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">(1) Girls</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">(2) Boys</td> <td style="padding: 2px;"></td> </tr> </tbody> </table>	Food selection and preparation	Food preservation	(a)	(b)	(1) Girls		(2) Boys		(1) Girls		(2) Boys		
Food selection and preparation	Food preservation													
(a)	(b)													
(1) Girls														
(2) Boys														
(1) Girls														
(2) Boys														
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	} 187												
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)

CHILD TRAINING AND CARE

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

197. Number of method demonstration meetings held.....	197
198. Number of adult result demonstrations completed or carried into the next year.....	198
199. Number of groups devoting major part of program to child training and care.....	199
200. Membership in these groups.....	200
201. Number of 4-H Club members enrolled.....	201
(a) Girls.....	
(b) Boys.....	
202. Number of 4-H Club members completing.....	202
(a) Girls.....	
(b) Boys.....	
203. Number of homes improving habits of school children (other than reported under "Foods and Nutrition" and "Home Health and Sanitation").....	203
204. Number of homes substituting positive methods of discipline for negative ones.....	204
205. Number of homes providing recommended play equipment.....	205
206. Number of homes making recommended physical adjustments to better meet children's needs.....	206
207. Number of homes adopting better adult habits with respect to development of children.....	207

(Use space below for State questions not listed above)

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

(Use space below for State questions not listed above)

HOME MANAGEMENT

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

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

(Use space below for State questions not listed above)

HOME HEALTH AND SANITATION

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

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

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

COMMUNITY OR COUNTRY-LIFE ACTIVITIES

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

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

(Use space below for State questions not listed above)

BEES, 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 Similar Work, i. e., any Other Information that can be Reported Statistically and that Will Help to Give a Complete Account of the Year's Work

Item	(5) Bees	(6) Weeds	(7) Handicraft	(8) Rabbits	(9) ¹
262. Number of method demonstration meetings held.....					262
263. Number of adult result demonstrations completed or carried into next year.....					263
264. Number of 4-H Club members enrolled.....					264
(1) Boys.....					
(2) Girls.....					
265. Number of 4-H Club members completing.....					265
(1) Boys.....					
(2) Girls.....					

¹Indicate project by name.