

VIRGINIA

ISLE OF WIGHT COUNTY AGRICULTURAL AGENT ANNUAL REPORT 1944

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RETURN TO  
EXTENSION  
DIVISION OF FIELD  
STUDIES & TRAINING

COUNTY AGENT'S NARRATIVE REPORT, VIRGINIA

December 1, 1943 to November 30, 1944

Isle of Wight County

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Headquarters, Smithfield, Virginia

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#### BRIEF DESCRIPTION OF COUNTY ORGANIZATION

The County Board of Agriculture, which has been in operation for three years, is probably the most important and the over-all planning and advisory board in the county. The county is divided into six communities with a man chairman and woman co-chairman for each community. The communities are divided into neighborhoods of 30 to 60 farms. A man and woman leader serves in each neighborhood. In addition to helping distribute information on projects of Extension nature, the neighborhood leaders have been burdened with programs brought about by the present emergency. The County Board of Agriculture has done most of its work this year with food conservation and preservation and the labor program. The Board is cooperating with the Conservation District.

The Isle of Wight Farmers' Cooperative, Inc., a county organization with community farmers clubs throughout the county, was used by the Agent to a great extent in conducting educational and project work. The regular monthly meeting of the community farmers clubs was conducted with the exception of three months during the summer. At these meetings a film on some farming practice was shown, discussions conducted on timely practices and a demonstration given by the Agent. The farmers clubs sponsored the organization of the Soil Conservation District in 1943 and petitioned the State Soil Conservation Committee for organization of the District.

The Agent does not wish to overlook the results obtained by close cooperation with the dealers in the county. The dealers have been contacted many times and advised as to recommendations and best varieties, increased demands of certain varieties and new varieties and products that farmers needed to meet increased goals and other outlook information. They were also able to pass on much information of an educational nature to their customers. Some of these outstanding results will be pointed out later in project interpretation.

The cooperation of the War Board, Professional Workers and Emergency Labor Committee and Civic Clubs has been invited in planning and conducting activities.

## TYPE OF AGRICULTURE

Isle of Wight is considered one of the smaller counties of Virginia. It has a total area of 314 square miles. The county seat is located 50 miles south of Petersburg and 30 miles west of Norfolk. It is bound on the northeast by the James River and the northwest by Surry County. Nansemond and Southampton are on the east and west respectively.

This county is located within the coastal plains region of Virginia in the Tidewater section. The elevation of the county range from 10 feet above sea level along the Blackwater River near Franklin to 100 feet above sea level in the northern part of the county near the Surry County line.

The climate here is oceanic, the winters are usually mild, the summers hot but not excessively as they are tempered by the gulf breezes. The principal enterprise in the county is agriculture or the science of farming and producing crops and animals. The chief cash income is derived from the production of hogs and the growing of peanuts. Corn and soybeans are the main subsistant crops with a few of the small grains; namely; oats, rye, barley and wheat. Cotton is another cash crop of minor importance.

About 35,000 hogs are produced annually. A greater part of these are sold in the largest town of the county, Smithfield, which has meat packing as its chief industry. This town is situated on the Pagan River, one of the tributaries of the James. The industry of the Smithfield Ham, which was started 150 years ago by the early English settlers, has advertised the town and county in the far parts of the United States.

There are approximately 22,000 acres of peanuts produced annually in Isle of Wight. Normally most of these peanuts are sold to the Suffolk market and like the hogs are consumed all over the United States, but during the war the entire peanut crop, 24,000 acres, is purchased and distributed by the Commodity Credit Corporation.

In 1944 there was approximately 25,000 acres of corn produced; 14,000 acres of soybeans, most of which is interplanted with corn, with about 4000 acres being harvested; 800 acres of cotton planted; and 3500 acres of small grain harvested. The soils of Isle of Wight, in comparison with the other parts of the state, are light and sandy.

## INTERPRETATION OF PROJECT ACTIVITIES

It has been the desire of the Agent to plan and conduct projects and all activities so as to contribute most to the speedy conduct of the war. Much of the program has been built around the feed shortage situation.

### AGRONOMY

**FARM CROPS**—The majority of the time devoted to farm crops has been with peanuts, corn, pasture, soybeans and small grains in an effort to aid in more economical production and increased yields to meet war demands.

**PEANUTS**, the established cash crop, have required much time which consists of a continuation of the program, of getting the soil lined, encouraging the use of fertilizer and the sulphur dusting of peanuts. The acreage of peanuts dusted with sulphur was about the same as last year with approximately 8000 acres dusted in 1944. Seven sulphur demonstrations were conducted on farms where this practice had not been followed. This was done by placing a four-row duster in a neighborhood where little dusting was done, nine farmers used the machine dusting a total of 175 acres.

The newest practice with peanuts is the seed disinfectant (dusting) which has received much attention. "Arasan" was used by the Agent in establishing seed disinfectant demonstrations throughout the county, 9 of which were conducted, supervised and results obtained by the Agent where this practice was not carried out last year. The average percent increase in germination of machine-shelled seed was 29% over untreated. The percent increase for hand-shelled treated seed was 15%. Seed disinfecting was discussed at all the farmers clubs and a demonstration on applying the disinfectant was given and 16 additional demonstrations were given in the county. A circular letter was written and a news article published. Four dealers were contacted and urged to stock the disinfectant. They responded and distributed approximately 1000 pounds, enough to disinfect and plant 15,000 acres to say nothing of that farmers purchased outside the county. A demonstration that was carried through to completion showed, in addition to data on increases in germination, yields for hand-shelled disinfected seed over hand-shelled not disinfected 2% increase in nut yields. Machine-shelled disinfected over machine-shelled not disinfected showed 8% increase in nut yields. So far as known, no farmer had to plow up and re-plant seed properly treated. As a result of seed disinfectant work, many farmers have stated that they never again expect to plant seed without first treating them. As a result of three years work, two-thirds of the total peanut acreage in the county is being treated. The Agent realizes that the percent increase of treated seed will be less in the future.

This is a picture of a peanut seed treatment demonstration. Notice the missing hills over the field showing that germination was not too good any place in the field. The first twelve rows were planted with untreated seed, the remainder of the field was planted with treated seed. One can very easily see the increase in germination where the treated seed were planted. The yield of peanuts on the untreated acreage was 600 lbs., the yield on the treated acreage in the field was 1250 lbs. of nuts. Approximately 50 farmers were shown this demonstration.



CORN--The increase in the acreage of hybrid corn this year was about as great as that of last year. More farmers are realizing that there is an increased yield from the use of recommended adopted hybrid seed over their open-pollinated varieties. Last year the acreage of crop planted to hybrid was estimated at 40%, this year it is about 60%. This was accomplished by discussion at the farmers club meetings, a news article, a circular letter written and merchants were advised and urged to stock up large quantities of recommended hybrids. At the request of the Agent, dealers stocked and distributed many hybrid varieties recommended by Experiment Station. Field agents and order takers for various establishments were advised also. In conducting hybrid corn demonstrations the Agent obtained seed from producers and seedmen, most of which was without charge. In many cases the increase in hybrid over open-pollinated could be easily detected; others it could not. Most of the acreage planted to hybrid was Ill. 448, a yellow hybrid. Hybrid demonstrations conducted by the Agent in the county were: 5 demonstrations with U.S. 357, 6 with Ky. 72-B, 2 Pioneer hybrids, 2 Dekalb, 2 Wood's, 3 Tennessee 15, 2 U.S. 13. One of the demonstrations consisted of 9 Funk hybrids: Funk's 135, 46, 104, 88, 7111, 80, 90, 722 and 3428.

The good response to the educational program is contributed mostly to the follow-up work at farmers community meetings, discussions with neighborhood leaders and other farm leaders concerning results of previous demonstrations and tests.

LOCAL HYBRID SEED PRODUCTION--There were about 100 acres of hybrid seed corn produced in the county this year by 6 farmers for the 1945 crop. Most of this was Ill. 448, however, a few acres consisted of U.S. 357.

PASTURE AND HAY--The Agent has continued the extensive educational pasture program of 1943 to maintain adequate productive pasture, to furnish feed for present livestock and lay basis for livestock-crop balance. As Virginia is a feed deficit state, pastures play an important part in this balance. Also, pasture is the most economical means of feeding livestock, and soils less suitable for other crops may be used for pasture. Year-round pastures were discussed at the 1943 September club meeting with special emphasis placed on winter pastures. Pasture seeding and fertilization were discussed at winter club meetings in 1944. In addition to club meetings, a news article and circular letters were sent out to encourage the seeding of rape and oats for those farmers not having winter grazing, and to intensify the campaign to top-dress grain crops, seed lespedeza and supplementary crops. Farmers responded and due to a good season the grazing ability and grain yields were both greatly increased. Some demonstrations conducted for year-round pasture crops were: rye, and corn and beans (pickings) in winter; next, small grains to alternate with clover and ryegrass; then, lespedeza, lespedeza on old sod, supplemented with Sudan grass, soybeans, early seeded small grains, clover and ryegrass. Animals were taken off some of the Fulgrain oats in May to make a grain crop.

It was noted in 1943 that pasture grasses are very unproductive and in many cases die during the hot dry season in this area, therefore, showing the necessity for an intensified supplementary pasture program to fill in the gaps. Demonstrations were conducted of Sudan grass seedings, Sudan grass and soybeans, Sudan grass sowed in corn and bean fields to be grazed, and soybeans alone for grazing. The most outstanding of these were the soybean pastures. One was used to graze dairy cattle and three were used for hog pasture. One hundred thirty-five (135) shoats were pastured on 8 acres during June, July and August. Hogs were turned on others about the middle of June. A fair crop of seed was produced at one of the demonstrations.

Five alfalfa demonstrations were conducted. Activities devoted to pasture work were as follows: 28 days, 52 visits, circular letters in April and July, news article in July, dealer contacts as to stocks and recommended varieties, etc., visits and personal letters to dairymen, two specialists, and two production meetings. Neighborhood leaders were invited to meetings and furnished information on pasture.

SOIL IMPROVEMENT consists of, for the most part, the continuation of the educational program previously outlined. Hay and pasture work are closely related and somewhat overlapping as the same crops may be used for each. Crops seeded for hay may be necessarily used for pasture or vice versa or may not be needed and turned under.

The factors in soil improvement may vary in different soil, but soils in this county are naturally acid, deficient in plant food and organic matter, readily subject to leaching and some to wind erosion. Knowing that farmers will not respond greatly to maintaining crops and converting profit back to the soil for the sake of soil improvement alone, the Agent attempts to show the advantages of this in other parts of the program. Therefore, the three principals: correct pH, building up organic matter and storing plant food are borne in mind in conducting the educational features of soil building in other parts of his program.

The application of lime as a soil builder has been in the County Agent's program for several years, and farmers generally know the advantages of lime as a soil improver. More lime was used in the county than in previous years, partly due to the "Supplementary Materials Program" of the AAA in which the Agent cooperates in an educational degree. The proper application of lime will have to be more exacting in the future as the Agent has observed indication of over-liming spotted about the county. The seeding of winter cover crops for pasture hay and soil building has been encouraged in contacting farmers. To further encourage cover crops farmers club meetings were held and two circular letters were mailed discussing the value of cover crops as soil improvers. Mr. Batten of the Holland Experiment Station, and Dr. T. B. Hutcheson of the State Experiment Station, spoke to 275 farmers along this line at the County Achievement day program. The acreage seeded to cover crops has about doubled in the last two years, which is an indication that farmers are increasingly coming to know the value of cover crops. Approximately 25,000 acres were seeded to cover crops.

Economics, of course, is the first factor to consider in planning, but in addition to other factors cited, rotation and fertilization contribute to soil building also. Recommendations from the Experiment Station as to rotation, fertilization, seeding varieties, etc. has been passed on to farmers through farmers meetings, circular letters, professional workers, individual workers, neighborhood leaders and dealers. The dealers, as has been previously stated, aided in the Agent's program as follows: dealers were furnished outlook information, recommendations as to varieties, seeding, fertilizers and new practices.

It was further observed by the Agent and brought to farmers attention that crops suffered less from the drouth where good farm management and soil building practices had been practiced.

The use of soil sample analysis is encouraged for proper recommendations for soil treatment. Demonstrations have been conducted to show how to obtain soil samples and the value of same.

Field demonstrations were set up of seeding *Sericia lespedeza* as woods border strips.

SOYBEANS—There is about a 20% increase in soybeans harvested over that of last year. The Agent has encouraged the use of early maturing varieties for pasture. The Volstate bean was introduced into the county this year to be used as test demonstration. The advantage of this bean is that 90% of the seed are retained in the pod during winter. The Agent conducted 7 demonstrations with Volstate beans throughout the county. Seed dealers were advised as to this bean and stocked and distributed 125 bushels.

SMALL GRAIN harvested for grain has increased about 25% over last year. The greatest increase was with wheat. With the increased number of combines farmers are harvesting more grain and using it for local seed supply. This is also true in the case of

soybeans. The small grain campaign, which was built around the feed shortage situation, consists of seeding and fertilization of crops for pasture and hay crops for soil improvement as well as crops for grain. Variety, fertilization and top-dressing field tests were conducted in addition to the educational and publicity program from which great results were obtained. The Agent has set up four variety tests of varieties of barley and rye. Orders were taken for 200 bushels of certified Redheart wheat (showed up best in field tests) seed ordered through a local dealer from a grower.

**HARVESTING SEED**—In addition to harvesting soybeans and small grain for seed, as has been mentioned above, four farmers demonstrated harvesting of crimson clover seed. The practice of seed harvesting will be continued with special interest placed on harvesting for seed those new varieties of beans and grains. About 75 farmers attended the tractor and combine school.

**COTTON**—This work consists of six cotton defoliation demonstrations. These demonstrations were conducted by dusting the cotton leaves with a cyanamid product which causes the leaves to drop off. The advantage being that when growth is rank removing the leaves prevents the rotting of bolls and lets sunlight in to open bolls and cotton can be picked all at once or before cold weather. Also, cotton insects have no food and fewer will survive the winter. Cotton may be picked by machinery after defoliation. Other work was a field test of effectiveness of finely ground sulphur for insect control and assistance in having seed certified.

**DEALER ACTIVITIES**—The following are the activities and distribution in a community by one of the largest dealers with approximate 1944 comparisons: 1944, 240,000 lbs. sulphur dust for peanuts; 1943, about same. 1944, 350 bushels hybrid corn seed; 1943, about half that much. 1944, 40,000 lbs. clover seed; 1943, 25,000 lbs. 1944, 2200 bushels Abruzzi rye; 1943, some less, most of which was common rye. 1944, 13,000 lbs. Ryegrass; 1943, 11,000 lbs. 1944, 2500 bushels oats, half of which was Fulgrain; 1943, about same amount with smaller percent Fulgrain. 1944, 700 bushels wheat, 200 bushels of which was certified Redheart seed; 1943, 325 bushels. 1944, 30 cars of Illeson which was about double that of last year. 1944, 20,000 lbs. Lespedeza and 1000 lbs. alfalfa which was about same as last year. 1944, 660 lbs. Aram; 1943, about 100 lbs. 1944, 275 lbs. drugs for worming livestock; 1943, about same. 1944, 100 bushels Volstate beans; 1943, none. 1944, four farmers harvested and had crimson clover seed re-cleaned. About 20% more soybean seed was sold. About 30% more hay and feed sold. Slightly less seed was sold for vegetable gardens.

#### LIVESTOCK

**SWINE**—There are approximately 35,000 marketable hogs produced in the county annually in normal years. There was about as much decrease this year as there was increase last year. Most of the work has been to improve production practices which consist chiefly of feeding, housing, breeding and parasite control. Swine management was discussed at nine farmers meetings. In the feed discussion the importance and economy of pasture was brought out. The value of minerals in the diet and a formula for the mixture was given. At later meetings the feed cribs was discussed and farmers encouraged to market animals at lighter weights and to revise their feeding practice to make scarce feed go farther. The value of adequate housing was discussed at the above meeting and has been brought to the attention of many farmers when visited for veterinary work. Two specialists visited the county to discuss swine management with farm groups, one of which discussed this subject at the production meeting.

The use of registered sales has been encouraged by the Agent. Two tri-county registered hog sales were held by Extension Animal Husbandman and twenty animals were bought by Isle of Wight County farmers. One farmer in the county has joined the Association and consigned hogs at the sales. Three farmers in the county have become equipped to produce registered hogs for sale. In addition to hogs purchased at the

semi-annual tri-county Extension sale the Agent has placed 50 animals in the county through these farmers with the exception of a few which were purchased outside the county.

One of the meat packers donated 8 registered boars, ready for service, to be placed by the Agent. The County Board of Agriculture was used to make placement of these in the county.

The work to control parasites has been the follow-up of test demonstrations conducted by the Virginia Experiment Station and their recommendations. The Agent has given 30 demonstrations to assist in treating approximately 1000 pigs for worms. Dealers have stocked the recommended drug for treatment of worms at the request of the Agent. Many farmers were given instructions on how to administer the treatment and sent to dealers to purchase the drug. Farmers who follow instructions are well satisfied with this treatment.

DAIRYING, from the standpoint of the war effort, has the priority over other enterprises this year. There is room for the expansion of dairy production in this county. This has also been a trying year for the dairy farmer who had his problems increased due to the feed situation and drouth. As dairying is a minor enterprise with 20 dairymen in the county, the Agent has worked with them by means of letters and many visits. Most of the discussion with dairymen has been along the line of feeding practices, which consist chiefly of making silage and green leafy hay, seeding and fertilization, pastures (both permanent and supplementary), and grain proportions.

With the labor and equipment problem more acute farmers are realizing that a few beef animals can be produced to an advantage as they require most attention during off season in crop enterprises. The number of beef type animals is steadily increasing. Most of the work in this connection has been individual discussion with interested farmers.

The veterinary work with livestock, which requires much of the Agent's and Assistant Agent's time, has been 439 farm visits to vaccinate approximately 14,514 hogs, 55 horses and mules, a few cattle, and visits to many sick animals.

POULTRY—The number has shown some decrease since last year, both commercially and in farm flocks. Broiler production has been discouraged unless on a sound basis. Assistance has been given to 6 farmers in housing, 18 in culling. Chicken pox vaccine has been obtained and instructions on how to administer given to many farmers and many sick flocks visited and recommendations given.

Farmers have been urged to buy their baby chicks from State Supervised hatcheries and to purchase only certified chicks. Both the Home Agent and the Vocational Agricultural Teacher have poultry as one of their projects and are doing much of the poultry work. Neighborhood leaders received discussion about buying baby chicks and were asked to advise their neighborhood to be on the lookout for peddlers trying to put off cull chicks on farmers.

#### HORTICULTURE, FRUITS AND VEGETABLES

HORTICULTURE, FRUITS AND VEGETABLES are among the smaller projects in the county.

GARDEN work consists of encouraging every family in the county to have a garden of the all-year type, in connection with the Food For Victory and conservation campaign. The nature of this work was garden improvement, Fall gardens and with Victory gardens. This was done through the County Board of Agriculture system, farm meetings, a news article and the preparation and distribution of a garden calendar to Victory gardeners.

**SNAP BEANS**—A supply of hybrid snap bean seed was obtained from the State Experiment Station and used to conduct 44 snap bean demonstrations within the county and as a part of the family vegetable garden.

**POTATOES** planted in the vegetable garden for the family food supply made a very poor yield due to the season. Believing the need great for Fall seeded potatoes, the Agent put on a campaign to get Fall potatoes seeded for family use. Newly developed varieties, Sabago and Sequoia, were obtained from the Norfolk Truck Experiment Station to set up 4 demonstrations. The demonstrations were set up to show the difference in germination and yields obtained when whole or cut potatoes were planted. Popular Fall varieties were used as tests and outstanding results were obtained.

**HORTICULTURAL** work consists mostly of advising individual farmers upon request. Other work has been planning with and giving assistance to a few orchard men who produce fruit for home use and for market. Pruning demonstrations for peaches, apples and grapes have been conducted, management and fertilization assistance given plus some work with pecan trees.

#### LABOR

**FARM LABOR ACTIVITIES**—It was recognized that the Emergency Farm Labor Program would have to center around the peanut harvest as this is our chief cash crop having a relatively short harvest season.

Farm labor activities were first begun by a meeting of the farmer advisory committee. Later a 12 man committee was set up with representatives of public agencies and farmers. It was agreed that the over-all labor needs would be greater this year than last, but a part of this need was off-set as some of the peanut crop was late planted due to the dry Spring season.

Farmers were encouraged, through farmers club meetings, neighborhood leaders, visits, and a circular letter, to plan to meet their needs by exchange of labor, labor for use of machinery, and to do all the custom work possible. Information on the farm status of 300 registrants, as, man equivalent, war units, crop acreage, and other information unfamiliar to Draft Board was furnished the War Board for recommendation to the local Draft Board.

The School Board was asked to help by making school youths available during the harvest season, and the Agent discussed the Emergency Farm Labor Program and the importance of meeting the need to high school assembly groups. The high school faculty cooperated with the Agent in the Emergency Farm Labor Program. With the help of the State Labor Supervisor and the District Agent, sailors and State Convicts were secured for the peak season which was an important contribution to the crop harvest. A few service men were placed for farm work during their leaves. Some men agreed to return from industry during peak season. Many men were given draft deferments, schools worked on a half day schedule during September and October. Thirty-five farms obtained 120 sailors and 20 farms obtained groups of State Convicts totaling 256 man days. Seventy-seven workers requesting release were placed or retained on farms.

#### 4-H CLUB WORK

**ORGANIZATION**—The Agent has five boys 4-H Clubs organized in the county. These are organized in the four communities where the high schools are located. The largest community has two clubs.

The County 4-H Council met and adopted a Plan of Work which was submitted to each club and was adopted after slight revisions by some clubs. The work this year was the continuation of the above mentioned Plan of Work. The Plan of Work was built around

the present war emergency and members were urged to conduct their project to contribute most to the war effort.

PROJECT work consists of 55 members and 68 projects with 51 projects completed, which were divided as follows: corn, 8 with a total profit of \$412.32; vegetable garden, 11, total profit \$297.85; peanuts, 8, total profit \$844.32; poultry, 9, total profit \$160.29; sow and litter, 7, total profit \$642.46; and breeding pig, 8, total profit \$254.02.

ACTIVITIES--The Agents have attended each of the ten monthly club meetings and given demonstrations and project discussions. Each project was visited two or more times during the year and a small prize awarded in each club to the boy having the best project and presenting the best record. The members seemed to take most interest in hybrid corn and peanut seed treatment demonstrations. Three members had hybrid corn demonstrations, five members planted treated peanut seed, 38 members planted hybrid snap beans in their or the family vegetable garden, three members had purebred hogs. Leadership training has been helpful to club members and especially to the officers. They have been acting in the salvage and War Bond drives. Completion of all projects was 74%. Two members entered college this year.

#### COOPERATION WITH OTHER AGENCIES

COUNTY U.S.D.A. WAR BOARD--The Agent has served as secretary to the War Board, helped with the educational work and advised in its various activities. In the beginning of the year many activities, as machinery rationing, etc. which were previously assigned to the War Board, were assigned to the AAA. In January, the job of production goals assignment was a responsibility of the War Board. The County Board of Agriculture, AAA and Extension all cooperated in the 1944 production goals program and for the most part farmers planned their farming activities accordingly. The Agent furnished the War Board information concerning farming status of 300 registrants and met with the War Board often in this behalf.

AAA--The Agent has held educational meetings to explain the AAA, encourage farmers to use AAA materials as a means of soil improvement and cover crops for which good results have been obtained, especially with cover crops. There were 1294 farms eligible to participate in the AAA program. Work has been done with the 50 committeemen to get them to take more active part in administrative matters and to advise them of the benefits of soil building practices.

Assistance has been given by the Agent in office administration and management. Individual farmers have been informed, in office calls, how they could obtain maximum benefits of the program from the standpoint of carrying out farming practices which would enable them to earn their soil building allowances. In committee meetings suggestions have been made on soil building practices to be recommended to farmers. The Agent has served as ex-officio member of the County Committee.

THE EMERGENCY CROP AND FEED LOAN representative met its borrowers on Thursday afternoons in the Agent's office. Assistance has been given to prospective borrowers who call in office as to information on credit aid they may obtain from the Emergency Crop and Feed Loan, Production Credit Association, Farm Security Administration, National Farm Loan Association, and R.A.C.C. For the past three years the number of loans of the Emergency Crop and Feed Loan office have decreased as follows: 1942, 70 loans, \$10,370 value; 1943, 46 loans, \$7,290; and 1944, 36 loans, \$6,385 value. Work with other credit sources is only to a small extent.

VIRGINIA AGRICULTURAL EXPERIMENT STATION in 1943 requested the cooperation of the Agent in securing sulphur dusted and undusted peanut vine hay to be used in carrying out a feeding experiment to determine the comparative feeding values of the two and also its comparison with other hays. Feeling that this experiment would be valuable

to Virginia peanut growers, to commercial dairymen, to livestock people in general and a source of income to peanut producers, the Agent was interested in helping obtain this data.

On December 2nd a carload of sulphur dusted and undusted hay, obtained from four sulphur demonstrations, was sent to the State Experiment Station. Later, details as to crop history, soil type and soil analysis, crop yields, pictures, and other helpful data were collected and sent to the Experiment Station for this experiment.

### 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 Salem of High

#### REPORT OF

<u>Emma Bratten</u> <small>(Name)</small> Home Demonstration Agent.	From <u>Dec. 1, 1942</u> to <u>Nov. 30, 1942</u>
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>Walter H. Frazier</u> Agricultural Agent.	From <u>Dec. 1, 1942</u> to <u>Nov. 30, 1942</u>
<u>John S. Huber</u> Assistant Agricultural Agent.	From <u>Dec. 1, 1942</u> to <u>Nov. 30, 1942</u>



READ SUGGESTIONS, PAGES 2 AND 16

Approved: \_\_\_\_\_

Date \_\_\_\_\_

State Extension Director.

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

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

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

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

### NARRATIVE SUMMARY

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

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

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

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

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

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

### STATISTICAL SUMMARY

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

Provision is made in the report form for each agent to report separately the teaching activities he or she conducts or participates in during the report year. County totals are the sum of the activities of all agents minus duplications where two or more agents engage in the same activity. For purposes of reporting, extension results or accomplishments are expressed in numbers of farmers or families assisted in making some improvement or definitely influenced to make a change. Such an improvement or change may be the outcome of any phase of the program for men, women, older rural youth, or 4-H Club boys and girls. Only the improvement or change taking place during the current year as the result of extension effort should be reported. Census type of information on the status of farm and home practices should not be included. For use on the national level the statistical data on the year's extension activities and accomplishments must be expressed in somewhat broad and general terms. Each State extension service may desire to include in a statistical supplement additional information on problems and activities peculiar to the State or sections of the State.

**GENERAL ACTIVITIES**

Report only this year's activities that can be verified		Home demonstration agent (a)	4-H Club agent <sup>1</sup> (b)	Agricultural agent (c)	County total <sup>2</sup> (d)
1. Months of service this year (agents and assistants)		12 1/2		18	XXXXXXXX
2. Days devoted to work with adults <sup>3</sup>		187 1/2		395	XXXXXXXX
3. Days devoted to work with 4-H Clubs and older youth <sup>4</sup>		85		47 1/2	XXXXXXXX
4. Days in office <sup>5</sup>		101 1/2		78	XXXXXXXX
5. Days in field <sup>6</sup>		172		364 1/2	XXXXXXXX
6. Number of farm or home visits made in conducting extension work <sup>7</sup>		634		1719	2353
7. Number of different farms or homes visited		266		786	1052
8. Number of calls relating to extension work	(1) Office	445		3142	3587
	(2) Telephone	524		1967	2511
9. Number of news articles or stories published <sup>8</sup>		19		39	58
10. Number of bulletins distributed		1706		2384	4090
11. Number of radio talks broadcast or prepared for broadcasting		12		50	62
12. Training meetings held for local leaders or committeemen	(1) Adult work	(a) Number	12	50	62
		Total attendance of:			
		(b) Men leaders		472	472
(2) 4-H Club and older youth	(c) Women leaders	121	29	150	
	(a) Number		9	9	
	Total attendance of:				
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12)	(1) Adult work	(a) Number	140	36	36
		(b) Total attendance		63	265
		(2) 4-H Club and older youth		743	743
(1) Adult work	(a) Number		50	50	
	(b) Total attendance		576	576	
	(2) 4-H Club and older youth				
14. Number of adult result demonstrations conducted		24		96	120
15. Meetings held at such result demonstrations	(1) Number	13		31	36
	(2) Total attendance	105		144	249
16. Tours conducted	(1) Adult work	(a) Number		1	1
		(b) Total attendance		13	13
		(2) 4-H Club and older youth		7	7
(1) Adult work	(a) Number			42	42
	(b) Total attendance			1	1
	(2) 4-H Club and older youth			275	275
17. Achievement days held	(1) Adult work				
	(2) 4-H Club and older youth				

<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 unless discrepancies 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 nature of meetings only.

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)	
18. Encampments held (report attendance for your county only)*	(1) Farm women	(a) Number					
		(b) Total members attending					
		(c) Total others attending					
	(2) 4-H Club and older youth	(a) Number					
		(b) Total boys attending					
		(c) Total girls attending					
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number	43		23	116	
		(b) Total attendance	1153		2971	4134	
	(2) 4-H Club and older youth	(a) Number					
		(b) Total attendance					
	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			3
			(b) Total attendance	64			64
(2) 4-H Club and older youth		(a) Number	2		3	5	
		(b) Total attendance	11		30	91	

\* Includes extension county agent in charge of 4-H Club work or who devotes practically full time to club work.  
 \* County total should equal sum of preceding three columns unless duplications due to two or more agents participating in same activity or accomplishment.  
 \* Does not include picnics, rallies, and short courses, which should be reported under question 13.

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)	1416
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	1160
23. Number of farms involved in preceding question which were reached this year for the first time	198
24. Number of nonfarm families making changes in practices as a result of the agricultural program	135
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	800
26. Number of farm homes involved in preceding question that were reached this year for the first time	200
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	100
28. Number of other homes involved in preceding question that were reached this year for the first time	50
29. Number of farm homes with 4-H Club members enrolled	103
30. Number of other homes with 4-H Club members enrolled	15
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	1200
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	280

**EXTENSION ORGANIZATION AND PLANNING**

23. 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 Board of Agriculture (2) No. of members 16  
 (b) Agricultural (1) Name Farmers' Coop. Home Labor Committees (2) No. of members 31  
 (c) Home demonstration (1) Name Home Demonstration Committee (2) No. of members 14  
 (d) 4-H Club (1) Name 4-H Club Council (2) No. of members 55  
 (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 23 (b) Home demonstration 60 (c) 4-H Club 11 (d) Older youth \_\_\_\_\_

35. Total number of communities in county. (Do not include number of neighborhoods.) 6

36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees. 6

37. Number of clubs or other groups organized to carry on adult home demonstration work 12

38. Number of members in such clubs or groups 399

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 91 Men 49 Women 42

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 73 (2) Women 146 (b) 4-H Club and older youth work (1) Men 2 (2) Women 7 (3) Older club boys 1 (4) Older club girls 1

**COOPERATIVE AGRICULTURAL PLANNING**

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service County Board of Agriculture

43. Number of members of such county agricultural planning group:

- (a) Unpaid lay members: (1) Men 49 (2) Women 42 (3) Youth \_\_\_\_\_  
 (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men 8 (2) Women \_\_\_\_\_

44. Number of communities with agricultural planning committee (over-all planning) 6

45. Number of members of such community planning committee: (a) Men 6 (b) Women 6 (c) Youth \_\_\_\_\_

46. Was a county committee report prepared and released during the year? (a) Yes  (b) No \_\_\_\_\_

	Extension organization and planning (a)	County agricultural planning (b)	Total (c)
47. Days devoted to line of work by:			
(1) Home demonstration agents	<u>43 1/2</u>	<u>7 1/2</u>	<u>51</u>
(2) 4-H Club agents			
(3) Agricultural agents	<u>40</u>	<u>18</u>	<u>58</u>
(4) State extension workers	<u>8 1/2</u>	<u>10</u>	<u>18 1/2</u>
48. Number of planning meetings held:			
(1) County	<u>4</u>	<u>3</u>	<u>7</u>
(2) Community	<u>18</u>	<u>5</u>	<u>23</u>
49. Number of unpaid voluntary leaders or committeemen assisting this year	<u>236</u>	<u>91</u>	<u>327</u>
50. Days of assistance rendered by voluntary leaders or committeemen: <u>1</u>	<u>739</u>	<u>324</u>	<u>1123</u>

\* 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 other youth	Corn	Wheat	Other cereals	Legumes	Peanuts	Cotton	Tobacco	Pomatoes and other vegetable crops	Fruits	Other crops
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
31. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	24½	10½	13	17	28	7½		13½	11½	32
(4) State extension workers	4		1					5		3
32. Number of communities in which work was conducted this year	6	6	6	6	6	4		4	5	6
33. Number of voluntary local leaders or committeemen assisting this year	7				8			15		46
34. Number of lines aided this year in—										
(1) Obtaining improved varieties or strains of seed	580	35	75	50	60	9		75	5	70
(2) The use of lime	100		35	25	150			50		400
(3) The use of fertilizers	275	100	230	100	220	35		60	8	150
(4) Controlling plant diseases	90		200			5		40	15	600
(5) Controlling injurious insects	50	75				6		100	10	400
(6) Controlling noxious weeds			125	100						75
(7) Controlling rodents and other animals	13	6	8						5	

**LIVESTOCK PRODUCTION (other than for family food supply)**

Include all work with adults, 4-H Club members, and other youth	Dairy cattle	Beef cattle	Swine	Poultry	Horses and mules	Poultry raising without	Other livestock
	(1)	(2)	(3)	(4)	(5)	(6)	(7)
35. Days devoted to line of work by—							
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents	15	2	3	17½	5	18	
(4) State extension workers	½	½		3		1	
36. Number of communities in which work was conducted this year	4	3	2	6	2	4	
37. Number of voluntary local leaders or committeemen assisting this year	11	2		16		6	
38. Number of breeding circles or clubs or improvement associations organized or assisted this year							
39. Number of members in such circles, clubs, or associations							
40. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals				22		13	
41. Number of farmers assisted this year in—							
(1) Obtaining purchased males	3	1	1	51		4	
(2) Obtaining purchased or high-grade females	5	3		34			
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXX	XXXX	XXXX	XXXX	XXXX	130	XXXX
(4) Improving methods of feeding	30	15		225		25	
(5) Controlling external parasites				350		30	
(6) Controlling diseases and internal parasites	12		6	550	50	125	
(7) Controlling predatory animals							

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

**CONSERVATION OF NATURAL RESOURCES**

Includes all work with adults, 4-H Club members, and older youth	Soil management (2)	Forestry (3)	Wildlife conservation (4)
62. Days devoted to line of work by—			
(1) Home demonstration agents			2
(2) 4-H Club agents			
(3) Agricultural agents	133	23	1
(4) State extension workers	7		
63. Number of communities in which work was conducted this year	5	1	3
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	150
(b) In the use of recommended crop rotations	150
(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	200
(j) In summer-fallowing	
(k) In making depth-of-moisture tests	18
(l) With drainage	12
(m) With irrigation	
(n) With land clearing	3
66. Number of soil-management associations organized or assisted during the year:	
(a) Legal soil-conservation districts	1
(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. (Includes erosion-control plantings)	
(b) In making improved thinnings, woodings, or pruning of forest trees	8
(c) With selection cutting	11
(d) With production of naval stores	
(e) With production of maple-sirup products	
(f) In timber estimating and appraisal	2
68. Number of farmers cooperating this year in prevention of forest fires	16

**Wildlife Conservation—Continued**

69. Number of farmers assisted this year in making specific improvements for wildlife	12
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\* 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 visits (short and long ones)	Outlook information
	(c)	(d)	(e)	(f)
70. Days devoted to line of work by: <ul style="list-style-type: none"> <li>(1) Home demonstration agents</li> <li>(2) 4-H Club agents</li> <li>(3) Agricultural agents</li> <li>(4) State extension workers</li> </ul>		1	6 1/2	5 3
71. Number of communities in which work was conducted this year				2
72. Number of voluntary local leaders or committeemen assisting this year				109
73. Number of farm-survey records taken during the year: <ul style="list-style-type: none"> <li>(a) Farm business</li> <li>(b) Enterprise</li> <li>(c) Other</li> </ul>				
74. Number of farmers assisted this year in keeping— <ul style="list-style-type: none"> <li>(a) Farm inventory</li> <li>(b) General farm records</li> <li>(c) Enterprise records</li> </ul>	15 18			
75. Number of farmers assisted this year— <ul style="list-style-type: none"> <li>(a) In developing a farm plan only</li> <li>(b) In developing a farm and home plan</li> <li>(c) In analyzing the farm business</li> <li>(d) In improving landlord-tenant relations and leasing arrangements</li> </ul>	30 25			
75. Number of farmers assisted this year—Continued <ul style="list-style-type: none"> <li>(e) In getting started in farming, or in re-locating</li> <li>(f) With credit problems (debt adjustment and financial plans)</li> <li>(g) In using "outlook" to make farm adjustments</li> <li>(h) With a farm-income statement for tax purposes</li> <li>(i) With farm-labor problems</li> <li>(j) In developing supplemental sources of income</li> </ul>				48 16 65 8 468

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 program (classification of land, zoning, tenancy, land development, settlement, public-land management, etc.)	Public finance and services (taxation, land government, facilities such as roads and schools for rural areas, etc.)	Rural welfare (rural-urban relationships, rural living, 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: <ul style="list-style-type: none"> <li>(1) Home demonstration agents</li> <li>(2) 4-H Club agents</li> <li>(3) Agricultural agents</li> <li>(4) State extension workers</li> </ul>		1		
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. 4 and 5) or to soil management (p. 5).

**MARKETING AND DISTRIBUTION**

Include all work with clubs, 4-H Club members, and other 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	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											6
(2) 4-H Club agents											
(3) Agricultural agents	10		3½	1	2½						1
(4) State extension workers	1										
84. Number of communities in which work was conducted this year	6			1	2						6
85. Number of voluntary local leaders or committeemen assisting this year	17										54
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	2										
88. Number of members <sup>2</sup> in the cooperatives assisted during the year (questions 86 and 87)	320										
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) <sup>3</sup>	\$1,174.38	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year	75		3								520
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$500	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$150
92. Number of private marketing and distributing agencies and trade groups assisted this year											6
93. Number of programs <sup>4</sup> pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											1
94. Number of marketing facilities improvement programs <sup>4</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>4</sup> participated in or conducted this year											
97. Number of consumer information programs <sup>4</sup> pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs <sup>4</sup> relating to marketing services and costs of distribution conducted this year											
99. Number of programs <sup>4</sup> relating to transportation problems conducted this year											2
100. Number of programs <sup>4</sup> relating to the specific use of market information conducted this year											
101. Number of other marketing programs <sup>4</sup> conducted this year (specify)											

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

<sup>2</sup> If two or more cooperative associations serve more than one county, include only the membership and proportionate volume of business originating in the county covered by this report.

<sup>4</sup> Organized plans of work.

### HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with adults, 4-H Club members, and other youth	The house, furnishings, and surroundings (1)	Rural electrification (2)	Farm buildings (3)	Farm mechanical equipment (4)
102. Days devoted to line of work by—				
(1) Home demonstration agents	20	1½		
(2) 4-H Club agents				
(3) Agricultural agents		2	2	2
(4) State extension workers	1			
103. Number of communities in which work was conducted this year	6	5	4	5
104. Number of voluntary local leaders or committeemen assisting this year	24	2		

#### The House, Furnishings, and Surroundings—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings	
(b) Remodeling dwellings	
(c) Installing sewage systems	
(d) Installing water systems	2
(e) Installing heating systems	
(f) Providing needed storage space	125
(g) Rearranging or improving kitchens	10
(h) Improving arrangement of rooms (other than kitchens)	70
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings	275
(j) Selecting housefurnishings or equipment (other than electric)	125
(k) Improving housekeeping methods	72
(l) Laundry arrangement	125
(m) Installing sanitary closets or outhouses	
(n) Screening or using other recommended methods of controlling flies or other insects	
(o) Improving home grounds	2
(p) Planting windbreaks or shelterbelts	

#### Rural Electrification—Continued

106. Number of associations organized or assisted this year to obtain electricity	
107. Number of families assisted this year in—	
(a) Obtaining electricity	13
(b) Selection or use of electric lights or home electrical equipment	3
(c) Using electricity for income-producing purposes	5

#### Farm Buildings—Continued

108. Number of farmers assisted this year in—	
(a) The construction of farm buildings	7
(b) Remodeling or repairing farm buildings	15
(c) Selection or construction of farm-building equipment	3

#### 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	
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year	
111. Number of gin stands assisted this year in the better ginning of cotton	

NUTRITION AND HEALTH

Include all work with adults, 4-H Club members and older youth		Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by:		62	24½	22½	3½
(1) Home demonstration agents					
(2) 4-H Club agents					
(3) Agricultural agents					
(4) State extension workers		4/6	6	1/6	6
113. Number of communities in which work was conducted this year					
114. Number of voluntary local leaders or committeemen assisting this year					
115. Number of families assisted this year—		115(g) FOOD PRESERVATION BY ADULTS			
(a) In improving diets	250				
(b) With food preparation	300				
(c) In improving food supply by making changes in home food production <sup>1</sup> :	900				
(1) Of vegetables	900	1. Quarts canned	102,200	51,100	
(2) Of fruits		2. Gallons brined			
(3) Of meats		3. Pounds: Dried**			
(4) Of milk	100	4. Cured**			
(5) Of poultry and eggs	200	5. Stored			
(d) With home butchering, meat cutting or curing		6. Frozen†			500
(e) With butter or cheese making	100				
(f) With food preservation problems <sup>1</sup> :	900	115(h) FOOD PRESERVATION BY 4-H CLUB MEMBERS			
(1) Canning	900				
(2) Freezing	50				
(3) Drying	300	1. Quarts canned	1,724	862	
(4) Storing	300	2. Gallons brined			30-pint
(g) In producing and preserving home food supply according to annual food-supply budget	500	3. Pounds: Dried**			
(h) In canning according to a budget	500	4. Cured**			250,55
(i) With child-feeding problems	200	5. Stored	2,640	18,728	
(j) In the prevention of colds and other common diseases	500	6. Frozen†			
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)					125
(l) With first-aid or home nursing					25
(m) In removing fire and accident hazards					50
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					1

<sup>1</sup> Report of the exhibitors unless duplication due to families participating in more than one activity.  
<sup>2</sup> Weight of finished product after drying.  
<sup>3</sup> Weight of product before drying.  
<sup>4</sup> Includes contents of leather pails and home freezer units.  
<sup>5</sup> Do not include vine-ripened peas and beans.

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

Includes all work with adults, 4-H Club members, and older youth	Home management— family economics	Clothing and textiles	Family relationships—child development	Recreation and community life
	(a)	(b)	(c)	(d)
118. Days devoted to line of work by—				
(1) Home demonstration agents	34	20 1/2	2	2
(2) 4-H Club agents				
(3) Agricultural agents				
(4) State extension workers	1	1		
119. Number of communities in which work was conducted this year	6	6	6	6
120. Number of voluntary local leaders or committeemen assisting this year	24	24	12	12

**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>1</sup> or individually, with the buying of—	
(a) Food	150
(b) Clothing	225
(c) Housefurnishings and equipment	125
(d) General household supplies	300
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications)	300
125. Number of families assisted this year with "making versus buying" decisions	225
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living	300

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

**Clothing and Textiles—Continued**

127. Number of families assisted this year with—	
(a) Clothing-construction problems	225
(b) The selection of clothing and textiles	
(c) Care, renovation, remodeling of clothing	225
(d) Clothing accounts or budgets	

**Family Relationships—Child Development—Continued**

128. Number of families assisted this year—	
(a) With child-development and guidance problems	25
(b) In improving family relationships	125
129. Number of families providing recommended clothing, furnishings, and play equipment for children this year	225
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	75
133. Number of communities assisted this year in improving community recreational facilities	2
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs	12
135. Number of communities assisted this year in establishing—	
(a) Club or assembly hall	
(b) Permanent camp	
(c) Community rest rooms	
136. Number of communities assisted this year in providing library facilities	1
137. Number of school or other community grounds improved this year according to recommendations	

<sup>1</sup> The home—its arrangement, equipment, and furnishings, including kitchen improvements and care of the home—is reported under "The home, furnishings and surroundings," p. 10.  
<sup>2</sup> Includes question 122, also families buying through marketing cooperatives, organized or pending, 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 (6)	Number of girls enrolled (6)	Number of boys completing (6)	Number of girls completing (6)	Number of units involved in completed projects (6)	
128. Corn	8		8		9.0	Acres
129. Other cereals						Acres
130. Peanuts	10		8		13.0	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	15	15	11	2	3 3/4	Acres
148. Market gardens, truck and canning crops						Acres
149. Other crops						Acres
150. Poultry (including turkeys)	13	1	9	1	1085	Birds
151. Dairy cattle						Animals
152. Beef cattle						Animals
153. Sheep						Animals
154. Swine	22		14		82	Animals
155. Horses and mules						Animals
156. Other livestock						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		225		10:3	1056 Bread made	
					Meals served	
164. Food preservation <i>Stop food waste</i>		32		13	2586 Quarts canned	
165. Health, home nursing, and first aid					XXXXXXXXXXXX	
166. Clothing		2		2	31 Garments made	
					11 Garments remodeled	
167. Home management					10 Units	
168. Home furnishings and room improvement		63		20	20 Rooms	
					22 Articles	
169. Home industry, arts and crafts						Articles
170. Junior leadership		2		1	XXXXXXXXXXXX	
171. All others					XXXXXXXXXXXX	
172. Total (project enrollment and completion)	68	139	50	59	XXXXXXXXXXXX	

### 4-H CLUB MEMBERSHIP<sup>1</sup>

173. Number of 4-H Clubs	11	
174. Number of different 4-H Club members enrolled	(a) Boys: 55	(b) Girls: 71
175. Number of different 4-H Club members completing	(a) Boys: 39	(b) Girls: 26
176. Number of different 4-H Club members in school	(a) Boys: 54	(b) Girls: 70
177. Number of different 4-H Club members out of school	(a) Boys: 1	(b) Girls: 1
178. Number of different 4-H Club members from farm homes	(a) Boys: 48	(b) Girls: 63
179. Number of different 4-H Club members from nonfarm homes	(a) Boys: 7	(b) Girls: 8

#### Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By age	Boys (a)	Girls (b)
1st year	24	32	10 and under	9	18
2d	14	23	11	15	12
3d	12	10	12	8	16
4th	2	3	13	2	7
5th	2		14	10	7
6th	1	3	14	1	4
7th			16	3	5
8th			17		
9th			18	1	1
10th and over			19		
			20 and over		1

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

(a) Judging	12	(f) Fire and accident prevention	
(b) Giving demonstrations	15	(g) Wildlife conservation	
(c) Recreational leadership	6	(h) Keeping personal accounts	71
(d) Music appreciation		(i) Use of economic information	
(e) Health	71		

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

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

### WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth

186. Membership in such groups (a) Young men (b) Young women

187. Number of members by school status and age	In school (a)	Out of school		Under 20 years (c)	20-24 years (d)	25 years and older (e)
		Unmarried (b)	Married (b)			
(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 school showing approximate portion of older youth program devoted to—	Under 20 percent (a)	20-25 percent (b)	25-50 percent (c)	50 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 13, when 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 enrollment.

**MISCELLANEOUS**

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

Include all work w. 7 adults, 4-H Club members, and older youth	Days (a)	General-extension agents <sup>1</sup> (b)	All other work (c)
185. Days devoted to line of work by—			
(1) Home demonstration agents			21
(2) 4-H Club agents			12
(3) Agricultural agents			
(4) State extension workers	2		
186. Number of communities in which work was conducted this year			6
187. Number of voluntary local leaders or committeemen assisting this year			57

**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 program	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)
188. Estimated number of days devoted to—			
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)	10		
(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)	15		2

**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 loans (a)	Civilian In- come agency (b)	Employment service (c)	Agricultural Adjustment Agency (d)	Food Distribution Administration (e)	Soil Conserva- tion Service (f)	Farm Security Administra- tion (g)	Rural Home- economics Administra- tion (h)	Tennessee Valley Authority (i)	United States Public Health Children's Bureau (j)
189. Days devoted to line of work by—										
(1) Home demonstration agents	1	12		1	1	1	6	1½		12
(2) 4-H Club agents										
(3) Agricultural agents	19		6	10½		9	1	2		
(4) State extension workers	72		72	72						
190. Number of communities in which work was conducted this year	6	6	6	6	6	4	6	6		6
191. Number of voluntary local leaders or committeemen assisting this year	91	12	6	18	12	16	7	12		12
192. Number of meetings participated in this year by extension workers	16	1	2	13		6	2			2

<sup>1</sup> Include groupings, newspapers, church groups, and other projects 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 5 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 *I-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. *I-H Club members enrolled* are those boys and girls who actually start the work outlined for the year.
14. *I-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 usually 16 to 25 years of age.