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ANNUAL NARRATIVE REPORT FOR 1943

STATE OF VIRGINIA

COUNTY OF ESSEX

B.F. HARRISON ,

Local Farm Agent

From December 1, 1942

To

November 30, 1943

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Jan. 3, 1944

John L. Chanty  
State Agent

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### The County Advisory Board

Extension Work with Negro Farmers in Essex County since its introduction into the county, has been supported by a County Advisory Board. This board was organized in June 1936 with twenty six members from the organized communities of the county. These members were farm men and women connected with communities, with community clubs.

To-day the membership of the County Advisory Board has increased to fifty two members, representing every community in the county, whether organized or not. Each Minister in the county is invited to become members of the county Advisory Board and they are invited to take an active part in the County Advisory Board's Program for the year.

The object of the County Advisory Board is to meet with the County Agent atleast twice a year, to study together problems of the Essex County Farmers and map out the best possible method of approach to the solution.

The County Advisory Board again this year selected the Goodhope Community to serve as the County Demonstration Community for the county, and to compete for one of the cash prizes offered by the State Advisory Board each year to the Community who makes the prescribed points necessary for winning a cash prize.

The Essex County Advisory Board for 1945, selected for its main problem to work on over a period of year. "A Milk Cow or Milch Goat" on every farm in Essex County by 1950. This work was started as a result of a county Survey made by leaders and the agent over a period of years. At the Spring meeting of the County Advisory Board these surveys were reviewed by the county advisory board and it was found that in 1940 the Eberneser Community had thirty one families with out a milk cow or the use of milk on the farm. In the Goodhope Community twenty six families were with out cow or milk, what was true of these communities was true of other communities in the County.

So the County Advisory Board adopted the "A Milk Cow or Milch Goat" plan by appointing a key person from each community, to help spread the program undertaken by the county advisory board to get milk on each farm by 1950, either by the use of a Cow or Milch Goat.

Since the launching of the program in the spring by the County Advisory Board six families have secured the use of Milch Goats and five families have purchased milk cows or heifer for future use in the production of milk on the farm.

The County Advisory Board also cooperates with every Agricultural Departmental agency in the county in the War Effort.

### Community Clubs

There are five organized communities in Essex County, with a total membership of 150 members or 50% of the five communities population. These five organized communities work very closely with the County Advisory Board in carrying out the program adopted by the Board at its spring meeting. The Community Clubs also furnish information for the County Adv Board to study and to recommend for the county.

These five communities have a population of approximately one hundred and twenty five families, and constitute the most thickly populated communities in the county.

This year the community clubs have devoted most of its energies to the National Food Production Program, and the Home Gardens.

Through the community clubs twenty five more families have more poultry than in 1942. Ten more families raised a fat hog, and five families have a cow or Milch Goat. Through the community clubs in the Drought Stricken Area of Essex County, the farmers were able to contact farmers in the area which was not affected by the Drought, in the exchange of labor for Hay for Livestock, in the Eberneser Community five farmers through the community club, were able to contact one farmer in another part of the County and harvest twenty tons of hay on shares, there by making it possible to have sufficient hay for their livestock.

Through the community clubs one hundred and twenty five families gained direct information on gardens for 1943, one hundred families received information poultry and one hundred and fifteen were able to get first hand information on raising hogs and hog sanitation.

Through the five community clubs more than 1000 Ration Book Holders, were instructed in their use and value. twenty seven members from the five community clubs assisted in Issuing Ration Books Two and Four.

These five Community Clubs sponsored two hundred and fifty two community and District Meetings, with an attendance of twenty two hundred and forty eight farm men and women. All these meetings were on food for the family and Food for Victory. These five Community clubs sponsored demonstration meetings over the entire county, with small groups where ever improvements county be made.

In the five organized communities fifteen farmers exchanged farm labor in harvest crops and hay, ten farmers exchanged labor in picking tomatoes and seventeen women exchanged labor in picking Blackeye peas for Commercial Canneries in the county. Twenty seven farmers in the Rappahannock District exchanged labor in Killing Hogs this fall.

### Local Farm Leaders in Essex County 1943

There are fifty two local farm leaders in Essex County, with an assignment of from eight to ten families whom they are to keep informed. These leaders are the contact man and woman in their little neighborhoods to keep their people informed of meetings, and program adopted by the County Adv Board and Community Clubs in their meeting in the community. The leaders are to serve as the key man for the community, on problems of food and feed and to contact the local agent whenever problems arise that need his attention in the community.

Local leaders this year contributed to the War Effort by keeping the farmers in their communities informed of Scrap Drives, Salvage Campaigns, Waste Fat for Explosives. Local leaders cooperated with the County AAA Committees, War Board and OPA Office in the county in their efforts.

Twenty seven leaders in the county assisted in Issuing Ration Books Two and Fountin the County this year, these twenty seven leaders helped to explain to ration book holders the use and value of these books.

Six members of The Goodhope Community Club, the Demonstration Community for the County assisted the local agent in making the first and last score to help get the goals established with the farmers living in the Community and the last check to help determine the improvements accomplished by the farmers.

### FOOD FOR VICTORY PROGRAM

#### Food for the Family

#### The Home Garden;

The Home Garden in Essex County like in all other agricultural Counties have become an important phase of the Extension Work in Essex County with Negro Families. This is due to the trend of the family in proportion to the size of the garden. It has been the trend that the larger the size of the family the smaller the garden in size. The home garden is also important because of the Geographical location of Essex County, Essex County is located in the northern end of the Tidewater Peninsula area and boast of a climate surpassed by none in old Virginia. The soil in Essex County is also suitable for growing any vegetable grown in any other part of the state, it is derived from the Norfolk Sandy Loam which is noted for growing gardens.

During the spring months of 1943, a Victory Home Food Supply Campaign was conducted in the County, and each farm family in the County was sent a Campaign card to be filled out and signed by the head of the family, of the four hundred and ninety families in Essex County, one hundred and sixty returned their cards to the office pledging to produce sufficient vegetables for their families.

Mr I. S. Blagmon in the Eberneser Community, this year even though his garden did not receive any rain for one hundred and ten days, says he is producing enough vegetables for his family of seven. His wife canned food from the early and later garden to take care of his family until spring when planting.

## Home gardens; (con't)

ing time comes in the spring. Mr Guy Richardson in an unorganized community, but who keeps posted of meetings in other communities near by, has been successful in producing enough vegetables to take care of his family of ten.

In the Eberneser Community four families who did not produce enough vegetables in 1942 for their families were able to produce enough, even though they were hindered by a severe drought. In the Hustle Community, affected by the severe drought ten more families produced sufficient garden vegetables for their families.

The Antioch Community reports that seven families who had never given much care to the home garden, produced enough for their families. Mrs Sadie Brooks in the Trinity Community and local leader, says each of her assigned families have sufficient food for their families. Mrs Brooks grew for the first time in her garden the edible variety of Soya Beans for home supply.

In the Goodhope Community, the Demonstration Community for the County, there are fifty six families in the Community and fifty four have reported that they were able to produce and canned and stored enough food to take care of their families.

## Commercial Gardens;

Essex County is also favored with soil suited for commercial gardens and having a number of Commercial Canneries located in and nearby, makes its one of her major crops. Tomatoes and peas are the two leading commercial vegetables grown in the County. Also Cucumbers for pickles and some Watermelons are grown commercially. Tomatoes for Canning Purpose for 1943 for Essex County was allotted 1890 acres which was the minimum, this acreage was reached and surpassed. The County was allotted 3100 acres of soy beans for canning, but due to a shortage of hay for livestock and the severe drought in the Occupacia where most of the beans are grown, they beans had to be harvested for hay purpose, although some farmers are combining their beans and then saving the hay..

The raise in price for tomatoes and peas this year favored very much the increased acreage of commercial vegetables in Essex County. Tomatoes at the point of Processing was 90 cent per bushel, even though labor and hauling of tomatoes were higher farmers realized a profit from his crop of tomatoes.

Blackeye peas sold at three cent per pound, farmers paid one cent per pound for harvesting, many report that there was a greater profit from them than last year.

## Food For Victory (con't)

Poultry

The poultry enterprise in Essex County for the last few years has been on the increase, however the cost of feed and scarcity has been a determining factor in the production of poultry this year. Last year 13,000 day old baby chicks were ordered from Commercial Hatcheries, this season found a decrease of approximately 5,000 chicks among Negro farmers in Essex County.

As a result farmers have turned to better feed and attention to the poultry on hand, closer culling and keeping a fewer hens than normally kept. One farmer in the Antioch Community again this year vaccinated two hundred and fifty pullets at five weeks old and culled them close before putting them in the laying house.

Six Farmers in the county, improved their poultry houses and culled their flocks for the first time. Mrs. Lily Johnson in the Beasleys Community normally keeps five hundred laying hens the year round, but this fall she remodeled and culled her flock rigidly to cut feed consumption and cost down.

Mr. Joseph Long in the Trinity Community, says that to make any profit at the present time out of poultry, it is necessary to keep only the best, even if it means keeping a few.

SWINE

024- According to the Agricultural Census for 1940, eight hundred and nine farms reported the slaughter of 2535 hogs and pigs. Four hundred and nineteen farms reported the purchase of hogs and pigs, while 163 farms reported the sale of 1,586 hogs and pigs. According to these figures the hog population for Essex County is about 5,145 hogs and pigs.

However with the introduction of rationing and higher prices for pork as a Nation Food, the hog population in Essex County has increased about 200% in the last two years.

This is evidenced by the facts that on farms where prior to 1940, one or two hogs could be found. There are in many instances six to ten hogs and in many instances at least one litter of pigs.

One factor that has favored the production of hogs is the price, but at the present time the scarcity of feed is the limiting factor, plus the dwindling demand for hogs by the public. However many farmers are reporting that there is some profit by raising hogs for market. Mr. Bank B. Bayton in the Oseana Community in October sold three hogs that netted him a profit of \$120.00, and he says he was able to grow his out and on the market in nine months. He was able to do this by careful breeding, selection and feeding from birth.

## LIVESTOCK 1943

## Family Cow and Milch Goats

The family cow has been an important part of the farm unit for many years with a few farmers in Essex County, however there remains a larger proportion that have not included the cow in the farm unit. This is evidenced through a survey made in Essex County, by the agent and local leaders in 1940 and 1941. It was found that in the family cow on many farms has never occupied a place in the unit.

To illustrate this, in the survey made of Ebenezer Community in 1940-41 there were one-third of the community population with out a family cow, many had never owned one. Also in the Goodhope Community twenty four families were without a family cow, with a population of fifty six families.

What is said of these communities, can be truthly said for the other communities in the county in proportion to population. However there is one factor that has to be considered on owning a cow, and that is the size of the farm. This has been reason why, one with not own a family cow, and Essex County does have a number of families with small acreage.

To encourage the increase in ownership of cows in Essex County, the County Agr. Board at its spring meeting adopted this Slogan "A COW or MILCH GOAT," on every farm where possible, by 1950.

Since that time five families have purchased a cow, or calf to be used for milk on the farm and for the family. Another milk source has had its effect since November 1942, the introduction of the family Milch Goat. Six families are using Purebred breeds of milch goats in the county for the first time.

## Feeds and Grains.

The use of Red Clover, Crimson Clover and Lespedezas are the principal hays in Essex County. They are important to the farmers in this county for two reasons, first most clover and lespedezas will respond to the soil treatments rapidly in Essex County, second because of the abundance yield. However the soil improvements are another reason many farmers use these hays in their rotations.

Through the AAA Program farmers in Essex County this season, Crimson Clover seed could be gotten as a grant on their Soil Improvement Practices, and it is reported from the AAA office that as much as 300 pounds of seed were used by Negro farmers as an improved practice.

The Drought in the Occupacia District of Essex County this summer, greatly reduced the hay harvest to almost naught. Farmers have been compelled by the shortage of hays to cut and harvest hays in other sections of the county on shares. Farmers in the Battle community harvested in the Goodhope Community approximately twenty five tons on shares with farmers who had an abundance of hay but short of hay.

What is said of hays crops in the drought area can be said of late corn, however the farmers who follow a good rotation did not suffer as much as the farmers with out a planned rotation.

**Story of the Demonstration  
Community 1945**

Again the Goodhope Community in the Rappahannock District of Essex County served as the Demonstration Community. The Goodhope Community has a family population of fifty five families at the beginning of the year, during the year one family was lost to the Community through death. The same leaders worked as committeemen in the Community as last year. The listed results were observed;

	<u>First Score</u>	<u>Second Score</u>
Farm ownership--	47	47
In Comm Club	28	32*
Homes Painted	11	11*
Stock Feed	33	35*
Veg Garden	48	54*
Poultry	55	55
Hogs	54	55*
Family Cow	20	20
AAA Program	24	24
4-H Club Members	41	40

Note. (The asterick notes an increase over the previous year)

The eleven homes in the community does not indicate a true story of the homes in the community, because there isn't a home in the Community some time in the last two that hasn't been whitewashed as a means of preservation and beautification. In this community seven homes this year have been whitewashed as their contribution to the community. Three homes were painted in the Community. There was an increase in the production of Food for the family and Livestock.

**Program of Work,**

The program of the local agent for 1945, was centered around these projects; Production of Food and Feed, then any other projects that might be bought in to make it work smoothly. Each community program was patterned on the same issue, realizing that at this time that the production of these items are vitally important, each community strove to produce and conserve.

From reports tabulated by leaders and the agent these factors are established, That ;

1. 15 homes in the county were painted
2. 10 more families have poultry than last year.
3. Five families have milk cows than last year, and six families have milch goats for the first time,.
4. Fifty four farmers vaccinated their hogs this year against Cholera
5. 10 families improved their storage space this year
6. 360 families increased their feed for stock
7. 325 families increased their food for family
8. 50 families increased their meat supply
9. Fifty farmers pooled their labor this year.

The Farm Labor Situation  
Essex County

At the beginning of the year a farm labor survey was made in the county and according to this survey, farmers reported that they would need seasonal labor atleast three months during the year. Especially during the harvest of tomatoes and hay. It was also made known by commercial Canneries in the County that an increase demand would be made for labors, because of men going into the Army Services and Defense Work.

Again during the early summer farmers were called to gather in small community groups and the labor shortage was made known , both with the farmer and the canneries in the county. It was revealed that both would want labor at the same time of the year.

So as a result of these findings, fifty farmers pooled their labor, to harvest hay. Ten farmers in the Rappahannock District would harvest at home in the day and work six to ten hours at night, in other instances the older people would work at the factories and the younger people would work at home. Another thing was done to help, workers were transported from one community to another to work, Workers from town traveled as much as fifteen miles to work in canneries.

The young people work wherever their age would permit them.

## 4-H Club Work in Essex County

1943.

### Forewords

4-H Club work in Essex County is supported by one 4-H Club County Junior Council with sixteen members and five community 4-H Clubs with eighty two boys and eighty two girls as members and five local leaders as members of the County Junior Council. Four of the 4-H Clubs are located in the organized communities and one in an unorganized community.

Among the boys as members of the 4-H Clubs in the County, they conduct six major projects and the girls conduct two major projects. The major projects are corn, Gardens, Swine, Poultry, Brood Sows and Milch Goats.

### The 4-H Club County Junior Council;

Each year since the organization of the 4-H Club County Junior Council began, two meetings a year are held one in the spring and one in the fall. The council at its spring meeting pledged its support to the County War Efforts and to lend assistance in the farm labor problem wherever possible, at the fall meeting a report was made by the Council members on what had been done in their community to help the War effort and labor shortage. Ten members reported that they worked on twelve farms in helping to pick tomatoes and sixteen members spent their extra time from the farm at canneries processing tomatoes.

Seven Council members assisted in the registration for the issuing of the Two in the spring and five assisted in the issuing of Book Four, in the fall. Each Council member pledged him and herself to purchase at least one \$25.00 War bond during the year as their contribution to the Nation at War.

### Local Leaders in 4-H Club Work.

4-H Club work in Essex County is supported by ten local leaders who meet with the club members in their meetings or visit them on their farms to encourage them in conducting their projects and completing the work started at the beginning of the season. The local school teacher who resides in the county and community in which they teach have served as local teachers, local 4-H Club leader both in the meetings and in the Community .

Local 4-H Club leaders with club members and 4-H Club Council members assisted this year in helping to issue 1475 Ration Books in the County. Local leaders also assisted the older 4-H Club Members in explaining to families the use of their Ration Books and help families to use their books to the best advantages. Local leaders in 4-H Club assisted in recruiting older boys and Girls for farm and factory work for canning Tomatoes and harvesting of hay, beans and peas.

Local 4-H Club Leaders have influenced four 4-H Club girls who have completed their High School Work in the County to enter College. While the boys have taken their places in the Arm Services and Defense Work.

### 4-H Club Demonstrations

#### Corn:

There is only one 4-H Club member conducting a corn demonstration in the county. Ralph Blagmon in the Ebenezer Community. This was his second year in corn production. His project was conducted with Hybrid Corn, Variety, Punks 135. Yellow. His corn followed a rotation of Tracks, rye and Corn. The rye was turned under in spring and fertilizer at the rate of 300 pound of commercial fertilizer and corn was planted at a distance of two by four in the hill and row respectively. This project was cultivated at intervals of every ten days during the cultivation season.

This project was in the District which was affected by the drought for 110 days, however the yield was thirty bushels per acre as compared with other varieties in the community.

## Gardens:

There are seventy eight members of 4-H Clubs in Essex County conducting garden project both home gardens and Commercial. Sixty of the seventy eight conducted their work satisfactory in the production of food for the family and for Commercial Canneries. The estimated acreage involved with these members are 45 with a production value of 4500 bushels, at a total profit of \$4020.00.

Sixty nine of the seventy eight members conducted the home garden and nine members conducted commercial gardens.

Here is an example of a commercial garden project conducted in the Demonstration Community, Good hope. By, club member Fred erick Holmes, age 17.

Tomatoes are one of the vital War Food from Essex County and an important cash crop in the County. So in keeping with the National Demand for human consumption Frederick Holmes selected tomatoes as his project. This project followed a clean cultivated crop from 1942, with rye as a cover crop turned down in the spring, with burgurd manure broadcasted at the rate of one ton per acre and plowed. In preparation for setting the tomatoes, Frederick first checked his land with rows four feet apart and the plants four feet apart in the Mill. An application of three hundred and fifty pounds of Commercial Fertilizer was drilled in the rows and mixed well before setting the plants. The plants were set in the four foot check, at a rate of twenty seven and twenty two plants were set per acre. Both Karylobe and Buefger Varieties were used by the club members. After the plants had been established in the soil, the cultivations followed at interval of ten days each and at the last cultivation the two acres were broadcasted to Grimson Clover.

On the 13th date of October 715-5/6 baskets or 355 1/2 bushels had been harvested from the two Acres. The Selling price for ripe tomatoes at the factories was established at 90 cent per bushel, the rate of hauling 10 cent per bushel. Fertilizer \$15.00, plants \$6.00 and Labor \$15.00

Total Project profits \$248.45 or \$124.23 as Frederick's share of the proceeds.

**Poultry;**

There are fifty 4-H Club members in Essex County enrolled in the production of poultry, seven boys and forty three girls. Four boys and thirty seven girls carried out the work as planned at the beginning of the year. Two thousand birds were cared for by these forty one members at an estimated value of \$1,000.

Approximately 5000 of the 2000 birds cared for by these club members were kept on the farms for egg production for home use .

With the rationing of meats on the farms in Essex County, has served as a challenge to 4-H Club poultry producers, and they have accepted the challenge in helping to produce meat for their family. In the Dandridge family in the Trinity Community , there are three girls in the family that are members of the Trinity 4-H Club, one in High School and two in Elementary school, who have assumed the responsibility of poultry production for the family of ten.

In the early spring 4-H Club poultry house was built on the farm twelve by sixteen to house the poultry for the family. The cost of the house and labor was \$12.00 at the completion. It was divided into two sections one for baby chicks and growing stock, the other side for layers. At the beginning of the season April 21, 1943 . Virginia, Everdeane and Florence Dandridge were advanced enough money by their mother to purchase one hundred Barred Rock Chicks and feed sufficient to raise these chick in addition to one hundred hatched by hand, to an age of eight weeks. At that time the cockerals were culled out and some were sold to replace the money advanced by their mother. At the age of twelve weeks these three members had payed all expenses and had 60 healthy pullets for fall production.

#### Hogs Among 4-H Club Members

There are thirty four boys in hog rearing in Essex County conducting these as 4-H Club Projects. Five are conducting projects with brood sows and twenty nine with fat hogs. Thirty of the thirty four have conducted the work satisfactory as started at the beginning of the year. Twenty five animals were involved in fat pigs and five as Brood Sows. The Total profits realized, \$485.00 from the brood sows and from the fat pigs, were valued at \$437.00. A Total profit of \$ 922.00 was realized from the projects conducted by thirty 4-H Club members

#### A Special Project With A 4-H Club Member.

##### Milch Goats

This project will be one year old on the 28th of November 1945. It had its beginning through a gift of Milch Goats from the Va. State College Petersburg, Va. Benjamin Clarke a member of the Trinity 4-H Club was the initial starter for the use of Milch Goats in Essex County. Benjamin accepted the goats as a gift from the college and as a keeper of the goats until the Agent and County Advisory Board found home for the goats. When the goats made their initial entry in the county, there were four does and one buck. Today there are two Bucks and seven Does. Benjamin cared for the goats until May 15, 1945 when the goats went to four new homes. The goats were given up by the 4-H Club member because he had four milk cows and one two year old Bull to care for, also because he accepted the goats with the understanding that whenever homes were found they would be removed. Another reason Milk is one of the Vital Foods needed in Essex County's diet. Benjamin has the satisfaction of knowing that his efforts at a time when Milk from Goats in Essex County was unheard of and that the goats went to families with no cows or milk as a source of food. One went to a man suffering from Stomach weakness and one went to a family with an undernourished child, for his efforts Benjamin did receive a compensation of \$15.00.

**Achievements and Notes on 4-H Club Members in The National Emergency.**

With Essex County like many counties in the eastern section of the state, offers many advantages to the boys and girls of the county. With local and State Fairs cancelled for the duration, 4-H Club members have turned to other endeavors. Seven former 4-H Club Members have taken advantage of previous high school, and NYA training in vital trades. Two 4-H Club Girls have gone into essential work.

Twenty seven 4-H Club members worked in Canning Plants for the summer, processing tomatoes and peas. Four 4-H Club boys worked on farms in harvesting tomatoes. Eleven 4-H Boys exchanged labor with club members in harvesting hays and vegetables for commercial plants.

Eleven 4-H Club members assisted in Issuing 1475 Ration Books and assisted in explaining to 743 users of Ration Book Two how to use them when purchasing under the Ration System.

Twenty two former 4-H Club this year have answered the call to the National Colors. They may be found serving in the Army, Navy and Coast Guards all over the United States.

### COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

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 Essex

#### REPORT OF

..... (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.	From .....	to .....	194.....
<u>B. F. Harrison</u> Agricultural Agent.	From <u>Dec 1, 1942</u>	to <u>7/1/30</u>	1943
..... Assistant Agricultural Agent.	From .....	to .....	194.....



READ SUGGESTIONS, PAGES 2 AND 16

Dec. 15, 1943

Approved:

John L. Chaundy  
State Agent

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 drafted from the header 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

When two or more agents are employed in a county they should submit a single statistical report showing the combined activities and accomplishments of all county extension agents employed in the county during the year. Negro men and women agents should prepare a combined statistical report separate from that of the white 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 summary 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 <sup>1</sup> (b)	Agricultural agents (c)	County total <sup>2</sup> (d)
1. Months of service this year (agents and assistants).....			12	XXXXXXXXXX
2. Days devoted to work with adults <sup>3</sup> .....			210	XXXXXXXXXX
3. Days devoted to work with 4-H Clubs and older youth <sup>3</sup> .....			75	XXXXXXXXXX
4. Days in office <sup>4</sup> .....			55	XXXXXXXXXX
5. Days in field <sup>4</sup> .....			210	XXXXXXXXXX
6. Number of farm or home visits made in conducting extension work <sup>4</sup> .....			569	
7. Number of different farms or homes visited.....			225	
8. Number of calls relating to extension work.....	(1) Office (2) Telephone		225	
			25	
9. Number of news articles or stories published <sup>5</sup> .....			0	
10. Number of bulletins distributed.....			0	
11. Number of radio talks broadcast or prepared for broadcasting.....			0	
12. Training meetings held for local leaders or committeemen.....	(1) Adult work (2) 4-H Club and older youth	(a) Number.....	0	
		Total attendance of:		
		(b) Men leaders.....	0	
		(c) Women leaders.....	0	
		(a) Number.....	0	
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12).....	(1) Adult work (2) 4-H Club and older youth	Total attendance of:		
		(b) Leaders.....	0	
		(a) Number.....	210	
		(b) Total attendance.....	1019	
		(a) Number.....	61	
	(b) Total attendance.....	1676		
14. Number of adult result demonstrations conducted.....			0	
15. Meetings held at such result demonstrations.....	(1) Number (2) Total attendance		0	
			0	
16. Tours conducted.....	(1) Adult work (2) 4-H Club and older youth	(a) Number.....	0	
		(b) Total attendance.....	0	
		(a) Number.....	0	
		(b) Total attendance.....	0	
17. Achievement days held.....	(1) Adult work (2) 4-H Club and older youth	(a) Number.....	0	
		(b) Total attendance.....	0	
		(a) Number.....	0	
		(b) Total attendance.....	0	

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

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

<sup>3</sup> The sum of questions 2 and 3 should equal the sum of questions 4 and 5.

<sup>4</sup> Do not count a single visit to both the farm and home as two visits.

<sup>5</sup> Do not count items relating to notices of meetings only.

**GENERAL ACTIVITIES—Continued**

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents <sup>1</sup> (b)	Agricultural agents (c)	County total <sup>2</sup> (d)
18. Encampments held (report attendance for your county only) <sup>3</sup>	(1) Farm women	(a) Number			0	
		(b) Total members attending			0	
		(c) Total others attending			0	
	(2) 4-H Club and older youth	(a) Number			0	
		(b) Total boys attending			0	
		(c) Total girls attending			1	
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(d) Total others attending			1	
		(a) Number			43	
	(b) Total attendance			1229		
	(2) 4-H Club and older youth	(c) Number			0	
		(b) Total attendance			0	
	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			3
(b) Total attendance					60	
(2) 4-H Club and older youth		(a) Number			5	
		(b) Total attendance			164	

<sup>1</sup> Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.  
<sup>2</sup> County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.  
<sup>3</sup> 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)	490
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	395
23. Number of farms involved in preceding question which were reached this year for the first time	112
24. Number of nonfarm families making changes in practices as a result of the agricultural program	4
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	1
26. Number of farm homes involved in preceding question that were reached this year for the first time	1
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	0
28. Number of other homes involved in preceding question that were reached this year for the first time	0
29. Number of farm homes with 4-H Club members enrolled	75
30. Number of other homes with 4-H Club members enrolled	0
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	400
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	4

**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	(2) No. of members	
(b) Agricultural	(1) Name <i>Co. Agr. Board</i>	(2) No. of members	<i>52</i>
(c) Home demonstration	(1) Name	(2) No. of members	
(d) 4-H Club	(1) Name <i>Co. Agr. Council</i>	(2) No. of members	<i>21</i>
(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 *18* (b) Home demonstration (c) 4-H Club (d) Older youth

35. Total number of communities in county. (Do not include number of neighborhoods.) *13*

36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees *5*

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

38. Number of members in such clubs or groups

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.) *2, 5*

XXXXXXXXXX

40. Number of neighborhood and community leaders in the neighborhood-leader system *52*

41. Number of different voluntary local leaders or committeemen actively engaged in forwarding the extension program:

(a) Adult work	(1) Men <i>32</i>	(b) 4-H Club and older youth work	(1) Men <i>5</i>	(3) Older club boys <i>1</i>
	(2) Women <i>20</i>		(2) Women <i>7</i>	(4) Older club girls <i>1</i>

**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

	Extension organization and planning <sup>1</sup> (a)	County agricultural planning <sup>1</sup> (b)	Total <sup>1</sup> (c)
47. Days devoted to line of work by			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents			<i>31</i>
(4) State extension workers			<i>0</i>
48. Number of planning meetings held			
(1) County			<i>2</i>
(2) Community			<i>10</i>
49. Number of unpaid voluntary leaders or committeemen assisting this year			<i>0</i>
50. Days of assistance rendered by voluntary leaders or committeemen			<i>52</i>

<sup>1</sup> 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	13	4		9	8			40		
(4) State extension workers										
52. Number of communities in which work was conducted this year	3	4		2	2			13		
53. Number of voluntary local leaders or committeemen assisting this year	6	10		6	3			54		
54. Number of farmers assisted this year in—										
(1) Obtaining improved varieties or strains of seed	11	10		6	2			62		
(2) The use of lime	12	4		10	4			22		
(3) The use of fertilizers	8	10		10	2			62		
(4) Controlling plant diseases	0	8		0	0			4		
(5) Controlling injurious insects	0	0		0	0			10		
(6) Controlling noxious weeds	0	0		0	1			0		
(7) Controlling rodents and other animals	0	0		0	0			0		

**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	Pigs	Horns and milks	Poultry (including turkeys)	Other livestock*
	(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	18			50	2	32	4
(4) State extension workers							
56. Number of communities in which work was conducted this year	3			13	3	4	4
57. Number of voluntary local leaders or committeemen assisting this year	11			50	9	12	4
58. Number of breeding circles or clubs or improvement associations organized or assisted this year	1			4	0	0	
59. Number of members in such circles, clubs, or associations	10			25	0	0	
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals	1			1	0	4	
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males	1			7	0	4	1
(2) Obtaining purebred or high-grade females	12			10	0	11	4
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	52	XXXXX
(4) Improving methods of feeding	26			ND	0	100	4
(5) Controlling external parasites	20			50	0	20	0
(6) Controlling diseases and internal parasites	10			ND	11	4	4
(7) Controlling predatory animals	0			0	0	0	0

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

**CONSERVATION OF NATURAL RESOURCES**

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

**Soil Management—Continued**

65. Number of farmers assisted this year—
- (a) With problems of land use based on soil types.....
  - (b) In the use of recommended crop rotations.....
  - (c) With strip cropping.....
  - (d) In constructing terraces.....
  - (e) In grassing waterways or otherwise preventing or controlling gullies.....
  - (f) With contour farming of cropland.....
  - (g) In otherwise controlling wind or water erosion.....
  - (h) In contouring pasture or range.....
  - (i) In the use of cover or green-manure crops.....
  - (j) In summer-fallowing.....
  - (k) In making depth-of-moisture tests.....
  - (l) With drainage.....
  - (m) With irrigation.....
  - (n) With land clearing.....
66. Number of soil-management associations organized or assisted during the year:
- (a) Legal soil-conservation districts.....
  - (b) Voluntary soil-conservation associations.....
  - (c) Grazing associations.....

**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.....

**Wildlife Conservation—Continued**

69. Number of farmers assisted this year in making specific improvements for wildlife.....

<sup>1</sup> 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, <sup>1</sup> 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 (4) State extension workers			2
71. Number of communities in which work was conducted this year				4
72. Number of voluntary local leaders or committeemen assisting this year				8
73. Number of farm-survey records taken during the year:	(a) Farm business (b) Enterprise (c) Other	4		
74. Number of farmers assisted this year in keeping—	(a) Farm inventory (b) General farm records (c) Enterprise records	4		
75. Number of farmers assisted this year—	(a) In developing a farm plan only (b) In developing a farm and home plan (c) In analyzing the farm business (d) In improving landlord-tenant relations and leasing arrangements	4 3		
		75. Number of farmers assisted this year—Continued.		
		(e) In getting started in farming, or in re-locating		2
		(f) With credit problems (debt adjustment and financial plans)		0
		(g) In using "outlook" to make farm adjustments		2
		(h) With a farm-income statement for tax purposes		0
		(i) With farm-labor problems		4
		(j) In developing supplemental sources of income		7

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, international 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				

<sup>1</sup> 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**

Include all work with adults, 4-H Club members, and older youth	General	Grain and hay	Livestock and wool <sup>1</sup>	Dairy products	Poultry and eggs <sup>1</sup>	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Processing 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											
(4) State extension workers											
84. Number of communities in which work was conducted this year											
85. Number of voluntary local leaders or committeemen assisting this year											
86. Number of new cooperatives <sup>2</sup> assisted in organizing during the year											
87. Number of established cooperatives <sup>2</sup> assisted during the year											
88. Number of members <sup>2</sup> 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) <sup>3</sup>	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year											
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
92. Number of private marketing and distributing agencies and trade groups assisted this year											
93. Number of programs <sup>2</sup> pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs <sup>2</sup> participated in or conducted this year											
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs <sup>2</sup> participated in or conducted this year											
97. Number of consumer information programs <sup>2</sup> pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs <sup>2</sup> relating to marketing services and costs of distribution conducted this year											
99. Number of programs <sup>2</sup> relating to transportation problems conducted this year											
100. Number of programs <sup>2</sup> relating to the specific use of market information conducted this year											
101. Number of other marketing programs <sup>2</sup> conducted this year (specify)											

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

<sup>2</sup> 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.

<sup>3</sup> Organized pieces of work.

**HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT**

Include all work with adults, 4-H Club members, and older youth	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.....				
(2) 4-H Club agents.....				
(3) Agricultural agents.....	4	1	4	3
(4) State extension workers.....				
103. Number of communities in which work was conducted this year.....				
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.....	3
(b) Remodeling dwellings.....	4
(c) Installing sewage systems.....	1
(d) Installing water systems.....	2
(e) Installing heating systems.....	0
(f) Providing needed storage space.....	6
(g) Rearranging or improving kitchens.....	4
(h) Improving arrangement of rooms (other than kitchens).....	0
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings.....	4
(j) Selecting housefurnishings or equipment (other than electric).....	0
(k) Improving housekeeping methods.....	0
(l) Laundry arrangement.....	0
(m) Installing sanitary closets or outhouses.....	4
(n) Screening or using other recommended methods of controlling flies or other insects.....	4
(o) Improving home grounds.....	4
(p) Planting windbreaks or shelterbelts.....	0

**Rural Electrification—Continued**

106. Number of associations organized or assisted this year to obtain electricity.....	0
107. Number of families assisted this year in—	
(a) Obtaining electricity.....	0
(b) Selection or use of electric lights or home electrical equipment.....	0
(c) Using electricity for income-producing purposes.....	2

**Farm Buildings—Continued**

108. Number of farmers assisted this year in—	
(a) The construction of farm buildings.....	7
(b) Remodeling or repairing farm buildings.....	8
(c) Selection or construction of farm-building equipment.....	0

**Farm Mechanical Equipment—Continued**

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment.....	3
(b) Making more efficient use of mechanical equipment.....	4
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year.....	9
111. Number of gin stands assisted this year in the better ginning of cotton.....	0

**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)
<b>112. Days devoted to line of work by—</b>				
(1) Home demonstration agents				
(2) 4-H Club agents				
(3) Agricultural agents	55	19		
(4) State extension workers				
<b>113. Number of communities in which work was conducted this year.</b>	13	4		
<b>114. Number of voluntary local leaders or committeemen assisting this year.</b>	10	6		
<b>115. Number of families assisted this year—</b>				
(a) In improving diets				0
(b) With food preparation				0
(c) In improving food supply by making changes in home food production <sup>1</sup>				300
(1) Of vegetables				225
(2) Of fruits				260
(3) Of meats				11
(4) Of milk				110
(5) Of poultry and eggs				8
(d) With home butchering, meat cutting or curing				0
(e) With butter or cheese making				52
(f) With food-preservation problems <sup>1</sup>				45
(1) Canning				0
(2) Freezing				3
(3) Drying				8
(4) Storing				8
(g) In producing and preserving home food supply according to annual food-supply budget				0
(h) In canning according to a budget				0
(i) With child-feeding problems				0
(j) In the prevention of colds and other common diseases				0
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				0
(l) With first aid or home nursing				4
(m) In removing fire and accident hazards				2
<b>116. Number of schools assisted this year in establishing or maintaining hot school lunches.</b>				0
<b>117. Number of nutrition or health clinics organized this year through the efforts of extension workers.</b>				0

11

<sup>1</sup> Sum of the subitems minus duplications due to families' participating in more than one activity.

**CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE**

Includes all work with adults, 4-H Club members, and older youth	Home management <sup>1</sup> — 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.....			
	(2) 4-H Club agents.....			
	(3) Agricultural agents.....			
	(4) State extension workers.....			
119. Number of communities in which work was conducted this year.....				
120. Number of voluntary local leaders or committeemen assisting this year.....				

**Home Management—Family Economics—Continued**

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

**NOTE.**—Individual families and groups assisted with selling problems should be reported in column (f), 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.....
133. Number of communities assisted this year in improving community recreational facilities.....
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs.....
135. Number of communities assisted this year in establishing—
- (a) Club or community house.....
  - (b) Permanent camp.....
  - (c) Community rest rooms.....
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.....

<sup>1</sup> The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 18.  
<sup>2</sup> Includes question 122; also families buying through marketing cooperatives, organized or assisted, column (k), p. 8.

**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	1		1		2	Acres
139. Other cereals						Acres
140. Peanuts						Acres
141. Soybeans, field peas, alfalfa, and other legumes						Acres
142. Soil conservation and pasture improvement						Acres
143. Potatoes, Irish and sweet						Acres
144. Cotton						Acres
145. Tobacco						Acres
146. Fruits						Acres
147. Home gardens	30	39	21	30	35	Acres
148. Market gardens, truck and canning crops	9		9		10	Acres
149. Other crops						Acres
150. Poultry (including turkeys)	7	43	4	37	2000	Birds
151. Dairy cattle						Animals
152. Beef cattle						Animals
153. Sheep						Animals
154. Swine	54		30		30	Animals
155. Horses and mules						Animals
156. Other livestock <i>milk goats</i>	1		1		3	Animals
157. Bees						Colonies
158. Beautification of home grounds						XXXXXXXXXXXX
159. Forestry						Acres
160. Wildlife and nature study (rabbits, game, fur animals)						XXXXXXXXXXXX
161. Agricultural engineering, farm shop, electricity						{ Articles made Articles repaired
162. Farm management						XXXXXXXXXXXX
163. Food selection and preparation						{ Meals planned Meals served
164. Food preservation						Quarts canned
165. Health, home nursing, and first aid						XXXXXXXXXXXX
166. Clothing						{ Garments made Garments remodeled
167. Home management						Units
168. Home furnishings and room improvement						{ Rooms Articles
169. Home industry, arts and crafts						Articles
170. Junior leadership						XXXXXXXXXXXX
171. All others						XXXXXXXXXXXX
172. Total (project enrollment and completion)	82	82	66	81		XXXXXXXXXXXX

4-H CLUB MEMBERSHIP

173. Number of 4-H Clubs. (Same as question 39) 5
174. Number of different 4-H Club members enrolled. (a) Boys 82 (b) Girls 82
175. Number of different 4-H Club members completing. (a) Boys 66 (b) Girls 67
176. Number of different 4-H Club members in school. (a) Boys 55 (b) Girls 62
177. Number of different 4-H Club members out of school. (a) Boys 27 (b) Girls 20
178. Number of different 4-H Club members from farm homes. (a) Boys 82 (b) Girls 82
179. Number of different 4-H Club members from nonfarm homes. (a) Boys 0 (b) Girls 0

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By age	Boys (a)	Girls (b)
1st year	7	7	10 and under	3	4
2d	49	30	11	17	13
3d	11	23	12	10	7
4th	3	3	13	12	9
5th	4	4	14	11	10
6th	7	14	15	10	13
7th	2	7	16	7	14
8th	0	0	17	2	7
9th	0	0	18	9	4
10th and over	0	0	19	1	0
			20 and over		1

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—

- |                             |          |                                  |          |
|-----------------------------|----------|----------------------------------|----------|
| (a) Judging                 | _____    | (f) Fire and accident prevention | <u>6</u> |
| (b) Giving demonstrations   | <u>6</u> | (g) Wildlife conservation        | <u>6</u> |
| (c) Recreational leadership | <u>1</u> | (h) Keeping personal accounts    | <u>1</u> |
| (d) Music appreciation      | <u>0</u> | (i) Use of economic information  | <u>0</u> |
| (e) Health                  | <u>0</u> |                                  |          |

183. Number of 4-H Club members having health examination because of participation in the extension program 0

184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs 1

WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth (same as question 40) \_\_\_\_\_

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)	20-39 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				

<sup>1</sup> 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.  
<sup>2</sup> 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 12, 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.  
<sup>3</sup> 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-factor insects <sup>1</sup> (f)	All other work (g)
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			4
197. Number of voluntary local leaders or committeemen assisting this year			4

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 (e)	4-H Club agents (f)	Agricultural agents (g)
198. Estimated number of days devoted to—			
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)			
(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)			

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 de- fense agency (f)	Employment service (g)	Agricultural Adjustment Agency (h)	Food Distribution Administration (i)	Soil Conserva- tion Service (j)	Farm Security Administra- tion (k)	Rural Electrifi- cation Administration (l)	Tennessee Valley Authority (m)	Social Security, Public Health, Children's Bureau (n)
199. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	4	3		4			10			
(4) State extension workers										
200. Number of communities in which work was conducted this year	5	2		5		7	12			
201. Number of voluntary local leaders or committeemen assisting this year	2	7		6		2	6			
202. Number of meetings participated in this year by extension workers	2	3		10		3	4			

<sup>1</sup> Include grasshoppers, etc., forms, chinch bugs, and other insects not reported under specific crop or livestock headings.

## TERMINOLOGY

### DEFINITIONS OF EXTENSION TERMS

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. Proper 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.

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. Example: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.

A **result demonstration** is a demonstration conducted by a farmer, 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. Example: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, 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 **F-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. **F-H Club members enrolled** are those boys and girls who actually start the work outlined for the year.

14. **F-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.