

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

Department of Agriculture
 United States Government
 Washington, D. C.

Department of Agriculture
 State Agricultural Colleges
 Extension

ANNUAL REPORT OF COUNTY EXTENSION AGENTS

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

County Larry State Virginia

REPORT OF

Name of Agent W. H. George Title Lead Farm Agent Period of Service From Dec. 6, 1957 To Nov. 30, 1958



READ CAREFULLY THE SUGGESTIONS ON PAGE 32, AND THE INTERPRETATION OF EACH ITEM, BEFORE FILLING OUT THIS FORM.

Approved: _____
 Date _____

State Extension Director

Form FES-21
 Revised June 1958

EXTENSION TEACHING AND OTHER ACTIVITIES—*Interpretation*

Agents who devote more than one-half of their time to a line of work, as determined in item 20, should report **ALL OF THEIR WORK** in the column provided on pages 3 and 7. For example, an assistant agent devoting more than one-half of his or her time to 4-H Club work would use column B.

When two or more agents are engaged in the same line of work, i. e., agricultural, home demonstration, or 4-H Club work, and participate in the same extension activity, the information should be reported only once in their respective column and only once in the county total. For example, if an agricultural agent and his assistant, both of whom spend more than one-half of their time on agricultural work, participated in the same radio broadcast—it would be counted once in column C and once in the county total, column D.

When agents, engaged in different lines of work, participate in the same extension activity, the information is reported once in each of their respective columns, and only once in the county total. For example, the home demonstration and agricultural agents participate in the same radio broadcast. It would be reported once in column A, once in column C, and once in column D.

1. A single visit to both the farm and home is not to be counted as two visits.
2. An office call is a visit in person by an individual or a group in which information is given or received.
3. Telephone calls may be either incoming or outgoing.
4. Each news release is to be reported as one story or article. Material prepared for an extension column is to be counted as one item, even though several subjects are covered. The same release sent to several papers is to be reported as only one story. If the lead or the entire story is changed to make it different for each paper, then each is to be counted as a separate story. Do not report items relating to notice of meetings only or to news articles written in the State office and sent directly to the newspapers. However, articles sent to an agent for distribution to local papers are reported. Information given directly to reporters or writers as the basis for a story is also reported. News items prepared by local leaders should not be included.
5. A broadcast is a single presentation on the air. It may be given in person or by transcription. An agent does not have to appear on the program so long as he is responsible for its preparation. Information given to station announcers or writers and used as the basis for a broadcast, is also to be reported.
6. The number of copies of bulletins distributed includes circulars, leaflets, and other subject-matter and organizational materials. Commercial publications are not to be counted unless they are recommended by the college.
7. An adult result demonstration is a demonstration conducted by a farmer, homemaker, or other person under direct supervision of the extension worker, to show value of a recommended practice. It involves a substantial period of time and records of results and comparisons. It is designed to teach others in addition to the person conducting the demonstration. Result demonstrations are definitely planned in advance and not "found." Include all result demonstrations. **PROGRESS** during the year, regardless of when started or completed.
8. All leader-training meetings, project leaders, local leaders, or committeemen are trained to carry extension activities. A project leader, local leader, committeeman is a person who is selected by extension or the group they represent to lead some phase of an extension program in organization or subject matter.
- 8a. For the definition of young men and women's work (YMW) see items 132 through 135.
9. Includes general educational meetings, method demonstration meetings, meetings held at result demonstrations, community-organization meeting tours, achievement days, encampments, and all other meetings (except those for the training of local leaders that you were responsible for holding). Also includes meetings that you did not arrange but attended and actively participated in for the specific purpose of advancing the county extension program. Do not include meetings held by local leaders that you attended for observation or public-relations purposes only. Such meetings should be reported under item 10. Do not report county, district, or State conferences of extension personnel.
- In reporting attendance, count the total number of **DIFFERENT** persons. For example, a farm tour makes three stops. Forty persons are at the first farm (7 of whom do not go to the second farm); 30 others join the tour at the second farm and continue on to the third farm, where 10 other persons join the group, making a total attendance of 65 different persons for the tour. Similarly, for an all-day institute-type of meeting, count the number of persons attending the morning session and the number of additional persons attending the afternoon session. Do not add together morning and afternoon attendance and report the total.
- 9c. In addition to the 4-H Club meetings you held or participated in, extension meetings for boys and girls who are not enrolled in 4-H Club work should be included.
10. Only those local-leader-held meetings that are a part of the extension program are to be reported. When a complete record of leader-held meetings is not available, it may be necessary to make a conservative estimate of these meetings based upon such record and information as are available.

EXTENSION TEACHING AND OTHER ACTIVITIES

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

Item	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agricultural work	County total
	A	B	C	D
Farm or home visits.....Number			194	194
Office calls.....do			36	36
Telephone calls.....do			100	100
News articles or stories prepared Number				
Broadcasts made or prepared:				
a. Radio.....Number				
b. Television.....do				
Bulletins distributed.....do			62	62
Adult result demonstrations conducted.....Number			122	122
Training meetings held for local leaders:				
a. Adult work:				
(1).....Number			1	1
(2).....Attendance			4	4
b. YMW work:				
(1).....Number				
(2).....Attendance				
c. 4-H Club work:				
(1).....Number			39	39
(2).....Attendance				
8. All other meetings agent held or participated in:				
a. Adult work:				
(1).....Number			8	8
(2).....Attendance			48	48
b. YMW work:				
(1).....Number			76	76
(2).....Attendance				
c. 4-H Club work:				
(1).....Number			467	467
(2).....Attendance				
9. Meetings held or conducted by local leaders:				
a. Adult work:				
(1).....Number			2	2
(2).....Attendance			25	25
b. YMW work:				
(1).....Number				
(2).....Attendance				
c. 4-H Club work:				
(1).....Number			8	8
(2).....Attendance			158	158

EXTENSION ORGANIZATION AND PROGRAM PLANNING

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

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

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

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

Item	Councils or committees	Members	Meetings of such councils or committees held during the year	
	A	B	C	D
	Number	Number	Number	Attendance
Overall or general	1	85	6	158
Agricultural	1	82	7	110
Home demonstration				
Young men and women				
4-H Club	2	46	5	82

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

Item	A	B
	Number	Attendance
Community or local meetings	3	173
County meetings	3	89

Number of fact-finding surveys for program-planning purposes made during the year

4. Are you currently engaged in Program Projection in your county? (Check one) Yes _____ No _____

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

Item	Men	Women	Older club	
	A	B	Boys	Girls
In adult agricultural work	116	20	XXXX	XXXX
In adult home demonstration work			XXXX	XXXX
In young men and women's work	18	8	XXXX	XXXX
In 4-H Club work			7	9
Total number of DIFFERENT leaders	116	20	7	9

Number of organized clubs or other groups carrying on adult home demonstration work

Number of members in such clubs or groups

PROGRAM EMPHASIS—*Interpretation*

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

engaged in the respective lines of work. Time should be reported to the nearest whole day. Informa- tion as to what is included in each line of work can be obtained by studying the respective sections of report schedule. For example: 21c pertains to time spent on the crop work as reported on page 21d to the livestock work on page 11; and similar through 21s; 21t covers the miscellaneous items reported on page 29, as well as time not accounted elsewhere. Time in training local leaders in extension organization, and program planning should be reported under 21a. Training of local leaders in sub- matter should be reported under one of the appropriate subject headings 21e through 21t. Additional information is given below.

Days devoted to cooperation with other agencies (items 116 through 169) should also be reported under the appropriate lines of work. Work with the agencies that does not fall within one of the subject matter areas (subitems "a" through "g") should be included in subitem "t".

- 21a. Time devoted to general administrative work such as county staff conferences, preparation of plans of work and reports, and program planning should be included.
- 21b. This is to include days spent attending summer extension courses, workshops, district and State extension conferences, and other training activities organized primarily for the purpose of the professional development of extension personnel.
- The sum of subitems "a" through "t" should equal the total reported in item 19.

Line of Work	1934		1935		Total
	Days	Percentage	Days	Percentage	
21a					
21b					
21c					
21d					
21e					
21f					
21g					
21h					
21i					
21j					
21k					
21l					
21m					
21n					
21o					
21p					
21q					
21r					
21s					
21t					
Total					

PROGRAM EMPHASIS

Item	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agricultural work	County total
	A	B	C	D
Calendar months of employment			12	12
Total days worked			89	89
Days devoted to—				
a. Adult work			71	71
b. YMW work			18	81 18
c. 4-H Club work				
Days devoted to—				
a. Extension organization and program planning			29	29
b. In-service training of agents			16	16
c. Crops			18	18
d. Livestock				
e. Marketing, distribution, and service organizations			4	4
f. Soil and water conservation and management			4	4
g. Forestry			1	1
h. Wildlife				
i. Planning and management of the farm business			5	5
j. Farm buildings and farm mechanical equipment			2	2
k. House and surroundings, furnishings and equipment			2	2
l. Home management				
m. Family economics				1
n. Clothing			2	2
o. Foods and nutrition			1	1
p. Health				
q. Family life, child development, and parent education				
r. Safety			2	2
s. Community development and public affairs				
t. Days that cannot be charged specifically to one of items a through s			1	1
21. How many of the total days worked, as reported in item 19 and also distributed under item 21, would you estimate were devoted to families with whom you are working through Farm and Home Development as reported on page 24.			5	5

CROPS—Production and Farm Marketing—Interpretation

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

- B. Corn for silage and grain cut for hay.
 - C. Cottonseed and flax in those areas where they are grown for fiber.
 - E. Crops such as soybeans, flax (for oil), peanuts (both edible and for oil), sugar beets, sugarcane.
 - F. Coffee.
 - G. Watermelons, cantaloups, and yams.
 - H. Work done with commercial nurseries and greenhouses, as well as with farmers and urban people that relates to flowers, shrubs, and lawns.
 22. The voluntary local leaders or committeemen who have ACTIVELY ENGAGED in furthering extension work with these crops are to be reported here. See also interpretation of local leaders in item 8.
 23. This should be the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings agent held or participated in, in connection with the line of work, regardless of duplications. For example, in connection with cotton, an agent had 40 office calls, 15 telephone calls, wrote 10 letters, visited 60 farms, and had an attendance of 490 at meetings relating to cotton—a total of 615 contacts. This information should be readily available from office records. If such records are not available, a careful estimate will suffice based upon the information available.
 24. In estimating the total number of DIFFERENT farmers and other persons assisted or influenced TO MAKE SOME CHANGE, either through adopting a new practice or improving an old practice, the following factors should be considered:
 - (1) The number of DIFFERENT persons reached through direct contacts (item 23 with duplications removed).
 - (2) Membership in related extension groups, such as 4-H projects and seed-improvement associations.
 - (3) Probable number of other persons in the county reached with extension information through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other mass media, including the passing on of extension information from one neighbor to another.
 - (4) All other available evidence indicating the proportion of potential clientele in the county; example, number of cotton growers who make use of extension information relating to the specific crop. Such evidence may be from sample surveys, reports of local leaders, bulletins requested, inquiries received after special news stories or broadcasts, amount of recommended material sold by dealers, personal observation, and other sources.
- Numbers reported in items 24, 25, and 26 should include only those who adopted or put recommended practices into use.
25. Include the total number of DIFFERENT persons helped with any production or management practice relating to a crop or group of crops. In addition, the specific practices listed ("a" through "f"), other practices emphasized in the extension program should be included. Item 25 cannot exceed item 24, but is normally larger than any one of the subitems 25a through 25f.
 - a. Assistance given in the use of fertilizers on specific crops should be reported here. Use of fertilizer in terms of general soil improvement or long-term benefits should be reported under item 42L.
 - e. Includes those assisted in on-farm storage. Work done in grain sanitation is to be reported under item 138.
 - f. Those assisted in adopting more efficient ways of producing or handling crops; for example, in the transplanting or harvesting of tobacco, harvesting of hay, cutting seed potatoes, and harvesting of potatoes, fruits, and vegetables.
 26. Include the total number of DIFFERENT producers helped with any FARM MARKETING problem relating to a specific crop or group of crops. Work done with "the trade" is to be reported in items 3 through 38. The total will normally be less than the number reported in item 24. It will also be likely to be larger than any one of subitems 26a, b, or c.
 - a. The number of persons assisted in the physical handling of the crop on the farm, through grading, packing, packaging, processing, or otherwise preparing for the market.
 - b. The use of market reports, supply and demand reports, outlook, etc.
 - c. Finding market outlets, contracting for the crop, price agreements, assembling or pooling shipments, or any other activity incident to transfer of crops from the farmer to the buyer or handler.

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

Item	Grain crops including rice, dry peas and beans	Hay and other forage, pasture, range	Cotton and other fiber crops	Tobacco	Oil and sugar crops	Fruits and nuts	Vegetables, including potatoes	Flowers, ornamental shrubs
	A	B	C	D	E	F	G	H
22. Number of voluntary local leaders assisting.....	9	5					9	
23. Total number of personal contacts made individually or through meetings.....	235	258					783	
24. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	98	52					109	
25. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of production.....	68	47					103	
Of this number how many were assisted with—								
a. Use of improved varieties and strains.....	60	32					96	
b. Use of fertilizers.....	22	20					32	
c. Control of injurious insects.....	24	19					101	
d. Control of diseases.....	34	19					57	
e. Harvesting, storing, and curing.....	18	10					102	
f. Efficient work methods.....	21	47					63	
26. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of farm marketing.....	52	21					25	
Of this number how many were assisted with—								
a. Preparation for market.....	7	7					25	
b. Commodity outlook and market information.....	45	21					25	
c. Arranging to sell and selling.....	4	4					11	

LIVESTOCK—Production and Farm Marketing—Interpretation

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

- F. Under "other livestock," persons assisted in work with horses and mules, rabbits for meat production, and fur animals should be reported. Control of rabbits as rodents is to be reported in item 140.
27. Voluntary local leaders who have ACTIVELY ENGAGED in furthering extension work with each kind of livestock. See also interpretation of item 8.
28. This is the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings agent held or participated in, in connection with the line of work regardless of duplications. For example, there were 35 personal calls at the extension office relating to poultry, 18 telephone calls, 22 letters, 45 farm visits, and a total attendance of 376 at the 14 poultry meetings held during the year. This would make 496 contacts relating to poultry. This information should be readily available from office records. If records are not available, an estimate will suffice, based upon such information as is available.
29. The following factors should be considered in estimating the total number of DIFFERENT farmers and other persons in the county assisted or influenced TO MAKE SOME CHANGE, either through adoption of a new, or improvement in an old, practice—
- (1) Number of DIFFERENT persons reached through direct contacts (item 28 with duplications removed).
 - (2) Membership in related extension groups such as 4-H livestock projects, artificial-breeding, herd-improvement, and poultry- or dairy-marketing cooperatives.
 - (3) Probable number of other persons in the county reached through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other mass media utilized in livestock extension. Include also indirect spread of extension information from one person to another.
 - (4) All available evidence indicating the percentage of the potential clientele in the county: Number of farms and other places that made use of extension information relating to specific kind of livestock and livestock products. Such evidence may be from sample surveys, reports from local leaders and secretaries of organized livestock groups, requests for bulletins, inquiries received after the release of specific news articles or after broadcasts, amount of a product or material handled by dealers, personal observations, and other sources.
- Item 29 will normally be greater than either item 27 or 31.
- Numbers reported in items 29, 30, and 31 should include only those who adopted or put recommended practices into use.
30. Report the total number of DIFFERENT persons helped with any livestock production or management practice. Include the specific practices listed in 31 through 30e, plus other production and management practices emphasized in the county extension program. Item 30 cannot exceed item 29, but will usually be larger than any one of the specific practice items.
- a. Selection of male and female breeding stock, artificial breeding, selection of feeder animals.
 - e. Those assisted in adopting more efficient ways of handling livestock or livestock products. Examples: Easier ways to care for hogs, do dairies, barn and poultry chores.
31. Includes total number of DIFFERENT producers assisted with any FARM MARKETING practice connected with livestock and livestock products. Work done with the trade is to be reported in items 32 through 38.
- a. Persons helped with practices of grading, sorting or classifying; farm processing; and otherwise preparing animals or animal products for the market.
 - b. Persons helped primarily with the economics of marketing, use of market news service, supply and demand outlook, etc.
 - c. Persons assisted primarily with those activities involved in arrangements incident to the actual selling of livestock and livestock products, such as market orders as they affect the individual producer, contract selling, market outlets, and delivery arrangements.

LIVESTOCK—Production and Farm Marketing

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

Item	Dairy animals and products	Poultry and products	Beef cattle	Sheep, goats, and products	Swine	Other livestock and products
	A	B	C	D	E	F
27. Number of voluntary local leaders assisting.....	5	7	2		27	
28. Total number of personal contacts made individually or through meetings.....	462	517	101		1062	
29. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	63	52	25		63	
30. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of production and management.....	52	45	25		44	
Of this number how many were assisted with--						
a. Selection and breeding.....	32	30	10		20	
b. Feeding.....	15	16	5		11	
c. Controlling external parasites.....			5		9	
d. Controlling diseases and internal parasites.....	15	11	5		12	
e. Efficient work methods.....						
31. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of farm marketing.....	15	11	5		20	
Of this number how many were assisted with--						
a. Preparation for market.....	5	5	5		9	
b. Commodity outlook and market information.....	5	5	5		20	
c. Arranging to sell and selling.....	5	5	5		15	

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

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

MARKETING, DISTRIBUTION, AND FARM AND HOME SERVICE ORGANIZATIONS

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

Kind of cooperative	Cooperatives assisted	Members in county	Cooperatives in column A given educational assistance with--			
			Organizational problems	Financial problems	Operational problems	Public-relations and membership problems
			A	B	C	D
	Number	Number	Number	Number	Number	Number
Marketing and purchasing						
Farm and home service						

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

Type of activity	Groups A	Members B
	Number	Number
Marketing and purchasing		
Farm and home service		

Number

SURVEYS made during the year on specific problems of--

a. Marketing	
b. Service facilities	
Farmers, homemakers, and other individuals assisted in marketing products through roadside or other farm retail markets:		
a. Agricultural products	36
b. Home products (arts, crafts, etc.)	10
Buyers, sellers, handlers, processors, and transporters of farm products assisted with marketing problems:		
a. Grain, seed, dry beans and peas, etc.	
b. Hay and other forage crops	
c. Cotton: (1) Cotton ginner	
(2) Other	11
d. Tobacco	
e. Oil crops (soybeans, flax, peanuts, etc.)	
f. Sugar crops	15
g. Dairy and dairy products	21
h. Poultry and poultry products	32
i. Meat animals and meat products	
j. Fruits and nuts	59
k. Vegetables including potatoes	
Food retailers assisted with merchandising problems	71
Persons assisted with CONSUMER information on agricultural products estimated total	71

SOIL AND WATER CONSERVATION AND MANAGEMENT, FORESTRY, AND WILDLIFE—Interpretation

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

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

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

41. Figures in columns A, B, and C will usually be larger than any one of the subitems in 42, 43, or 44, respectively.

42. Item—

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

f. Refers to problems relating to the removal of excess water: Installation of tile, drainage-

ways, and ditches. Persons given assist in saline-alkaline reclamation are to be included.

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

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

44. Item—

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

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

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

SOIL AND WATER CONSERVATION AND MANAGEMENT, FORESTRY, AND WILDLIFE

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

Item	Soil and water conservation and management	Forestry	Wildlife
	A	B	C
Number of voluntary local leaders assisting.....	5	2	2
Total number of personal contacts made individually or through meetings.....	172	63	27
Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly through ADOPT recommended practices.....	21	11	5

Farmers and other individuals reported in item 41-A assisted with—	Estimated number
a. Proper land use.....	10
b. Contour and strip cropping.....	10
c. Terracing.....	
d. Grassing waterways.....	
e. Water supply, storage, and distribution.....	
f. Drainage.....	
g. Irrigation.....	
h. Use of soil amendments (lime, sulfur, gypsum, trace elements, etc.).....	20
i. Use of fertilizers (commercial and barnyard) (See subitem 25b).....	
j. Production of soil-improvement crops.....	11
k. Crop rotations.....	5
l. Land clearing.....	
3. Farmers and other individuals reported in item 41-B assisted with—	
a. Planting forest trees (windbreaks, shelterbelts, erosion control, Christmas trees, etc.).....	
b. Timber-stand improvement (thinning, weeding, and pruning forest and woodland trees).....	
c. Timber harvesting (includes selective and other recommended cutting for forest products).....	
d. Estimating and appraising.....	
e. Production of maple-sirup products or naval stores.....	
f. Treating wood products with preservatives (fence posts and building timbers).....	2
g. Marketing of forest products (includes markets and timber-selling practices).....	11
h. Fire prevention.....	
4. Farmers and other individuals reported in item 41-C assisted with—	
a. Construction or management of ponds for fish.....	
b. Making food and cover plantings for wildlife.....	5
c. Protection of wildlife areas from fire or livestock.....	

PLANNING AND MANAGEMENT OF THE FARM BUSINESS—Interpretation

47. This item is the total number of DIFFERENT farmers and other persons assisted in all lines of work concerning the business-management aspects of farming. It will, therefore, include subitems listed under item 48 as well as others. Subitems 48a through 48j are for reporting the different persons helped in various lines. The same person may be helped in several ways, hence the total of these items would ordinarily be greater than the total for item 47.
48. Assistance should include—
- All persons to whom information on the "outlook" ahead was given as an aid to making farm-business decisions. For example, a discussion of the dairy situation and outlook at a dairy meeting with the idea of helping the group to make a decision would be included, as well as any meetings or other efforts to discuss outlook as such.
 - Work done in explaining how to keep farm records and use them; also in summarizing and analyzing farm records.
 - Special work done in helping farmers to make an overall plan of the farm business for the most profitable use of resources over a period of years.
 - Work done to help farmers make yearly adjustments in size, combination of enterprises, production expenditures, and operation of the farm business. Subitem 48e refers long-time adjustments, 48d should include adjustments made from year to year.
 - Special work in helping farmers to develop new sources of income.
 - Assistance given to obtain and use credit in operating the farm business; for example, the purchase of livestock, feed, fertilizer, a farm machinery, and in financing the purchase of the farm.
 - Help given persons in locating and/or appraising a farm for rental or purchase.
 - Help given in locating farm labor, instructing groups of workers in efficient work methods and in acquainting employers of good farmer-worker relations.
 - Leases, partnerships, property transfers, and farm and liability insurance. (See subitem 60d.)
 - Work in acquainting farmers with income-tax provisions, including how to figure depreciation, handle capital expenditures, and divide joint farm and home costs.
49. This item should include work that may have been done with persons or firms doing business, as farm planners or farm managers, as well as lawyers and others giving legal and income-tax assistance.
50. Should include also life-insurance companies, etc.

PLANNING AND MANAGEMENT OF THE FARM BUSINESS

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

45. Number of voluntary local leaders assisting.....	10
46. Total number of personal contacts made individually or through meetings.....	172
47. Estimated number of DIFFERENT farmers and other individuals assisted directly or indirectly with management problems.....	52
48. Estimated number of farmers and other individuals reported in item 47 assisted with—	
a. Information on the agricultural outlook.....	50
b. Keeping and analyzing farm records.....	10
c. Developing an overall farm plan.....	2
d. Making needed adjustments in farm operation.....	
e. Developing supplemental sources of income.....	
f. Obtaining and using credit.....	
g. Selecting a farm for rental or purchase.....	3
h. Obtaining, training, and using farm labor.....	2
i. Legal aspects of the farm business.....	
j. Income-tax accounting, social security, and related problems.....	10
49. Number of individuals or firms assisted in rendering better planning, management, legal, tax, or other specialized services to farmers.....	
50. Number of banks or other agencies assisted in adapting loan and credit policies and procedures to provide better service to farmers.....	

FARM BUILDINGS AND MECHANICAL EQUIPMENT—*Interpretation*

Figures in columns A and B will usually be larger than any one of the subitems in 54 or 55 respectively.

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

a. This subitem includes the planning and decisions relating to farm-building arrangement, for efficient work methods, and the like.

b and c. Also include planning and decisions relating to efficient lay-out within a farm building.

d. Also include equipment that may be constructed as part of the building.

55. Item—

a. Refers to farm mechanical equipment used outside farm buildings, usually in connection with field work, such as tractor, hay loader, cotton picker, potato digger.

b. Refers to labor-saving devices and equipment developed or built by the farmer.

56. Item should include the use of electricity in the farm business, such as electric brooders and motors for building equipment.

FARM BUILDINGS AND MECHANICAL EQUIPMENT

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

Item	Farm buildings	Farm mechanical equipment
	A	B
Number of voluntary local leaders assisting.....		5
Total number of personal contacts made individually or through meetings.....		300
Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....		10
Farmers and other individuals reported in item 53-A, assisted with—		<i>Estimated number</i>
a. Arrangement of farm-building lay-out.....		
b. Construction of farm buildings.....		
c. Remodeling or repairing farm buildings.....		
d. Selection or construction of farm-building equipment.....		
Farmers and other individuals reported in item 53-B, assisted with—		
a. Selection of farm mechanical equipment.....		4
b. Developing labor-saving devices and equipment.....		5
c. Use, care, and repair of farm mechanical equipment.....		3
Farmers and other individuals assisted in the use of electricity for income-producing purposes.....		

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT—*Interpretation*

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

- A. Covers specific practices listed under item 60 and other related work.
 B. Covers specific practices listed under item 61 and other related work.

57. This item relates to the voluntary local leaders or committeemen who have ACTIVELY ENGAGED in furthering those phases of extension work dealing with the house and surroundings, furnishings, and equipment. See also interpretation of item 8.

58. This is the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings agent held or participated in, in connection with the line of work, regardless of duplications. For example, in connection with the house and its surroundings, the agricultural agent and home demonstration agent had, together, 75 office calls, 55 telephone calls, wrote 25 letters, visited 60 homes, and had an attendance of 360 at the various types of meetings relating to this line of work—a total of 575 contacts. This information should be readily available from office records. If such records are not available, however, an estimate will suffice, based upon what information is available.

59. In estimating the total number of DIFFERENT homemakers and other persons in the county influenced TO MAKE SOME CHANGE, either through adopting a new practice or improving an old practice, the following factors should be considered:

- (1) Number of DIFFERENT persons reached through direct contacts (item 58 with duplications removed).
- (2) Membership in related extension groups, such as 4-H projects and home demonstration clubs.
- (3) Probable number of other persons in the county reached with extension information, through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other mass media, including the passing on of extension information from one neighbor to another.
- (4) All other available evidence indicating the proportion of potential clientele (number of occupied dwelling units in the county or number

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

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

60. Item—*HOUSE REPAIRS*

c. Refers to space, work-saving arrangements, storage, surface finishes, and light and ventilation in the kitchen and laundry.

d. Refers to storage space in any other area of the house other than kitchen and laundry.

g. Reports work done in planning a suitable electric system to meet present and future needs. This includes size of wiring, power load, number and location of outlets and switches.

h. Includes work done in planning as well as the actual landscaping and care of hot spots and grounds. Assistance given in insect and disease control of lawn, flowers, shrub, or house plants should be reported in item 25-H.

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

61. Item should include—

a. Electrical equipment in the home. Work done with sewing equipment should be reported under subitem 67d.

c. Refinishing furniture, upholstering, chair sewing, renovation of accessories.

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

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT

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

Item	The house and surroundings A	Furnishings and equipment B
7. Number of voluntary local leaders assisting.....	5	
8. Total number of personal contacts made individually or through meetings.....	172	
9. Estimated total number of DIFFERENT families, homemakers, or other individuals assisted directly or indirectly TO ADOPT recommended practices.....	15	
10. Families, homemakers, and other individuals reported in item 59-A assisted with--		Estimated number
a. Building a new house.....		3
b. Remodeling or repairing the house.....		
c. Improving kitchen or laundry.....		
d. Improving storage space.....		2
e. Selection, installation, use, and care of water and/or sewage systems.....		
f. Selection, installation, use, and care of heating and/or cooling systems.....		
g. Planning electrical systems.....		
h. Landscaping home grounds.....		10
11. Homemakers and other individuals reported in item 59-B assisted with--		
a. Selection, use, and care of home equipment (other than sewing equipment).....		
b. Selection, use, and construction of home furnishings.....		
c. Repair, reconditioning, and care of home furnishings.....		
d. Furniture arrangement and use of accessories.....		
e. Color schemes and wall finishes.....		
f. Floor finishes.....		

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

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

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

Assistance includes work done—

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

66. Includes work done—

- b. On that portion of financial affairs that deal with planning the use of family resources and making distribution to cover cost of food, clothing, shelter, transportation, and savings (thrift).
- d. On wills, inheritance, insurance, notes and installment-buying contracts. Subitem 4 covers legal affairs pertaining to the farm business.

67. Includes work done—

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

HOME MANAGEMENT, FAMILY ECONOMICS, AND CLOTHING

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

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

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

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

and 69. See interpretations of items 57 and 58.

Considers factors outlined for item 59.

Assistance includes—

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

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

72. Assistance includes—

- a. Work relating to garbage disposal, screening for flies, sanitary outhouses, and other disease-preventive practices. Control of household insects through elimination of breeding places, use of sprays, and the like should be reported under item 137.

c and d. Educational work done to encourage examinations for cancer, heart ailments, polio, and tuberculosis, to protect and/or improve the health of individual persons.

73. Work includes assisting families in—

- e. Willingness to work as a family member toward a family goal—family councils.
- d. Development of self-confidence and emotional stability; adjustments to life situations.

74. Work includes assisting families in—

- e. Safe driving, bicycle riding, safe practices for pedestrians, and other safety practices.

FOODS AND NUTRITION, HEALTH, FAMILY LIFE, AND SAFETY

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

Item	Foods and nutrition	Health	Family life	Safety
	A	B	C	D
Number of voluntary local leaders assisting.....	6	3		2
Total number of personal contacts made individually or through meetings.....	66	32		42
Estimated total number of DIFFERENT families assisted directly or indirectly TO ADOPT recommended practices.....	21	18		17
Families reported in item 70-A assisted—				<i>Estimated number</i>
a. With planning and/or producing the home food supply.....				21
b. In selecting food.....				
c. With meal planning and food preparation.....				
d. With preservation and storage of food.....				6
e. In improving diets.....				
Families reported in 70-B assisted in—				9
a. Sanitation practices and facilities.....				
b. First aid and home nursing.....				2
c. Dental-health education.....				
d. Health education leading to physical examination by a physician.....				
Families reported in item 70-C assisted with—				
a. Child development and guidance.....				
b. Providing recommended play, clothing, and equipment suited to age of children.....				
c. Understanding roles of family members and strengthening family relationships.....				
d. Individual adjustments and personality development.....				
e. Home and family recreation.....				
Families reported in item 70-D assisted with—				
a. Fire prevention around the farm and home.....				10
b. Accident prevention around the farm and home.....				10
c. Accident prevention away from home place.....				8

UNITED STATES GOVERNMENT
COMMUNITY DEVELOPMENT AND PUBLIC AFFAIRS—Interpretation

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

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

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

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

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

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

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

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

77. Item includes—
 j. Music, drama, and art.

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

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

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

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

COMMUNITY DEVELOPMENT AND PUBLIC AFFAIRS

Item	Different educational projects, programs, or activities	Communities or groups assisted	Voluntary local leaders assisting	Persons participating
	A	B	C	D
	Number	Number	Number	Number
Citizenship activities.....				
Developing and improving county or community organization.....	1	2	2	67
Local projects of a general public nature:				
a. General community problems, studies, surveys, etc.....				
b. Improving health facilities, services, and programs.....				
c. Improving schools.....	2	2	2	91
d. Improving churches.....				
e. Bettering town-country relations.....				
f. Libraries.....				
g. Roads.....				
h. Telephones.....				
i. Community centers.....				
j. Recreation programs and facilities.....				
k. Community beautification.....	2	2	4	163
Regional or area development programs or projects.....				
National programs and proposals affecting agriculture and rural life.....				
World affairs.....				
Emergency activities.....				

Special Report on
FARM AND HOME DEVELOPMENT

In items 1 to 4 of this section is to be reported only the families worked with through Farm and Home Development, Balanced Farming, Better Farming for Better Living, Farm and Home Counseling and similar names that States have given to a way of doing extension work that involves family participation in planning for the farm and home as a unit. Accomplishments of these families will also be reported under the respective subject-matter sections of the regular annual report. (This means that development of a farm plan by one of these families, as a part of the total farm and home plan, is to be reported also in Item 48e, and any assistance given with credit, leases, crops, livestock, soil conservation, and so forth, is to be reported in its proper section of the regular report. In like manner, development of a home plan by one of these families should also be reported under the appropriate item on page 20, and any assistance in home furnishing, clothing, foods, and so forth, in its proper section of the regular report.)

Item 5 provides a place to report families worked with during the year who were not identified as Farm and Home Development families but whom you helped to make significant progress through use of the Farm and Home Development process (problem approach).

1. Different Farm and Home Development families—

a. Started this year

(Count a family as "started" when they have indicated a firm desire to have you help them develop a COMBINED farm and home plan. Include only families not previously reported.)

b. Total worked with during the year

(Include those reported in "a" as well as families worked with this year who started in previous years.)

2. Of the total number reported in 1b above, how many were families—(the following categories do not attempt to account for all families reported in 1b, and some families may be included in more than one group).

a. With whom Extension has had little or no previous contact

b. Just getting started in farming

(May be young folks or older families who have moved onto their present place within the past 5 years.)

c. With low incomes

(Whose gross income is usually in lower third for county.)

d. Part-time farmers

(Operator works off farm more than 3 months of year.)

e. That had reached the point where they could go on with their farm and home development work without special extension assistance

(Presumably these families will continue to participate in other phases of the county extension program.)

f. That became inactive in farm and home development work because—

(1) They quit farming

(2) Other reasons

3. Of the total number reported in 1b above, how many families were assisted in—

a. Developing their original plans this year through:

(1) Individual contacts only

(2) Group contacts only

(3) Both individual and group contacts with the same family

b. Putting their plans into action this year through:

(1) Individual contacts only

(2) Group contacts only

(3) Both individual and group contacts with the same family

4. Of the total number reported in 1b above, how many families have 4-H Club members whose project activities this year directly support the family's farm and home plan.

5. In addition to the families "started" and "worked with" in farm and home development as reported above, how many farmers, homemakers, or families did you work with in identifying, analyzing and solving COMPLEX INTERRELATED problems of the farm and/or home but did not develop a total farm and home plan. (Do not include those families to whom you only gave special assistance on individual enterprises or practice)

SUMMARY OF 4-H CLUB PROJECTS

A club member may engage in more than one project. The sum of the projects may, therefore, be greater than the number of club members enrolled. (For interpretation of items see top of page 28.)

Item	Members enrolled	Members completing	Units involved in completed projects	
	A	B	C	
	Number	Number	Number	
Corn.....	38	16	16	acres
Other cereals.....				do.
Peanuts.....	41	21	21	do.
Soybeans, field peas, alfalfa, and other legumes.....				do.
Potatoes, Irish and sweet.....				do.
Cotton.....				do.
Tobacco.....				do.
Vegetable growing.....	209	63	36	do.
Fruits.....				do.
Range and pasture.....	1	0		do.
Other crops.....				do.
Soil and water conservation and management.....				do.
Forestry.....				do.
Wildlife and nature study.....			XXXXXXXXXXXX	
Poultry (including turkeys).....	36	15	3,062	birds
Dairy cattle.....				animals
Beef cattle.....				do.
Sheep.....				do.
Swine.....	172	53	61	do.
Rabbits.....				do.
Other livestock.....				do.
Bees.....				colonies
Entomology.....				
Tractor maintenance.....	2	1	1	tractors
Electricity.....				articles
Farm shop.....				do.
Other engineering projects.....			XXXXXXXXXXXX	
Farm management.....			XXXXXXXXXXXX	
Beautification of home grounds.....			XXXXXXXXXXXX	
Meal planning and preparation (include baking and food selection).....				dishes prepared
Canning and preserving (other than freezing).....				meals served
Freezing of foods.....				quarts
Health, nursing, and first aid.....			xx	quarts frozen
Child care.....			XXXXXXXXXXXX	pounds frozen
Clothing.....				articles
Home management.....			xx	garments
Home furnishings and room improvement.....				articles
Home industries, arts, and crafts.....				rooms
Junior leadership.....			XXXXXXXXXXXX	articles
1. All other.....	2		XXXXXXXXXXXX	
2. Total.....	521	170	XXXXXXXXXXXX	

SUMMARY OF 4-H CLUB PROJECTS—*Interpretation*

- A. 4-H Club members enrolled are the boys and girls who actually start the work outlined for the year.
- B. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.
- C. Where certain phases of a project cannot be measured in terms of the unit designated, the units for that phase of the project should not be answered. Report to the nearest whole unit for the completed projects only.

The following items include projects in—

89. Home and market gardens as well as commercial canning crops.
91. Improvement and management of range and pasture. Also includes projects in identification of grasses and weeds, and the control of weeds.
92. All crops not falling in one of items 82 through 91. Note that pasture projects are reported separately (item 91).

95. Also includes game and fur-bearing animals.
102. Horses and mules, goats, and other livestock listed in items 96 through 101.
104. Study of insects and insecticides.
- 105-C. Tractors maintained or serviced.
- 106-C. Articles that may be either made or repaired.
- 107-C. Articles that may be either made or repaired.
109. Farm records and accounts.
110. Farmstead and home improvement, landscape flowers. Improvement of the home deals with exterior. Work on the interior is reported under item 118.
111. Also includes food selection.
- 113-C. Frozen foods should be entered as quart pounds. Do not duplicate entries by converting quarts to pounds or pounds to quarts.
117. 4-H personal accounts as well as time-and-energy management and other home-management problems.

4-H CLUB MEMBERSHIP—*Interpretation*

123. The number of different 4-H Clubs in the county is to be reported under this item. Do not count the same club more than once. A 4-H Club is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture and home economies, and of providing desirable training for members.

124. 4-H Club members—

- a. Enrolled are those boys and girls who actually start the work outlined for the year.
- b. Completing are those boys and girls who satisfactorily finish the work outlined for the year.

125. Census definitions may be used as a guide in determining the kind of home in which 4-H Club members reside.

- a. Bureau of the Census definition of a farm as used in the 1950 Census is:

In 1950, places of 3 or more acres were counted as farms only if agricultural products, exclusive of a home garden, with a VALUE of \$100 or more were produced in 1949. Also in 1950, places of less than 3 acres were counted as farms only if the value of agricultural products SOLD amounted to \$150 or more.

- b. Rural nonfarm homes are located in open country and do not qualify as farms, or in centers having up to 2,500 population.

c. Urban homes are located in centers of 2,500 population and over, also in densely settled fringe areas around cities of 50,000 or more.

127. Age of club members at time of enrollment is to be used as basis for reporting.

128. Report only club members who received DEFINITE training in the subitems listed. Be sure to include those enrolled in corresponding 4-H projects, not count all members as having received training broad subjects such as citizenship, personal improvement, and music appreciation, unless they were given specific training in such subjects.

e. Includes members who received training how to keep and use personal accounts; development of money plans; arriving at decisions about savings; becoming familiar with life insurance; and in other ways save.

130. A 4-H Club camp is conducted under the direction of a professional extension worker or voluntary leader and provides a group of club members with experience of being away from home overnight participating in an organized educational, recreational, or nature-study program. Do not include "day camps," short courses, picnics, institutes, other similar training or recreation events.

4-H CLUB MEMBERSHIP

1. Number of 4-H Clubs.....		8
2. Different 4-H Club members—	Boys	Girls
a. Enrolled.....	323	198
b. Completing.....	101	69
3. 4-H Club members from—		
a. Farm homes.....	323	198
b. Rural nonfarm homes.....		
c. Urban homes.....		
	(For checking purposes; total equals 124a)	323 198
4. 4-H Club members enrolled by years in club work:		
a. 1st year.....	40	51
b. 2d year.....	49	22
c. 3d year.....	150	56
d. 4th year.....	33	30
e. 5th year.....	57	36
f. 6th year and over.....	50	33
	(For checking purposes; total equals 124a)	323 198
5. 4-H Club members enrolled by ages:		
a. 10 years and under.....	40	21
b. 11 years.....	49	22
c. 12 years.....	70	28
d. 13 years.....	70	28
e. 14 years.....	33	30
f. 15 years.....	21	18
g. 16 years.....	20	33
h. 17-20 years, inclusive.....	20	18
	(For checking purposes; total equals 124a)	323 198
6. 4-H Club members who received definite training in—		Meals
a. Judging.....		35
b. Giving demonstrations.....		76
c. Group recreation leadership.....		
d. Music appreciation.....		
e. Money management (thrift).....		
f. Farm and home safety.....		10
g. Citizenship.....		142
h. Personality improvement.....		3
i. Soil and water conservation.....		2
j. Forestry.....		
k. Health, nursing, and first aid.....		
7. 4-H Club members having health examination because of participation in the extension program.....		0
8. Number of members attending a 4-H Club camp.....		0
9. 4-H Clubs engaging in community activities, such as improving school grounds, conducting local achievement programs, and fairs.....		0

MISCELLANEOUS—*Interpretation*

The following items should include work done—
In control of grasshoppers and any insects that feed on a number of crops or group of crops that are not reported under specific crops or livestock.

In control of insects in the home including ants, roaches, fleas, ticks, clothes moths, carpet beetles, silverfish, termites, ceres and bean pests, and insects affecting house plants. Control of flies, mosquitoes, and other insects through sanitation practices, is to be reported under subitem 72a.

With elevator people and other handlers and processors, as well as with farmers, in the control of in-

sects and rodents in grains stored on or off the farm.

140. In control of rats, mice, moles, squirrels, gophers, prairie dogs, groundhogs, coyotes, rabbits, and pestiferous birds. Control of rodents as related to clean grain are to be reported under item 138.

141. With beekeepers and producers of seed and fruit crops when bees are used for pollination.

142. Other than those incident to foods, clothing, house-furnishings, etc., which are to be reported in their respective subject-matter sections. Assistance in the selling of arts and crafts is to be reported in sub-item 35b.

MISCELLANEOUS

Item	Estimated number of
FARMERS and other individuals assisted with control of general feeder insects.....	16
FAMILIES assisted with control of household insects.....	
FARMERS, HANDLERS, PROCESSORS, and other individuals assisted with control of insects and rodents in grain stored on or off the farm.....	10
FARMERS and other individuals assisted with control of noxious weeds.....	5
FARMERS and other individuals assisted with control of rodents and predatory animals other than those reported in storage of grain under item 138.....	
BEEKEEPERS and other individuals assisted with problems in the care of bees, honey, and honey products.....	
FAMILIES assisted with practices incident to production of arts and crafts.....	

COOPERATION WITH OTHER FEDERAL AGENCIES

The following items should include work done—
In control of grasshoppers and any insects that feed on a number of crops or group of crops that are not reported under specific crops or livestock.
In control of insects in the home including ants, roaches, fleas, ticks, clothes moths, carpet beetles, silverfish, termites, ceres and bean pests, and insects affecting house plants. Control of flies, mosquitoes, and other insects through sanitation practices, is to be reported under subitem 72a.
With elevator people and other handlers and processors, as well as with farmers, in the control of insects and rodents in grains stored on or off the farm.
140. In control of rats, mice, moles, squirrels, gophers, prairie dogs, groundhogs, coyotes, rabbits, and pestiferous birds. Control of rodents as related to clean grain are to be reported under item 138.
141. With beekeepers and producers of seed and fruit crops when bees are used for pollination.
142. Other than those incident to foods, clothing, house-furnishings, etc., which are to be reported in their respective subject-matter sections. Assistance in the selling of arts and crafts is to be reported in sub-item 35b.

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141. With beekeepers and producers of seed and fruit crops when bees are used for pollination.
142. Other than those incident to foods, clothing, house-furnishings, etc., which are to be reported in their respective subject-matter sections. Assistance in the selling of arts and crafts is to be reported in sub-item 35b.

SUMMARY OF EXTENSION INFLUENCE—*Interpretation*

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

ESTIMATES FOR THIS SECTION SHOULD BE CONSISTENT WITH THE MOST RECENT COUNTY STATISTICAL DATA. All agents should work together in trying to make these figures reflect as accurately as possible the situation in the county. Adaptation of the factors outlined for items 24 and 59 might be helpful in making these estimates.

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

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

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

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

SUMMARY OF EXTENSION INFLUENCE

Item	Farm	Rural nonfarm	Urban
	A	B	C
	<i>Estimated number</i>	<i>Estimated number</i>	<i>Estimated number</i>
143. Families assisted directly or indirectly, by the extension program, in making some change in AGRICULTURAL PRACTICES this year.....	109	11	
144. Families assisted directly or indirectly, by the extension program, in making some change in HOMEMAKING (home economies) practices this year.....	21	5	
145. Total DIFFERENT families assisted by extension programs (Items 143 and 144, less duplication).....	111	11	

COOPERATION WITH OTHER PUBLIC AGENCIES—*Interpretation*

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

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

D. The meetings to be reported in this column are those devoted to programs of other agencies in the county that extension agents attended. In many instances these meetings will already have been reported under item 9, depending upon whether the extension agent held the meeting or attended and actively participated in the program. For example: The county agent is expected to attend the meetings of the Agricultural Stabilization and Conservation Program Committee. These meetings would be reported in this section. In contrast, the extension agent holds several meetings

in the county where he and the committee explain the agricultural program to farm people. These meetings would also be reported in this section as well as in the Extension Teaching Activities section. "Days devoted" in both places would be reported in the appropriate column here and also in the Program Emphasis section.

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

158. Line is left blank so that States, if they desire, may request information about a Federal agency or agency listed.

165. Line is left blank for State use.

168. Line is left blank for State use.

COOPERATION WITH OTHER PUBLIC AGENCIES

Public agency worked with	Days devoted by—			Number of meetings relating to program of agency attended by county extension workers
	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agricultural work	
	A	B	C	
FEDERAL AGENCIES				
Social Security Administration, Internal Revenue Service.....				
Bureau of Land Management, Bureau of Reclamation.....				
Farm Credit Administration.....			/	/
Farmers Home Administration.....				
Fish and Wildlife Service.....				
Forest Service.....				
Bureau of Indian Affairs.....				
Agricultural Stabilization and Conservation Program Committee.....				
Rural Electrification Administration.....				
Selective Service System.....				
Soil Conservation Service.....				
Valley authority (TVA, etc.).....				
Other (specify).....				
STATE AGENCIES				
Health department.....			/	2
Highway department.....				
State departments of agriculture and forestry.....				
State department of education: General schools.....				
State employment service.....				
Welfare department.....				
Other (specify).....				
COUNTY AGENCIES				
Soil conservation districts.....			/	/
Vocational-agriculture and home economics departments.....			/	2
Other (specify).....				

YOUR ANNUAL REPORT

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

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

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

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

General Directions

From 4 to 6 copies of the annual report should be made, depending upon the number required by the State office: One copy for the county officials, one copy for the agent's files, one or more copies for the State extension office, and one copy for the Federal Extension Service, United States Department of Agriculture. The report to the Washington, D. C., office should be sent through the State extension office. When an assistant agent has been employed during a part of or all the year, the report of his or her work should be included with the report of the leader of that line of work. When an agent in charge of a line of work has left the county during the year, the information contained in his or her report should be incorporated in the annual report of the agent on duty at the close of the report year, and the latter report so marked.

The Narrative Report

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

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

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

3. HOW the work was carried on; principal and extension teaching methods and activities used and their effectiveness; selection, training, and use of leaders; and cooperation obtained from other extension workers, rural people, commercial interests, and other public agencies.
4. What RESULTS were obtained, not in terms of activities carried on but in terms of objectives, or what was attempted at the beginning of the year.
5. HOW next year's work can be strengthened and improved in light of the current year's experience.

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

Include one significant story of extension accomplishments. This could be a family, community, or county wide result story in any phase of extension work. Should, however, deal with a major problem that people face currently. It may reflect work done over a period of several years. If possible, write in the form of a feature story. Give enough detail to describe the problem situation. Be sure to tell what extension did to help people solve their problem, and the results of their action. If possible, measure benefits in terms of reduced operating costs, greater income, balanced production, and better living. The story should have sufficient substance to be significant, convincing, and interpretative of the type activity that helps people to understand our education program and its relation to an efficient agriculture, better living, and to the interests of the consumer and the Nation as a whole.

The Statistical Report

When two or more agents are employed in a county they should submit a single statistical report showing the combined activities and accomplishments of all county extension agents employed in the county during the year. Negro men and women agents should prepare a combined statistical report separate from that of the white agent. In some States a combined white and Negro report may also be requested by the extension director.

County totals are the sums of the activities of all agents minus duplications where two or more agents engage in the same activity. For purposes of reporting, extension results or accomplishments are expressed in numbers of farmers, homemakers, or families assisted in making some improvement or definitely influenced to make a change. Such an improvement or change may be the outcome of any phase of the extension program in agricultural, home demonstration, young men and women's, or 4-H Club work. ONLY THE IMPROVEMENTS OR CHANGES TAKING PLACE DURING THE CURRENT YEAR AS THE RESULT OF EXTENSION EFFORT SHOULD BE REPORTED. Of necessity the information called for in the national statistical report schedule has been application to extension work as it is conducted throughout the United States. In addition to the information provided for in this report form, some State extension services may need to obtain additional statistical information on programs and activities peculiar to their States.

ANNUAL NARRATIVE REPORT

**COUNTY
EXTENSION
WORK**

Virginia Agricultural Extension Service

MR. W. H. GEORGE _____
Name
LOCAL FARM _____ **Agent**
Title

Assistant Agent

Assistant Agent

Assistant Agent



1958

SURRY & PRINCE GEORGE COUNTIES
County

This Narrative Report contains a brief description of program planned and work accomplished among Negro Farm Families in Prince George and Surry Counties, Virginia, under the Agricultural Extension Service from December 1, 1957 to November 30, 1958.

The guidance of the State and District Agents, the cooperation of the local home agent, the unfailing efforts of the Board of Supervisors, the County Advisory Board, and the Local Leaders, have played an important part in making this report possible.

W. Herbert George, Local Farm Agent

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Advisory Board

The Surry County Advisory Board planned the Annual County Farmers Conference, which was held on Thursday, April 10th. At this time fifty-nine farm people heard about the benefits derived by farmers through agricultural research. This subject was discussed by T. M. Carter, Superintendent of the Experimental Station, Virginia State College, Petersburg, Virginia. Mr. Carter reviewed the work now in process at the Experimental Station. He also made recommendations relating to crop and fertilizer practices for 1958. During the same meeting Mr. Ross W. Newsome, State Agent, Virginia Agricultural Extension Service, reviewed the work of the 100 Bushel Per Acre Corn Club in Virginia. Seven Farmers at this meeting stated that they had produced from 102 to 165 bushels of corn per acre and that they were planning to get similar yields in the future.

At the fall and spring meetings of the County Advisory Board in both Prince George and Surry Counties, the County Plan of Work is usually reviewed and emphasized, especially that part of the plan relating to demonstrations of corn, peanuts, pastures, soil improvement crops, and livestock in different communities.

In keeping the demonstration idea before the people at all times, certain demonstrations are given at Advisory Board Meetings in order to improve the quality and quantity of result

demonstrations. For instance, at a county-wide meeting held on October 7th under the auspices of the Surry County Advisory Board, four farmers and three 4-H Club Members gave demonstrations. They used samples of their own farm products; namely corn, peanuts, soybeans and potatoes, and showed forty persons how to prepare exhibits for the County Fair. As results of demonstrations given, the quality and arrangement of the exhibits displayed at the County fair held here on October 19th. were almost 100 percent improvement over former years.

Prince George and Surry Counties represented in the State Advisory Board which convened in Northumberland County September 4th and 5th inclusively.

Community Clubs

As result of a long time program in connection with the Live-at-Home Work in Millfarm Community, Surry County, fifteen persons met on the lawn of Mt. Nebo, March 24th, 8:30 A. M., and landscaped the church building. For work accomplished in the Annual Contest of the State Live-at-Home Program conducted by the Negro State Advisory Board, Millfarm Community won \$25.00 including the contests of 1954 and 1955. This sum was matched by the church, including contributions from friends, which made a total cost of the landscaping about \$50.00.

The pastor, officers, and members of Mt. Nebo Baptist Church cooperate uniquely with the Live-at-Home work in the community, and the prospects of making other improvements here is secured.

The influence of the landscape work at Mr. Nebo Church has moved on into at least two other neighborhoods. Surry and Dendron Communities are planning to landscape churches this winter.

District Agents, Mr. S. E. Marshall, and Miss Heidi Ford, visited Providence, the Live-at-Home Community in Prince George County on January 30th. They explained the Live-at-Home Program and made mention of several things that could be done to aid the community in improvement. A few suggestions were offered; beautifying the home by painting, setting out shrubbery, planting flowers, painting mailboxes and printing the family name on each. Since that time the committee on the Live-at-Home work here has made some headway. A report from the Live-at-Home work in Providence Community, Prince George County, in 1958 seems to be a reality.

Farm and Home Development Work

As results of better kept records and careful planning, the five Farm and Home Development Clients, two in Prince George and four in Surry County have continued to make definite improvements.

Prince George County

Mr. and Mrs. Lacy Wooden, Route 1, Disputanta, was the first family to begin work with the Farm and Home Development Program in Prince George County. They have two children; girls, Gay, 9, and Fary, 7. The Woodens purchased their farm five years ago and they started with the Farm and Home Development Work the next year. At that time the old farm which consisted of 168 acres

of land was badly grown up in spots from the front yard to the rear of the farm; old ditches were filled and much of the best soil was washing rapidly to the swamp. The family was advised to secure a Soil Plan, which they did. Since that time, accomplishments have been made on this farm as follows:

1. Soil Plan secured through Soil Conservation and three recommendations followed:

- (a) Grass and Pasture seeded on sloppiest land,
- (b) Strip cropping, and
- (c) Tile drainage.

By growing green manure crops and the proper use of fertilizer and lime this farm produced 102.6 bushels of hybrid corn per acre.

2. There are seven acres of ladino clover pasture on which run a registered Angus Bull and twelve head of cattle.

3. Three story barn 60 x 90 repaired.

4. Built cinder block tool shed and farm shop which houses completely all farm machinery.

5. Electricity and running water with complete bath installed.

6. Some repairs made on dwelling, including basement-- a long time program the work on dwelling, front yard, and landscaping are under way.

Mr. and Mrs. Samuel Graves, Route 1, Carson, the other Farm and Home Development Family in Prince George County has one son. Edward, 16 is an outstanding 4-H Club member. He is a winner in the Junior Fat Pig Show and Sale and in the 100 Bushel per Acre corn contest. Edward was awarded the County Achievement Medal for 1958.

Improvements have been made on the Graves Farm for 1958 as follows:

1. Repaired and enlarged tobacco barn,
2. Improved three acres of ladino clover and seeded two additional acres, and
3. Purchased Hampshire boar and two gilts to improve herd, and
4. Painted dwelling.

Surry County

Mr. and Mrs. William Gilchrist, Route 1, Spring Grove, have one daughter, 13, and one son, 9. The daughter, Enoria, is a first prize winner in the Junior Fat Hog Show and Sale, 1957, and a first prize winner on Hampshire fat hogs at the Surry County Fair in 1958. This family has built a tool shed 14 x 20 and repaired their barn in 1958.

Having over twenty-five acres of supplementary pasture in late winter and early spring months, including six acres of ladino clover pasture that followed later, pastures were credited with 40 per cent of their entire feed in hog production. This family has sold over \$2,000.00 worth of hogs and

other livestock in 1958.

Mr. and Mrs. Abraham Howell, Route 1, Surry, have a family garden which supplies fresh vegetables for the family of eight persons the year round. They also sell over \$250. worth of vegetables annually. This family has improved their permanent pasture and three additional acres of ladino clover pasture have been seeded for their livestock. After growing their family supply of bacon and lard, the Howells have sold over \$1,500.00 worth of hogs this year. One Hundred laying hens and pullets and one hundred fifty fryers have furnished this family with sufficient poultry and poultry products, with some to sell. Including garden, hogs, and poultry, this family has made three definite accomplishments in growing their family food supply. In view of this fact, the Howells were able to use their financial returns from other crops to pay off \$1,500 indebtedness on their farm machinery and make some improvements around home. During 1958 this family has built a tool shed which houses all farm machinery and a poultry house.

Mr. and Mrs. James White, Route 1, Elberon, demonstrate the fact that a part-time farm family may be benefitted by being connected with the Farm and Home Development Work. This family has three children, a girl, 19, and two boys, 18 and 14 respectively. All of the children are members of the 4-H Club and R. L., the older boy, is a 4-H Club Leader. Mr. White works at the Newport News Shipbuilding and Drydock

Company. Mrs. White and the children carry on the farm. They have two acres of ladino clover pasture on which run a brood sow and four shoats, a flock of forty hens and pullets gives the family all eggs and poultry they need to use with some to sell. Their row crops are four acres of corn and three of peanuts. A home garden supplies the family's fresh vegetables through the year.

During 1958 the Whites have added two rooms to their bungalow and the entire front part of their dwelling has been altered and beautified.

Agonomy

Twelve demonstrations were conducted with corn, six in Prince George County and six in Surry County. The purpose of these demonstrations was to prove that the acre yield of corn can be increased by less expense. Methods in doing this were by following use of hybrid corn and fertilizers as recommended by the Experiment Station, growing soil improvement crops, a well prepared seed bed and shallow cultivation. While the drought came here just at a time when the corn crop needed water most, ended up with about 30 to 40 percent crop of the average.

Yet, those farmers who produced corn of any consequence followed recommendations as given above. Among this number were Woodrow Stith, Route 1, Carson, and Bruce Green, Route 2, Disputants, both of Prince George County, who made an average of

70 bushels of corn per acre on their entire crop of some thirty or forty acres.

J. H. Jenkins, Route 1, Dendron, and Chris Butler, Route 1, Elberon, Surry County, produced an average of 70 to 75 bushels per acre on approximately twenty acres.

Peanuts

The object of the twelve demonstrations conducted with peanuts on 100 acres in Prince George and Surry Counties was to continue to improve the quality of nuts and to increase the yield per acre of this crop with economic production.

Sixteen farmers here attended the Experimental Stations at Holland and Virginia State College Farm this year who were primarily interested in peanut production. Having considerable interest in this matter of increasing the quality and quantity of their peanuts for greater financial returns, farmers have been benefitted by following improved practices such as the use of Aldrin in fertilizers and the regular use of sulfur dust in controlling the leaf hopper.

W. J. Butler, and Purcell Branch, Route 1, Surry, who followed recommended practices in peanut production made 2750 pounds of Virginia Bunch and Virginia Runner peanuts per acre on twelve acres.

Bruce Green, Route 2, Disputanta, and Willie Stith, Route 1, Carson, Prince George County, produced 2550 pounds of Virginia Runner peanuts per acre on eight acres each.

Pastures

Ladino clover pastures still occupy an important place here as feed for the livestock in the pasture program. Where ladino clover has been properly seeded, fertilized, and limed, the livestock flourishes and full forty percent of grain and other supplement feeds have been omitted. This truly has been the case with Ruffin Sawedge, Route 1, Elberon, W. J. Butler, Route 1, Surry, Chris Butler, Route 1, Elberon, and William Gilchrist, Route 1, Spring Grove, Surry County; Bruce Green, Route 2, Disputanta, and Willis Smith, Route 1, Carson, Prince George County. These farmers maintain from 2 to 10 acres of ladino clover pasture from year to year, along with supplementary pastures with other crops. They usually have their soil tested and the recommended use of fertilizers and lime is followed. Each of these farmers have sold from \$1,600 to \$3,00 worth of hogs and other livestock during 1958.

The Carolina-Virginia Plant Food demonstrations in both Prince George and Surry Counties still remain an important factor in stimulating greater interest among the farmers in encouraging them to have more and better pastures.

Seven head of cattle, two milkers, 1 bull, and four Hereford steers, and eighteen head of swine run on the Carolina-Virginia Plant Food demonstration on pasture on the farm of Mr. Richard Reese, Disputanta. This demonstration is located.

on the U. S. Highway 460 on the east end of the town of Disputanta, Prince George County.

The Carolina-Virginia Plant Food Pasture Demonstration in Surry County is on the farm of Mr. Clarence Watson, Route 1. Surry, about the equal distances between the town of Surry and Bacon's Castle on #10 Highway. This demonstration has also served eighteen head of hogs and three thead of cattle.

As results of pasture demonstrations and other information on the subject, more than five hundred acres of ladino clover pasture have been seeded in Prince George and Surry Counties this fall.

Clover

Crimson clover is generally seeded here for soil improvement and supplementary pasture. The twelve demonstrations carried in the two counties were also conducted for this purpose. While three of these demonstrations failed due to late seeding, the other nine demonstrations served their purpose well in both soil improvement and grazing.

Farmers here who seed from five to twenty acres of this crop annually are: Selon Wooden, Barham Brothers, Spring Grove, Leslie Ellis, G. E. Mason and Robert Holmes, Waverly, Surry County; Lacy Wooden, Disputanta, James Wright, Petersburg, James Bland, Jr., Disputanta, and Bruce Green, Disputanta, Prince George County.

Over 1300 acres of crimson clover have been in the two counties this year.

Rye

There were twelve demonstrations conducted with rye on one hundred twenty acres. The purpose of these demonstrations was to encourage other farmers to grow more rye as a cover crop to prevent soil erosion, to improve the soil, and to have a supplementary grass crop to spice out their permanent pastures. These demonstrations ranged in size from six to thirty acres and were located in every community in each of the two counties.

A spread of this work shown that approximately two hundred forty farmers in the two counties have seeded from three to thirty-five acres of rye this fall.

More than 1750 acres of rye have been seeded here this season.

Soybeans

Considering crops from all angles, soybeans have made the best showing here this year above all others in spite of the drought. Therefore, the twelve demonstrations carried in soybeans have thrived well and have had a greater meaning. The purpose of these demonstrations was to further encourage other farmers to grow soybeans for seed as a cash crop on land left vacant due to curtail in peanut acreage; grow soybeans as a supplementary pasture and grow soybeans along with corn as a concentrate to be hogged-down.

As results of work carried on with soybean demonstrations during the past few years, more than sixty farmers in the two

counties grew soybeans for the first time.

Farmers who grow from two hundred fifty to six hundred bushels, annually to sell are: Solon Wooden, Route 3, Spring Grove, Barham Brothers, Spring Grove, Aaron Elliott and William Gilchrist, also of Spring Grove, F. H. Howell and James Edler, Route 1, Surry, Surry County; Lacy Wooden, Route 1, Disputanta, James Bland, Jr., Route 3, Disputanta, and Bruce Green, Route 2, Disputanta, Prince George County.

Gardens

The object of the six demonstrations conducted with gardens in each of the two counties was to show families how to have more and better gardens in order to supply the family with fresh vegetables the year round.

Methods used in doing this were as follows:

Garden rotation, have some cover crop to precede the garden, a well prepared seed bed, the proper use of fertilizers and lime, good seed, plants free from disease, controlling insects and shallow cultivation.

Mrs. Sarah Johnson, Route 2, Disputanta, who followed this practice sold over \$350.00 worth from her garden after supplying her family of four persons.

More than thirty five families in the two counties have fall and winter gardens of some description for the first time.

Over two hundred seventy families in the two counties have received assistance of some kind with their gardens during 1958.

Even though the drought was on here during growing season and damaged the gardens severely, yet more than 14, 500 quarts of vegetables were canned, dried, and frozen for winter food supply in Surry County. The value of this food conserved at a rate of .40¢ per quart, gives a total saving of \$5,800.00 in food conservation.

Poultry

Ten families in Prince George and Surry Counties carried demonstrations with poultry with the idea of improving their own flocks and encouraging other families to maintain a small flock of poultry for family use. In many instances this work began by starting with families where they were. That is to say, if a family was not in position to build a new poultry house and still wanted to raise some poultry, generally assistance was given in renovating the old house for the present year and that family, step by step, may improve on it's poultry raising. Six new houses were built and four repaired.

In fact, better housing, better breeding, better feeding, controlling disease and parasites, were the important practices in conducting these demonstrations.

Over six thousand five hundred day-old chicks have been secured from hatcheries in order to supply new blood in the farm flocks and have broilers and fryers to supply the market.

More than 2500 pounds of young poultry have been frozen and store for winter use. At a rate of .60¢ per pound, this gives a total of \$1,500.00 in food conserved.

Approximately one hundred seventy-nine families have been assisted in some way in poultry raising.

Turkeys

Ten demonstrations with turkeys were programmed for 1958 but five were not completed due to late planning.

The five persons who completed their work with turkeys were as follows: Mrs. Savannah Evans, Mrs. Cora Urquhart, Mrs. Josephine Cypress, and Mrs. Frisell Cypress, Route 1, Elberon, Surry County; and, Mrs. Asa Johnson, Route 2, Disputanta, Prince George County. Three of these families used only the bronze turkeys, while the other two used both the bronze and the Beltsville White turkeys. There were ninety turkeys purchased for these demonstrations, of this number seventy-four were raised. Turkeys were purchased about the fifteenth of June and very little heat was used, and in some cases no heat was required.

Birds were fed commercial turkey starter for the first six weeks, starter and grower in equal proportions for the next two weeks, and turkey grower and cracked corn in equal parts until the turkeys reached the adult stage.

The total value of the turkeys in these demonstrations is estimated at \$658.00.

Hogs

Good pastures, both permanent and supplementary, have been the most important factor here in hog raising. Each of the sixteen farmers who conducted demonstrations with hogs

were required to have a permanent and supplementary pasture of some description. These pastures of course, ran in different sizes from four to thirty-five acres. Since the better pasture campaign began here six years ago, more than three hundred fifty farmers seeded a pasture of some kind or improved the one they already had by the use of fertilizer and lime.

Next to pastures in the importance of improving the herd, better breeding has been encouraged. For example, fourteen of the sixteen farmers carrying demonstrations with hogs, namely; W. J. Butler, Abraham Howell, Surry, Chris Butler, Ruffin Savedge, and James Cypress, Route 1, Elberon, Rev. R. L. Davis, William Gilchrist, and Elijah Waller, Route 1, Spring Grove, Lealie Ellis, Route 2, Waverly, and Bromo Parker, Route 1, Dendron, Surry County; Samuel Graves, Willie Stith and Woodrow Stith, Route 1, Carson, Bruce Green, Route 2, Disputants, and Lacy Wooden, Route 1, Disputants, Prince George County, have purchased registered or purebred boars this year to head their herd. In keeping with the trend of the market, ten of these boars were of the bacon type. Eight of the farmers mentioned maintain breeding centers in their respective communities.

These farmers have sold over \$1,700.00 worth of hogs this year.

More than two hundred eighty-five farmers have received

assistance in hog raising in 1938.

Beef Cattle

Six demonstrations were carried with beef cattle in the two counties. There were eighty-eight head of cattle in these demonstrations. These hers consist of Angus, Hereford, and mixed breeds. Some of these cattle were bred at the farm of the owner and several were purchased at sales as calves and feeders.

This cattle has access to pastures of barley, crimson clover, oats, rye, ladino clover and laspedess.

The total value of this cattle sold and on hand is estimated at \$13,310.00.

The Home Dairy Cow

The home dairy cow has meant more here to the average family as results of better pastures. Greater returns flow not only in the quality of the increased milk supply, but an excellent calf dropped now and then due primarily to better feeding; fits in well as a cash crop, and at the same time serves to reduce the cost of the family's dairy products.

Mrs. Grace Davis, Route 1, Spring Grove, Surry County, who keeps a home dairy cow, supplied her family of eight persons with milk and butter, and realized \$131.80 from milk and butter sold.

Two hundred fifty-five farmers in the two counties have received assistance with home dairy cattle this year.

Farm Building and Mechanical Equipment

In Millfarm Community, Surry County alone, fifteen homes have been built, eighteen repaired, twenty painted outside, and twenty-four inside. Here the community church has been landscaped and a baptistery installed, four dwellings have been landscaped.

Other communities in Surry County; Holly Bush and Runnymede, have furthered their work in landscaping the churches in their neighborhoods. Ten other homes also have been landscaped.

As results of work accomplished in landscaping Union Branch Church, New Bohemia Community, Prince George County, Disputants and Neville Communities have programmed to landscape churches in their neighborhoods in 1958.

More than ninety new dwellings have been erected, one hundred repaired, ninety painted, in the two counties in 1958.

Over twenty barns have been built, thirty painted, twenty toolsheds built, and one hundred fifty outbuildings repaired.

At least fifty new tractors have been purchased, 125 repaired, and more than two hundred forty-one farmers have been assisted in taking better care of their farm machinery.

Cooperating With Other Agencies

At the regular monthly meeting of the Professional Workers, all agencies working in the county for the advancement of agriculture and other branches of service, such as

health, welfare, as the case may be, are generally represented at these meetings.

Here each agency has an opportunity to report successes and defeats in his or her work, and is made welcome to acquire assistance from any or all agencies in changing those defeats in the direction of success rather than failure.

All told, sixteen days of service have been shared by this office to nine of these agencies working in the county.

4-H Club Work

4-H Club Council

The county-wide central organization that plans and executes the junior side of the Extension Program in the county is known as the 4-H Club Council. This council is made up of representative 4-H Club leaders, members, and well-wishers of the various 4-H Clubs in different communities in the county.

The council meets quarterly or on demand to take care of any business that may come before it to carry forward 4-H Club activities. The council in each of the two counties conducts an annual outing to some seashore.

Two hundred sixty 4-H Club members, and eight leaders from Surry County took their annual outing at Seaview Beach, Norfolk, Monday, July 15th. This day is generally known as the 4-H Outing and Rally Day. On this occasion 4-H Club members here contribute in their annual rally to raise funds to support each activity such as sending delegates to the

State Short Course, the State Wildlife and Conservation Conference, and to take care of the expenses involved in connection with the District Junior Fat Hog Show and Sale.

The rally here is usually supervised by the Executive Committee of the 4-H Club Council. Aside from a full day of pleasure and recreation, the 4-H'ers realized the sum of \$326.95.

The Prince George 4-H Clubs spent Saturday, July 21st at Mark Heaven Beach, Essex County, on their Annual Outing and Rally Day. Six leaders, and eighty-four 4-H Club members filled two busses which took us to the Rappahannock River. After enjoying a happy day in "speed-boats" riding and swimming, we realized \$28.20, net income from the trip; exactly enough to pay the five delegates expenses to the State Wildlife and Conservation, Virginia State College, Petersburg, Virginia, August for which the rally was planned.

Twenty-four 4-H Club members and leaders made their annual sight-seeing trip to Washington, D. C., Saturday August 11th. Places of interest visited were the Smithsonian Institute, Supreme Court Building, the Washington Monument and the Zoo. For most of the group it was their first visit to the Nation's Capitol.

4-H Clubs

4-H Clubs are local junior Extension Service organizations in the county. They are located in different communities

for the convenience of the people who live there.

Most of these clubs meet monthly in order to discuss matters pertaining to the junior side of the Extension Program. There are eight 4-H Clubs in Prince George County and eight in Surry County. These clubs consist of more than 1000 members as someone is joining the club from time to time. This narrative is only reporting on 839 members, all girls in 4-H Club work in Prince George County are reported by Local Home Agent.

Corn

Bruce Green, Jr., Disputants, Prince George County, made 88 bushels of Pioneer 309 hybrid corn per acre on two acres in spite of the drought. This crop was produced on a rye fellow on land which peanuts were grown the year before.

Seven hundred pounds of 2-12-12 fertilizer were drilled before planting and 200 pounds of calnitrate were broadcasted between rows just before last plowing was made. Rows were thirty-six inches in drill.

Fifty-eight boys reporting of the eighty-one who carried demonstrations in corn made an average yield of fifteen bushels per acre.

Peanuts

Leroy Byrd, Wakefield, made 126 bushels of Virginia runner peanuts per acre on three acres. This crop followed corn, with 600 pounds of shell lime broadcasted before peanuts were

planted. Peanuts were seeded eight inches in drill and the rows were thirty-six inches apart. Planting was made during the second week in May. Four hundred pounds of 2-12-12 fertilizer were sowed on rows just before nuts began to crack the ground, and 200 pounds of land plaster was also sowed on foliage about the 15th of July. Two applications of sulfur dust were used on peanuts at the rate of 20 pounds per acre about two and one-half weeks apart beginning the third week in July. These peanuts were cultivated five times.

Sixty-eight boys conducting demonstrations with peanuts with forty-six reporting an average yield of 64 bushels per acre.

Gardens

Two hundred ninety-eight boys and girls carried demonstrations with gardens. In most cases the boys and girls used the family garden when it comes to their projects in this crop.

These boys and girls were assisted in preparing the soil, selecting seed, planting, fertilizing and controlling insects and diseases.

Wilkie Bland, Route 3, Disputanta, Prince George County, who used the family garden for his project, seeded most of the garden on a clover felloe which he turned under in early spring. His garden was less than three-fourths of an acre. He plowed the soil, prepared the seed bed, and did much of the planting and transplanting. Wilkie grew more than eighteen different vegetables in his garden; beginning with kale and

turnip salad in the fall and winter; with many spring and summer vegetables between, to collards and sweet potatoes in late fall.

After supplying his family of six persons with fresh vegetables the year round, he sold more than \$200.00 worth of vegetables.

Pastures

Five 4-H Club boys, two from Prince George County and three from Surry County, conducted demonstrations with pastures. There were nine acres of ladino clover in these demonstrations. These boys were assisted in preparing seed beds, seeding, fertilising, and liming their pastures. From year to year, these boys increase the number of acres in their pasture demonstrations as each of them raises hogs and is a member of the Junior District Fat Hog Show and Sale. The number of acres in these projects seem to be very much limited but in each case hogs had access to supplementary pastures on their father's farms.

As results of these demonstrations, six other 4-H Club members seeded pastures for their hogs for the first time.

Conservation

Three boys did some work in the matter of soil conservation on their father's farms, in cleaning out open ditches, and side terraces. They also helped in seeding grass of some kind on sloppy land. More than twenty-five acres of rye, clover,

and other grasses were seeded.

Home Beautification

The ten 4-H Club members who enrolled in Home Beautification projects seeded flowers of some kind around their homes and in four instances shrubbery was planted.

Seven 4-H members and older boys assisted the committee in seeding lawn grass at the New Lebanon Elementary School. The 4-H Club members have been inspired to landscape the front entrance of this school building during the winter of 1958.

Tractor Maintenance

Two boys, one from Prince George and one from Surry County, did some work in the matter of tractor maintenance. One meeting was held and instructions were given in units one and two. All of these boys operate tractors on their father's farm.

Both boys attended the Tractor Clinic, Virginia State College, Petersburg on February 7 and 8 inclusively and received information in taking better care of their tractors.

Poultry

Thirty-six boys and girls carried demonstrations with poultry with fifteen completing their projects. Over 3,062 baby chicks were secured from hatcheries for these demonstrations. Most of these demonstrations consisted of the family poultry flock.

Breeding, feeding, housing and controlling parasites were the high points stressed in conducting these projects. As results of work in poultry by 4-H Club members, more than seventy families have improved their poultry in some way.

Hogs

Mr. Howard Gwaltney, president of P. D. Gwaltney, Jr. and Company, meat packers, Smithfield, Virginia, said to me one morning in September, "I am planning to fly to Chicago this afternoon. Therefore, I cannot talk with many people this morning. I admitted you to the office because I am interested in the work you are doing. Your work with the 4-H Club members and the farmers in getting the bacon type of hogs on the farm is helping us in a very definite way to serve both the farmer and the consumer." My mission to Mr. Gwaltney's office was to invite him to the annual County 4-H Fat Hog show in Surry County.

Leon Green, Route 2, Prince George County, won top honors with his pen of Fat Hogs exhibited at the Southside Fair, Petersburg, September 30th. to October 5th. Five 4-H Club boys from Prince George and Surry Counties exhibited nine hogs at this fair.

Seven 4-H Club boys and two 4-H Club girls from the two counties exhibited seventeen hogs at the District Junior Fat Hog Show and Sale, Tidewater Fair, Suffolk, Tuesday, October 22nd.

Cash received by 4-H Club members here for hogs exhibited.

and sold at both fairs was \$1,060.10.

Rosa Butler, Elberon, Route 1, Enoria Gilchrist, Route 1, Spring Grove, and Melvin Howell, Route 1, Surry, won first prizes on their Hampshire hogs exhibited at the Surry County Fair, October 20th. James Davis, Route 1, Spring Grove, won second prize on his pen of three Hampshire Fat Hogs at the same fair.

Two hundred boys and girls carried demonstrations with hogs with one hundred twenty-seven reporting. The estimated value of hogs in these demonstrations is \$37,827.00.

The 4-H Club work here is encouraging and increasing the bacon type of hogs on the farm in this meat packing section has been far reaching.

Rabbits

Three boys carried demonstrations with rabbits. Two reported on their raising twenty-six rabbits in the two projects. The limited success with these projects was due to late beginning with the work.

Rabbits were fed grasses, vegetables, and regular rabbit pellets. The two total value of these projects was \$35.00.

Safety

Two 4-H boys enrolled in safety projects. These boys and twenty-two others were taught how to make racks, to place forks and blades to prevent them to be pointed at approaching persons.

Timothy Pierce, Route 1, Surry, school bus driver, gave a talk on how to prevent farm and other accidents. In his talk he gave the National Statistics of the death rate and injured persons caused by accidents last year.