

1945

ANNUAL NARRATIVE REPORT

OF

SPOTSYLVANIA COUNTY

Margaret Hart	Stenographer
Mr. M. W. Miller	County Agent
Mr. James Scott Pates	Assistant County Agent

Stenographer	July 12 - Dec. 1, 1945
County Agent	Dec. 1 - Dec. 1, 1945
Assistant County Agent	Oct.* 1 - Dec. 1, 1945

TABLE OF CONTENTS

Page

INTRODUCTION.....	I
COUNTY ORGANIZATION.....	2
TYPE OF AGRICULTURE.....	2
PROJECT ACTIVITIES.....	3
a. Agronomy.....	3
b. Poultry.....	5
c. Dairying.....	6
D. H. I. A.....	7
d. Livestock.....	7
e. T. V. A.....	8
f. Cooperatives.....	9
VI. 4-H Club Work.....	10
a. 4-H Organization.....	10
b. Project Work.....	10
c. Judging Team.....	11
d. Achievements.....	11
e. Rural Youth Club.....	12
VII. U.S.D.A. War Board.....	12
a. Production Goals.....	12
b. Agricultural Deferment.....	13
VIII. Cooperation with Agricultural Conservation Program.....	13
a. Organization.....	13
b. Office Facilities and Equipment.....	13
c. Work Sheets and Comments on Types of Crops and Conditions Involved.....	14
d. Number Committeemen and Responsibility they Assumed.....	15

II. Vocational Agriculture.....15

X. Cooperation with Credit and Lending Agencies.....16

 a. Production Credit.....16

 b. Regional Agricultural Commodity Credit.....16

 c. Emergency Crop and Feed Loan.....17

XI. Cooperation with Farm Security Program.....17

XII. Cooperation with Soil Conservation Program.....17

INTRODUCTION

On December the 1st there were three Extension employees in Spotsylvania County who were: Mrs. Mattie P. Harris, Home Agent, Miss Fern Hairfield, Stenographer, and Mr. M. W. Miller, County Agent. Mrs. Harris resigned at the end of December and we were not long without a Home Agent. Mrs. Lester E. Carver started as the new Home Agent on January 15th. Mrs. Carver had been doing Extension work in Tennessee, then spending some time with her husband who was in the Armed Service, before accepting her duties as Home Agent in Spotsylvania County. Miss Fern Hairfield resigned her position as Extension Stenographer on July 5th, at which time Miss Margaret Hart was employed to continue the work as stenographer. On October the 1st, Mr. James Scott Pates was appointed to serve as Assistant County Agent for two weeks out of each month doing A-R Club work. He is a native of Spotsylvania County and has had experience in this type of work.

The county agents office is located with the AAA of which is composed of three rooms, two being used by the AAA, and one being used by Extension. At a recent meeting of the Board of Supervisors they agreed that Extension should use the three rooms now occupied by AAA and Extension, and that the AAA should take two rooms which has been occupied by the O. P. A. The Extension getting more room space will make room for the Home Agent to occupy an adjoining room to the county agent. She is now using as her office a room above the Court House which does not prove very satisfactory because of the distance from the stenographer. Also by additional space the Assistant County Agent will be able to have a desk in one of the rooms.

COUNTY ORGANIZATION

There has been a County Board of Agriculture set up in Spotsylvania County but did not have any meetings during 1945. In order that the Board of Agriculture will be effective there will have to be a great deal of re-organizing done in the different communities of the county. The county is divided into eight communities with a total of sixty four neighborhoods. Splendid cooperation has existed between Extension personnel and the leaders in the different communities and neighborhoods. These leaders have been called on at different times to help with Extension work, but have not met at any time as a Board of Agriculture. The production goal meetings were held early in 1945. The chairman presided at these meetings and it was decided at this time not to call on the neighborhood leader system to carry this work back to the individual families.

TYPE OF AGRICULTURE

The main type of agriculture in Spotsylvania consists of general farming and dairying. On most of the farms there are several milk cows, hogs, flock of chickens, and a home garden. The income from the general farms consists of eggs being sold to local markets, selling of milk and cream, veal calves, and a few hogs. On many of the farms this income is supplemented by working in saw mills or in some industry located in or near Fredericksburg.

The farms in this county are very fortunate in having excellent markets for grade A milk which is Washington, Richmond, and Fredericksburg, also they have a good market for the lower grade milk and cream. There are around eighty

five A grade milk producers and sixty five B grade milk producers in this County. This County ranks 15th in the state in the sale of A grade milk.

Beef cattle production is rapidly increasing which is primarily due to the improvement of pastures and larger production of hay crops. A number of purebred sires have been placed and a few purebred females. The livestock farms are replacing the income formerly from sale of grain to the sale of more and higher quality livestock.

Poultry production is on the increase especially among the farm flock growers. During the past year several new poultry houses have been built and a number remedied.

Turkey production is increasing in both size and number.

There has been a growing interest in the raising of milo maize. This crop is being used very successfully to replace corn. Milo maize requires less labor in producing and also not affected as much during dry weather. The feeding value is about the same as that of corn.

The average farm consists of around one hundred and twenty five acres of which about one half of it is wooded.

PROJECT ACTIVITIES

a. Agronomy

The soil types of the county are adapted to the production of small grains, hay, pasture and truck crops. Most of the soil has a deep red sub soil and a gray top soil. In some parts of the county there has been a heavy loss of the top soil, therefore a large amount of red soil is being cultivated which is fairly productive.

The farmers are paying particular attention to the production of more and better quality hay and also the improvement of their pastures so that they can increase the number of livestock on the same land. This increase is being made chiefly through the use of lime and phosphate, however a large amount of complete fertilizer is being used. Special attention is being given primarily through the Soil Conservation Service to put more of the rolling land not suited for crop production into hay and pasture.

Alfalfa is coming more and more to the front each year. This year we have nearly twice the acreage of last, and by another year we will probably make the same increase in acreage. The growers realize that alfalfa is a very expensive crop to seed and are paying particular attention to proper fertilization to maintain a good stand. The primary interest in alfalfa is among the dairymen who are beginning to realize the value of this crop for milk production.

The shortage of labor has made the farmers more conscious of the fact that they should farm less land and produce more per acre. This is being done through the use of more and higher analysis of fertilizer, and careful selection of seed varieties.

More hybrid corn is being planted each year for field and silage. A number of varieties are being used most of which are proving more successful than the open pollinated varieties. Plans are being made for several demonstrations in the county for another year. There has been a decrease in the production of corn, which has been brought about by labor shortage, and this is being replaced by an increase

in production of small grain primarily oats and barley, and also the production of mile maize. A number of farmers have produced as much or more mile maize to the acre than they did corn. Most of the mile maize is being produced, does not require cultivation and can be harvested with a combine.

b. Poultry

Poultry production has increased during the past several years largely because of the increased demand of broilers and eggs. Egg production has increased more than that of broilers which has come about by better care and management of hens. There are better marketing facilities for eggs than broilers, which consists of an egg grading station. The main broiler markets are the local stores, restaurants, and hotels; also several salesmen have regular routes through the county.

With a commercial hatchery many poultrymen have been able to receive a higher price by producing hatching eggs; also in addition to a higher price, quality of eggs and better feeding practices are being followed.

With good prices and a demand for turkeys, a number of farmers have added small flocks. This is not a commercial producing area for turkeys, however there is one large flock of around eight thousand turkeys. This producer has had excellent results and by his success more farmers have become interested in raising turkeys.

Several poultry meetings have been held for the Home Demonstration

clubs which has been proven valuable by the women taking more interest in the small home flock.

e. Dairying

This county ranks 15th in the state in the sale of dairy products and located close to excellent markets, which are Washington, Fredericksburg, and Richmond for grade A milk and also lower grades of milk which is processed at Fredericksburg. The dairymen are able to produce at maximum capacity the entire year. Some of the dairymen have made the necessary changes in their dairy farms so they can sell grade A milk, instead of commercial milk.

Most of the dairymen raise their replacements which is cheaper than buying fresh cows and selling them at the end of their lactation.

The farms are large enough to produce the roughage and part of the grain. Alfalfa production is increasing very fast principally because the farmers are realizing the importance in quality hay and also learning how to maintain a stand for several years. By the use of more alfalfa the amount of grain being fed has been cut down.

There are several purchased herds in the county that sell a number of purchased bulls and heifers. A number of bulls are placed in the county while others go to various parts of the state and some out of the state.

Labor shortage has been very serious with the dairymen, in fact some dairies have sold out and others may be forced to. It is almost impossible for farmers to compete with industry in high wages and this

county is located close to a number of such industries. When farm releases were no longer required a number of hired men went to other work formerly deferred for dairy work.

D. H. I. A.

During the past several years the D. H. I. A. Association has had many changes in supervisors, which has caused a great deal of dissatisfaction among the members. Most of the herds in the county that are in the association are purebred and naturally the dairymen are very anxious to continue testing. This association has had two girls as testers in addition to men testers.

This work has been very valuable to the dairymen especially in helping to sell their purebred offspring. At present it looks as if this county is without a tester with November being the last month; however with men returning from the Armed Services one should be available to carry on the work. This association included Spotsylvania, Stafford, and King George Counties with thirteen herds.

d. Livestock

Livestock production is rapidly increasing and especially is this true with quality livestock. During the past year a number of purebred sires have been placed including mostly Angas with a few Herefords. Most of the herds are commercial selling feeder calves and two year old steers. A few farmers buy feeder cattle instead of keeping a cow herd.

Some of the farmers are adding a few purebred heifers and cows to their herd, so they can gradually grow into the purebred business with a minimum of cost. Some excellent breeding stock has been brought into the county during the past year.

e. T. V. A.

There are twelve T. V. A. demonstrators in the county, two of which were put on this year for the first time. The ten old demonstrators all turned in record books for 1944, and I feel sure we will get twelve record books for 1945.

Most of the demonstrators are very much interested in this program and realize that it has been a great asset to their farms. The main benefit that they realize from this program is the fact that they can keep from twenty five to fifty per cent more cattle on the same acreage than they did before entering the program. They have learned the value of using high analysis fertilizer instead of a low analysis than having to use a larger quantity.

Several demonstrations were held on the T. V. A. farms during the year at which time Dr. T. B. Hitcheson of the Agronomy Department was with us. We had a large attendance and the demonstration aroused a great deal of interest in using more and higher grade fertilizer for permanent pasture. Demonstrators have not been keeping the proper kind of check plot to show definite results, but have been taking farmers over their pasture every opportunity they have, and showing them that a real permanent pasture can be obtained in this section if the proper amount of fertilizer is used.

One of the demonstrators cleared off a track of land last spring for permanent pasture. This joins the main highway for about a quarter of a mile and he agreed to make a number of test plots on this new

ground which will be put into permanent pasture. There were around thirty plots laid out, one fifth acre in size. Every third plot was used as a check with the other plots receiving different kinds and amounts of fertilizer and lime. The purpose of this demonstration is to see what plots will produce most economically a good permanent pasture. All of these plots received the same amount and kind of seed. Two of the cooperations are planning hybrid corn demonstrations. Several varieties of hybrid will be used some being grown in this section at the present time, and others have not been used in this section.

f. Cooperatives

The Farm Bureau has been organized for four years with an increase in membership each year. In addition to the increase in membership the farmers have taken more interest in the educational and legislature program in the Farm Bureau. The economic service is carried on by Southern States Cooperative which is very effective. For the past two years the Farm Bureau has been sponsoring four educational meetings a year at which time some outstanding speaker is secured for the program. These meetings are proving especially satisfactory and the members are looking forward to the next meeting.

A economic service such as feed grinding and mixing plant has been discussed however with the Southern States is doing a very effective job and most members agree that the Southern States should continue with the entire economic service.

VI. 4-H Club Work

4-H Club work has been conducted by the Home Agent and the County Agent. The meetings are held in the schools during school time. Excellent cooperation is being given by the superintendent and the teachers in carrying on 4-H work. There are six grade schools, and one consolidated high school that have organized clubs. On October 1, 1945 a 4-H club agent was assigned to Spotsylvania for two weeks per month and has taken over the 4-H club program with the Home Agent.

a. 4-H Organization

There are seven organized clubs with a membership of one hundred and ninety six girls and one hundred and twenty five boys. Most of the clubs have sponsors, but some have club leaders. Each local club has its officers who conduct the business meeting each month. Due to the clubs being scattered throughout the county with no convenient means of transportation a county council has not been organized nor has an achievement program been held.

b. Project Work

The projects carried were chiefly: dairy heifer, fat pigs, cow, poultry, and garden. Several of the boys purchased purebred Guernsey calves and others are interested in getting purebred calves. Most of the boys with dairy projects have grade calves, and as the boys become older purebred projects will be given more emphasis.

Babybeef projects, which is new to this county, has been started

with the boys showing a great deal of interest. These are three of these projects this year, and by another year there will probably be a number more if these prove successful.

Poultry projects are very popular, and rightly so, because a large number of the boys live on small farms with very little farming being done, and their parents working in some plant for wages instead of spending full time on the farm. Most of the poultry projects consists of a few baby chicks raised for broilers and pullets for the home flock. The best poultry projects are the home flock projects where the boys take care and keep records of the flock, and the parents also take more interest in this project.

Some of the boys take garden projects, because they do not have other type of project to carry due to the small place in which they live.

c. Judging Team

Several trips have been taken with the 4-H boys on livestock judging and some time spent on dairy judging. One of the judging teams made an excellent showing as a team at the Sherborn Field Day held at Broadway. Also one individual placed in the high six at this contest. This was the first experience for the boys in judging, and a great deal of interest was shown. By another year prospects for a good judging team are more favorable with more boys becoming interested.

d. Achievements

A number of club members attended 4-H Camp at Hilday Lake for this

district, and also four attended the conservation camp.

Various contests that were entered and prizes awarded for were: garden, dairy and poultry. Some very good projects were carried and record books turned in, but since most of the club members are very young, too much could not be expected with projects and record books.

Prizes are being awarded club members in each club who turn in the best record book.

e. Rural Youth Club

Last year a Rural Youth Club was organized in Chancellor community with over thirty members. The purpose of this group was to provide recreational and educational facilities among the out-of-school group. Recreation has probably been the primary function of the club, however several excellent educational programs have been conducted. Several programs have been exchanged with the Culpeper Rural Youth which has proven very interesting and helpful.

VII. U.S.D.A. War Board

a. Production Goals

The production goals that were given the county were approved and in most cases were met and some exceeded. Meetings were held in the various communities by the professional workers explaining the goals and suggestions as to the best way to meet them. These meetings were well attended with a great deal of interest created in meeting the 1945 goals.

b. Agricultural Deferment

The Agricultural War Board was requested to make an investigation on all II-C registrants under thirty three years of age. After the investigation a special report was made on each registrant and sent to the local draft board. Excellent cooperation has existed between the U.S.D.A. War Board and the Draft Board at all times. The Draft Board has given careful consideration to boys on the farms and especially the boys on the dairy farms.

VIII. Cooperation with Agricultural Conservation Program

a. Organization

The AAA Program has been very effectively carried on by the Chief Clerk who serves as secretary and one employee who is treasurer of the association. The Chief Clerk has assumed most of the responsibility in carrying out the AAA Program. The County committee has not been able to assume as much responsibility as they would like to have done due to not having sufficient time. The county committee are all farmers being especially busy during the past year.

b. Office Facilities and Equipment

AAA and Extension are in the same office which has three rooms, two being used by triple A, and the other by Extension. Recently the Board of Supervisors have approved an appropriation for Extension which will give them three rooms formally used by the AAA and Extension. The AAA will occupy the two rooms formally used by the O. P. A.

The AAA and Extension will have rooms across the hall from each other which will make a very convenient arrangement.

Some of the same equipment is used by AAA and Extension which works very satisfactory.

c. Work Sheets and Comments on Types of Crops and Conditions Involved:

Large per cent of the work sheets for 1945 were filled out by the community committee the early part of the year. The work sheets were used a great deal by the War Board in checking on draft deferments. Also they were valuable in making gas recommendations for the O. P. A.

The principal practices carried out were the spreading of lime and phosphate with several others such as seeding rye grass, crimson clover, harvesting seed, and soil conservation practices. There was a very small amount of lime delivered through the AAA because a satisfactory lime contract could not be obtained. Through the AAA, 1335 tons of lime delivered with an estimate of around 6,200 tons being bought by the farmers making a total of 7,535 tons of lime. More than twice as much phosphate was bought through the AAA this year than last, being a total of 773 tons, in addition to this farmers purchased over 100 tons of phosphate. A total of 3,000 pounds of Italian rye grass seed was purchased and 185 pounds of crimson clover seed. The supply of crimson clover was not sufficient to meet the demand.

d. ~~Huber~~ ~~Committeemen~~ and Responsibility they Assumed:

There^{are} forty community committeemen and five county committeemen in Spotsylvania County. Most of the community committeemen were fairly active in the beginning of the year in filling out the farm work sheets. Since then only a few of the committeemen have taken much interest in the work which is probably due to the fact that no specific job was given them similar to that of the past several years.

IX. Vocational Agriculture

There is only one vocational agricultural department in the county. The personnel consist of two men, one being agricultural instructor, and the other the shop instructor. The agricultural instructors classes are combined with agricultural and shop instruction. Special emphasis is placed in the instruction to meet the problems and needs of every boy, and the type of project that he is carrying out for supervised practices.

The agricultural instructor has been carrying on a rather extensive program for the repair of farm machinery and equipment. Excellent equipment has been furnished this department for carrying out this type of program. During the past year one hundred farmers and school boys from farms have repaired and constructed many pieces of farm equipment of major importance, in addition to this many small jobs have been done.

Present plans call for an expanded program both within the school department and the community work. Through the efforts of the agricultural instructor a community cannery was approved by the Board of Supervisors and started

operation in the early part of the summer. Sufficient help has been secured to relieve the agricultural instructor from spending a large part of his time in helping with its operation. The farm families who have used the cannery are highly pleased with the canned products. At present the cannery is running about full time with families canning meat which will probably continue for sometime. The cannery has proved very beneficial and by another year I am sure that maximum use will be made of it.

In one community a cooperative farm shop has been started with a full time man employed to operate it. In addition to the regular duties of the agricultural instructor he has taken a great deal of interest in the Soil Conservation program spending sometime in class work on it. Also he has helped with the Farm Bureau organization in increasing membership and helping with the educational programs.

X. Cooperation with Credit and Lending Agencies

a. Production Credit

A number of the farmers in the county have taken the advantage offered through the Production Credit Association by borrowing money to purchase dairy cows, feed and other livestock to meet the war demand for increase of livestock. The field representative who works from the Warrington office is especially pleased with the loans in this county.

b. Regional Agricultural Commodity Credit

The farmers in this county have taken very little advantage of this form of credit during the past year. The farmers has been using this

credit for purchase of soy beans and fertilizer in producing beans for oil, but due to the several dry seasons they had very poor yield and at present there is very little soy bean acreage for oil.

c. Emergency Crop and Feed Loan

The representative of this loan service visits the county every other week and his office is located in Culpeper. There are a very few farmers in this county using this loan. The representative is spending a great deal of time in collection loans that were made a number of years ago with excellent results in the collection.

XI. Cooperation with Farm Security Program

The Farm Security is very cooperative with all agricultural organizations in the county and it is doing an excellent job in carrying out its program. In addition to work, Spotsylvania County Supervisors have Stafford and King George Counties. There are five tenant purchase farms, and forty four are borrows in Spotsylvania County. During the past several years a number of the borrows have been able to catch up all back payments and a few have paid all for the entire loan.

The R. R. Supervisor served on the County U.S.D.A. War Board, and very cooperative in securing information for draft deferments. He has also assisted in the various educational programs of the county such as 1945 Production Goals, Soil Conservation, and the Farm Bureau.

XII. Cooperation with Soil Conservation Program

Spotsylvania County was organized as a Soil Conservation District in

February 1945. On May 1, 1945 a Soil Conservationist was assigned to the county. Since then fifteen farmers have agreed to follow certain soil conserving practices, and encouraging percentage of which have already been established. These farmers represent about 1700 acres of land, which in this case represents a part of nine farms. Certain recommended practices were tried by some of these farmers although they are not formal cooperators.

There are twenty additional farmers also listed as applicants or prospects for the work. The principal work done with the group was to educate them to the general needs of soil conservation, whereby a better quality program can eventually be developed. While this method of educating is something thought of as being slower than the group method we expect a larger per cent of creditable work by cooperating individually.

Due effort has been made to work through the local vocational agriculture teacher. His efforts have been helpful.

Several farmers have agreed to assist in the educational work another season by planting two plats in corn. One is to be planted on the contour and one planted up and down the slope. At the end of the season weight and measurement comparisons will be made by the demonstrators and their neighborhood.

The conservation practice receiving the greatest emphasis has been appropriate land use. To this end the farmer is encouraged, when feasible to use his steeper and uneven slopes to pasture and hay, and to design his better laying land for intensive cropping. For such purposes contour tillage and strip cropping are used. Hay and pasture land treatment are to be practiced, and while the farmers reaction to the program has been as good as could be expected, he has been especially receptive to this type of work. This

no doubt is largely because of the educational work through the professional workers. On the other hand the farmers have been less receptive to adopt forestry conservation practices. The difference in acceptance of these last types of work does not only emphasize the importance of educational work but it goes to show that modification in farming are brought about slowly and most effectively by demonstration.

The work is progressing slowly but with the educational backing that he now has, we are looking forward to getting a number of requests for farm plans for 1946.

SUGGESTIONS RELATIVE TO THE PREPARATION OF THE COUNTY EXTENSION
COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

War Food Administration
Extension Service
Washington, D. C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

1945

This report form is for use by county extension agents in making a combined statistical report on all extension work done in the county during the year. Agents resigning during the year should make out this report before quitting the service.

State Virginia County Spotsylvania

REPORT OF

Mrs. Nancy S. Carver From Jan. 15 to Dec. 1, 1945
(Name) Home Demonstration Agent

Mrs. Mattie P. Harris From Dec. 1 to Jan. 15, 1945
Assistant Home Demonstration Agent

James Scott Pates From Oct. 1 to Dec. 1, 1945
Assistant County Agent in charge of Club Work

M. Willard Miller From Dec. 1 to Dec. 1, 1945
Agricultural Agent

Mrs. Mattie P. Harris From Dec. 1 to Jan. 15, 1945
Assistant Home Demonstration Agent

James Scott Pates From Oct. 1 to Dec. 1, 1945
Assistant County Agent in charge of Club Work

M. Willard Miller From Dec. 1 to Dec. 1, 1945
Agricultural Agent



READ SUGGESTIONS, PAGES 2 AND 10

Approved: _____

Date: _____

State Extension Director.

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

Six good reasons may be listed as to why an extension worker should prepare a comprehensive annual report.

1. The annual report is an accounting to the taxpaying public of what the extension worker has accomplished during the year.
2. It is a record of the year's work put into shape for ready reference in later years by the extension worker himself, or by his successors.
3. The annual report affords the extension worker opportunity to place his activities and accomplishments before superior officers, who form judgment as to which workers are deserving of promotion or best qualified to fill responsible positions when vacancies occur.
4. The inventory of the past year's efforts and accomplishments enables the extension worker to plan more effectively for the coming year.
5. An accurate report of his work is a duty every scientific worker owes to the other members of his profession.
6. Annual reports are required by Federal law.

From four to six copies of the annual report should be made, depending upon the number required by the State office: One copy for the county officials, one copy for the agent's files, one or more copies for the State extension office, and one copy for the Extension Service, United States Department of Agriculture. The report to the Washington office should be sent through the State extension office.

NARRATIVE SUMMARY

A separate narrative report is desired from the leader of each line of work, such as county agricultural agent, home demonstration agent, boys' and girls' club agent, and Negro agent. Where an assistant agent has been employed during a part or all of the year, the report of his or her work should be included with the report of the leader of that line of work. Where an agent in charge of a line of work has quit the service during the year, the information contained in his or her report should be incorporated in the annual report of the agent on duty at the close of the report year, and the latter report so marked.

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

A good narrative report should enable the reader to obtain a comprehensive picture of—

1. What was attempted—the program as outlined at the beginning of the year.
2. How the work was carried on—the teaching methods employed.
3. The cooperation obtained from other extension workers, rural people, commercial interests, and other public agencies.
4. Definite accomplishments, supported by objective evidence.
5. Significance of the year's progress and accomplishments in terms of better agriculture, better homemaking, improved boys and girls, better rural living, etc.
6. How next year's work can be strengthened and improved in light of the current year's experience.

The following suggestions are for those agents who wish to prepare a better annual report than the one submitted last year:

1. Read the definitions of extension terms on the last page of this schedule.
2. Read last year's annual report again, applying the criteria for a good annual report discussed above.
3. Prepare an outline with main headings and subheadings.
4. Go over the information and data assembled from various office sources.
5. Decide upon a few outstanding pieces of work to receive major emphasis.
6. Employ a newspaper style of writing, placing the more important information first.
7. Observe accepted principles of English composition.
8. Include only a few photographs, news articles, circular letters, or other exhibits to illustrate successful teaching methods. Do not make the annual report a scrapbook.

STATISTICAL SUMMARY

Where two or more agents are employed in a county they should submit a single statistical report showing the combined activities and accomplishments of all county extension agents employed in the county during the year. Negro men and women agents should prepare a combined statistical report separate from that of the white agents.

Provision is made in the report form for each agent to report separately the teaching activities he or she conducts or participates in during the report year. County totals are the sum 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 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 program for men, women, older rural youth, or 4-H Club boys and girls. Only the improvement or change taking place during the current year as the result of extension effort should be reported. Census type of information on the status of farm and home practices should not be included. For use on the national level the statistical data on the year's extension activities and accomplishments must be expressed in somewhat broad and general terms. Each State extension service may desire to include in a statistical supplement additional information on problems and activities peculiar to the State or sections of the State.

GENERAL ACTIVITIES

Report only this year's activities that can be verified	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
1. Months of service this year (agents and assistants)	12	2	12	XXXXXXXXXX
2. Days devoted to work with adults	200½	6	208	XXXXXXXXXX
3. Days devoted to work with 4-H Clubs and older youth	45½	20	84	XXXXXXXXXX
4. Days in office	29½	10	60	XXXXXXXXXX
5. Days in field	217½	16	232	XXXXXXXXXX
6. Number of farm or home visits made in conducting extension work	800	44	764	1608
7. Number of different farms or homes visited	208	44	287	539
8. Number of calls relating to extension work	(1) Office	13	792	805
	(2) Telephone	66	319	385
9. Number of news articles or stories published	18		72	60
10. Number of bulletins distributed	969		316	1284
11. Number of radio talks broadcast or prepared for broadcasting				
	(a) Number	19	10	29
12. Training meetings held for local leaders or committeemen	(1) Adult work	Total attendance of:		
		(b) Men leaders	140	140
		(c) Women leaders	88	283
(2) 4-H Club and older youth	(a) Number	6	1	7
		Total attendance of:		
13. Method demonstration meetings held. Do not include the method demonstrations given at leader training meetings reported under Question 12.	(1) Adult work	(b) Leaders	5	15
		(a) Number	59	64
		(b) Total attendance	73	797
(2) 4-H Club and older youth	(a) Number	33	7	40
	(b) Total attendance	223	72	295
14. Number of adult result demonstrations conducted	2		12	14
15. Meetings held at such result demonstrations	(1) Number	2	11	13
	(2) Total attendance	24	130	154
16. Tours conducted	(1) Adult work	(a) Number		
		(b) Total attendance		
(2) 4-H Club and older youth	(a) Number		4	4
	(b) Total attendance		75	75
17. Achievement days held	(1) Adult work	(a) Number	1	1
		(b) Total attendance	79	79
(2) 4-H Club and older youth	(a) Number			
	(b) Total attendance			

1 Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.
 2 County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.
 3 The sum of questions 2 and 3 should equal the sum of questions 4 and 5.
 4 Do not count a single visit to both the farm and home as two visits.
 5 Do not count items relating to notices of meetings only.

GENERAL ACTIVITIES

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)	
18. Encampments held (report attendance for your county only) ³	(1) Farm women	(a) Number					
		(b) Total members attending					
		(c) Total others attending					
(2) 4-H Club and older youth		(a) Number	2		2	2	
		(b) Total boys attending			7	7	
		(c) Total girls attending	12			12	
		(d) Total others attending	2		2	4	
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number	37		17	54	
		(b) Total attendance	1545		266	2311	
		(2) 4-H Club and older youth	(a) Number	5		44	49
			(b) Total attendance	300		771	1071
20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere	(1) Adult work	(a) Number	9			8	
		(b) Total attendance	243			243	
		(2) 4-H Club and older youth	(a) Number	3		6	14
			(b) Total attendance	132		94	216

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.

² County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.

³ Does not include picnics, rallies, and short courses, which should be reported under question 19.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

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

21. Total number of farms in county (1940 Census)	1313
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	720
23. Number of farms involved in preceding question which were reached this year for the first time	65
24. Number of nonfarm families making changes in practices as a result of the agricultural program	50
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	240
26. Number of farm homes involved in preceding question that were reached this year for the first time	15
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	37
28. Number of other homes involved in preceding question that were reached this year for the first time	29
29. Number of farm homes with 4-H Club members enrolled	200
30. Number of other homes with 4-H Club members enrolled	60
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	850
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	122

EXTENSION ORGANIZATION AND PLANNING

33. County extension association or committee (includes agricultural councils, home demonstration councils, and 4-H councils or similar advisory committees; also farm and home bureaus and extension associations in those States where such associations are the official or quasi-official agency in the county cooperating with the college in the management or conduct of extension work):
- (a) Over-all or general (1) Name County Agricultural Board (2) No. of members 16
 - (b) Agricultural (1) Name _____ (2) No. of members _____
 - (c) Home demonstration (1) Name Home Demonstration Committee (2) No. of members 19
 - (d) 4-H Club (1) Name 4-H Officers (2) No. of members 35
 - (e) Older youth (1) Name Chancellor Rural Youth Club (2) No. of members 31
34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):
- (a) Agricultural 130 (b) Home demonstration 63 (c) 4-H Club 35 (d) Older youth 6
35. Total number of communities in county. (Do not include number of neighborhoods.) 9
36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees 9
37. Number of clubs or other groups organized to carry on adult home demonstration work 12
38. Number of members in such clubs or groups 210
39. (a) Number of 4-H Clubs. (See question 173.) (b) Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth. (See question 185.) XXXXXXX
40. Number of neighborhood and community leaders in the neighborhood-leader system Men 45 Women 72
41. Number of different voluntary local leaders or committeemen actively engaged in forwarding the extension program. (Should include question 40.)
- (a) Adult work (1) Men 45 (2) Women 103
 - (b) 4-H Club and older youth work (1) Men • (2) Women 11 (3) Older club boys 2 (4) Older club girls •

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service County Board of Agriculture
43. Number of members of such county agricultural planning group:
- (a) Unpaid lay members: (1) Men 3 (2) Women 5 (3) Youth 6
 - (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men 1 (2) Women 4
44. Number of communities with agricultural planning committee (over-all planning) •
45. Number of members of such community planning committees: (a) Men • (b) Women 1 (c) Youth •
46. Was a county committee report prepared and released during the year? (a) Yes (b) No

	Extension organization and planning (a)	County agricultural planning (b)	Total (c)
47. Days devoted to line of work by—			
(1) Home demonstration agents	<u>99</u>		<u>99</u>
(2) 4-H Club agents			
(3) Agricultural agents	<u>15</u>	<u>16</u>	<u>31</u>
(4) State extension workers	<u>6</u>	<u>2</u>	<u>4</u>
48. Number of planning meetings held	(1) County <u>•</u>	(2) Community <u>•</u>	<u>7</u>
49. Number of unpaid voluntary leaders or committeemen assisting this year			<u>14</u>
50. Days of assistance rendered by voluntary leaders or committeemen			<u>23</u>
			<u>317</u>

¹ Where extension program planning and county agricultural planning (over-all planning) have been completely merged into a single program-planning activity, only column (c) should be filled out. Where extension program planning is the only planning activity, the entries in columns (a) and (c) will be identical. In all other cases column (c) is the sum of columns (a) and (b). 16-28074-8

CROP PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Corn (a)	Wheat (b)	Other cereals (c)	Legumes (d)	Pastures (e)	Cotton (f)	Tobacco (g)	Potatoes and other vegetables (h)	Fruits (i)	Other crops (j)
51. Days devoted to line of work by—										
(1) Home demonstration agents								2		
(2) 4-H Club agents								4	3	
(3) Agricultural agents	5	5	8	26	22		3	2	1	
(4) State extension workers				2	2			4		
52. Number of communities in which work was conducted this year	8	8	8	8	8		1	2	8	
53. Number of voluntary local leaders or committeemen assisting this year	5			4	4		2	7		
54. Number of farmers assisted this year in—										
(1) Obtaining improved varieties or strains of seed	25	5	8	15	4					
(2) The use of lime	120	40	40	60	60					
(3) The use of fertilizers	250	175	200	225	260					
(4) Controlling plant diseases	15	40	40	10				75	40	
(5) Controlling injurious insects								26	16	
(6) Controlling noxious weeds	20	15	15	10	40			40		
(7) Controlling rodents and other animals									8	

LIVESTOCK PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Dairy cattle (a)	Beef cattle (b)	Sheep (c)	Swine (d)	Horses and mules (e)	Poultry (including turkeys) (f)	Other livestock ¹ (g)
55. Days devoted to line of work by—							
(1) Home demonstration agents	8			8		2	
(2) 4-H Club agents				8		4	
(3) Agricultural agents	55	18		8		12	
(4) State extension workers	5					2	
56. Number of communities in which work was conducted this year	8	8		8		8	
57. Number of voluntary local leaders or committeemen assisting this year	6	2		2		7	
58. Number of breeding circles or clubs or improvement associations organized or assisted this year	2	1		2		2	
59. Number of members in such circles, clubs, or associations	30	12		10		40	
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals	40	6		10		120	
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males	34	8		6		12	
(2) Obtaining purebred or high-grade females	25	6		12		20	
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	16	XXXXX
(4) Improving methods of feeding	65	20		16		70	
(5) Controlling external parasites				18		25	
(6) Controlling diseases and internal parasites				18		42	
(7) Controlling predatory animals							

¹ Do not include rabbits, game, and fur animals, which should be reported under wildlife.

CONSERVATION OF NATURAL RESOURCES

	Soil and water (a)	Forestry (b)	Wildlife (c)
62. Days devoted to line of work by—			
(1) Home demonstration agents	4		
(2) 4-H Club agents	5		
(3) Agricultural agents	28		
(4) State extension workers	1		
63. Number of communities in which work was conducted this year	9		
64. Number of voluntary local leaders or committeemen assisting this year	3		

Soil and Water—Continued

65. Number of farmers assisted this year—	
(a) With problems of land use	38
(b) In the use of crop rotations	125
(c) With strip cropping	16
(d) In constructing terraces	2
(e) In grassing waterways or otherwise preventing or controlling gullies	4
(f) With contour farming of cropland	10
(g) In contouring pasture or range	6
(h) In the use of cover or green-manure crops	14
(i) In otherwise controlling wind or water erosion	15
(j) In summer-fallowing	
(k) In making depth-of-moisture tests	16
(l) With drainage	
(m) With irrigation	9
(n) With land clearing	
66. Number of farmers—	
(a) In soil-conservation districts which were assisted with education for organization or operations this year	40
(b) Assisted in arranging for farm-conservation plans this year	16
(c) Assisted in doing work based on definite farm-conservation plans this year	25

* Include nature study.

Forestry—Continued

67. Number of farmers assisted this year—	
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings)	
(b) In making improved thinnings, weedings or pruning of forest trees	
(c) With selection cutting	
(d) With production of naval stores	
(e) With production of maple-sirup products	
(f) In timber estimating and appraisal	
68. Number of farmers cooperating this year in prevention of forest fires	15
Wildlife—Continued	
69. Number of farmers assisted this year—	
(a) In construction or management of ponds for fish	
(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock	
(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders	
(d) With other plantings for food and protection in wild-life areas	

FARM MANAGEMENT

Include all work with adults, 4-H Club members, and older youth		Farm accounts, cost records, inventories, etc.	Individual farm planning, adjustments, tenancy, and other management problems	Farm credit (short and long time)	Outlook information
		(a)	(b)	(c)	(d)
70. Days devoted to line of work by—	(1) Home demonstration agents				
	(2) 4-H Club agents				
	(3) Agricultural agents	28	8		
	(4) State extension workers				
71. Number of communities in which work was conducted this year		8	8		
72. Number of voluntary local leaders or committeemen assisting this year		6	3		
73. Number of farm-survey records taken during the year:	(a) Farm business				
	(b) Enterprise				
	(c) Other				
74. Number of farmers assisted this year in keeping—	(a) Farm inventory	12			
	(b) General farm records	20			
	(c) Enterprise records	14			
75. Number of farmers assisted this year—	(a) In developing a farm plan only	12			
	(b) In developing a farm and home plan				
	(c) In analyzing the farm business	12			
	(d) In improving landlord-tenant relations and leasing arrangements	3			
		75. Number of farmers assisted this year—Continued.			
		(e) In getting started in farming or in re-locating		8	
		(f) With credit problems (debt adjustment and financial plans)		12	
		(g) In using "outlook" to make farm adjustments		8	
		(h) With a farm-income statement for tax purposes		4	
		(i) With farm-labor problems		48	
		(j) In developing supplemental sources of income		25	

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Include all work with adults, 4-H Club members, and older youth		Price and trade policies (prices, international trade, interstate trade barriers, transportation, interregional competition, etc.)	Land policy and programs (classification of land and zoning, tenure, land development, settlement, public-land management, etc.)	Public finance and services (taxation, local government, facilities such as roads and schools for rural areas, etc.)	Rural welfare (rural-urban relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural works programs, etc.)
		(a)	(b)	(c)	(d)
76. Days devoted to line of work by—	(1) Home demonstration agents				
	(2) 4-H Club agents				
	(3) Agricultural agents				
	(4) State extension workers				
77. Number of communities in which work was conducted this year					
78. Number of voluntary local leaders or committeemen assisting this year					
79. Number of tours conducted this year to observe economic and social conditions in various land use areas					
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems					
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural)					
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year					

1 Include all work on farm adjustments conducted in cooperation with A.A.A. and other agencies, and not definitely related to individual crop or livestock production or marketing (pp. 6 and 9) or to soil management (p. 7). 10-28074-1

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and older youth	General	Grain and hay	Livestock and wool ¹	Dairy products	Poultry and eggs ¹	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by--				110							
(1) Home demonstration agents										35	
(2) 4-H Club agents											
(3) Agricultural agents			3	10	5						
(4) State extension workers				1	2					4	
84. Number of communities in which work was conducted this year			9	8	9					4	
85. Number of voluntary local leaders or committeemen assisting this year										1	
86. Number of new cooperatives ² assisted in organizing during the year	3										
87. Number of established cooperatives ² assisted during the year	25										
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87)											
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) ³	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year	12		15	32	16					6	
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$500	\$	\$675	\$3000	\$450	\$	\$	\$	\$	\$	\$
92. Number of private marketing and distributing agencies and trade groups assisted this year										9	
93. Number of programs ³ pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs ³ participated in or conducted this year										2	
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs ³ participated in or conducted this year											
97. Number of consumer information programs ³ pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs ³ relating to marketing services and costs of distribution conducted this year											
99. Number of programs ³ relating to transportation problems conducted this year											
100. Number of programs ³ relating to the specific use of market information conducted this year											
101. Number of other marketing programs ³ conducted this year (specify)										1	

¹ Include livestock, poultry, and hatching eggs purchased for breeding, replacement, or feeding purposes.

² Where a cooperative association serves more than one county, include only the membership and proportionate volume of business originating in the county covered by this report.

³ Organized pieces of work.

101. **HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT**

102. Days devoted to line of work by—	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
(1) Home demonstration agents	20			
(2) 4-H Club agents				
(3) Agricultural agents				
(4) State extension workers	7			
103. Number of communities in which work was conducted this year	7			
104. Number of voluntary local leaders or committeemen assisting this year				

The House, Furnishings, and Surroundings—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings	28
(b) Remodeling dwellings	14
(c) Installing sewage systems	6
(d) Installing water systems	12
(e) Installing heating systems	2
(f) Providing needed storage space	35
(g) Rearranging or improving kitchens	49
(h) Improving arrangement of rooms (other than kitchens)	1
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings	
(j) Selecting housefurnishings or equipment (other than electric)	9
(k) Improving housekeeping methods	57
(l) Laundry arrangement	89
(m) Installing sanitary closets or outhouses	2
(n) Screening or using other recommended methods of controlling flies or other insects	
(o) Improving home grounds	32
(p) Planting windbreaks or shelterbelts	

Rural Electrification—Continued

106. Number of associations organized or assisted this year to obtain electricity	
107. Number of families assisted this year in—	
(a) Obtaining electricity	
(b) Selection or use of electric lights or home electrical equipment	1
(c) Using electricity for income-producing purposes	
Farm Buildings—Continued	
108. Number of farmers assisted this year in—	
(a) The construction of farm buildings	12
(b) Remodeling or repairing farm buildings	24
(c) Selection or construction of farm-building equipment	34
Farm Mechanical Equipment—Continued	
109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment	46
(b) Making more efficient use of mechanical equipment	74
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year	120
111. Number of gin stands assisted this year in the better ginning of cotton	

NUTRITION AND HEALTH

Include all work with adults, 4-H Club members and older youth	Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by:				
(1) Home demonstration agents	17	17	19	9
(2) 4-H Club agents				
(3) Agricultural agents				
(4) State extension workers				
113. Number of communities in which work was conducted this year	7	7	7	7
114. Number of voluntary local leaders or committeemen assisting this year			14	14
115. Number of families assisted this year—		115(g) FOOD PRESERVATION BY ADULTS		
(a) In improving diets	311			
(b) With food preparation	263			
(c) In improving food supply by making changes in home food production ¹ :		Fruits (a)	Vegetables (b)	Meats and fish (c)
(1) Of vegetables	100	20,806	22,269	5923
(2) Of fruits	100			
(3) Of meats	100			
(4) Of milk				
(5) Of poultry and eggs	197			
(d) With home butchering, meat cutting or curing				
(e) With butter or cheese making				
(f) With food preservation problems ² :		115(h) FOOD PRESERVATION BY 4-H CLUB MEMBERS		
(1) Canning	197			
(2) Freezing				
(3) Drying				
(4) Storing	176			
(g) In producing and preserving home food supply according to annual food-supply budget				
(h) In canning according to a budget				
(i) With child-feeding problems				
(j) In the prevention of coxitis and other common diseases				
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				
(l) With first-aid or home nursing				
(m) In removing fire and accident hazards				
116. Number of schools assisted this year in establishing or maintaining hot school lunches			J. B. Clinic	
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				

¹ Sum of the subitems minus duplications due to families participating in more than one activity.
² Weight of finished product after drying.
³ Weight of product before curing.
⁴ Include contents of locker plants and home freezer units.
⁵ Do not include vine-matured peas and beans.

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

	Home management—family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
118. Days devoted to line of work by—				
(1) Home demonstration agents	8	9		3
(2) 4-H Club agents				
(3) Agricultural agents				
(4) State extension workers	1	1		
119. Number of communities in which work was conducted this year	7	7		7
120. Number of voluntary local leaders or committeemen assisting this year		3		7

Home Management—Family Economics—Continued

121. Number of families assisted this year—	
(a) With time-management problems	97
(b) With home accounts	
(c) With financial planning	
(d) In improving use of credit for family living expenses	115
(e) In developing home industries as a means of supplementing income	7
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of—	
(a) Food	100
(b) Clothing	100
(c) Housefurnishings and equipment	100
(d) General household supplies	100
123. Number of families assisted this year through cooperative associations ² or individually, with the buying of—	
(a) Food	100
(b) Clothing	100
(c) Housefurnishings and equipment	100
(d) General household supplies	100
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications)	109
125. Number of families assisted this year with "making versus buying" decisions	109
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living	109

NOTE.—Individual families and groups assisted with selling problems should be reported in column (j), page 9.

Clothing and Textiles—Continued

127. Number of families assisted this year with—	
(a) Clothing-construction problems	
(b) The selection of clothing and textiles	
(c) Care, renovation, remodeling of clothing	
(d) Clothing accounts or budgets	
Family Relationships—Child Development—Continued	
128. Number of families assisted this year—	
(a) With child-development and guidance problems	
(b) In improving family relationships	
129. Number of families providing recommended clothing, furnishings, and play equipment for children this year	
130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men	
(b) Women	
131. Number of children in families represented by such individuals	
Recreation and Community Life—Continued	
132. Number of families assisted this year in improving home recreation	109
133. Number of communities assisted this year in improving community recreational facilities	7
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs	11
135. Number of communities assisted this year in establishing—	
(a) Club or community house	1
(b) Permanent camp	
(c) Community rest rooms	7
136. Number of communities assisted this year in providing library facilities	
137. Number of school or other community grounds improved this year according to recommendations	

¹ The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 10.
² Includes question 122; also families buying through marketing cooperatives, organized or assisted, column (k), p. 9.

SUMMARY OF 4-H CLUB BOYS' AND GIRLS' PROJECTS

(One club member may engage in two or more projects. The sum of the projects is therefore greater than the number of different club members enrolled)

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)
138. Corn					Acres
139. Other cereals					Acres
140. Peanuts					Acres
141. Soybeans, field peas, alfalfa, and other legumes					Acres
142. Soil and water conservation					Acres
143. Potatoes, Irish and sweet	3		1		4
144. Cotton					Acres
145. Tobacco					Acres
146. Fruits					Acres
147. Home gardens	29		7		3
148. Market gardens, truck and canning crops					Acres
149. Other crops (including pasture improvement)					Acres
150. Poultry (including turkeys)	21		7		738
151. Dairy cattle	27		17		20
152. Beef cattle	5		2		2
153. Sheep					Animals
154. Swine	30		19		49
155. Horses and mules					Animals
156. Other livestock					Animals
157. Bees					Colonies
158. Beautification of home grounds					x x x x x x x x x x x x
159. Forestry					Acres
160. Wildlife and nature study (rabbits, game, fur animals)	1				x x x x x x x x x x x x
161. Agricultural engineering, farm shop, electricity					{ Articles made
162. Farm management					{ Articles repaired
163. Food selection and preparation					{ Meals planned
164. Food preservation					{ Meals served
165. Health, home nursing, and first aid					{ Quarts canned
166. Clothing					{ Garments made
167. Home management					{ Garments remodeled
168. Home furnishings and room improvement					{ Units
169. Home industry, arts and crafts					{ Rooms
170. Junior leadership					{ Articles
171. All others					{ Articles
172. Total (project enrollment and completion)	116		52		x x x x x x x x x x x x

CLUB MEMBERSHIP

WORK WITH OTHER BOYS' CLUBS

4-H CLUB MEMBERSHIP¹

173. Number of 4-H Clubs. **7**
174. Number of different 4-H Club members enrolled. (a) Boys **116** (b) Girls **116**
175. Number of different 4-H Club members completing. (a) Boys **52** (b) Girls **52**
176. Number of different 4-H Club members in school. (a) Boys **116** (b) Girls **116**
177. Number of different 4-H Club members out of school. (a) Boys **116** (b) Girls **116**
178. Number of different 4-H Club members from farm homes. (a) Boys **75** (b) Girls **75**
179. Number of different 4-H Club members from nonfarm homes. (a) Boys **41** (b) Girls **41**

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	47		10 and under	30	
2d	37		11	18	
3d	17		12	17	
4th	10		13	15	
5th	5		14	14	
6th			15	17	
7th			16	8	
8th			17	8	
9th			18	1	
10th and over			19		
			20 and over		

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—
- (a) Judging **116** (f) Fire and accident prevention
- (b) Giving demonstrations (g) Wildlife conservation
- (c) Recreational leadership (h) Keeping personal accounts **116**
- (d) Music appreciation (i) Use of economic information
- (e) Health (j) Soil and water conservation
- (k) Forestry

183. Number of 4-H Club members having health examination because of participation in the extension program.
184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs.

WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth
186. Membership in such groups. (a) Young men
(b) Young women

187. Number of members by school status and age	In school (a)	Out of school		Under 21 years (d)	21-24 years (e)	25 years and older (f)
		Unmarried (b)	Married (c)			
(1) Young men				XXXX	XXXX	XXXX
(2) Young women						

188. Number of meetings of older rural youth extension groups
189. Total attendance at such meetings
190. Number of other older rural youth groups assisted **1**
191. Membership in such groups. (a) Young men **14**
(b) Young women
192. Number of older rural youth not in extension or other youth groups assisted. (a) Young men
(b) Young women
193. Total number of different young people contacted through the extension program for older rural youth. (Questions 186, 191, and 192, minus duplications). (a) Young men
(b) Young women

194. Check column showing approximate portion of older-youth program devoted to—	Under 10 percent (a)	10-19 percent (b)	20-39 percent (c)	40 percent or more (d)
(1) Citizenship, democracy, and public problems		✓		
(2) Vocational guidance				
(3) Family life and social customs				
(4) Social and recreational activities			✓	
(5) Community service activities				
(6) Technical agriculture			✓	
(7) Technical home economics, including nutrition and health				

¹ All data in this section are based on the number of different boys and girls participating in 4-H Club work, not on the number of 4-H projects carried.

² Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 13, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in connection with the succeeding year's program.

³ Same as footnote 2, except that reference is to completions instead of enrollments.

MISCELLANEOUS

(Report here all work, including war work, not properly included under any of the headings on preceding pages)

	Include all work with adults, 4-H Club members, and older youth	Bees (e)	General-feeder insects ¹ (b)	All other work (c)
195. Days devoted to line of work by—				
(1) Home demonstration agents				9
(2) 4-H Club agents				4
(3) Agricultural agents				
(4) State extension workers				
196. Number of communities in which work was conducted this year				
197. Number of voluntary local leaders or committeemen assisting this year				

SUMMARY OF CONTRIBUTION TO WAR EFFORT

It is desirable to bring together in one place the sum total of extension contribution to the several broad areas of war effort. It is assumed that all such work has been reported previously under appropriate headings.

	War programs	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)
198. Estimated number of days devoted to—				
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)				4
(2) Problems arising from new military camps, munitions plants, and war industries				
(3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)				
(4) Other war work (including collection of salvage material)				5

COOPERATION WITH OTHER FEDERAL AGENCIES

The purpose of this report is to bring together in one place the cooperation given other Federal agencies working with the rural people of the county. It is assumed that all such work has been reported previously under appropriate problems of the farm or home.

	War boards (e)	Civilian defense agency (b)	Employment service (c)	Agricultural Adjustment Agency (d)	Food Distribution Administration (f)	Soil Conservation Service (g)	Farm Security Administration (h)	Rural Electrification Administration (i)	Tennessee Valley Authority (j)	Social Security, Public Health, Children's Bureau (k)
199. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	12	5	2	19	4	28	8	2	22	
(4) State extension workers			2	2	1	1				
200. Number of communities in which work was conducted this year		9		9	8	9	8	4	8	
201. Number of voluntary local leaders or committeemen assisting this year	4	6		16	4	11	3		5	
202. Number of meetings participated in this year by extension workers	8	8		18	2	6	2		5	

¹ Include grasshoppers, armyworms, chinch bugs, and other insects not reported under specific crop or livestock headings.

TERMINOLOGY

If extension reports are to convey the intended information, it is important that the terminology employed be that generally accepted by members of the extension teaching profession everywhere. Precise use of extension terms is an obligation each extension worker owes to the other members of his or her profession. The following definitions have been approved by the United States Department of Agriculture and by the Association of Land-Grant Colleges and Universities.

DEFINITIONS OF EXTENSION TERMS

1. A *community* is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report, a community is one of the several units into which a county is divided for conducting organized extension work.
2. A *cooperator* is a farmer or homemaker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent, and records are not required, but reports on the success of the practices may be obtained.
3. *Days in field* should include all days spent on official duty other than "days in office."
4. *Days in office* should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
5. *Demonstrations* as contemplated in this report are of two kinds—method demonstrations and result demonstrations.
A *method demonstration* is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.
A *result demonstration* is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, that the use of certified seed in growing potatoes is a good investment, or that a large farm business results in a more efficient use of labor.
The *adoption of a farm or home practice* resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.
6. A *demonstration meeting* is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
7. A *result demonstrator* is an adult, a boy, or a girl who conducts a result demonstration as defined above.
8. An *extension school* is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college.
9. An *extension short course* differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
10. A *farm or home visit* is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
11. *Farmers (or families) assisted this year* should include those directly or indirectly influenced by extension work to make some change during the report year as indicated by:
 - (1) Adoption of a recommended practice.
 - (2) Further improvement in a practice previously accepted.
 - (3) Participation in extension activities.
 - (4) Acceptance of leadership responsibility.
 - (5) Or by other evidence of desirable change in behavior.
12. A *4-H Club* is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.
13. *4-H Club members enrolled* are those boys and girls who actually start the work outlined for the year.
14. *4-H Club members completing* are those boys and girls who satisfactorily finish the work outlined for the year.
15. A *project leader, local leader, or committeeman* is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.
16. A *leader-training meeting* is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.
17. *Letters* written should include all original letters on official business. (Duplicated letters should not be included.)
18. An *office call* is a call in person by an individual or a group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an office call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.
19. A *plan of work* is a definite outline of procedure for carrying out the different phases of the program. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.
20. An *extension program* is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
21. *Records* consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.
22. The *older rural youth group* is primarily a situation group, out of school, at home on farms, not married or started farming on their own account, and mostly 16 to 25 years of age.