

HALIFAX AND PITTSYLVANIA COUNTIES

NARRATIVE REPORT OF FARM DEMONSTRATION WORK

February 1, 1945 - - November 30, 1945

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Assistant Local Farm Agent

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Introduction

The month of December 1944 and January 1945 were spent in Halifax County, where I had been working with Mr. W. M. Pierce, Local Farm Agent of Halifax County. During the two months just mentioned, most of my time was spent working with the 4-H Club groups.

On February 1, 1945, I was ordered to go to Chatham, Pittsylvania County, where I was to work part time. My work was to be divided between Halifax and Pittsylvania Counties. Since there was already a Local Agent in Halifax and none in Pittsylvania, I spent three weeks in Pittsylvania and one week in Halifax out of each month.

This report will give a brief account of my work in the two counties.

On February 5, I arrived in Pittsylvania County. The first few days were spent in meeting the county officials and getting a little organized. Many of the county communities and churches were visited and I was able to talk with many of the community leaders. This helped me to get a general idea of some of the outstanding needs and problems of the county and at the same time, enabled me to explain the Extension Program to the farmers and solicit their aid in working out possible solutions or recommendations.

The Advisory Board, already formed by the Home Agent, was of much value to me in outlining some of the greater needs and problems of the County as a whole, and some of the problems that were common to certain communities.

County Organizations

The county Advisory Board met twice since my arrival in the county. During the first meeting we discussed some of the problems of the county and ways and means by which some of the problems could be met and solved.

Plans were made for a 4-H Club Council and a joint 4-H Club and Leaders' picnic on July 3. This meeting was held on the Chatham Community Center grounds with more than 500 in attendance.

The Advisory Board and Community leaders sponsored a Live-at-Home or Food and Feed Production Program. Each leader was to develop a good program at home and to try all possible means of influencing neighbors to do the same. This was their direct contribution to the war effort along with the purchase of war bonds.

The second meeting was in the form of a Leader Training Meeting where we discussed some important county problems and tried to give a clearer idea of the Extension Program as a whole.

The importance of the work in the county was outlined, and the part the community Leader and Neighborhood Leader System must play if a successful Agriculture Extension Program is carried out.

We had specialists in Extension work from Hampton Institute, and Virginia State College. Agents from two counties also came in to assist us in the meeting. This second meeting was held in the Fall.

Project Activities

A. 1- Hybrid Corn Demonstrations:

Very few of the colored farmers had sufficient help on the farms and the production of feed and food for home use was quite a problem. Practically none of the farmers had tried the production of hybrid corn. As a means of increasing the yield on the same acreage, I advised the farmers to try some hybrid corn, and gave the recommended varieties for this county. Forty farmers promised and planted some hybrid corn ranging in acres from 1 to 15. Each demonstration was visited more than once. The late rains were very favorable to the corn crops and all did very well, but from the checks made, the hybrid varieties produced from two barrel increases per acre on some farms to a double increase on others. Every one of the forty farmers expressed themselves as being well pleased with the results and many have asked for the recommended varieties for the county so that they could plant more next spring. The demonstrators were able to get quite a few of the neighbors to plant some hybrid corn and reports have come to me of around 60 who planted it last year. From all indications the number will be doubled next year.

2. Production of Food and Feeds.

Because of the great need for food and feed by the armed forces, both here and abroad, the civilian supply was very scarce. In keeping with recommendations of the Agriculture Production Boards, each group met was urged to produce at home on the farms food and feed to carry through the entire year. Each community entered fully in the Live-at-Home Program and the continual planting of garden crops at regular intervals throughout the entire growing season was my message to each group. As a result of this cooperative program, I know of no one who actually suffered for lack of food although we had to give up many luxuries.

The severe freeze in early April following a very spring-like March, and the severe draught in early summer caused a shortage of vegetables in this county and there was practically

no fruit, yet many of the thrifty home makers were able to preserve large quantities of food. This was especially true of the late garden crops. Most farmers have sufficient feed to carry the live stock through the entire year.

3. Poultry Production.

Hogs were very scarce in this section and it was well near impossible to secure choice cut of beef, so each club was advised to raise enough chickens to take care of the home needs and a few to spare the neighbors who were not able to raise any. The farmers were urged to cull out and save the best early pullets for egg production in the fall. This program was started off nicely, but some let good prices cause them to sell too closely and as a result, many who should be selling eggs now are buying them if they use any at all.. On the other hand, a large number followed the program and chicken was a frequent family dish as other meats were scarce and many now are making nice weekly and monthly incomes from the sale of eggs.

Poultry houses are very poor in this county and the farmers were urged to improve the housing conditions. Recommended plans for poultry house construction were ordered from the State poultry specialists, and farmers were asked to build only according to these plans. Several houses have been constructed and others are planning to build. The Whitmell Club promised to build only according to recommended plans. Other communities have been contacted and they are including better housing conditions in their program.

4. Livestock.

Livestock production is very negligible in this county. The main emphasis is placed on tobacco production, that being, in most cases, the only cash crop. Land in general is very poor and erosion is swiftly carrying away much of the remaining fertility. The few permanent pastures are usually in very poor condition and capable of maintaining only a small proportion of what they really should. A drive was put on to improve permanent pastures by sowing proper pasture mixtures and the use of lime and proper fertilizers. Winter cover crops were also emphasized as a source of winter pasture for livestock. We hope to increase the number of livestock which will offer a new source of income and at the same time will greatly aid in the soil improvement program.

The improvement of livestock through the use of pure bred sires is constantly urged. Two breeding centers for hogs with pure bred sires are being operated in the county. One owned by the County Advisory Board and the other by the community in which he is kept.

Blue Mole Treatments.

Several of the farmers demonstrated the uses of the Formate spray and the gas treatment for blue mole control.

We have persuaded several farmers to prepare beds for treatment and spray before the disease hits the plants. We hope to eliminate the trouble of having to go to North and South Carolina for plants and then be held up in planting at the proper time.

The farmers are anxious for a method of control for blue mold and many have agreed to give it a try, but it is too early to say just how they will respond.

Weed Control Demonstration

Weed control demonstrations for tobacco beds were held on three farms this fall. One at Level Run, on the farm of Mr. L. L. Irby, one at the home of Mr. Garfield Fitzgerald in Riceville and one at Mr. W. F. Barksdale's of near Ringgold. The treatments were applied on October 15, 16, and 17. Thirty-two farmers attended the demonstrations and are waiting and watching with much interest the outcome. We hope to eliminate much of the hand weeding. The beds were treated with Aero-Cyanamid at a rate of 100 pounds to 100 square yards of bed. The farmers are very anxious to find some way of controlling weeds and get around so much hand pulling.

National Farm Safety Week

In traveling through the county from time to time, I noticed many hazards that were liable to cause accidents on the farm and around the home. These were brought to the attention of the Club Members and they were urged to recognize and correct the hazards so as to prevent so many accidents. In keeping with the National Farm Safety Week, we started a drive through the county to prevent farm and home accidents and control fires. The work was to be done mostly through the community leaders who were to start at home and try to influence their respective neighbors. In the Whitmell Community, Rev. Willie Breedlove conducted a Farm Safety Program at his church and the surrounding communities and neighborhoods were invited to attend and take part.

This was planned on a year round basis instead of only one week. The same precautions will be kept before the people throughout the next year.

4-H Club Work

Due to labor shortage, no regular meetings of 4-H Clubs were held during the summer but call meetings were held to arrange for the 4-H club activity on July 3. During the year a total of 28 meetings were attended in Pittsylvania County with an attendance of 1036 members. In Halifax County 26 meetings were attended with 649 members present.

The 4-H Club boys and girls entered fully into the Live-at-Home program and they greatly are responsible for the success of the program throughout the county. Many of the home gardens were handled entirely by the 4-H Club groups who were

supervised by the parents, the club leaders and the Agent.

The club boys and girls were of untold value in helping to solve the labor shortage among our farmers. Besides doing the greater part of the work at home they were willing to share their labor with their neighbors whenever they were not needed at home. In some communities the system of exchanging labor was used and no one suffered severely from the labor shortage even though many had to work much longer hours than usual. In either case, it was the 4-H Club group that did most of the work. This close relationship brought about a better understanding between parents and children and a clearer view of the 4-H Club activities in general.

The Farm Safety Program was carried on to a great extent by the 4-H Club Groups. They were the ones who carried out the Activities at home and encouraged the cooperation of the parents with their programs.

There were eight clubs in Pittsylvania County with 144 boys carrying projects. 107 of these boys completed these projects. Seventy boys started with home gardens and 52 of them completed their projects. Forty acres were involved. An estimated 2,000 bushels of garden produce was raised by the 52 4-H Club Boys. Twenty-nine boys started with poultry and twenty of them completed with a total of 1,000 birds. Eleven boys carried dairy cows, a total of eleven animals. Thirty boys started with hogs and twenty completed with a total of thirty-five hogs. Two boys carried an acre each of corn. Total 22 barrels (Estimate).. Two boys carried one-half acre each of sweet potatoes.

Community Clubs

Seventy-four adult club meetings were attended with a total of 1635 men and women attending. The topics listed under project activities were discussed in detail and methods of carrying out the recommendations were decided upon.

In Halifax County, eight club meetings were attended with 120 in attendance. I assisted Mr. W. M. Pierce, Local Agent of Halifax County, in staking off two farms for terracing in Mason Chapel Community and two in News Ferry Community. I assisted in the Halifax County Farmer's Conference which met at Countyline Baptist Church on March 14.

Cooperation with Other Federal Agencies

Cooperation with other Federal Agencies has always been a part of our Program. Information concerning AAA was carried to the farmers through club meetings and the community and Neighborhood Leaders system. Farmers were advised to cooperate fully with these agencies and the advantages were outlined.

Quite a bit of time was used in explaining the Federal crop insurance to the farmers in various sections. At several of our meetings, we had some of the officials come

6.

in so that the farmers would have a chance to ask more detailed questions that perhaps could not be fully answered by me.

The farmers were advised to cooperate with the Soil Conservation Service and follow their recommended practices as a means of improving and conserving soil fertility. Those deciding to take out programs were turned over to the office of the Soil Conservation Service which would contact the farmers.

Several Public Health meetings were attended and much of the material and information was carried to the rural people through the community and 4-H Club meetings.

I attended several meetings of the Professional Workers, and the Post War Committee where plans were being shaped to help the returning veterans get re-established.

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

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 Pittsylvania

REPORT OF

E. Abie Hordday From Dec. 1 to Nov. 30, 1945
 (Name) Home Demonstration Agent.
 From _____ to _____, 194____
 Assistant Home Demonstration Agent.
 From _____ to _____, 194____
 4-H Club Agent.
 From _____ to _____, 194____
 Assistant County Agent in charge of Club Work.
M. J. Edwards From Feb. 1 to Nov. 30, 1945
 Agricultural Agent.
 From _____ to _____, 194____
 Assistant Agricultural Agent.



READ SUGGESTIONS, PAGES 2 AND 16

When two or more agents are employed in the county during the year, agents should prepare a combined statistical report separate from that of the other 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 and the sum of the activities of all agents means 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. General type of information on the status of farm and home practices should be included in the report.

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

16-26074-1

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)
1.	Months of service this year (agents and assistants)	12 1/2		10	XXXXXXXXXX
2.	Days devoted to work with adults ³	207		187	XXXXXXXXXX
3.	Days devoted to work with 4-H Clubs and older youth ³	88		106	XXXXXXXXXX
4.	Days in office ³	120		116	XXXXXXXXXX
5.	Days in field ³	175		177	XXXXXXXXXX
6.	Number of farm or home visits made in conducting extension work ⁴	550		496	1046
7.	Number of different farms or homes visited	174		319	493
8.	Number of calls relating to extension work	(1) Office	929	360	1289
		(2) Telephone	208	7	215
9.	Number of news articles or stories published ⁴	31	8	39	
10.	Number of bulletins distributed	406		1037	1443
11.	Number of radio talks broadcast or prepared for broadcasting				
	(a) Number	16		35	51
12.	Training meetings held for local leaders or committeemen	Total attendance of:			
		(b) Men leaders	46	85	131
		(c) Women leaders	128	185	313
(2) 4-H Club and older youth	(a) Number	18	34	52	
	Total attendance of:				
	(b) Leaders	75	69	144	
13.	Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12).	(1) Adult work			
		(a) Number	223	59	282
	(b) Total attendance	3106	1329	4435	
(2) 4-H Club and older youth	(a) Number	20	16	36	
	(b) Total attendance	1652	322	1974	
14.	Number of adult result demonstrations conducted	440		3	443
15.	Meetings held at such result demonstrations	(1) Number		3	121
		(2) Total attendance	1499	32	1531
(1) Adult work	(a) Number	3	1	4	
	(b) Total attendance	33	5	38	
(2) 4-H Club and older youth	(a) Number	2		2	
	(b) Total attendance	46		46	
17.	Achievement days held	(1) Adult work			
		(b) Total attendance	118		118
(2) 4-H Club and older youth	(a) Number	2		2	
	(b) Total attendance	91		91	

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.

16-26074-1

GENERAL ACTIVITIES - Continued

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	118			118
	(2) 4-H Club and older youth	(a) Number (b) Total boys attending (c) Total girls attending (d) Total others attending	3			3
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number (b) Total attendance	17 2678		52 1450	69 4128
	(2) 4-H Club and older youth	(a) Number (b) Total attendance	3 417		41 1152	44 1629
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 (b) Total attendance	84 836		27 283	111 1119
	(2) 4-H Club and older youth	(a) Number (b) Total attendance	50 742		4 128	54 870

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)	1816
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	200 ext
23. Number of farms involved in preceding question which were reached this year for the first time	200
24. Number of nonfarm families making changes in practices as a result of the agricultural program	5
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	360 ext
26. Number of farm homes involved in preceding question that were reached this year for the first time	56
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	3
28. Number of other homes involved in preceding question that were reached this year for the first time	212
29. Number of farm homes with 4-H Club members enrolled	
30. Number of other homes with 4-H Club members enrolled	
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	410 ext
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	14 ext

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 Advisory Board (2) No. of members 84
(b) Agricultural (1) Name County Leaders Association (2) No. of members 35
(c) Home demonstration (1) Name 4-H Club Council (2) No. of members 60
(d) 4-H Club (1) Name (2) No. of members
(e) Older youth (1) Name (2) No. of members

34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees): (a) Agricultural (b) Home demonstration (c) 4-H Club (d) Older youth

- 35. Total number of communities in county. (Do not include number of neighborhoods.) 14
36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees 14
37. Number of clubs or other groups organized to carry on adult home demonstration work 28
38. Number of members in such clubs or groups 756

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.)

40. Number of neighborhood and community leaders in the neighborhood-leader system Men Women

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 50 (2) Women 138 (b) 4-H Club and older youth work (1) Men 65 (2) Women 110 (3) Older club boys 9 (4) Older club girls 9

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service
43. Number of members of such county agricultural planning group: (a) Unpaid lay members: (1) Men (2) Women (3) Youth (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men (2) Women

- 44. Number of communities with agricultural planning committee (over-all planning)
45. Number of members of such community planning committees: (a) Men (b) Women (c) Youth
46. Was a county committee report prepared and released during the year? (a) Yes (b) No

Table with 4 columns: Extension organization and planning (a), County agricultural planning (b), Total (c), and Days devoted to line of work by (47). Rows include agents (47), meetings (48), and assistance (49, 50).

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).

CROP PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Corn	Wheat	Other cereals	Legumes	Pastures	Cotton	Tobacco	Potatoes and other vegetables	Fruits	Other crops
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
51. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	43				14		14	2		4
(4) State extension workers										
52. Number of communities in which work was conducted this year	14				8		14	6		5
53. Number of voluntary local leaders or committeemen assisting this year	161				51		65	15		10
54. Number of farmers assisted this year in—										
(1) Obtaining improved varieties or strains of seed	40				65			40		
(2) The use of lime					65					
(3) The use of fertilizers	30				10			110		15
(4) Controlling plant diseases								15		
(5) Controlling injurious insects								60		
(6) Controlling noxious weeds							32			
(7) Controlling rodents and other animals								12		

LIVESTOCK PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Dairy cattle	Beef cattle	Sheep	Swine	Horses and mules	Poultry (including turkeys)	Other livestock ¹
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
55. Days devoted to line of work by—							
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents	2			2		11	
(4) State extension workers							
56. Number of communities in which work was conducted this year	14			4		14	
57. Number of voluntary local leaders or committeemen assisting this year	4			11		11	
58. Number of breeding circles or clubs or improvement associations organized or assisted this year				2			
59. Number of members in such circles, clubs, or associations				12			
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals							
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males				2			
(2) Obtaining purebred or high-grade females							
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	14	XXXXX
(4) Improving methods of feeding	10					25	
(5) Controlling external parasites						100	
(6) Controlling diseases and internal parasites						12	
(7) Controlling predatory animals							

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

CONSERVATION OF NATURAL RESOURCES¹

Include all work with adults, 4-H Club members, and older youth	Soil and water (a)	Forestry (b)	Wildlife (c)
62. Days devoted to line of work by—			
(1) Home demonstration agents.....			
(2) 4-H Club agents.....			
(3) Agricultural agents.....	5	1	
(4) State extension workers.....			
63. Number of communities in which work was conducted this year.....	12	2	
64. Number of voluntary local leaders or committeemen assisting this year.....	9	4	

Soil and Water—Continued

65. Number of farmers assisted this year—	
(a) With problems of land use.....	110
(b) In the use of crop rotations.....	
(c) With strip cropping.....	
(d) In constructing terraces.....	
(e) In grassing waterways or otherwise preventing or controlling gullies.....	25
(f) With contour farming of cropland.....	10
(g) In contouring pasture or range.....	
(h) In the use of cover or green-manure crops.....	80
(i) In otherwise controlling wind or water erosion.....	
(j) In summer-fallowing.....	
(k) In making depth-of-moisture tests.....	
(l) With drainage.....	
(m) With irrigation.....	
(n) With land clearing.....	
66. Number of farmers—	
(a) In soil-conservation districts which were assisted with education for organization or operations this year.....	100
(b) Assisted in arranging for farm-conservation plans this year.....	10
(c) Assisted in doing work based on definite farm-conservation plans this year.....	

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.....	200

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.....	30
(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders.....	14
(d) With other plantings for food and protection in wild-life areas.....	5

¹ Include nature study.

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	1		2
(2) 4-H Club agents				
(3) Agricultural agents		5		4
(4) State extension workers				
71. Number of communities in which work was conducted this year	6	2		14
72. Number of voluntary local leaders or committeemen assisting this year	6	3		30
73. Number of farm-survey records taken during the year:—				
(a) Farm business				
(b) Enterprise	2			
(c) Other				
74. Number of farmers assisted this year in keeping—				
(a) Farm inventory				
(b) General farm records	6			
(c) Enterprise records				
75. Number of farmers assisted this year—				
(a) In developing a farm plan only	10			
(b) In developing a farm and home plan	1			
(c) In analyzing the farm business				
(d) In improving landlord-tenant relations and leasing arrangements				
75. Number of farmers assisted this year—Continued.				
(e) In getting started in farming, or in re-locating				
(f) With credit problems (debt adjustment and financial plans)				
(g) In using "outlook" to make farm adjustments				55
(h) With a farm-income statement for tax purposes				
(i) With farm-labor problems				
(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 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 AAA 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).

MARKETING AND DISTRIBUTION

1. Home products and crafts

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—											
(1) Home demonstration agents											
(2) 4-H Club agents											
(3) Agricultural agents		2		2							1
(4) State extension workers											
84. Number of communities in which work was conducted this year		1		2							2
85. Number of voluntary local leaders or committeemen assisting this year		1		1							4
86. Number of new cooperatives ² assisted in organizing during the year											5
87. Number of established cooperatives ² assisted during the year											
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) ²	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year		4		4							10
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$	\$ 100	\$	\$ 200	\$	\$	\$	\$	\$	\$	\$ 700
92. Number of private marketing and distributing agencies and trade groups assisted this year											10
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											15
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 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.

12

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102. Days devoted to line of work by—				
(1) Home demonstration agents	6			
(2) 4-H Club agents				
(3) Agricultural agents	10		6	17
(4) State extension workers				
103. Number of communities in which work was conducted this year	14		8	14
104. Number of voluntary local leaders or committeemen assisting this year	205		6	1600

The House, Furnishings, and Surroundings—Continued

Rural Electrification—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings	
(b) Remodeling dwellings	5
(c) Installing sewage systems	
(d) Installing water systems	4
(e) Installing heating systems	
(f) Providing needed storage space	36
(g) Rearranging or improving kitchens	18
(h) Improving arrangement of rooms (other than kitchens)	15
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings	5
(j) Selecting housefurnishings or equipment (other than electric)	5
(k) Improving housekeeping methods	10
(l) Laundry arrangement	4
(m) Installing sanitary closets or outhouses	2
(n) Screening or using other recommended methods of controlling flies or other insects	27
(o) Improving home grounds	9
(p) Planting windbreaks or shelterbelts	2

106. Number of associations organized or assisted this year to obtain electricity	10
107. Number of families assisted this year in—	
(a) Obtaining electricity	
(b) Selection or use of electric lights or home electrical equipment	
(c) Using electricity for income-producing purposes	

Farm Buildings—Continued

108. Number of farmers assisted this year in—	
(a) The construction of farm buildings	
(b) Remodeling or repairing farm buildings	2
(c) Selection or construction of farm-building equipment	

Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment	
(b) Making more efficient use of mechanical equipment	50
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year	100
111. Number of gin stands assisted this year in the better ginning of cotton	

10

Pressure cookers bought 9.

14

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	26	114	5	5
(2) 4-H Club agents				
(3) Agricultural agents	46	17		2
(4) State extension workers				
113. Number of communities in which work was conducted this year	14	14	14	14
114. Number of voluntary local leaders or committeemen assisting this year	76	84	50	165
115. Number of families assisted this year—		115(g) FOOD PRESERVATION BY ADULTS		
(a) In improving diets	125			
(b) With food preparation	275			
(c) In improving food supply by making changes in home food production ¹ :		Fruits (a)	Vegetables (b)	Meats and fish (c)
(1) Of vegetables	310	6,405	13,375	1,276
(2) Of fruits	290		416	
(3) Of meats	70	469	906	65,100 est
(4) Of milk	20		75,000 est	
(5) Of poultry and eggs	65			
(d) With home butchering, meat cutting or curing	10			
(e) With butter or cheese making	50			
(f) With food preservation problems ² :	517			
(1) Canning	515			
(2) Freezing	70			
(3) Drying	46			
(4) Storing				
(g) In producing and preserving home food supply according to annual food-supply budget	515			
(h) In canning according to budget	601			
(k) With child-feeding problems	6			
(l) In the prevention of colds and other common diseases				
(m) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				10
(n) With first aid or home nursing				35
(o) In removing fire and accident hazards				2
116. Number of schools assisted this year in establishing or maintaining hot school lunches				
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				
		115(h) FOOD PRESERVATION BY 4-H CLUB MEMBERS		
		Fruits (a)	Vegetables (b)	Meats and fish (c)
		520	1,325	216
			56	
		90	107	
			75	
		116		

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

Include all work with adults, 4-H Club members, and older youth		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	24		3	12
	(2) 4-H Club agents				
	(3) Agricultural agents				
	(4) State extension workers				
119. Number of communities in which work was conducted this year		14		3	5
120. Number of voluntary local leaders or committeemen assisting this year		20		2	6
Home Management—Family Economics—Continued		Clothing and Textiles—Continued			
121. *Number of families assisted this year—			127. Number of families assisted this year with—		
(a) With time-management problems	21		(a) Clothing-construction problems		
(b) With home accounts	6		(b) The selection of clothing and textiles		
(c) With financial planning	2		(c) Care, renovation, remodeling of clothing		
(d) In improving use of credit for family living expenses			(d) Clothing accounts or budgets		
(e) In developing home industries as a means of supplementing income	6		Family Relationships—Child Development—Continued		
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of—			128. Number of families assisted this year—		
(a) Food	5		(a) With child-development and guidance problems	6	
(b) Clothing			(b) In improving family relationships	2	
(c) Housefurnishings and equipment			129. Number of families providing recommended clothing, furnishings, and play equipment for children this year		
(d) General household supplies			130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men		
123. Number of families assisted this year through cooperative associations or individually, with the buying of—			(b) Women		
(a) Food			131. Number of children in families represented by such individuals	29	
(b) Clothing			Recreation and Community Life—Continued		
(c) Housefurnishings and equipment			132. Number of families assisted this year in improving home recreation	41	
(d) General household supplies			133. Number of communities assisted this year in improving community recreational facilities	14	
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications)	56		134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs	5	
125. Number of families assisted this year with "making versus buying" decisions	10 ext		135. Number of communities assisted this year in establishing—		
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living	10 ext		(a) Club or community house	1	
			(b) Permanent camp		
			(c) Community rest rooms	3	
NOTE.—Individual families and groups assisted with selling problems should be reported in column (j), page 9.			136. Number of communities assisted this year in providing library facilities	2	
			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	2		2		2	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	2		2		1	Acres
144. Cotton						Acres
145. Tobacco						Acres
146. Fruits						Acres
147. Home gardens	70	265	52	265	61+40=101	Acres
148. Market gardens, truck and canning crops						Acres
149. Other crops (including pasture improvement)						Acres
150. Poultry (including turkeys)	29	60	20	50	2,215	Birds
151. Dairy cattle	11		11		11	Animals
152. Beef cattle						Animals
153. Sheep						Animals
154. Swine	30		20		35	Animals
155. Horses and mules						Animals
156. Other livestock						Animals
157. Bees						Colonies
158. Beautification of home grounds		20		20	x x x x x x x x x x x x	
159. Forestry						Acres
160. Wildlife and nature study (rabbits, game, fur animals)		5		5	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		28		18	x x x x x x x x x x x x	Meals planned
164. Food preservation		205		205		Meals served
165. Health, home nursing, and first aid					x x x x x x x x x x x x	Quarts canned
166. Clothing						Garments made
167. Home management		75		60		Garments remodeled
168. Home furnishings and room improvement		40		40		Units
169. Home industry, arts and crafts						Rooms
170. Junior leadership		9		9		Articles
171. All others					x x x x x x x x x x x x	
172. Total (project enrollment and completion)	144	707	107	672	x x x x x x x x x x x x	

• 4-H CLUB MEMBERSHIP¹

173. Number of 4-H Clubs..... 8
174. Number of different 4-H Club members enrolled..... (a) Boys: 144 (b) Girls: 265
175. Number of different 4-H Club members completing..... (a) Boys: 107 (b) Girls: 215
176. Number of different 4-H Club members in school..... (a) Boys: 110 (b) Girls: 139
177. Number of different 4-H Club members out of school..... (a) Boys: 34 (b) Girls: 126
178. Number of different 4-H Club members from farm homes..... (a) Boys: 144 (b) Girls: 265
179. Number of different 4-H Club members from nonfarm homes..... (a) Boys: (b) Girls:

Number of Different 4-H Club Members Enrolled:

180. By years	Boys	Girls	181. By ages	Boys	Girls
	(a)	(b)		(a)	(b)
1st year	70	50	10 and under	22	30
2d	23	46	11	14	24
3d	14	44	12	19	34
4th	13	35	13	22	27
5th	12	30	14	28	30
6th	6	25	15	16	29
7th	2	15	16	10	22
8th	3	11	17	7	17
9th	0	9	18	3	16
10th and over	1		19	1	13
			20 and over	2	23

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—
- (a) Judging..... 100 (f) Fire and accident prevention..... 125
- (b) Giving demonstrations..... 75 (g) Wildlife conservation..... 2
- (c) Recreational leadership..... 110 (h) Keeping personal accounts..... 40
- (d) Music appreciation..... 125 (i) Use of economic information..... 4
- (e) Health..... 8 (j) Soil and water conservation..... 9
- (k) Forestry.....
183. Number of 4-H Club members having health examination because of participation in the extension program..... 25
184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs..... 8

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						
(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.....
191. Membership in such groups..... (a) Young men..... (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)	20-29 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.

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

Include all work w. h adults, 4-H Club members, and older youth	Bees (a)	General-feeder insects ¹ (b)	All other work (c)
195. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(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)	60		
(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)	2		
(4) Other war work (including collection of salvage material)	6		

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 (a)	Civilian defense agency (b)	Employment service (c)	Agricultural Adjustment Agency (d)	Food Distribution Administration (e)	Soil Conservation Service (f)	Farm Security Administration (g)	Rural Electrification Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)
199. Days devoted to line of work by—										
(1) Home demonstration agents		15					1			10
(2) 4-H Club agents	1					2				1
(3) Agricultural agents			1	3						
(4) State extension workers										
200. Number of communities in which work was conducted this year	1	35	2	6		4	1			25
201. Number of voluntary local leaders or committeemen assisting this year	2	117	2			20	2			65
202. Number of meetings participated in this year by extension workers	1	2	1	4		2				8

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.