

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Federal Extension Service
Washington, D. C.

ANNUAL REPORT OF COUNTY EXTENSION AGENTS

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

County Rockingham State Virginia

REPORT OF

Name of Agent	Title	Period of Service	
		From	To
<u>Burdette C. Driver</u>	<u>Co. H. S. Agent</u>	<u>Dec. 1-1953</u>	<u>Nov. 30, 1954</u>
<u>Phyllis Hockman</u>	<u>Assist. H. S. Agent</u>	<u>"</u>	<u>"</u>
<u>N. C. Peterson</u>	<u>Co. Agric. Agent</u>	<u>"</u>	<u>"</u>
<u>J. L. Holloman</u>	<u>Assist. Agric. Agt.</u>	<u>"</u>	<u>"</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____



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

Approved: _____

Date _____

State Extension Director

Form ES-21
(Revised June, 1954)

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

EXTENSION TEACHING AND OTHER ACTIVITIES—*Interpretation*

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

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

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

1. A single visit to both the farm and home is not to be counted as two visits.
2. An office call is a visit in person by an individual or a group in which information is given or received.
3. Telephone calls may be either incoming or outgoing.
4. Each news release is to be reported as one story or article. Material prepared for an extension column is to be counted as one item, even though several subjects are covered. The same release sent to several papers is to be reported as only one story. If the lead or the entire story is changed to make it different for each paper, then each is to be counted as a separate story. Do not report items relating to notice of meetings only or to news articles written in the State office and sent directly to the newspapers. However, articles sent to an agent for distribution to local papers are reported. Information given directly to reporters or writers as the basis for a story is also reported. News items prepared by local leaders should not be included.
5. A broadcast is a single presentation on the air. It may be given in person or by transcription. An agent does not have to appear on the program so long as he is responsible for its preparation. Information given to station announcers or writers and used as the basis for a broadcast, is also to be reported.
6. The number of copies of bulletins distributed includes circulars, leaflets, and other subject-matter and organizational materials. Commercial publications are not to be counted unless they are recommended by the college.
7. An adult result demonstration is a demonstration conducted by a farmer, homemaker, or other person under direct supervision of the extension worker, to show the value of a recommended practice. It involves a substantial period of time and records of results and comparisons. It is designed to teach others in addition to the person conducting the demonstration. Result demonstrations are definitely planned in advance and not "found." Include all result demonstrations IN PROGRESS during the year, regardless of when started or completed.
8. At leader-training meetings, project leaders, local leaders, or committeemen are trained to carry on extension activities. A project leader, local leader, or committeeman is a person who is selected by extension or the group they represent to lead some phase of the extension program in organization or subject matter.
- 8b. For the definition of young men and women's work (YMW) see items 132 through 135.
9. Includes general educational meetings, method-demonstration meetings, meetings held at result demonstrations, community-organization meetings, tours, achievement days, encampments, and all other meetings (except those for the training of local leaders) that you were responsible for holding.

Also includes meetings that you did not arrange but attended and actively participated in for the specific purpose of advancing the county extension program. Do not include meetings held by local leaders that you attended for observation or public-relations purposes only. Such meetings should be reported under item 10. Do not report county, district, or State conferences of extension personnel.

In reporting attendance, count the total number of DIFFERENT persons. For example, a farm tour makes three stops. Forty persons are at the first farm (7 of whom do not go to the second farm); 15 others join the tour at the second farm and continue on to the third farm, where 10 other persons join the group, making a total attendance of 65 different persons for the tour. Similarly, for an all-day institute-type of meeting, count the number of persons attending the morning session and the number of additional persons attending the afternoon session. Do not add together morning and afternoon attendance and report the total.
- 9c. In addition to the 4-H Club meetings you held or participated in, extension meetings for boys and girls who are not enrolled in 4-H Club work should be included.
10. Only those local-leader-held meetings that are a part of the extension program are to be reported. When a complete record of leader-held meetings is not available, it may be necessary to make a conservative estimate of these meetings based upon such records and information as are available.

EXTENSION TEACHING AND OTHER ACTIVITIES

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

Item	Agents doing pri- marily home demonstration work	Agents doing pri- marily 4-H Club work	Agents doing pri- marily agricul- tural work	County total
	A	B	C	D
1. Farm or home visits.....Number	277	659	802	1738
2. Office calls.....do	1320	3175	3571	8066
3. Telephone calls.....do	2206	4518	5399	12123
4. News articles or stories prepared Number	307	161	285	753
5. Broadcasts made or prepared:				
a. Radio.....Number	47	16	48	111
b. Television.....do	4			4
6. Bulletins distributed.....do	11716	9075	23607	44398
7. Adult result demonstrations con- ducted.....Number	7		44	51
8. Training meetings held for local leaders:				
a. Adult work:				
(1).....Number	14	3		17
(2).....Attendance	423	31		454
b. YMW work:				
(1).....Number	1			1
(2).....Attendance	5			5
c. 4-H Club work:				
(1).....Number	7	3		7
(2).....Attendance	184	317		501
9. All other meetings agent held or participated in:				
a. Adult work:				
(1).....Number	128	68	185	481
(2).....Attendance	2782	2491	4765	10038
b. YMW work:				
(1).....Number	5	10	3	18
(2).....Attendance	126	247	58	431
c. 4-H Club work:				
(1).....Number	147	147	8	302
(2).....Attendance	3848	4621	516	8985
10. Meetings held or conducted by local leaders:				
a. Adult work:				
(1).....Number	200	6	13	219
(2).....Attendance	2716	287	300	3473
b. YMW work:				
(1).....Number	5	1	4	10
(2).....Attendance	78	56	57	191
c. 4-H Club work:				
(1).....Number	95	98		193
(2).....Attendance	1684	2500		4184

EXTENSION ORGANIZATION AND PROGRAM PLANNING

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

- a. Name of citizens' organization or group having legal or quasi-legal status, if any Rockingham
County Board of Supervisors
- b. Name of board or group responsible for receipt and disbursement of extension funds in the county, if different from "a"

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

Item	Councils or committees		Meetings of such councils or committees held during the year	
	A	B	C	D
	Number	Number	Number	Attendance
a. Over-all or general.....	1	28	6	80
b. Agricultural.....	1	16	3	35
c. Home demonstration.....	2	89	3	127
d. Young men and women.....	1	7	1	5
e. 4-H Club.....	2	110	4	186

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

Item	A	B
	Number	Attendance
a. Community or local meetings.....	56	1296
b. County meetings.....	11	139

14. Number of fact-finding surveys for program-planning purposes made during the year..... 3

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

Item	Men A	Women B	Older club	
			Boys C	Girls D
a. In adult agricultural work.....	34		XXXX	XXXX
b. In adult home demonstration work.....		369	XXXX	XXXX
c. In young men and women's work.....	4	4	XXXX	XXXX
d. In 4-H Club work.....	28	37	1	8
e. Total number of DIFFERENT leaders.....	55	347	1	8

16. Number of organized clubs or other groups carrying on adult home demonstration work..... 29

17. Number of members in such clubs or groups..... 1232

PROGRAM EMPHASIS

Item	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agri- cultural work	County total
	A	B	C	D
18. Calendar months of employment.....	24	12	12	48
19. Total days worked.....	532	279	277	1088
20. Days devoted to—				
a. Adult work.....	304	96	250	650
b. YMW work.....	15	4	19	38
c. 4-H Club work.....	23	179	9	400
21. Days devoted to—				
a. Extension organization and program planning.....	125	44	17	186
b. In-service training of agents.....	21	9	15	45
c. Crops.....		27	53	80
d. Livestock.....		84	84	172
e. Marketing; distribution; and service organizations.....	1		39	40
f. Soil and water conservation and management.....		12	19	31
g. Forestry.....		5	7	12
h. Wildlife.....				
i. Planning and management of the farm business.....		8	22	30
j. Farm buildings and farm me- chanical equipment.....		3	17	20
k. House and surroundings, furnish- ings and equipment.....	54	12		66
l. Home management.....	20			20
m. Family economics.....				
n. Clothing.....	97			97
o. Foods and nutrition.....	119			119
p. Health.....	13	3		16
q. Family life, child development, and parent education.....	4			4
r. Safety.....	12	6		18
s. Community development and public affairs.....	27	33		60
t. Days that cannot be charged specifically to one of items a through s.....	39	33		72

CROPS—Production and Marketing—Interpretation

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

- B. Corn for silage and grain cut for hay.
- C. Cottonseed and flax in those areas where they are grown for fiber.
- E. Crops such as soybeans, flax (for oil), peanuts (both edible and for oil), sugar beets, sugarcane.
- F. Coffee.
- G. Watermelons, cantaloups, and yams.
- H. Work done with commercial nurseries and greenhouses, as well as with farmers and urban people that relates to flowers, shrubs, and lawns.
- 22. The voluntary local leaders or committeemen who have ACTIVELY ENGAGED in furthering extension work with these crops are to be reported here. See also interpretation of local leaders in item 8.
- 23. This should be the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings agent held or participated in, in connection with the line of work, regardless of duplications. For example, in connection with cotton, an agent had 40 office calls, 15 telephone calls, wrote 10 letters, visited 60 farms, and had an attendance of 490 at meetings relating to cotton—a total of 615 contacts. This information should be readily available from office records. If such records are not available, a careful estimate will suffice based upon the information available.
- 24. In estimating the total number of DIFFERENT farmers and other persons assisted or influenced TO MAKE SOME CHANGE, either through adopting a new practice or improving an old practice, the following factors should be considered:
 - (1) The number of DIFFERENT persons reached through direct contacts (item 23 with duplications removed).
 - (2) Membership in related extension groups, such as 4-H projects and seed-improvement associations.
 - (3) Probable number of other persons in the county reached with extension information through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other

mass media, including the passing on of extension information from one neighbor to another.

- (4) All other available evidence indicating the proportion of potential clientele in the county; for example, number of cotton growers who made use of extension information relating to that specific crop. Such evidence may be from sample surveys, reports of local leaders, bulletins requested, inquiries received after specific news stories or broadcasts, amount of recommended material sold by dealers, personal observation, and other sources.
- Numbers reported in items 24, 25, and 26 should include only those who adopted or put recommended practices into use.
- 25. Include the total number of DIFFERENT persons helped with any production or management practices relating to a crop or group of crops. In addition to the specific practices listed ("a" through "f"), other practices emphasized in the extension program should be included. Item 25 cannot exceed item 24, but will normally be larger than any one of the subitems 25a through 25f.
 - b. Assistance given in the use of fertilizers on specific crops should be reported here. Use of fertilizers in terms of general soil improvement or long-run benefits should be reported under item 42.
 - f. Those assisted in adopting more efficient ways of producing or handling crops; for example, in the transplanting or harvesting of tobacco, harvesting of hay, cutting seed potatoes, and harvesting of potatoes, fruits, and vegetables.
 - 26. Include the total number of DIFFERENT producers helped with any FARM MARKETING problems relating to a specific crop or group of crops. Work done with "the trade" is to be reported in items 32 through 38. The total will normally be less than the number reported in item 24. It will also be likely to be larger than any one of subitems 26a, b, or c.
 - a. The number of persons assisted in the physical handling of the crop on the farm, through grading, packing, packaging, processing, or otherwise preparing for the market.
 - b. The use of market reports, supply and demand reports, outlook, etc.
 - c. Finding market outlets, contracting for the crop, price agreements, assembling or pooling shipments, or any other activity incident to transfer of crops from the farmer to the buyer or handler.

CROPS—Production and Marketing

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

5-45-REVISE

Item	Grain crops including rice, dry peas and beans	Hay and other forage, pasture, range	Cotton and other fiber crops	Tobacco	Oil and sugar crops	Fruits and nuts	Vegetables, including potatoes	Flowers, ornamental shrubs
	A	B	C	D	E	F	G	H
22. Number of voluntary local leaders assisting.....	50	34				4	32	
23. Total number of personal contacts made individually or through meetings.....	1234	1679				271	2012	69
24. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	735	893				111	724	31
25. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of production.....	659	743				111	195 400	24
Of this number how many were assisted with—								
a. Use of improved varieties and strains.....	315	303				25	396	15
b. Use of fertilizers.....	725	644				75	370	21
c. Control of injurious insects.....	220	448				77	358	17
d. Control of diseases.....	178	215				53	357	18
e. Harvesting, storing, and curing.....	520	65				15	15	
f. Efficient work methods.....	54	30				2	8	2
26. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of farm marketing.....	523	94				87		
Of this number how many were assisted with—								
a. Preparation for market.....								
b. Commodity outlook and market information.....	69	79				77		
c. Arranging to sell and selling.....		60				12		

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LIVESTOCK—Production and Marketing—Interpretation

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

- F. Under "other livestock," persons assisted in work with horses and mules, rabbits for meat production, and fur animals should be reported. Control of rabbits as rodents is to be reported in item 140.
- 27. Voluntary local leaders who have ACTIVELY ENGAGED in furthering extension work with each kind of livestock. See also interpretation of item 8.
- 28. This is the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings agent held or participated in, in connection with the line of work regardless of duplications. For example, there were 35 personal calls at the extension office relating to poultry, 18 telephone calls, 22 letters, 45 farm visits, and a total attendance of 376 at the 14 poultry meetings held during the year. This would make 496 contacts relating to poultry. This information should be readily available from office records. If records are not available, an estimate will suffice, based upon such information as is available.
- 29. The following factors should be considered in estimating the total number of DIFFERENT farmers and other persons in the county assisted or influenced TO MAKE SOME CHANGE, either through adoption of a new, or improvement in an old, practice—
 - (1) Number of DIFFERENT persons reached through direct contacts (item 28 with duplications removed).
 - (2) Membership in related extension groups such as 4-H livestock projects, artificial-breeding, herd-improvement, and poultry- or dairy-marketing cooperatives.
 - (3) Probable number of other persons in the county reached through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other mass media utilized in livestock extension. Include also indirect spread of extension information from one person to another.
 - (4) All available evidence indicating the percentage of the potential clientele in the county: Number

of farms and other places that made use of extension information relating to specific kinds of livestock and livestock products. Such evidence may be from sample surveys, reports from local leaders and secretaries of organized livestock groups, requests for bulletins, inquiries received after the release of specific news articles or after broadcasts, amount of a product or of material handled by dealers, personal observations, and other sources.

Item 29 will normally be greater than either subitem 30a or 31a.

Numbers reported in items 29, 30, and 31 should include only those who adopted or put recommended practices into use.

- 30. Report the total number of DIFFERENT persons helped with any livestock production or management practice. Include the specific practices listed in 30a through 30e, plus other production and management practices emphasized in the county extension program. Item 30 cannot exceed item 29, but will usually be larger than any one of the specific practice items.
 - a. Selection of male and female breeding stock, artificial breeding, selection of feeder animals.
 - e. Those assisted in adopting more efficient ways of handling livestock or livestock products. Examples: Easier ways to care for hogs, do dairy-barn and poultry chores.
- 31. Includes total number of DIFFERENT producers assisted with any FARM MARKETING problem connected with livestock and livestock products. Work done with the trade is to be reported in items 32 through 33.
 - a. Persons helped with practices of grading, sorting, or classifying; farm processing; and otherwise preparing animals or animal products for the market.
 - b. Persons helped primarily with the economics of marketing, use of market news service, supply and demand outlook, etc.
 - c. Persons assisted primarily with those activities involved in arrangements incident to the actual selling of livestock and livestock products, such as market orders as they affect the individual producer, contract selling, market outlets, and delivery arrangements.

LIVESTOCK—Production and Marketing

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

Item	Dairy animals and products A	Poultry and products B	Cattle C	Sheep, goats, and products D	Swine E	Other livestock and products F
27. Number of voluntary local leaders assisting.....	40	52	28	7	12	3
28. Total number of personal contacts made individually or through meetings.....	779	3214	1230	750	885	15
29. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	300	794	899	193	172	20
30. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of production and management.....	211	752	599	154	73	17
Of this number how many were assisted with—						
a. Selection and breeding.....	187	53	179	8	51	12
b. Feeding.....	139	164	385	35	39	4
c. Controlling external parasites.....	75	102	63	30	22	
d. Controlling diseases and internal parasites.....	49	589	49	120	33	3
e. Efficient work methods.....						
31. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of farm marketing.....	131	243	524	35	92	
Of this number how many were assisted with—						
a. Preparation for market.....		35	99	15	34	
b. Commodity outlook and market information.....	131	243	442	29	73	
c. Arranging to sell and selling.....	15		103	29	7	

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

32. Columns A through F to include—

- A. Only cooperatives that are incorporated under State law and have a place of business within the county are to be reported here. Do not report cooperatives whose place of business is outside the county.
- B. Members residing outside the county should not be included, but farmers in your county who are members of a cooperative with place of business in an adjoining county, provided such cooperative has been given extension assistance, are to be included.
- C. Cooperatives assisted in organizing or reorganizing during the year. Such assistance should include analyzing the needs for a cooperative, advisability of organizing a cooperative, procedure for organizing and incorporating, and other organizational information needed to get the cooperative started.
- D. Cooperatives assisted in an educational way to establish and develop a sound plan of financing, including handling of members' capital and borrowed funds. Such assistance would include establishing new and strengthening old associations.
- E. Cooperatives assisted in an educational way with problems of physical operations and running the business, including accounting.
- F. Cooperatives assisted in planning and conducting educational programs for members and employed personnel. Assistance should also include that given in developing better public relations through rural-urban programs, activities with civic clubs, and other means of improving the general understanding of the purposes of the cooperatives and their contributions to the community welfare.
- 32. Item should include—**
- b. Cooperatives for irrigation, livestock, dairy, crops, artificial breeding, grove care, hatcheries, credit and loan, insurance, electricity, telephone, health and hospitalization, frozen-food lockers, volunteer rural fire companies, etc.
33. Groups reported here are those to which assistance may have involved many of the things outlined for cooperatives in item 32, column C, with the one difference that such groups have not yet incorporated as a cooperative. Assistance may also have been given to informally organized groups that do not contemplate formal organization.
34. Only surveys you made or in which you gave assistance when information on marketing or service facilities was obtained.
36. Item should include cooperatives and other private enterprises with which you worked.
- a. Elevators, country buyers, processors, millers, feed manufacturers, seed dealers and pro-

cessors, wholesalers, retailers, and others engaged in marketing grain.

- b. Country buyers, shippers, dehydrators, feed dealers, and others concerned with marketing hay and other forage crops.
- c. (1) Cotton ginners in selecting, installing, maintaining and/or operating cotton gins to obtain better grade cotton.
(2) Local buyers, oil mills, compressors, warehousemen, textile mills, and others engaged in processing (other than ginning), storing, and merchandizing raw cotton, cottonseed, and cottonseed products.
- d. Auction warehouses, country buyers, and others engaged in marketing and handling tobacco.
- e. Elevators, local buyers, oil mills, warehousemen, peanut processors, and other dealers.
- f. Sugar mills, contractors, and others engaged in handling and marketing sugarcane and sugar beets.
- g. Milk plants, pick-up and delivery routes, condenseries, cheese plants, ice-cream manufacturers, and bargaining groups.
- h. Assembling and processing plants, retailers of poultry and poultry products, grading stations, pick-up routes, and poultry and turkey auctions.
- i. Auction-market operators, terminal markets, processing plants including local locker plants, buyers of livestock and wool, lamb and wool pools, and feeder-calf and feeder-pig auction demonstrations.
- j and k. Cold-storage operators, transportation agencies, processors, wholesalers, retailers, and others engaged in moving agricultural products from the producer to the consumer.

37. This item is to include food retailers with whom work was done in quality preservation, display, supplies and disposition of different food items, and consumer preference. Information prepared for other groups, though of value to food retailers, should not be included.

38. Consumers who were given information regarding supply and relative price of agricultural products, to guide them in the purchase of food, are to be reported. Consumers given assistance in the selection of foods based upon individual or family needs should be reported in item 71b. Persons with whom you worked in consumer education on other than agricultural products should be reported under appropriate items in the respective sections, such as farm mechanical equipment (subitem 55a), home equipment (subitem 61a), and clothing (subitem 67a).

MARKETING, DISTRIBUTION, AND FARM AND HOME SERVICE ORGANIZATIONS

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

Kind of cooperative	Cooperatives assisted	Members in county	Cooperatives in column A given educational assistance with—			
			Organizational problems	Financial problems	Operational problems	Public-relations and membership problems
			A	B	C	D
	Number	Number	Number	Number	Number	Number
a. Marketing and purchasing	6	13898	1		1	6
b. Farm and home service	4	786	1	1	2	4

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

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

Number

34. SURVEYS made during the year on specific problems of—

- a. Marketing
 b. Service facilities

35. Farmers, homemakers, and other individuals assisted in marketing products through roadside or other farm retail markets:

- a. Agricultural products 14
 b. Home products (arts, crafts, etc.) 10

36. Buyers, sellers, handlers, processors, and transporters of farm products assisted with marketing problems:

- a. Grain, seed, dry beans and peas, etc. 5
 b. Hay and other forage crops 14
 c. Cotton: (1) Cotton ginner
 (2) Other
 d. Tobacco
 e. Oil crops (soybeans, flax, peanuts, etc.)
 f. Sugar crops
 g. Dairy and dairy products 10
 h. Poultry and poultry products 43
 i. Meat animals and meat products 32
 j. Fruits and nuts 26
 k. Vegetables including potatoes 38

37. Food retailers assisted with merchandising problems.....

38. Persons assisted with CONSUMER information on agricultural products..... estimated total.....

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

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

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

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

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

42. Item—

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

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

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

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

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

44. Item—

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

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

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

SOIL AND WATER CONSERVATION AND MANAGEMENT, FORESTRY, AND WILDLIFE

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

Item	Soil and water conservation and management	Forestry	Wildlife
	A	B	C
39. Number of voluntary local leaders assisting.....	25	16	20
40. Total number of personal contacts made individually or through meetings.....	573	693	1014
41. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	349	168	611

	Estimated number
42. Farmers and other individuals reported in item 41-A assisted with--	
a. Proper land use.....	175
b. Contour and strip cropping.....	19
c. Terracing.....	
d. Grassing waterways.....	12
e. Water supply, storage, and distribution.....	76
f. Drainage.....	17
g. Irrigation.....	21
h. Use of soil amendments (lime, sulfur, gypsum, trace elements, etc.).....	175
i. Use of fertilizers (commercial and barnyard) (See subitem 25b).....	195
j. Production of soil-improvement crops.....	42
k. Crop rotations.....	69
l. Land clearing.....	5
43. Farmers and other individuals reported in item 41-B assisted with--	
a. Planting forest trees (windbreaks, shelterbelts, erosion control, Christmas trees, etc.).....	12
b. Timber-stand improvement (thinning, weeding, and pruning forest and woodland trees).....	34
c. Timber harvesting (includes selective and other recommended cutting for forest products).....	19
d. Estimating and appraising.....	4
e. Production of maple-syrup products or naval stores.....	
f. Treating wood products with preservatives (fence posts and building timbers).....	95
g. Marketing of forest products (includes markets and timber-selling practices).....	13
h. Fire prevention.....	16
44. Farmers and other individuals reported in item 41-C assisted with--	
a. Construction or management of ponds for fish.....	74
b. Making food and cover plantings for wildlife.....	3
c. Protection of wildlife areas from fire or livestock.....	4

PLANNING AND MANAGEMENT OF THE FARM BUSINESS—*Interpretation*

47. This item is the total number of DIFFERENT farmers and other persons assisted in all lines of work concerning the business-management aspects of farming. It will, therefore, include subitems listed under item 48 as well as others, Subitems 48a through 48j are for reporting the different persons helped in various lines. The same person may be helped in several ways, hence the total of these items would ordinarily be greater than the total for item 47.
48. Assistance should include—
- All persons to whom information on the "outlook" ahead was given as an aid to making farm-business decisions. For example, a discussion of the dairy situation and outlook at a dairy meeting with the idea of helping the group to make a decision would be included, as well as any meetings or other efforts to discuss outlook as such.
 - Work done not only in getting persons to keep farm records but in explaining how to keep them; also in summarizing and analyzing farm records.
 - Special work done in helping farmers to make an over-all plan of the farm business for the most profitable use of resources over a period of years.
 - Work done to help farmers make yearly adjustments in size, combination of enterprise, and organization of business. Subitem 48e refers to long-time adjustments, 48f should include adjustments made from year to year.
- e. Special work in helping farmers to develop new sources of income.
- f. Assistance given to obtain and use credit for operating the farm business; for example, in the purchase of livestock, feed, fertilizer, and farm machinery, and in financing the purchase of the farm.
- g. Help given persons in locating and/or appraising a farm for rental or purchase.
- h. Help given in locating farm labor, instructing groups of workers in efficient work methods, and in acquainting employers of good farmer-worker relations.
- i. Leases, partnerships, property transfers, and farm and liability insurance. (See subitem 66d.)
- j. Work in acquainting farmers with income-tax provisions, including how to figure depreciation, handle capital expenditures, and divide joint farm and home costs.
49. This item should include work that may have been done with persons or firms doing business as farm planners or farm managers, as well as lawyers and others giving legal and income-tax assistance.
50. Should include also life-insurance companies, etc.

PLANNING AND MANAGEMENT OF THE FARM BUSINESS

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

45. Number of voluntary local leaders assisting.....	37
46. Total number of personal contacts made individually or through meetings.....	356
47. Estimated number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	294
48. Estimated number of farmers and other individuals reported in item 47 assisted with—	
a. Information on the agricultural outlook.....	163
b. Keeping and analyzing farm records.....	98
c. Developing an over-all farm plan.....	17
d. Making needed adjustments in farm organization.....	12
e. Developing supplemental sources of income.....	8
f. Obtaining and using credit.....	24
g. Selecting a farm for rental or purchase.....	93
h. Obtaining, training, and using farm labor.....	59
i. Legal aspects of the farm business.....	
j. Income-tax accounting and related problems.....	93
49. Number of individuals or firms assisted in rendering better planning, management, legal, tax, or other specialized services to farmers.....	0
50. Number of banks or other agencies assisted in adapting loan and credit policies and procedures to provide better service to farmers.....	10

FARM BUILDINGS AND MECHANICAL EQUIPMENT—*Interpretation*

53. Figures in columns A and B will usually be larger than any one of the subitems in 54 or 55 respectively.
54. The farmhouse should NOT be included. It should be reported under item 60.
- a. This subitem includes the planning and decisions relating to farm-building arrangement, for efficient work methods, and the like.
- b and c. Also include planning and decisions relating to efficient lay-out within a farm building.
- d. Also include equipment that may be constructed as part of the building.
55. Item—
- a. Refers to farm mechanical equipment used outside farm buildings, usually in connection with field work, such as tractor, hay loader, cotton picker, potato digger.
- b. Refers to labor-saving devices and equipment developed or built by the farmer.
56. Item should include the use of electricity in the farm business, such as electric brooders and motors for building equipment.

FARM BUILDINGS AND MECHANICAL EQUIPMENT

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

Item	Farm buildings	Farm mechanical equipment
	A	B
51. Number of voluntary local leaders assisting.....	23	17
52. Total number of personal contacts made individually or through meetings.....	372	275
53. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	154	84
54. Farmers and other individuals reported in item 53-A, assisted with—		<i>Estimated number</i>
a. Arrangement of farm-building lay-out.....		28
b. Construction of farm buildings.....		134
c. Remodeling or repairing farm buildings.....		17
d. Selection or construction of farm-building equipment.....		17
55. Farmers and other individuals reported in item 53-B, assisted with—		
a. Selection of farm mechanical equipment.....		59
b. Developing labor-saving devices and equipment.....		76
c. Use, care, and repair of farm mechanical equipment.....		23
56. Farmers and other individuals assisted in the use of electricity for income-producing purposes.....		27

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT—Interpretation

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

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

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

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

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

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

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

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

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

60. Item—

- c. Refers to space, work-saving arrangements, storage, surface finishes, and light and ventilation in the kitchen and laundry.
- d. Refers to storage space in any other area of house other than kitchen and laundry.
- g. Reports work done in planning a suitable electric system to meet present and future needs. This includes size of wiring to power load, number and location of outlets, and switches.
- h. Includes work done in planning as well as the actual landscaping and care of home grounds. Assistance given in insect or disease control of lawn, flowers, shrubs, or house plants should be reported in item 25-H.

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

61. Item should include—

- a. Electrical equipment in the home. Work done with sewing equipment should be reported under subitem 67d.
- c. Refinishing furniture, upholstering, chair seating, renovation of accessories.

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

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT

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

Item	The house and surroundings A	Furnishings and equipment B
57. Number of voluntary local leaders assisting.....	43	43
58. Total number of personal contacts made individually or through meetings.....	833	795
59. Estimated total number of DIFFERENT families, homemakers, or other individuals assisted directly or indirectly TO ADOPT recommended practices.....	179	283
60. Families, homemakers, and other individuals reported in item 59-A assisted with--		
		Estimated number
a. Building a new house.....		11
b. Remodeling or repairing the house.....		134
c. Improving kitchen or laundry.....		81
d. Improving storage space.....		35
e. Selection, installation, use, and care of water and/or sewage systems.....		100
f. Selection, installation, use, and care of heating and/or cooling systems.....		49
g. Planning electrical systems.....		9
h. Landscaping home grounds.....		150
61. Homemakers and other individuals reported in item 59-B assisted with--		
a. Selection, use, and care of home equipment (other than sewing equipment).....		141
b. Selection, use, and construction of home furnishings.....		106
c. Repair, reconditioning, and care of home furnishings.....		264
d. Furniture arrangement and use of accessories.....		56
e. Color schemes and wall finishes.....		31
f. Floor finishes.....		6

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

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

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

Assistance includes work done—

b. In improvement in the use of time and energy through job-methods training, work simplification, and time and motion study. (See example in 65a.)

c. On laundering methods and use of new soaps and detergents. (Assistance related to laundering the new-type fabrics in connection with the care of clothing should be reported in subitem 67b.)

66. Includes work done—

b. On that portion of financial affairs that deals with planning the use of family resources and making distribution to cover cost of food, clothing, shelter, transportation, and savings (thrift).

d. On wills, inheritance, insurance, notes and installment-buying contracts. Subitem 45i covers legal affairs pertaining to the farm business.

67. Includes work done—

a. In the selection of shoes, hats, accessories, men's and boys' clothing as well as clothing accounts and inventories.

b. With storage, dry-cleaning, and special laundering problems in connection with care of clothing. Work on control of moths and silverfish, and the like, as part of the care of clothing, should be reported here. Specific help given to control insect damage to clothing should be reported under item 137.

c. On both new and remodeled clothing.

e. On the influence of good grooming on development of the individual.

HOME MANAGEMENT, FAMILY ECONOMICS, AND CLOTHING

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

Item	Home management A	Family economics B	Clothing C
62. Number of voluntary local leaders assisting.....	48	29	49
63. Total number of personal contacts made individually or through meetings.....	870	540	1026
64. Estimated total number of different homemakers and other persons assisted directly or indirectly TO ADOPT recommended practices.....	387	376	621
65. Homemakers and other individuals reported in item 64-A assisted—			<i>Estimated number</i>
a. In arriving at management decisions.....			141
b. In improving housekeeping methods.....			323
c. With family laundering.....			56
66. Homemakers and other individuals reported in item 64-B assisted—			
a. In the use of rural family outlook information.....			856
b. With family financial planning.....			
c. With keeping and analyzing home records.....			
d. With family legal matters.....			64
67. Homemakers and other individuals reported in item 64-C assisted—			
a. In selecting and buying clothing.....			54
b. With care and mending of clothing.....			184
c. With clothing construction.....			296
d. In selection, use, and care of sewing and pressing equipment and with sewing centers.....			68
e. With good grooming and posture (personal appearance).....			492

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

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

68 and 69. See interpretations of items 57 and 58.

70. Considers factors outlined for item 59.

71. Assistance includes—

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

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

72. Assistance includes—

- a. Work relating to garbage disposal, screening for flies, sanitary outhouses, and other disease-preventive practices. Control of household insects through elimination of breeding places, use of sprays, and the like should be reported under item 137.
- c and d. Educational work done to encourage examinations for cancer, heart ailments, polio, and tuberculosis, to protect and/or improve the health of individual persons.

73. Work includes assisting families in—

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

74. Work includes assisting families in—

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

FOODS AND NUTRITION, HEALTH, FAMILY LIFE, AND SAFETY

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

Item	Foods and nutrition	Health	Family life	Safety
	A	B	C	D
68. Number of voluntary local leaders assisting.....	92	46		33
69. Total number of personal contacts made individually or through meetings.....	2148	1854	485	702
70. Estimated total number of DIFFERENT families assisted directly or indirectly TO ADOPT recommended practices.....	1264	647	270	361
71. Families reported in item 70-A assisted—				<i>Estimated number</i>
a. With planning and/or producing the home food supply.....				444
b. In selecting food.....				192
c. With meal planning and food preparation.....				662
d. With preservation and storage of food.....				320
e. In improving diets.....				243
72. Families reported in 70-B assisted in—				
a. Sanitation practices and facilities.....		(<i>Pest control</i>)		256
b. First aid and home nursing.....				84
c. Dental-health education.....				
d. Health education leading to physical examination by a physician.....				254
73. Families reported in item 70-C assisted with—				
a. Child development and guidance.....				
b. Providing recommended play, clothing, and equipment suited to age of children.....				
c. Understanding roles of family members and strengthening family relationships.....				
d. Individual adjustments and personality development.....				
e. Home and family recreation.....				270
74. Families reported in item 70-D assisted with—				
a. Fire prevention around the farm and home.....				238
b. Accident prevention around the farm and home.....				270
c. Accident prevention away from home place.....				270

COMMUNITY DEVELOPMENT AND PUBLIC AFFAIRS—*Interpretation*

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

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

- A. Educational projects, programs, or activities may be things such as making a survey of a community's need for telephone lines; promoting a dinner between a businessmen's service group and the farmers in the area, to improve rural-urban relations; planning for a hospital or a community health project of some kind; organizing a soil conservation district; or work done to get a bookmobile started in the county. Any community-improvement projects the 4-H Clubs engaged in should be reported in this column under the appropriate heading. Report only the projects, programs, or activities in which county extension agents participated, either alone or in cooperation with State specialists or others. Do not report in this section work done unofficially, such as school or church work.
- B. Entries in this column should indicate the number of communities or groups within the county assisted in each project reported in column A. A community is a more or less well-defined group of people with common interests and problems. Such a group may include those within a township, trade area, or similar limit. For purposes of this report, a community is one of several units into which a county is divided for conducting organized extension work.

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

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

75. Item includes such things as developing an understanding of citizenship responsibilities and functions of government—local, State, or national; and study of public documents.
76. Includes improvement clubs, councils, committees for special purposes.
77. Item includes—
- j. Music, drama, and art.
78. Item includes—
- a. Such regional or area development programs or projects as river basin; watershed; soil conservation district; land use; land reclamation; flood control; and industrial development.
79. Item includes national programs or proposals such as those relating to prices, trade, taxation, labor, public welfare, and industry.
80. Includes things such as developing understanding of international problems, programs, and organizations, including work with foreign visitors and trainees; understanding of other peoples; and impact of world affairs on American life.
81. Includes emergency assistance in connection with fires, floods, drought, and other disasters, and special drives.

COMMUNITY DEVELOPMENT AND PUBLIC AFFAIRS

Item	Different educational projects, programs, or activities	Communities or groups assisted	Voluntary local leaders assisting	Persons participating
	A	B	C	D
	Number	Number	Number	Number
75. Citizenship activities.....				
76. Developing and improving county or community organization.....	25	371	27	572
77. Local projects of a general public nature:				
a. General community problems; studies, surveys, etc.....				
b. Improving health facilities, services, and programs.....	22	41	47	769
c. Improving schools.....	1	2	4	23
d. Improving churches.....				
e. Bettering town-country relations.....	22	21	67	933
f. Libraries.....	1	1	2	31
g. Roads.....	1	1		27
h. Telephones.....				
i. Community centers.....	2	2	10	57
j. Recreation programs and facilities.....	22	24	32	317
k. Community beautification.....	1	1	32	48
78. Regional or area development programs or projects.....				
79. National programs and proposals affecting agriculture and rural life.....				
80. World affairs.....				
81. Emergency activities.....				

SUMMARY OF 4-H CLUB PROJECTS—*Interpretation*

- A. 4-H Club members enrolled are the boys and girls who actually start the work outlined for the year.
- B. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.
- C. Where certain phases of a project cannot be measured in terms of the unit designated, the units for that phase of the project should not be answered. Report to the nearest whole unit for the completed projects only.
- The following items include projects in—
89. Home and market gardens as well as commercial canning crops.
91. Improvement and management of range and pasture. Also includes projects in identification of grasses and weeds, and the control of weeds.
92. All crops not falling in one of items 82 through 91. Note that pasture projects are reported separately (item 91).
95. Also includes game and fur-bearing animals.
102. Horses and mules, goats, and other livestock not listed in items 96 through 101.
104. Study of insects and insecticides.
- 105-C. Tractors maintained or serviced.
- 106-C. Articles that may be either made or repaired.
- 107-C. Articles that may be either made or repaired.
109. Farm records and accounts.
110. Farmstead and home improvement, landscaping, flowers. Improvement of the home deals with the exterior. Work on the interior is reported under item 118.
111. Also includes food selection.
- 113-C. Frozen foods should be entered as quarts or pounds. Do not duplicate entries by converting quarts to pounds or pounds to quarts.
117. 4-H personal accounts as well as time-and-energy management and other home-management problems.

SUMMARY OF 4-H CLUB PROJECTS

A club member may engage in more than one project. The sum of the projects may, therefore, be greater than the number of different club members enrolled.

Item	Members enrolled	Members completing	Units involved in completed projects	
	A	B	C	
	Number	Number	Number	
82. Corn.....				acres
83. Other cereals.....	1	1	7	do.
84. Peanuts.....				do.
85. Soybeans, field peas, alfalfa, and other legumes.....	1			do.
86. Potatoes, Irish and sweet.....				do.
87. Cotton.....				do.
88. Tobacco.....				do.
89. Vegetable growing.....	9	2	1	do.
90. Fruits.....				do.
91. Range and pasture.....				do.
92. Other crops.....				do.
93. Soil and water conservation and management.....				do.
94. Forestry.....				do.
95. Wildlife and nature study.....			XXXXXXXXXXXXXX	
96. Poultry (including turkeys).....	45	30	20, 26, 60	birds
97. Dairy cattle.....	33	29	31	animals
98. Beef cattle.....	16	14	21	do.
99. Sheep.....	13	11	26	do.
100. Swine.....	53	31	56	do.
101. Rabbits.....	21	6	66	do.
102. Other livestock.....	2	2	7	do.
103. Bees.....				colonies
104. Entomology.....	7	4	XXXXXXXXXXXXXX	
105. Tractor maintenance.....				tractors
106. Electricity.....	41	24	34	articles
107. Farm shop.....				do.
108. Other engineering projects.....			XXXXXXXXXXXXXX	
109. Farm management.....			XXXXXXXXXXXXXX	
110. Beautification of home grounds.....			XXXXXXXXXXXXXX	
111. Meal planning and preparation (include baking and food selection).....	138	110	8760 823	dishes prepared meals served
112. Canning and preserving (other than freezing).....	14	8	560	quarts
113. Freezing of foods.....	2	1	572	quarts frozen
114. Health, nursing, and first aid.....	2		XX	pounds frozen
115. Child care.....			XXXXXXXXXXXXXX	
116. Clothing.....	282	236	506	articles
117. Home management.....	24	24	378	garments
118. Home furnishings and room improvement.....	45	36	27 34	articles rooms
119. Home industries, arts, and crafts.....				articles
120. Junior leadership.....			XXXXXXXXXXXXXX	
121. All other.....	79	40	XXXXXXXXXXXXXX	
122. Total.....	830	609	XXXXXXXXXXXXXX	

4-H CLUB MEMBERSHIP

123. Number of 4-H Clubs.....		20
124. Different 4-H Club members—	Boys	Girls
a. Enrolled.....	247	293
b. Completing.....	181	252
125. 4-H Club members from—		
a. Farm homes.....	168	199
b. Rural nonfarm homes.....	50	88
c. Urban homes.....	29	6
(For checking purposes; total equals 124a).....	247	293
126. 4-H Club members enrolled by years in club work:		
a. 1st year.....	127	81
b. 2d year.....	77	58
c. 3d year.....	35	64
d. 4th year.....	14	38
e. 5th year.....	7	36
f. 6th year and over.....	17	16
(For checking purposes; total equals 124a).....	247	293
127. 4-H Club members enrolled by ages:		
a. 10 years and under.....	25	74
b. 11 years.....	46	52
c. 12 years.....	70	62
d. 13 years.....	38	32
e. 14 years.....	29	25
f. 15 years.....	13	22
g. 16 years.....	10	15
h. 17-20 years, inclusive.....	16	11
(For checking purposes; total equals 124a).....	247	293
128. 4-H Club members who received definite training in—		Members
a. Judging.....		182
b. Giving demonstrations.....		133
c. Group recreation leadership.....		196
d. Music appreciation.....		
e. Money management (thrift).....		
f. Farm and home safety.....		230
g. Citizenship.....		254
h. Personality improvement.....		0
i. Soil and water conservation.....		34
j. Forestry.....		2
k. Health, nursing, and first aid.....		69
129. 4-H Club members having health examination because of participation in the extension program.....		43
130. Number of members attending a 4-H Club camp.....		43
131. 4-H Clubs engaging in community activities, such as improving school grounds, conducting local achievement programs, and fairs.....		20

MISCELLANEOUS—*Interpretation*

The following items should include work done—

136. In control of grasshoppers and any insects that feed on a number of crops or group of crops that are not reported under specific crops or livestock.
137. In control of insects in the home including ants, roaches, fleas, ticks, clothes moths, carpet beetles, silverfish, termites, cereal and bean pests, and insects affecting house plants. Control of flies, mosquitoes, and other insects through sanitation practices, is to be reported under subitem 72a.
138. With elevator people and other handlers and processors, as well as with farmers, in the control of insects in grains stored off the farm. Control of insects

in crops stored on the farm is to be reported in subitem 25e.

140. In control of rats, mice, moles, squirrels, gophers, prairie dogs, ground hogs, coyotes, rabbits, and pestiferous birds.
141. With beekeepers and producers of seed and fruit crops when bees are used for pollination.
142. Other than those incident to foods, clothing, housefurnishings, etc., which are to be reported in their respective subject-matter sections, Assistance in the selling of arts and crafts is to be reported in subitem 35b.

MISCELLANEOUS

Item	Estimated number
136. FARMERS and other individuals assisted with control of general feeder insects.....	195-
137. FAMILIES assisted with control of household insects.....	495-
138. HANDLERS, PROCESSORS, and other individuals assisted with control of insects in off-the-farm storage of grain.....	8
139. FARMERS and other individuals assisted with control of noxious weeds.....	143
140. FARMERS and other individuals assisted with control of rodents and other predatory animals.....	761
141. BEEKEEPERS and other individuals assisted with problems in the care of bees, honey, and honey products.....	17
142. FAMILIES assisted with practices incident to production of arts and crafts.....	724

SUMMARY OF EXTENSION INFLUENCE—*Interpretation*

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

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

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

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

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

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

SUMMARY OF EXTENSION INFLUENCE

Item	Farm A	Rural nonfarm B	Urban C
	<i>Estimated number</i>	<i>Estimated number</i>	<i>Estimated number</i>
143. Families assisted directly or indirectly, by the extension program, in making some change in AGRICULTURAL PRACTICES this year.....	2900	985	716
144. Families assisted directly or indirectly, by the extension program, in making some change in HOMEMAKING (home economics) practices this year.....	2183	1470	780
145. Total DIFFERENT families assisted by extension programs (items 143 and 144, less duplication).....	2938	1700	972

COOPERATION WITH OTHER PUBLIC AGENCIES—*Interpretation*

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

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

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

in the county where he and the committeemen explain the agricultural program to farmers. Those meetings would also be reported in this section as well as in the Extension Teaching Activities section. "Days devoted" in both places would be reported in the appropriate column below and also in the Program Emphasis section.

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

158. Line is left blank so that States, if they desire, may request information about a Federal agency not listed.

165. Line is left blank for State use.

168. Line is left blank for State use.

COOPERATION WITH OTHER PUBLIC AGENCIES

Public agency worked with	Days devoted by—			Number of meetings relating to program of agency attended by county extension workers
	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agricultural work	
	A	B	C	
FEDERAL AGENCIES				
146. Item discontinued.....				
147. Bureau of Land Management, Bureau of Reclamation.....				
148. Farm Credit Administration.....		1		
149. Farmers Home Administration.....		3	4	
150. Fish and Wildlife service.....			1	
151. Forest Service.....				
152. Bureau of Indian Affairs.....				
153. Agricultural Stabilization and Conservation Program Committee.....		3	15	
154. Rural Electrification Administration.....		1	3	
155. Selective Service System.....			4	
156. Soil Conservation Service.....		5	10	
157. Valley authority (TVA, etc.).....			11	
158. Other (specify).....				
STATE AGENCIES				
159. Health department.....	1	1		1
160. Highway department.....	1			2
161. State departments of agriculture and forestry.....		1	2	
162. State department of education: General schools.....		5		
163. State employment service.....			1	
164. Welfare department.....				
165. Other (specify).....	4			5
COUNTY AGENCIES				
166. Soil conservation districts.....			2	
167. Vocational-agriculture and home economics departments.....	2	4	6	
168. Other (specify).....	7			10

REVIEW YOUR ANNUAL REPORT

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

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

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

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

General Directions

From 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, D. C., office should be sent through the State extension office. When an assistant agent has been employed during a part of or all the year, the report of his or her work should be included with the report of the leader of that line of work. When an agent in charge of a line of work has left the county during the year, the information contained in his or her report should be incorporated in the annual report of the agent on duty at the close of the report year, and the latter report so marked.

The Narrative Report

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

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

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

3. HOW the work was carried on; principal and new extension teaching methods and activities used and their effectiveness; selection, training, and use of local leaders; and cooperation obtained from other extension workers, rural people, commercial interests, and other public agencies.

4. What RESULTS were obtained, not in terms of the activities carried on but in terms of objectives, or what was attempted at the beginning of the year.

5. HOW next year's work can be strengthened and improved in light of the current year's experience.

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

The following suggestions may help you prepare a better annual report:

1. Read last year's annual report again, and apply the criteria for a good narrative report discussed above.
2. Prepare an outline with main headings and subheadings.
3. Go over the information and data assembled from various office and field sources during the year.
4. Decide upon a few outstanding pieces of work to receive major emphasis.
5. Employ a newspaper style of writing, placing the more important information first.
6. Observe accepted principles of English composition.
7. Include only those photographs, circular letters, or other exhibits that help to emphasize the points you make in the text. Do NOT make the annual report a scrapbook. (Material of local value may be attached to or filed with your office copy, rather than being made a part of the official report.)

The Statistical Report

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

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

Carolyn C. Driver
Home Demonstration Agent

Charles Lockman
Assist. Home Demonstration Agent

ROCKINGHAM

County

I. COUNTY SITUATION:

Rockingham County lies between the Blue Ridge Mountains on the east and the Alleghenies on the west, in the heart of the Shenandoah Valley. According to the 1950 census there are approximately 3,581 farms, covering 876 square miles. The soil is fertile and productive, and the diversified program of farming includes poultry, dairying, fruits, small grains and live stock.

Quite often you hear Rockingham called the "Turkey Capitol of the East", ranking second in the United States for the number of turkeys produced, - 66.6% of all the turkeys raised in Virginia in 1952. Rockingham is also outstanding for the number of chickens raised.

The people of Rockingham County are thrifty and industrious and do not usually rely on just one source of income. There are several industrial plants in the county to attract a good many of the rural people.

Although the people of Rockingham are generally conservative, they are progressive and want to make the best of what they have.

II. EXPECTED FAMILY LIVING CONTRIBUTION OF 1954 PROGRAM:

1. That the health of rural families will be improved by the help homemakers receive on the control of weight from food demonstrations.
2. That the food dollars will go farther by the help homemakers receive on the selection and cooking of meat.
3. That there will be fewer accidents in the homes and communities as a result of Federation Goal activities on Health and Safety.
4. Through result demonstrations at club meetings, result demonstrations in various communities and special interest groups those with whom we are working directly should make a definite contribution in extending the Extension Program to others.

III. 1954 PROGRAM AS PLANNED:

- A. Subject Matter Fields in which Adult Program is Planned:

1. Food and Nutrition:

Objective: That through the Extension program the rural homemakers of Rockingham County will be able to plan their families meals to better control their weight problems, and maintain average weight of all members. Also, to be able to economize on their food budget by facts learned on freezing foods and the selection of meats and meat cookery.

Procedure: Agent and Extension Food and Nutrition Specialist will conduct leader training meetings for club food leaders.

Method demonstrations on "Meals for the Fat, Thin, and Normal", "Low Calorie Refreshments", "Selection and Cooking of Tender Cuts of Meat", "Selection and Cooking of Less Tender Cuts of Meat" and "Fancy Sandwiches and Party Beverages."

2. Clothing:

Objective: That through the Extension Program rural homemakers will be more becomingly dressed. Also, that those wishing to learn simple clothing construction will have the opportunity.

Procedure: The agent and Extension Clothing Specialist will conduct a training meeting for clothing leaders on "Selection of Line and Design to Fit the Figure". The trained leaders will give method demonstrations for their club members.

The home agent will conduct a training meeting for a small group of leaders on "Making a Cotton Dress". These leaders in turn, will assist home agents with special interest groups on some topic throughout the county.

A County-wide Special Interest Meeting on "Good Grooming" will be planned by the home agent.

3. Home Management:

Objective: That the Extension Program will help Rockingham County homemakers plan more efficient use of their time and energy in performing their housekeeping duties.

Procedure: The Home Management Specialist and agent will conduct a training meeting for club leaders on "Tips in House Cleaning". The club leaders will then give method demonstration on same topic at club meetings.

The Extension Entomologists and agent will train club leaders on "The Control of Household Pests". Leaders will conduct meetings on that subject at their meetings.

Furnishings and Rural Arts:

Extension Rural Arts Specialist and Agents will conduct a training meeting on "Hooking/Biggs" for club leaders. These leaders will assist agents in conducting special interest group meetings throughout the county.

B. Subject Matter Fields in Which 4-H Club Program is Planned:

1. Food Preparation and Bread Making:

Objective: That 4-H girls will learn to plan, prepare and attractively serve nutritious meals for their families.

Procedure: The Agent and Extension Food and Nutrition Specialist will conduct a training meeting on bread making for local adult leaders. The leaders will make local arrangements for project meetings and give method demonstrations to the girls.

Project training was given leaders on Meal Planning, Preparation, and Service, a previous year. They will continue to help girls with this project, with the assistance of junior leaders in some instances.

County Contests will be conducted and girls encouraged to participate by giving a demonstration on food preparation or bread making. Baked products will be exhibited at the County Fair.

2. Food Preservation:

Objective: That girls will learn proper methods of preserving foods so that a variety of foods can be included in the diet to furnish proper nutrition the year round.

Procedure: Local leaders and agents will give demonstrations to neighborhood groups of girls enrolled in this project.

Girls will be encouraged to participate in the canning and freezing section of County Contests. Canned products will be exhibited at the County Fair.

3. Clothing:

Objective: To teach girls how to plan for their clothing, becoming and attractive selection, and principles of construction so that they can have suitable and become adult a minimum of cost. *adult be used.*

Procedure: Agents will conduct leader training and junior leaders to teach them principles

Method demonstrations will be given by adult leaders, junior leaders and agents.

County Contests will be conducted, with winners competing in District Contests.

Garments and other articles made will be exhibited at the County Fair.

Newspaper articles and radio interviews of some of the girls doing outstanding work on their projects, by Woman's Edition of local radio Station WRVA.

Room Improvement:

Objective: To teach girls principles of art used in home furnishings and help them plan improvements they can make in their rooms with a minimum of cost.

Procedure: Agents will conduct county meetings for all girls enrolled in project.

Agent will make home visits to help girls plan improvements that can be made in their rooms.

Clubs will arrange tours to see improvements made.

County Contests will be conducted. Winner will compete in area contests.

Pictures of improved rooms will be taken.

5. Family Ironing:

Objective: That the girls will learn more efficient use of time and energy in doing the family ironing.

Procedure: The leaders had training in this project in 1953. Agents and leaders will give project instruction to girls on better methods for ironing.

Contests will be held for ironing and girls encouraged to participate.

IV. Other Activities:A. Adult:1. Federation Goals:a. Art in Daily Living:Objectives:

- (1) Allow ten minutes at each monthly meeting devoted to some phase of Art in Daily Living.
- (2) Promote good reading by trying to get each club member to get a reading certificate.
- (3) To develop the desire for good music in the home and community.
- (4) To strive to have more and better home life.

Procedure:

The Extension Rural Arts Specialist and Agent will conduct a training meeting for club leaders.

Ten minutes alternate months will be devoted to Art in Daily Living, since two Federation Goals are being carried.

One monthly meeting will have the entire program centered on Federation Goals.

The club leaders will report their activities to the County Goal Chairman.

b. Health and Safety:Objectives:

- (1) To observe National Safety Week with a club activity.
- (2) Each club to take first aid course.
- (3) Encourage better health habits (clinics, mobiles, etc.)
- (4) Study courses on highway and farm safety.

Procedure:

Each club will have a Health and Safety leader. A training

meeting will be held for leaders, conducted by Extension Home Management Specialist and home agents.

Ten minutes alternate months will be given at monthly meetings on this topic.

Club leaders will report their activities to County Federation Goal Chairman.

2. Home Demonstration Club Market:

Objective: To provide means for farm women to sell surplus farm and home products. In turn, they will also be given the opportunity to help boost the family income without being away from home, and family.

Procedure: Extension Food and Nutrition Specialist will meet with sellers once during the year to discuss and give help on individual problems.

The market sellers select three people to serve as a committee with one person appointed chairman, to handle the problems that arise in the market. This committee will meet with the market manager and county home agent to revise the price list in the Fall, with incidental changes being made through the year, to keep in line with the other markets' prices. Each seller will have a physical examination and post certificate on the wall back of her stall.

3. Rockingham County Agricultural Fair:

Objective: To co-operate with other county organizations to make a County Fair possible and Home Demonstration Club members will have opportunity to exhibit work they have done.

Procedure: The County Home Demonstration Chairman is a member of the Fair Association, Board of Directors.

Each club president appoints a fair chairman for her club. The fair chairman tries to promote interest for the fair among home demonstration club members and other people of her community.

The County Committee will sponsor a food booth at the fair for a money making project. The County Chairman appoints a steering committee for this and this committee contacts individual clubs for help that they need.

4. County Service Projects:

a. County-City Rest Room:

Objective: To provide a comfortable resting place for shoppers and working women.

Procedure: The County Home Demonstration Committee elects the County Rest Room Committee officers. Each club appoints a rest room chairman who serves on the County Rest Room Committee. This committee has one regular meeting a year, usually in January. Each home demonstration club pays rest room dues of \$10.00 to be used for maintenance.

b. "Mothers March on Polio" and Other Health Drives:

Objective: To help Harrisonburg and Rockingham County Polio Chapter to increase their funds for care of polio patients in Harrisonburg and Rockingham County.

They shall also participate in other community health drives as they see fit.

Procedure: The home demonstration clubs will sponsor the "Mothers' March" in all rural areas of the county, for one hour the night of January 29. Each club president appoints some one to plan for this March. As the people turn on their porch lights they go call on them to get their contributions.

5. County Achievement Day:

Objective: To review accomplishments made by home demonstration club members during the year and to give recognition to different clubs, their members and leaders, for the work done and honors received, and to acquaint the county with home demonstration work.

Procedure: The County chairman will appoint an Achievement Day Committee to make plans for the Achievement Day activities. Each club will participate in the way the committee requests in order to make the day a success and a worth while activity.

B. 4-H Clubs:

1. Contests:

Objectives: To stimulate activities and promote more interest in work by giving an opportunity for comparison and improvement as well as for new ideas.

Procedure: Local clubs will hold contests or agents and leaders determine club winners to compete in county contests.

2. Rural Life Sunday:

Objective: To emphasize the need of a spiritual development and the important part of the church in our better rural life program.

a. County-City Rest Room:

Objective: To provide a comfortable resting place for shoppers and working women.

Procedure: The County Home Demonstration Committee elects the County Rest Room Committee officers. Each club appoints a rest room chairman who serves on the County Rest Room Committee. This committee has one regular meeting a year, usually in January. Each home demonstration club pays rest room dues of \$10.00 to be used for maintenance.

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5. County Achievement Day:

Objective: To review accomplishments made by home demonstration club members during the year and to give recognition to different clubs, their members and leaders, for the work done and honors received, and to acquaint the county with home demonstration work.

Procedure: The County Chairman will appoint an Achievement Day Committee to make plans for the Achievement Day activities. Each club will participate in the way the committee requests in order to make the day a success and a worth while activity.

B. A-H Clubs:

1. Contests:

Objectives: To stimulate activities and promote more interest in work by giving an opportunity for comparison and improvement as well as for new ideas.

Procedure: Local clubs will hold contests or agents and leaders determine club winners to compete in county contests.

2. Rural Life Sunday:

Objective: To emphasize the need of a spiritual development and the important part of the church in our better rural life program.

2. Rural Life Sunday (Continued)

Procedure: Leaders and agents will encourage all clubs to participate in observing Rural Life Sunday.

3. 4-H Camp:

Objectives: To stimulate interest in club activities, give opportunity for special training in subject matter, emphasize co-operation, train in recreation, and to give the boys and girls a glimpse of the things in rural life difficult to obtain through regular 4-H Club work.

Procedure: The adult leaders and agents will encourage boys and girls to attend camp.

4. Achievement Day:

Objective: To give recognition to different clubs, their members and leaders, for the work done and honors received, and to impress upon the community what has been accomplished and what 4-H Clubs do.

Procedure: The County Home and Farm Agents and President of County 4-H Council will appoint committees for making plans for Achievement Day Program.

5. Community Service Projects:

Objective: To give 4-H Clubs an opportunity to participate in community drives such as the T. B. Bangle Sale, Red Cross, and March of Dimes.

Procedure: Agents will see that all clubs know the purpose of the different drives and encourage them to participate as much as possible.

6. County Fair:

Objectives: To co-operate with other county organizations to make a county fair possible. 4-H Club members will have an opportunity to exhibit their work and learn by seeing what others have done.

4-H County Council will sponsor a food booth at the fair for a money making project.

Procedure: Extension Agents and local adult leaders will encourage club members to take exhibits to the fair.

The County Council will appoint a steering committee of two or three people for general planning and setting up of food booth. This committee will ask other club members and leaders to assist as needed.

C. Young Men and Womens' Activities:1. Leadership Camp at Camp Farrar:

Objective: To give young adults an opportunity to receive leadership training, to meet young people from other clubs in the state and enjoy recreation and fellowship together.

Procedure: The County YMW president will notify club members of date of camp and he and Extension agents will encourage as many as possible to attend.

2. Four-State Conference - Jacksons' Mill, W. Va.

Objective: To create friendly relationship between the four states attending and exchange ideas on program planning and development.

Procedure: County will try to be represented at conference and participate as requested.

(Note: Program Planning Meeting has not been held, so this is incomplete.)

V. Scope of Work:A. Organization:

	No. in 1950	No. in 1951	No. in 1952	No. in 1953	Goal in 1954
Number of Home Demonstration clubs	28	29	29	28	29
Membership	963	1145	1172	1205	1225
Number of 4-H Clubs	19	19	18	20	22
Membership	236	292	311	285	300
Number Young Men & Womens' Clubs	2	2	1	1	1
Membership	58	58	39	45	50
Community Improvement Clubs					
Membership					
Other Organizations					

B. (Scope of Work, Continued)

	No. in	No. in	No. in	No. in	Gain
	1950	1951	1952	1953	1954
Number of families reached through:					
Home Demonstration Clubs	911	997	1050	1150	1250
4-H Clubs	168	210	229	225	250
Young Adult Clubs	58	65	40	60	70
Special Interest Groups	35	16	106	49	260
Result demonstrations	150	259	271	152	175
Home visits	465	543	472	284	425
Contacts by club members	1073	2025	2047	2050	2100
Other (newspapers, radio, county meetings, etc.)	425	635	703	900	1000
Estimate number of different families reached through above means	3300	3782	4400	4378	4500

VI. Plan for Using the Following Organizations to Strengthen the Extension Program in 1953:

A. County Home Demonstration Committee:

The County Home Demonstration Committee will serve as the planning committee to set up the program for the year. The Executive Board of the home demonstration committee will meet before the Spring and Fall Planning Meeting and serve as the guiding and piloting committee for the program.

B. County 4-H Council:

The County 4-H Council will be composed of officers of all county 4-H Clubs and representatives of the All-Star Organization. The adult leader and Extension Agents serve as advisors to the Council. The Council will hold two meetings a year, Spring and Fall.

All club members and leaders will be invited to attend an evening of recreation and fun immediately after the Council meeting. The State Associate 4-H Club Agent will conduct the meeting.

C. County All-Stars:

The County All-Stars will serve as local leaders for 4-H Clubs and serve as advisors for the 4-H special events.

D. County Young Men and Women's Board:

The County Young Men and Young Women's Board is composed of all officers and committee chairmen. This board makes plans for county-wide events and reviews work done in the club.

E. County 4-H Project Planning Committee:

The County 4-H Project Planning Committee will be composed of the 4-H leaders, two junior project leaders from each club and the county home agents. Prior to the county meeting each club will discuss their choice of projects. The leaders and older girls will use the results of their club discussion as a basis for their project planning at the county meeting. The recommendations on the planning committee will be taken back to each club for approval.

VII. Plan for Leadership:

A. Home Demonstration:	No. in	No. in	No. in	No. in	Goal
	1950	1951	1952	1953	1954
No. project leaders	273	278	280	336	308
Number federation goal chairmen	28	58	58	58	56
Number program development leaders	28	29	29	27	28
Number result demonstrators	31	33	20	16	20
Number of meetings at which leaders were trained by specialist	11	8	8	9	11
Number of meetings at which leaders were trained by district agents	2	2	1	0	0
Number of meetings at which leaders were trained by agent	7	8	17	2	2
Attendance at all training meetings	556	482	349	457	533
Number club meetings held by leaders without agent present	183	144	177	230	168
Total number of demonstrations given by leaders	179	215	262	216	252
Total number of talks or discussions by leaders	4	56	123	378	392
	:	:	:	:	:
	:	:	:	:	:

Plans for Training and Using All Types of Leaders in Carrying out
1953 Program:

Leader training meetings will be conducted by Extension Specialist, local persons and agents. If leaders are not present at leader training meetings they will be expected to attend another club meeting previous to theirs, to receive information needed.

Program Development Chairmen will present Outlook material to clubs and make note of suggestions made to improve program. The program development chairman will send lists of names of those interested in attending county special interest group meetings to the home agent.

B. 4-H Club:

	No. in 1950	No. in 1951	No. in 1952	No. in 1953	Goal 1954
Number of 4-H Club officers	57	57	75	99	118
Number adult project leaders	43	50	45	40	48
Number project leaders	9	10	12	10	11
Number result demonstrators		5	4	1	
Number of meetings at which leaders were trained by specialist	2	3	2	2	1
Number of meetings at which leaders were trained by district agent	2	2		0	0
Number of meetings at which leaders were trained by agent	8	11	14	5	6
Number of meetings at which leaders were trained by personnel in 4-H department			1	0	1
Attendance at leader training meetings	83	135	177	59	65
Number 4-H leaders trained indiv.	14	3	5	4	
Number club meetings held by leaders without agent present	146	106	110	92	110
Number demonstrations given by adult leaders	126	101	97	63	75
Number demonstrations given by junior leaders	20	44	53	116	120

Plans for Training and Using all Types of 4-H Leaders in Carrying out 1954 Program:

Agents will attend 4-H Workshops conducted by Specialists and 4-H leaders will be trained by agents at county and group meetings. Individual training will be given in some instances. Help has been requested from the 4-H Club Department for conducting a County recreation meeting following Spring County Council Meeting.

C. Young Men and Women's Clubs	:No. in : No. in : No. in : No. in : Goal				
	: 1950 :	1951 :	1952 :	1953 :	1954
Number club officers	: 12 :	12 :	6 :	6 :	6
Number of adult leaders or sponsors	: 2 :	2 :	2 :	2 :	2

Plans for Training and Using Leaders in Promoting the Young Men and Women's Club Program in 1954:

Training for leaders in Young Men and Women's Club will be largely through committee meetings. State Extension Older Youth Specialist will observe at a club meeting and then meet with officers and agent to outline plan of work for 1954.

VIII. Most Difficult Problems in Carrying out the Extension Program in the County.

- A.
1. Meeting large number of home demonstration, 4-H and YMW groups in county and still take care of the necessary leader training, special interest and agent workshop meetings.
 2. Increased effort to fit each organization leader for their part.
 3. Poor attendance at leader training meetings.

B. Plans for Meeting Problems:

1. Agents give enough advanced notice of leaders training meetings so they can plan to be present.
2. Planning ahead and making adjustments with groups concerned.
3. Maximize performance of organization leaders by thorough training, conferences, letters and recognition of good work done by them.

IX. Plan for Work With Other Agencies:

1. Farmers Home Administration:
 - a. Work with the supervisor in the county and lend assistance whenever needed.

- b. Obtain names of families who have boys and girls eligible for club work and invite them to join.
 - c. Ask club members to make a special effort to invite the F.H.A. women to the home demonstration clubs.
2. Soil Conservation Service:
- a. Try to interest more of the club women in the work of the soil conservation and the importance of the program.
3. Vocational Agricultural and Home Economics Teachers:
- a. Work with the teachers in county programs.
- X. Plan for Developing Good Public Relations in County with:
- A. Elected Representatives:
- 1. Know each member of the Board of Supervisors personally.
 - 2. Make a report to the Board at intervals on work being done in the county.
 - 3. Seek their suggestions and council.
 - 4. Through home visits.
- B. General Public:
- 1. Through a well planned program effectively carried out with a maximum number of families.
 - 2. Publicize results gotten by people through meetings, result demonstrations, exhibits, newspapers, radio and circular letters.
 - 3. Believe in and enthusiastically promote service of the Extension Program.
- C. Co-workers:
- 1. Have regular staff meetings with co-extension workers.
 - 2. Be familiar with farm agents and assistant farm agent's programs so as to intelligently respond to inquiries about their program.
 - 3. Good physical preparation for specialists meetings.
- D. Other Professional Workers:
- Co-operate with Farmers Home Administration, Public Health, Soil Conservation people and Vocational Agricultural and Home Economics Teachers.

XI. Plan for Recording Progress and Evaluating Progress as planned for 1953:

1. Keep accurate data, monthly reports and accomplishments of women and girls.
2. Use annual reports to compare progress to previous years.
3. Keep folders with clippings about work.
4. Frequently check with women and girls on progress they have made.

XII. PLAN FOR PROFESSIONAL IMPROVEMENT:

A. Organized Study:

1. Schools:

2. Short Courses:

The Assistant Home Agent plans to attend the In-Service Training Short Course.

B. Reading Professional Publications:

The home agent receives "The Journal of Home Economics", "What's New in Home Economics", "The Extension Service News" and the "National 4-H News". She reviews these and tries to scan all monthly home magazines, reading as much as time permits.

C. Membership in Professional Organizations:

The agent and assistant agent are members of the National Home Economics Association, Virginia Home Economics Association and National and State Home Demonstration Association. The home agent is also a member of the Business and Professional Women's Club.

D. Participation in Programs, Workshops, etc.

Agent attends meetings and programs planned by county and Federal agencies.

Agent attends demonstrations given by home economists of Household Appliance Companies.

SOME DATA DESIRED FOR 4-H PROGRAM PLANNING
(Estimate figures for 1954)

How many of these clubs have one or more of following types of leader.

- Clubs: - No. of 4-H Clubs with
(a) Both boys and girls enrolled.
(b) Boys only enrolled.
(c) Girls only enrolled.
TOTAL

No.	Organizational	Sponsor	Project
11	Serve as both	←	→
7	←	←	←
10	Serve as both	←	→
28			

Meeting Room Conditions:

- (a) Clubs that meet in school, during school hours, with only one period and one room.
(b) Clubs that meet in school, during school hours, with only one period and one room provided for regular meeting, but additional time provided another day for project work.
(c) Clubs that meet in school, during school hours, with one period but more than one room provided for special project training following combined meeting.
(d) Clubs that meet in school, not during class periods, but during activities period, after school, or other time during school day.
(e) Clubs organized on neighborhood or community bases and meeting in homes, church, community center, school (not during school hours).
(f) Write in other conditions . . .

Number of clubs with:			Min. No. clubs having additional project training:		
Boys & Girls	Boys Only	Girls Only	Meeting	Neighborhood	County Groups
0	0	0			
	0	0			
7	7	50			
		1	60		
11		2	90		

Members Per Club:

- (a) No. of club members enrolled in smallest club 6 boys, largest club 21 boys
(b) The majority of 4-H clubs in county have 20 members.

Projects:

- The most popular projects: (a) For Girls So You'd Like to Sew
(b) For Boys Poultry
(c) Joint Projects _____

Answer - Yes or No:

Our County has: 4-H Yearbook _____; County 4-H Council V; 4-H Honor Club _____; County 4-H All Star Group V; 4-H Rally or Field Day _____; Achievement Day Program V; Other _____

ROCKINGHAM
COUNTY

1 9 5 4
P L A N O F W O R K
F O R
R O C K I N G H A M C O U N T Y

8

K. C. PetersonCounty Agent
T. L. HollomonAssistant County Agent
O. E. Jenkins.Secretary
HeadquartersHarrisonburg, Virginia

1954
PLAN OF WORK
FOR
ROCKINGHAM COUNTY

I. TYPE OF AGRICULTURE

Rockingham County is purely an agricultural county, which lies in the heart of the Shenandoah Valley. It is the third largest County in the State, with 876 square miles and 3,581 farms. A very diversified system of farming is extensively practiced throughout the county. The percentage of income from poultry is increasing and in 1950 was 64%. Most of the feed which is produced in the county is fed to dairy cattle, beef cattle, sheep, and hogs. A large percent of the feed fed to poultry is shipped into the area. There are four major sources of income. These include general crops, livestock, fruit, and dairy.

There are several agricultural processing and marketing plants in the county which process and market the poultry, beef cattle, sheep, and hogs, milk and wool produced in this county and in adjoining counties.

II. COUNTY SITUATION

The dry weather in late summer and fall of 1953 made it necessary for farmers to start feeding 30 to 60 days earlier than usual. In two extremely dry areas they started feeding about 90 days early. This has made a shortage of winter feed. The shortage of feed and low beef cattle prices together with general lower farm income has resulted in a price squeeze.

III. COUNTY ORGANIZATION

The County Extension Plan was developed with the guidance of the County Agriculture Board and the Commodity Committees. The Agriculture Board is made up of three representatives from each of the major commodity committees and a representative from the 4-H club leaders. There are five commodity committees; poultry, livestock, dairy, agronomy and fruit. The commodity committees have met, outlined, and discussed problems in the enterprise in which they are chiefly interested and the Board of Agriculture met, outlined and discussed the overall problems.

IV. OVERALL PROBLEMS

- A. Fifty percent of the farms are less than 50 acres. These small farmer require a very intensified operation in order to provide sufficient volume of business to improve the living standards.
- B. There is a serious infestation of ground hogs throughout the pasture and hay fields of the county. The County Agricultural Board plans to make gas cartridges available throughout the county. Several demonstrations on using these cartridges will be held in different communities in the county this spring.

- C. The County Agriculture Board have pointed out a need for more records and more complete information on the enterprises which are profitable and those which are not profitable. The Board has discussed the minimum economical size of enterprise, but have not agreed on what is the minimum size.
- D. In order to get more farm records and information a few farm record books which were prepared by college agricultural economics department have been placed with a few farmers on a demonstrational basis. The plan is to use these as a source of information on various farm enterprises.

V. PROJECT ACTIVITIES

A. AGRONOMY

1. Pasture

Due to the extremely dry weather last season the grasses in many pastures have been weakened and some cases killed. Most pastures were overgrazed during the dry fall weather. More pastures are being fertilized each year and farmers are increasing the amount of fertilizer applied each year.

- (a) Increase the amount and improve the quality of early grazing and also stimulate the grasses which have been overgrazed by the use of high nitrogen fertilizer.
 - (1) Use the press and radio to publicize the need for fertilizing pastures with high nitrogen fertilizers. The application of nitrogen to get early grazing will be stressed in February.
 - (2) With assistance of specialists hold a meeting of fertilizer dealers and discuss this need for early fertilization to get earlier pastures.
 - (3) Arrange for a tour in April of a farm carrying out a good pasture program with early spring pasture.
 - (4) Two pasture demonstrations which demonstrate the value of orchard grass and ladino clover as a pasture will be continued this year. Conduct a summer tour of pastures which demonstrate high producing pasture mixtures.
- (b) Coral berry bushes are spreading in many pasture fields in certain sections of the county. Last year a demonstration to control these bushes was setup and two areas of pasture covered with bushes were sprayed with chemical weed killer.
 - (1) This year a tour will be conducted to show farmers the results of using the chemical weed killer on the bushes and also give them complete information on killing it. This will be included in the summer pasture tour.

2. Small Grain

The average wheat yield in the county is 21 bushels per acre, this yield could be increased to 30 bushels per acre.

- (a) The yield could be increased by the use of more potash and by use of better adapted varieties such as Seneca and Nudde. This information will be publicized through the radio and press.
- (b) With assistance of specialists a meeting of the fertilizer dealers and seed dealers will be held to discuss this information with them and their employees who sell the farmers the fertilizer and seed.
- (c) There is still a need for more grain storage space both commercial space and farm storage. Last year a two committees were set up to encourage the building of more space. Considerable more space was built during the year.
- (d) The publicity program and personal contacts will be continued through this committee.

3. Hay

Alfalfa is a high yielding hay crop when fertilized and thus is one of the most efficient users of fertilizer.

- (a) This information will be publicized and feature radio programs and news articles will be prepared with farmers carrying a good fertilization program.

4. Fertilizer

The new higher analysis fertilizer costs more per pound, however the cost per unit of fertilizer nutrient is about the same as in the lower analysis fertilizer which was formerly manufactured for grain crops.

- (a) This information will be publicized during the spring months through the radio and press.

B. POULTRY

1. Poultry diseases are still a problem in the county. "fowl typhoid has been particularly serious in certain areas of the county where feather residue from poultry processing plants has been spread. Several poultrymen have lost their entire laying of flocks of turkeys and chickens and as a result have been put out of business for the season.

- (a) The danger of spreading poultry diseases through the use of raw offal as fertilizer will be publicized through the radio and press.
- (b) Will solicit the support of the poultry processing plants in eliminating the spreading of raw offal.

- (a) With assistance of the poultry committee a statement of this problem and the committee recommendations is being prepared.
- 2. Nearly 30 percent of the broilers being marketed through the poultry dressing plants during the summer months were poorly feathered or bare-backed. This has increased the dressing costs and has made marketing the dressed birds more difficult because the consumer does not like to buy these rough backed birds.
 - (a) A special meeting of process plants representatives, feed dealers, and hatcherymen from the 10 county area was called to present the problem. An authority on the subject discussed the causes for the bare-backs.
 - (b) The problem was presented at the annual mid-winter poultry meeting and various management factors which effect feathering and picking were discussed.
 - (c) Some debeaking demonstrations will be setup during the hot summer months.
- 3. Ventilation is also a problem in the poultry houses.
 - (a) Making use of simple ventilation equipment was discussed at the mid-winter meeting.
 - (b) Ways and means of ventilating will also be publicized through the press and radio.
 - (c) Pictures and slides will be prepared to be used in discussing ventilation in meetings.
- 4. The spread of poultry diseases through the improper disposal of dead birds.
 - (a) Arrange for a contractor to build poultry disposal pits in the county at a reasonable price.
 - (b) Continue the community building program which was started in Bergton community last year.
 - (c) Present the Community disposal building program to other communities.

C. DAIRY

The number of dairy cows is continuing to increase in the county and the production per cow is still rather low compared with other dairy counties.

- (a) Continue to work with the Dairy Herd Improvement Demonstrators and follow up the objectives they setup last year to increase milk production to 10,000 pounds of milk or 400 pounds of fat.

- (b) Increase the number of dairy herd demonstrators from 23 to 28.
- (c) Publicize the importance of using high producing bulls in increasing milk production.
- (d) Hold a dairy institute with assistance of specialists to give the dairymen the latest information in dairy management and ways of increasing milk production.
- (e) Hold a dairy field day program in one or two communities in the county this fall.

D. LIVESTOCK

1. Beef Cattle

There are many beef cows herds that are not certified as "Bangs Free". Some of these herds are vaccinating all heifer calves, but there are still some herds not carrying out a vaccination program.

- (a) Publicize through radio and press the information on the three plans for Bang's disease control.
- (b) Work through the Feeder Calf Sale committee to get calf sale consignors to set up a bang's disease control plan in their own herds.

2. There is still some dairy breeding in many of the beef calves.

- (a) Work through feeder calf sale to eliminate the dairy breeding in the beef cow herds.

3. There is a large number of beef calves being produced and marketed each year in the county. Four Virginia Feeder calf sales have been held in the county. The calves have brought a good price according to the market each year, but have not brought as much money as the calves at the better Virginia Feeder Calf Sales. We believe this sale can be improved by increasing the number of calves in the sale.

- (a) Increase the number of calves consigned to the sale by work through the calf sale committee. Committeemen will contact more producers.

4. Sheep

Parasite control is still an important problem in sheep production.

- (a) Publicize by means of the newspaper and press the proper treatment and the proper time to treat the sheep.
- (b) There are still many flocks of sheep using poor grade rams.

- (1) Get farmers to use good purebred rams. By assisting the purebred breeders in conducting a purebred ram sale in the county more purebred rams will be made available in the county.

5. Swine

Many hogs are raised throughout the county, but very few farmers graze hogs on pasture.

- (a) Prepare special radio broadcasts and news articles with farmers grazing hogs.

E. HORTICULTURE

1. Fruit

Good quality fruit with good color brings much higher prices and is what the consumer wants.

- (a) Hold special meetings with producers giving information on harvesting methods which will improve the fruit.
- (b) Hold a pruning demonstration to demonstrate pruning which will improve fruit color and size.
- (c) Continue to mail out information on spraying for insects and diseases.
- (d) Cooperate with Shenandoah County in the area fruit school to give fruit producers up to date information on production problems.

2. Home Gardens

Vegetable production is chiefly through home gardens.

- (a) Continue to give information on adapted varieties, insect and disease control.

VI. EXTENSION -TVA DEMONSTRATION

Seven extension TVA Demonstrations will be continued this year.

1. The Agent will continue to work closely with demonstrators. Complete farm records will be stressed. Farm plans will be received on each demonstration and adjusted to fit the present situation.

VII. 4-H CLUB WORK

- A. Maintain and improve membership in the 9 senior boys and girls night clubs, and 8 Junior 4-H clubs in public school.
 1. Have one or more adult boys' leaders for each Senior 4-H club. Leader will be encouraged to enroll members from five (5) families nearest the leaders home regardless of the project 4-H member is taking.
 2. In order to develop Junior leadership, each Adult leader will appoint, or have elected by boys enrolled a Junior leader for boys enrolled from the five families. The Adult leaders and Assistant Agent will train Junior leaders who in turn will assist Adult leaders and the Assistant Agent with the enrolling of and the training of other 4-H boys on projects and other club activities.
 3. Each club will have as a goal, twelve (12) monthly meetings during which meetings the officers and members will conduct business, educational, and recreational program. During the summer months, clubs will be encouraged to have joint picnic meetings with other clubs as a means of getting better acquainted.
 4. The Assistant Agent will attend the boys and girls night meetings during the months of January, March, May, July, September, and November to assist in training of Adult leaders, and the club officers; also to assist members with projects. During the months of February, April, June, August, October, and December the Assistant Agent will visit 4-H Communities on or before the day of the monthly night meeting to contact Adult leaders and visit home projects.
 - a. At night 4-H meetings attended by Assistant Agent- the program will consist of $\frac{1}{2}$ hour in conducting business and training officers and members in parliamentary procedure, and one hour project discussion on dairy, livestock, poultry, agronomy and other subjects thru visual education, specialists, and extension agents talks and demonstrations.
 - b. At night 4-H meetings supervised by adult leaders- the program will be $\frac{1}{2}$ hour business, $\frac{1}{2}$ hour project reports or demonstration by members, and $\frac{1}{2}$ hour recreation. Any time saved from business and project periods will be extended to recreation period.
 - c. The program for the nine (9) Junior School clubs will be $\frac{1}{2}$ hour business and parliamentary procedure training; and $\frac{1}{2}$ hour project training through discussions. The members answer to roll call will be a brief report on project during past month.

5. Plan to visit each boys' home several times yearly.
 - a. Review project and project record books.
 - b. Enlist aid of parents in their child's project work and encourage community 4-H Activities.
 - c. Encourage parents to attend club meetings.
 - d. Encourage members to visit home of adult leader for information and work closely with junior leaders.
6. Maintain and possible increase membership in the eight Junior clubs of the 6 and 7th grades already organized in the eight county grade schools. Members of these clubs will be encouraged to attend Senior Club night meetings when possible.
 - a. Boys will be encouraged to continue 4-H membership after graduating from grade school. It is also planned to organize 4-H instruction classes in the high schools for the 8th grade students and other boys not enrolled in vocational agriculture. This plan is in accordance with approval of the County School Superintendent. The members of the high school classes will also be encouraged to attend the Senior club night meetings when possible.
 - b. Plans are underway to improve project completion percentage by requiring school club members to bring record books to meetings and give a project report when roll is called; otherwise, their names are taken off the roll, but they may attend.

B. Dairy Club Work

1. In some clubs adults will serve as project leaders, along with their Junior Leaders, instead of serving as an adult leader for a particular group of boys regardless of nature of project. This method will permit a more concentrated effort for the leaders and Junior leaders to promote and give preliminary instructions to club judging teams. Final instructions will be given by extension specialists and Asst. County Agent.
2. Improve selection of dairy calves in nonsponsored projects.
3. Select and place purebred registered dairy heifers under program sponsored by the Valley of Virginia Milk Producers Association.

4. Use 4-H dairy specialists for 4-H school classes, night 4-H meeting programs, and to assist in training judging teams.
5. Encourage members to breed purebred and grade heifers by artificial breeding.
6. Encourage members to enter project exhibits at the County Agricultural Fair.
7. Distribute 4-H dairy pamphlets and encourage use of extension recommendations.
8. Encourage 4-H members to take part in County Dairy Tours.

C. Livestock Work

Beef (Baby & Market)

1. In cases where the desired type of animals can be found, members will be encouraged to take the baby beef project; otherwise, the market beef project will be stressed and projects exhibited at County Fair. Outstanding projects to be exhibited in district shows.
 - a. Plans are being made to have County Livestock Judging demonstrations, leading up to a county elimination contest in choosing a team to represent the county in the Northern Virginia District Contest.
 - b. Distribution of extension pamphlets and extension recommendations.
 - c. Secure breed identification charts from Breeders Assn. for use at club meetings.
 - d. Project discussions and fitting demonstrations.

Beef Heifer

1. Distribution of extension pamphlets and encourage use of extension recommendations.
2. Project discussions and fitting demonstrations.
3. Agent and local leaders visit projects.
4. Part of training will be in using conformation and breed identifications charts.

Swine

1. It is planned to change over from OIC purebred Gilts to the Berkshire breed, in order that it will be more convenient for 4-H members to secure unrelated services. In order to effect the change over in breeds it is planned to have 4-H members sell the OIC pig that was to be given to another member; then, request additional money from the Sears Agricultural Foundation to make up the difference in the cost of the purebred Berkshire.
2. Members are to manage, feed, fit and exhibit gilts in contest sponsored by Sears Roebuck Agricultural Foundation at the county fair.

D. Poultry Work

1. Three sets of Breed Identification and egg grade charts have been mounted and are used by adult leaders as one part of the club judging team training. The charts will also be used during club project meetings, as preliminary training in poultry and egg judging. Arrangements will be made with County Egg Grading Stations to help train members in egg grading, extension specialist to give final instructions on production and show bird judging and egg grading.
2. The club poultry judging teams will receive further training on a county basis, after which a county contest will be held. The four high individuals will represent the county in the Northern Virginia District Contest.
3. Distribute extension bulletins and encourage use of recommendations.

E. Crops

1. Some interest has been shown in this type of project in the past. Perhaps some plan can be worked out with parents to share crop the field to 4-H members so that some revenue can be realized by the member.
 - a. Exhibits have been made each year at the County Fair, Plans are being made to increase the number each year.

F. Miscellaneous Projects

1. Safety

Increase number members carrying this project for additional credit along with major project and for those members not having facilities for livestock, poultry, crops and other projects. County winners in this project will be decided and medals awarded accordingly.

- a. Distribute Extension bulletins, and make club meeting demonstrations.
- b. Encourage members to make exhibits at County Fair, and special local 4-H dates and to enter State Contests.

2. Farm and Home Electricity

- a. Encourage members to take more interest in this project and enlist the help from local power companies to help train members so that they might enter county & state contests. Plans will be made to hold special farm and home electricity classes two consecutive monthly project meetings with the Power Companies, Farm Elec. specialists as instructors. Later the project exhibits and records will be judged to determine the county winner for awarding of medal and trip to the Richmond Electrical Congress.

3. Rabbits

4-H members have taken some interest in this project and exhibits made at the fair during past three year and prizes won. Further work is planned on this project as it is one way of increasing membership from families that do not have facilities for major projects.

- a. Distribute extension bulletins and use feeding and management recommendations.

G. 4-H Camps

1. Encourage at least two club boys from each club to attend District or State 4-H Camp.

H. 4-H Short Course

1. It is planned to continue the active support of the annual 4-H short course in Blacksburg by encouraging as many county All-Stars and 4-H members to attend within the limit of the quota signed to the county.

I. 4-H Recreation and Community Project

1. County Council amended its constitution and by-laws to substitute for Rally Day, a county wide 4-H Spring county council recreation meeting. It is planned to hold the first of this type of county council meetings during March. The council officers and members will have the regular business, with other 4-H members, leaders and parents in the audience, at the conclusion of the business meeting, games, folk dancing, songs, refreshments, have been arranged for by the various committees appointed by the council president.

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2. Hold Joint picnic meetings between one or more clubs.
3. Improve club meeting recreation programs. (songs and dance)
4. Each club to sponsor at least two local community and county projects.

J. 4-H Achievement Day Program

1. The annual County 4-H Achievement program has been held each year, at which program recognition is made of outstanding leaders and members. It is planned to continue this important 4-H activity and invite representatives of various county firms, the county board of supervisors, and the local Chamber of Commerce in order to encourage support of the county program.

K. Adult 4-H Club Work

1. Plans were made at the annual all-star meeting to invite all girls and boys adult leaders to a meeting in the near future to reorganize the county leaders association. It is felt that this organization is very important to the county 4-H program so that the leaders will learn to know each other better, and to let them take a leading part in 4-H Program planning.
2. The County 4-H Council has been active in past years by holding a spring and fall council meeting to assist the extension agents in planning club programs, elections of officers, etc. It is planned to continue this important phase of 4-H club work.
3. 4-H all-stars will hold spring meeting to select State All-Star candidates, and a late summer picnic or covered dish supper meeting to welcome newly initiated all-stars into County organization.

L. Publicity

1. In order for local clubs to receive recognition before the county people, the club reporter will receive special training in writing news articles on their club meetings, community activities, and participation in county and state contests.
2. Whenever possible, radio transcriptions will be made on various county 4-H activities, including interviews of winners in county and state contests.
3. Radio announcements of club meetings and activities.
4. Newspaper articles on general club work.

5. Newspaper weekly 4-H club meeting schedule to remind members of meeting dates, and to strengthen the 4-H programs among county residents as to members and location of community clubs.

M. Adult Work

1. The Assistant Agent will continue to cooperate with the expansion and improvement of the County Fair Association also, the development of the 24 acre permanent fair site recently purchased for the 1953 fair. The Agricultural Fair Association officers are planning separate meetings with representatives of the dairy, poultry, and beef industry with the possibility of reorganizing the management of the three departments of the county fair in order to improve the quality and number of exhibits as a county wide educational project, and to reduce the work load on a minority group who have carried the consistent load in the past.
2. Encourage more 4-H members and adults to exhibit at the fair.
3. The Asst. Agent will continue to work with adult farmers in making crop and livestock recommendations to the extent that time permits outside of the 4-H club schedule.
4. The Asst Agent is planning tours for the boys adult leaders to the extension experimental farms in order to better acquaint them with an overall extension policies so that they can be more widely spread thru the different communities by the volunteer leaders.

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ANNUAL NARRATIVE REPORT

OF

EXTENSION WORK

IN

ROCKINGHAM COUNTY

FROM

DECEMBER 1, 1953

TO

NOVEMBER 30, 1954

RM

County Agent K. C. Peterson
Assistant County Agent . . T. L. Hollowson
Secretary O. B. Jenkins
Headquarters Harrisonburg
County Rockingham
State Virginia

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I. COUNTY ORGANIZATIONS

The County Organizations consists of the County Board of Agriculture, Commodity Committees, 4-H Club Council, Artificial Breeding Association, Dairy Herd Improvement Association, Shenandoah Valley Soil Conservation District, County ASC Committee, Civic Clubs and the Rockingham County Cooperatives.

The County Board of Agriculture is made up of 16 members representing all five major agriculture enterprises and one representative from the County 4-H Club Leaders. Three representatives in each major enterprise from the Agriculture Board serve as a nucleus for the commodity committees. The commodity committees held meetings to study the county situation, and prepared suggestions which were used in the Extension Plan of Work. The Agriculture Board held three meetings at which the overall county agriculture program was discussed. The Board sponsored one meeting for the purpose of discussing National Agriculture policies. Leading citizens from all parts of the county were invited by the Board.

II. TYPE OF AGRICULTURE

Rockingham County is purely an agricultural county, which lies in the heart of the Shenandoah Valley. It is the third largest County in the State, with 876 square miles and 3,581 farms.

A very diversified system of farming is extensively practiced throughout the county. The percentage of income from poultry is increasing and in 1950 was 64%. There are four other major sources of income. These include general crops, livestock, fruit, and dairy.

III. PROJECT ACTIVITIES

A. Agronomy

1. Pasture

Our agronomy plan emphasized increasing the amount and improving the quality of early pasture, improving small grain yields and the use of higher analysis fertilizers.

The use of nitrogen fertilizer was stressed in order to increase the early grazing and stimulate the growth of grasses on the pastures which were overgrazed the preceding dry summer and fall. This was done through some special radio programs and newspaper articles and through a meeting of fertilizer dealers. This meeting was well attended by fertilizer dealers, and seed salesmen who actually contact the farmers.

We also conducted a tour of one farm which had an outstanding pasture program. This tour was very poorly attended, but we were able to get some radio and newspaper publicity on the pasture program being used on the farm.

The two pasture demonstrational plots were also continued. A higher analysis nitrogen fertilizer was used on both plots this year. These demonstrations did give considerable grazing this season although the dry weather has killed out a lot of the ladino clover. No special tour was conducted this year of these demonstrations. We also publicized the use of temporary pasture, silage and hay mixtures such as sudan grass and soybeans.

Considerable more nitrogen fertilizer was used this past year on pastures than has been used before and we feel sure that this did result in more early grazing and also more grazing during the entire summer. The use of temporary pasture and hay also increased the amount of feed available this summer and winter.

One phase of the pasture was the control of coral berry bushes which are becoming a serious pest in many pastures throughout the county. A plot was setup in 1953 to demonstrate the control by spraying with a chemical weed killer. A meeting was held at these plots this past summer at about the right time to apply the chemical spray to show farmers the results and explain what chemicals should be used and how they should be applied. This meeting was held at the proper time to apply the spray. In addition to the meeting a special feature radio program and newspaper article was prepared to give farmers the information who could not attend. (News Article attached to original copy)

Following this meeting several farmers called for information on spraying coral berry bushes and most of them requesting information did follow up by spraying. However, only a small number of farms who have coral berry bushes have actually killed the bushes and much more work needs to be done on this project.

A series of County Community meetings were held jointly with the Agricultural Stabilization and Conservation committee to give farmers information on the conservation practices. These meetings were helpful to farmers in giving them information on conservation practices which could be applied on their farms.

2. Small Grain

Another part of our plan was to increase wheat yield by the use of more potash and the use of better adopted varieties.

This was done through the radio and newspaper publicity and by giving the information on the proper varieties to recommend and proper analysis of fertilizer to recommend under average county conditions to the seed and fertilizer dealers.

The County wheat yield was slightly higher than last year and we feel that this program contributed toward the increased yields.

3. Storage of Grain

In 1953 a survey was conducted in the county to find out how much commercial grain storage was available and as a result of

this survey a committee was appointed to try to get more on the farm and also more commercial storage. This committee which worked as a part of the Agricultural Board did arrange for some additional commercial and farm space in 1953. In 1954 the State organized a committee to study the overall grain storage available and they found a need for more storage in the state. The State Committee presented this information to the County Agriculture Stabilization Committee and the County Grain Storage Committee.

These two committees then held three county community meetings and presented the need for more storage. In addition to the meetings three special radio programs and six special newspaper articles were prepared to give farmers information on the need for more storage. (News clipping attached to original copy)

Over 30 new grain bins were constructed and put into use this past season. These bins plus the additional farm and commercial storage which was made available in 1953 made it possible for a good many more farmers to store their grain in place of selling it, at harvest time when the price was low. This also helped to prevent a more serious drop in local grain prices at harvest time by keeping this grain off of the already flooded market.

Controlling of insects in stored grain has also been a problem. Information on the use of fumigants and insecticides was demonstrated and explained at demonstrations in the largest grain producing section of the county. This information was also publicized thru radio and newspaper.

After the grain had been in storage about 60 days several farmers who had fumigated found weevil in the grain. These farmers were visited in order to determine why they had not been able to control the weevil. In most cases they had too much ventilation in the bins. Recommendations on closing the bins up tight and proper fumigation were discussed with the farmer.

It is too early to evaluate the success in controlling these insects, however, we believe most farmers followed recommendations and in several cases where the grain has been checked the insects have been killed.

4. Other Agronomy Activities.

Information on the value of higher analysis fertilizer as compared to the lower analysis was publicized during spring months.

During the year three tours were organized and conducted to the Area Experiment Station. One was for professional workers of the county and the other two were for farmers.

The Agronomy activities were planned on the basis of the problems which the agronomy committee outlined.

B. Poultry

Our plan emphasized improving feathering, proper ventilation,

proper disposal of dead birds and proper disposal of poultry offal from poultry processing plants.

With assistance of the County Poultry Committee a statement of county problems was prepared and then a statement of recommendations was prepared. These statements were presented at the mid-winter poultry meeting and distributed to poultry servicemen, hatcherymen and to producers.

By distributing these statements we found that the poultrymen better understood the problems.

One important part of the poultry program was to all attention to the poultrymen the feathering problem in broilers. During the latter part of 1953 the county poultry committee recognized this as a very serious problem in nearly 30% of broilers marketed and dressed during summer and fall months.

Since this feathering problem affected this entire broiler area which included ten counties arrangements were made to call a meeting of all the processors, hatcherymen, feed dealers and servicemen from these counties. The six poultry dressing plants cooperated in getting information together on the number of birds affected and the effect of the poor feathering on dressed poultry. This information was presented at this meeting. A qualified speaker also explained the causes for poor feathering and bare backs.

At the county mid-winter meeting this problem was followed up with a presentation on a debeaking program which had been carried out in some other areas to improve the feathering. A debeaking demonstration was conducted at the meeting. Proper management and ventilation to improve feathering were also stressed.

During the past summer quite a few broilers were debeaked some at first signs of a bare back problem and some at the hatchery when one day old. Thus far reports are that when the birds were debeaked the feathering problem has been eliminated. We hope to assemble more information on these results and present it to the poultrymen.

We believe that we have made some progress on this feathering problem, but there is still more to be done.

In 1952 and 1953 the feather residue and raw offal was used as fertilizer in some areas in the county. In these areas the poultry diseases were more serious and several poultrymen lost their entire laying flocks of turkeys and chickens. One of the recommendations of county poultry committee was that "the farmers not use residue from poultry dressing plants for fertilizer". This was also stressed at the mid-winter poultry meeting.

Poultry diseases have not been as serious a problem in these areas this past year, however, the spreading of feathers has not been completely eliminated.

Another part of our program this year was emphasizing need for sufficient ventilation in the poultry house. Our objective was to get information to the poultrymen on how simple ventilation equipment, or in most cases how existing equipment could be adapted or used to give proper ventilation. This was stressed at the mid-winter meeting and through radio and newspaper.

This past year there have been less poultry disease problems and I think better ventilation plays an important part in reducing diseases.

Proper disposal of dead birds is still a problem. One of the recommendations of the committee was that every poultry raiser have a disposal pit or some other way of properly disposing of dead birds. Our plan was also to arrange for a contractor to build the disposal pits at a reasonable price and follow up with a community building program. Due to the low poultry prices and general poultry economical situation the program was not carried out.

There have been a few pits built in the county this year, but very little progress has been made.

Two fly control demonstration were organized and held during the year. One was held at a poultry house and the other at a battery room. A malathion bait was used for both of these. In the poultry house the feed room was sprayed and dry bait was used on ledges and sills in the house. Dry bait was used in corners for cockroaches. This demonstration was very effective in controlling both flies and cockroaches. The battery room control demonstration was chiefly for the hatcheries as flies were a serious problem in these battery rooms. The room and equipment was sprayed while it was empty and clean with the malathion bait. (Clipping attached to original copy)

Both these demonstrations were rather well attended and following the demonstrations there have been several calls on fly control. Thus far a relatively small number of poultrymen have adapted a fly control program.

During the year two turkey tours and two chicken tours were conducted in the county for groups interested in getting information on housing and management.

C. Dairy

Our dairy plan emphasized increasing the milk production per cow in the county and of the herds setup as dairy herd improvement demonstrators and increasing the number demonstrators.

Increasing milk production through the use of high producing bulls was stressed at the area dairy school, and through the demonstrators. During the year 4 radio programs and 3 newspaper articles were prepared on herds which had demonstrated increasing of milk production through breeding to high producing bulls and by carrying out good feeding and management practices.

The demonstration herd records have not been summarized as yet this year, however, because of the extremely dry season which brought about a shortage of high quality feed the milk production is not expected to increase much over last year.

In our plan of work we had as a goal to increase the number of dairy herd demonstrators from 23 to 28. This goal was accomplished, we now have 28 demonstration herds.

Mastitis is one of the most serious problems in the dairy herds. Three mastitis control demonstrations have been setup in different sections of the county to demonstrate how mastitis can be controlled. With assistance of specialists each of three herds were inspected, milk was sampled from each quarter and the milking procedure was observed. Following these visits some changes were recommended in the milking procedure and management of the herd which should help control mastitis.

It is too early to evaluate the effectiveness of these demonstrations but we plan to follow this up during the next year.

During the summer two fly control demonstrations were held in dairy barns, one of these was a dairy herd demonstrator and the other was not a demonstrator. A malathion bait was sprayed on the walls and ceiling and in both cases it was very effective in controlling the flies. The dairy improvement demonstration herd followed up by another application about every 3 weeks and he got excellent fly control results. It was reported that this herd had less flies than any other demonstration herd in the county. The plan is to follow this up in 1955 and present this information to other dairymen in the county.

Our plan also calls for holding one or two field day programs in various communities of the county. Three of these communities programs have been planned and are schedule to be held in December.

D. Livestock

1. Beef Cattle

One part of beef cattle program has been to develop a better market and price for the good quality cattle. This has been done by working with a group of calf consignors who organized a state grade sale of calves in 1950. All calves sold in this sale have been inspected each year and calves with any indication of dairy breeding in the dam or sire were eliminated from the sale. Only calves of good quality were selected for the sale. The committee has required that all calves be dehorned. The calves have been graded, by state graders at the sale and this sale has been conducted as one of the state series conducted in the state each year.

The quality of calves in the 1954 sale was far better than the quality of calves in the first sale. The price received for the calves in the 1954 sale was considerably higher compared to the existing market price than was the price in 1950 as compared to market at that time.

One of the objectives of the sale this year was to increase the number of calves to be sold in order to make the sale more attractive to distant out-of-state buyers. This was done by personal contacts which were largely made by the committee. Seven hundred and twenty-six head of calves were sold through the sale this year which was the largest sale the committee has held. This was an increase of about 150 head over the 1953 sale.

Another objective has been to sell more of these calves to buyers from cattle feeding areas since this is not an important feeding area. This year about 85% of the calves were sold to buyers from these areas.

This sale has been effective in improving the quality of cattle in the sale and also in improving the quality of calves being produced throughout the county.

This past year the extension staff worked with the calf sale committee in organizing and conducting a yearling sale. Augusta County which is the adjoining county worked with us and supplied some cattle for this sale. The cattle sold through this sale brought a good price and about 60% of the cattle were sold to out-of-state buyers from cattle feeding areas. We believe that by holding this sale immediately following the calf sale (calf sale was held in afternoon and yearling at night) we were able to attract more buyers.

Another part of our plan was to get beef calf producers to setup a bang's disease control program. This has been done through working with the calf consignors and general publicity. An effort has been made to get farmers to follow one of the bang's control plans setup in the state. Most farmers are vaccinating the heifers in the herd, but there is not a very high percentage of "bangs free certified herds" in the county.

The calf sale program has been very effective in eliminating dairy breeding in beef cattle herds. The consignors have eliminated the dairy breeding and other farmers are following this program because of the better prices being received for the good beef cattle.

2. Sheep

Parasite control and the use of better rams has been emphasized in the sheep program. These have been stressed in publicity. Farmers have been reminded of the proper time to worm sheep through the radio and newspaper. The Agent assisted the purebred producers in holding a purebred ram sale in order to supply sheep raisers with high quality rams.

Parasites have not been a serious problem the past two years throughout the county and I believe keeping farmers informed has helped. More purebred rams are being used each year in the county.

3. Swine

Our plan was to emphasize grazing of hogs on pasture and this was carried out through radio and newspaper. Feature stories were prepared on two farmers carrying out a good grazing program.

Some progress has been made here, however a large number of hogs are still being produced in dry lots.

E. Horticulture

1. Fruit

Producing good quality fruit with good color was stressed by demonstrating proper pruning and harvesting methods and furnishing producers with information on spraying for insects and diseases.

Two pruning demonstrations are planned for this fall and will be held the early part of December.

This year one meeting was held to discuss and demonstrate proper harvesting methods. This was well attended and we believe was helpful in getting the pickers to do a better job as I have heard many comments on the proper handling since this meeting.

During the growing season information on spraying for diseases and insects was mailed to producers.

A large percent of the producers in the county attended the area fruit school which was held for several counties.

2. Home Gardens

In home gardens no special meetings were held this past year. Information on insect and disease control was supplied through the radio and press. In addition, individual insects and diseases were identified and a control was recommended either through personal visits or from the office if possible.

During the year three local garden clubs requested information on ornamental planning and planting. This information was discussed at these meetings by the Agent or by Specialists from VPI.

F. Extension - TVA Demonstration

The seven extension TVA demonstrational farms have been continued during the year. No special meetings were held this year, however the Agent has continued to work close with the demonstrators. Six of the farm account books were completed and turned in for checking in 1953. Five of these demonstrators have made considerable progress during the year.

G. Running Water on the Farm and in the Home

The benefits of running water on the farm and in the home together with the low cost of operation compared to the cost of labor involved in pumping by hand and carrying was stressed. In 1953 the power supply companies conducted a survey and found that only about 50% of farm homes have running water in the county.

A committee consisting of representatives from the Home Demonstration clubs, the Rural Clubs, pump dealers, power supply companies, radio,

newspaper and bankers met during May. At this meeting the power companies gave a report on the surveys which they had conducted and a report on the 1953 activities was made. At the meeting one committeeman reported that several water systems were installed as a result of the 1953 program and moved that another program be held this year.

Following this meeting four committees were appointed which included; publicity, advertising, essay contest and demonstration.

The essay committee organized and planned the essay contest. Anyone in the county outside of the city was eligible to compete whether or not they had a water system. This program was jointly publicized by the publicity committee and the essay contest committee. The committee arranged for cash prizes which were contributed by the banks in the county.

As a climax to the water system program the demonstration committee organized and planned a water installation demonstration. The committee located a farm in a section of the county where there are very few water systems and an agricultural engineer designed the system to meet the needs of the farm. The farmer selected the pump he wanted and the dealer worked with the farmer in installing it in the home. After the system was installed a field day program was held on the farm at which time well qualified speakers discussed the advantage of water under pressure both in the home and on the farm, things to consider in planning the water system and how the demonstrational system was planned and installed. All the pump dealers in the county setup demonstrations showing different types of pumps. The demonstration was only fairly well attended as the weather was very unfavorable. (Picture & News Article attached to original Copy)

This demonstration was publicized by the demonstration committee, the publicity committee and advertising committee. The latter arranged for a full page ad in the local paper the day before the demonstration, which was paid for by pump dealers.

The committeemen, pump dealers, radio, newspaper and people of the community cooperated in making this a success. It is too early to evaluate this program in terms of systems installed following the demonstration.

H. Pest Control

Ground hogs have become a rather serious pest in the pastures and hay fields throughout the county. The County Agricultural Board made arrangements to get a supply of gas cartridges available in the county at a reasonable cost. During the spring nine demonstrations were conducted in various parts of the county to show how to use the cartridges. About 530 farmers followed up these demonstrations by purchasing gas cartridges to kill the ground hogs. Many farmers reported good results, however, there are still many ground hogs in the county.

A special week was set aside for killing rats. This program was handled through the newspaper and the radio. (Newspaper article attached to original copy)

Several cases of rabies were found in the county, these were mostly in foxes and dogs. In order to coordinate a dog vaccination program, the Ruritans throughout the county was asked to arrange for dog vaccination clinics. Eleven clinics were arranged for in eleven communities and 517 dogs were reported vaccinated.

IV. 4-H CLUB WORK

A. 4-H Club Organization

During 1954 there were ten (10) joint boys and girls night community 4-H Clubs, and eight (8) Junior boys 4-H Clubs in the county elementary schools - a total of eighteen clubs in which boys were enrolled.

As of April 1, 1954 there were 247 boys and 7 girls enrolled in and carrying farm projects under the supervision of the boys adult leaders and the Assistant County Agent.

Other active 4-H organizations in Rockingham County are the 4-H County Council; the County All-Star organization; and, the Volunteer Adult Leaders.

In the ten (10) community night 4-H Clubs there were twenty-six (26) volunteer boys adult leaders - one or more leaders for each club -, each leader was encouraged to enroll the boys from at least five (5) families nearest the respective leaders. Each adult leader selected a Junior leader from his group to assist the leader in dove-tailing his groups activities into the overall community club program.

The eight(8) Junior boys clubs in the elementary schools were organized in October 1953 and the last meeting held during the month of May 1954, at which meeting project record books were closed out for the preceding period and balances carried forward to new books for use during the summer months. The boys enrolled in the school clubs were encouraged to attend the night community meetings whenever possible and take part in all of the night clubs activities. This procedure strengthened the night club program and encourages more boys to remain in 4-H club work after finishing the Elementary School 7th. grade, and entering the 8th grade in the consolidated High Schools. Only in rare cases are adult leaders available in the 6th. and 7th. grade school clubs; however, the club President appoints each of his other officers as junior leaders and the rest of the membership is divided among the junior leaders. The Junior leaders then help the President, through their respective groups, to carry on the various club activities. In the school clubs 15 minutes is devoted to training of officers and transacting of any business; 30 minutes is devoted to project discussions and demonstrations; and, the remaining 15 minutes to training of other members besides the officers in taking part in club meetings; also, in singing 4-H songs and playing sit-down action games.

The 10 night community clubs meet monthly with the Extension Agents meeting with the clubs six (6) times during the year, and the other six (6) meetings being supervised by the adult boys and girls volunteer leaders. The alternate months when the Agents meet with the clubs 1/2 hour is devoted to conducting business and training of officers in their respective duties; also, helping to train other members to take part in the meetings through making and seconding motions, making reports on club activities in order to improve their standing, thinking, and talking on their feet. One hour is devoted to project discussion and demonstrations by the Extension Agents. The meeting, conducted under the supervision of the adult boys and girls volunteer leaders, is divided into three(3) parts - 1/2 hour for business, 1/2 hour for members participating on a program; and, 1/2 hour for recreation. An effort is made to restrict the meeting time to 1 and 1/2 hours.

The alternate months when the Agents do not meet with the night community clubs, periodic visits are made in the respective communities by the Assistant Agent to contact the adult boys leaders and discuss with them important matters that should be discussed at the club meeting for that month; also, to visit any members projects that need special attention upon the advice of the adult leader.

In those communities where the above organization principles were carried out, the overall 4-H program was the strongest in meeting attendance, project completions, quality of project work, community service work, and the participation of members in overall county 4-H activities.

The County 4-H All-Star organization meets twice yearly, The first meeting is devoted to discussion of and helping with the planning of the overall county program, and the selecting of the all-Star candidates to be initiated into the State All-Star Chapter. The second meeting is held in the form of a picnic, at which the newly initiated members into the State Chapter are welcomed into the county organization, and any plans to be carried out by the All-Stars during the remaining part of the fiscal year. Through the calling of the All-Stars together at least twice yearly maintains their interest not only in All-Star activities, but keeps them interested in other 4-H activities such as acting as adult volunteer leaders, and giving advice on other important 4-H matters. In 1954 there were nine (9) All-Stars acting as adult leaders. Nineteen (19) All-Stars attended the Northern Virginia All-Star Key Award dinner program held in Luray, Va. November 17. (All-Stars picture and news articles attached to original copy)

The Adult Volunteer Leaders are not organized as a group as well as they should be; however, several group meetings were held to advise the Extension Agents on the overall County 4-H Activities and problems. In addition to these meetings adult leaders were assigned to each committee appointed by the County Council President to assist the 4-H committee members in making plans and decisions relative to their respective function.

The County 4-H Council meet twice yearly. The Spring meeting is devoted to one hour business and the rest of the evening spent in recreational activities to which are invited all adult leaders and 4-H members in the county. The Fall meeting is devoted strictly to business, election of officers, and planning the 4-H program for the coming year. The newly elected officers are officially installed at the annual county Achievement program in the Fall.

B. Goal

The Goal in Rockingham County is to continue to strengthen the 4-H program through the cooperation of the County 4-H Council, The County All-Stars, the Volunteer adult leaders, the School Principals, with the Extension Agents as advisors and furnishing all information possible through home visits, discussions at 4-H and other meetings; and distributing Extension Experiment Station bulletins on the various subjects.

C. Methods

Parents, school officials, ministers, and other types of community leaders interests are sought through personal visits to homes; through newspaper articles, and radio broadcasts. The Assistant Agent also attended adult Extension, Soil Conservation, ASG, Forestry, and Chamber of Commerce meetings whenever possible where valuable contacts can be made with the possibility of discussing various phases of extension services. After a need for a 4-H Club has been established, local leadership is sought through advice from prospective members, parents, ministers, or other community spirited citizens. An organization meeting is then held at which the 4-H program is discussed, and a date set for the first regular meeting at which officers are elected, projects discussed, and the club program continued from that point on. In December 1954 a new elementary school club for 6th. and 7th. graders; and, a night community club will be organized, organization meetings for which were held in November. The election of officers for organized clubs are held in November of each year. Elections are held after the selection of nominees has been made either through recommendations by a nominating committee appointed by the club President; or, by nomination from the floor during the regular November meeting. The newly elected officers take office at the December meeting. Most clubs use the standard installation of officer procedure.

D. Projects

As of April 1, 1953 there were 223 boys 6 girls enrolled in Crops, Beef, Dairy, Swine, Sheep, Poultry, Electric, Insect Identification, Safety, Rabbits and Miscellaneous farm projects. As of April 1, 1954 there were 247 boys and 7 girls enrolled carrying 312 completing 188 projects for a completion percentage of 60.2. 53% of members completed all projects.

1. Farm and Home Electric:

There were 31 members enrolled with 18 members completing.

2. Swine

There were 53 members enrolled with 31 completing.

Under the Sears Agriculture Foundation Purebred Gilt Project, the breed was changed from the O.I.C. to the Berkshire. Eight (8) purebred Berkshire gilts were placed with seven (7) boys and one (1) girl from seven(7) clubs. These gilts were selected, fed and managed under the supervision of the Adult Leaders and the Assistant County Agent. The open gilts were exhibited in the annual show held during the Rockingham County Fair, and were judged for conformation, condition of skin, quiet and easily handled, growth and development for breeding purposes, and completion of record book to date. In November the Assistant Agent in company with the local adult leader when possible, visited the members home and scored the project for adequate size of lot, the feed program, shelter facilities, and water supply. All projects will be scored again in the Spring after the first litter is born before making the final awards. (Picture & News Article attached to original copy)

Fourteen (14) members had swine exhibits at the County Fair winning a total of \$130.00 in prizes.

3. Beef

There were 16 members enrolled with 14 completing.

4. Sheep

There were 15 members enrolled with 11 completing.

One member exhibited his project at the County Fair and won \$4.00.

A County livestock judging team was trained through the holding of several county judging demonstrations in Augusta County under the supervision of livestock specialists, from V. P. I. After this demonstration, the Assistant Agent held several judging demonstration in the county, after which an elimination contest was held from which a first and second team was selected. These two groups were taken to purebred sales, the Augusta County Junior Livestock show in preparation for the Northern Virginia District Livestock Judging Team did not judge in the State Contest, but it is felt that the 4-H members received a great deal of valuable information on the selection of the right type of animals.

5. Dairy

Thirty-three members enrolled and twenty-nine (29) completed. Twenty (20) dairy projects were exhibited at the County Fair winning \$79.00.

Considerable interest, time and effort was involved in the dairy projects in 1954. Two (2) purebred dairy heifers were placed with 4-H members under the Valley of Virginia Milk Producers purebred dairy heifer program, the offspring from which will be placed with other 4-H members. Special interest was taken

by club members in diary judging. A district judging demonstration supervised by the 4-H Dairy Specialist from VPI was held in Augusta County, which was attended by 4-H members, adult leaders and Extension Agents from several counties. Eight (8) dairy club members, one (1) adult leader, and the Assistant Agent attended this demonstration and trial judging, after which several judging demonstrations were held in the county by the Assistant Agent followed by an elimination contest from which the first and second teams were determined. These two (2) teams were taken to the Northern Virginia District Dairy Judging Contest, where the County team placed fifth, with one individual tying for sixth place. After the District, the county team was further trained by the Assistant Agent, went on to the State Contest at VPI where it placed second in the contest. One member of the team was second high individual scorer and was placed on the State Dairy judging team. The State team placed first in the Virginia State Fair Dairy Judging, after which they received further training on two occasions on herds located in various sections of the State in preparation for the National contest held in Waterloo, Iowa. In The National Contest, the Virginia State Team placed 18th., out of 32 teams, and the member from Rockingham placed 48th out of 120 individuals from the 32 states. (Picture and news articles attached to original copy.

6. Crops

Nine members enrolled in crop with 2 completing. Sixteen members had exhibits at the County Fair and won prizes totaling \$10.00. ~~There is interest~~ shown in this type of project, partially due to the crop being a regular rotation on the farm from which the parents receive the revenue and the 4-H member has little chance to call the enterprise his own.

7. Poultry

Since Rockingham is predominantly a poultry producing county, considerable interest is shown in this type of project. There were 45 members enrolled in broilers, breeding flock, and turkey projects, with 30 members completing. Sixty-six (66) members had exhibits at the county fair winning a total of \$65.50.

The County was represented in the District and the State Poultry Judging Contests, after receiving considerable training under the supervision of the Assistant Agent with cooperation from the Hatcheries and Poultry Dressing Plants located in the county. In addition to the County Training, the Poultry Judging Team attended the week-end poultry judging school camp held in Loudon County. In the District Contest, the County team placed 6th., with one member placing 4th individual scorer. In the State contest, one member was placed on the Second State team to judge in the Northeastern Poultry Federation Judging Contest to be held in Boston.

One 4-H poultry member was judged a scholarship winner to the Virginia Annual Poultry Federation convention held in Roanoke, Va. Another 4-H'r is working toward a college scholarship sponsored by the Rock. Poultry Mkt. Co-Op. (Pictures & News Articles attached to original copy)

8. Miscellaneous Projects

110 boys were enrolled in other projects, such as Safety, rabbits, Insect Identification, Dog Breeding and Horses with 53 completing.

Other 4-H Activities

E. 4-H Camp

The Assistant Director in charge of boys at the Northern Virginia District 4-H Camp held at Powell's Fort Valley for members attending from Fauquier, Clarke, and Rockingham Counties was the Asst. Agent. Twenty-three girls, and twenty-one boys, four adult leaders, the nurse, and photography instructor attended from Rockingham. The Assistant Agent, in addition to the duties of Asst. Director taught the handicraft class making foot-stools. A total of 67 stools were seated during the week, twenty of which were seated by members from Rockingham. The total camp enrollment was 162. In addition to Handicraft in various forms, other classes taught were swimming, game and song leadership, photography. (Picture attached to original copy)

F. 4-H Achievement Program

The annual County 4-H Achievement program was held during National 4-H Achievement week with 201 members, their parents, adult leaders, and special guests attending. The Assistant Agent recognized the members of the three (3) county poultry, dairy, and livestock judging team; also, presented medals to those members doing outstanding Project and Club work. The Assistant Agent also introduced those persons representing the firms sponsoring the County 4-H program. The speaker for the evening was the Rev. Shirfy of the Harrisonburg Church of the Brethren who had as his topic the meaning of the "four H's". The 1955 officers of the County Council were also installed by the outgoing council president. (Pictures and news articles attached to original copy)

G. 4-H Shortcourse and All-Star Conference

Seven (7) boys attended the State 4-H Shortcourse held in Blacksburg in June, including one (1) boy who was initiated into the State All-Star Organization.

H. 4-H County Council

The County Council is composed of all officers from the County clubs with the adult leaders as advisors. Two meetings are held yearly. The first in the spring with a short business, the rest of the evening devoted to a well planned recreation program attended by all 4-H members, adult leaders, and special guests. The Fall meeting is devoted entirely to business including the election of officers for the coming year. The County Council sponsored a float in the Annual Armistice day parade, and one in the Christmas parade November 19. The Christmas parade float theme was in cooperation with the County T. B. Assn. with 4-H members wearing the T. B. Capes and 4-H Beanies and overseas caps. This theme will tie in with the annual sponsorship by the County 4-H members, of the annual T. B. Assn. Bangle sale dates Dec. 4-11th in the communities; and, Dec. 18 our National Bangle sale day in Harrisonburg, Va. (News Article attached to original copy)

I. County Fair

Rockingham County 4-H members, and adult leaders took an active part in the 1954 County Agriculture Fair, in helping voluntarily in the various departments. The 4-H County Council again operated a Food Booth to raise funds for the County Council treasury, this year netting \$424.00 for County wide 4-H Activities. The County Council Finance Committee had charge of and planned the operation of the booth, after which the committee met and approved a 1954 budget for expenditure of the funds for the various activities the estimates being based on past expenditures. A total of 153 exhibits winning \$293.25 in prizes, were made by 4-H members with farm projects. (Pictures & Statements attached to original copy)

In summing up the advantages of a county fair, of which the Asst. Agent is Secretary, the 4-H members and Adult leaders feel that this project, from an overall county picture, is the best means of bringing the rural people together once a year in order to compare results, in as much as it is a Volunteer organization.

J. Individual Club Activities

In addition to Project work and training 4-H members in conducting meetings, the Agents have stressed to all clubs the importance of community service projects, some which are as follows:

One Junior boys school club staged a play before the elementary school student body, and raised \$6.00 for their club treasury.

(Picture attached to original copy)
One club sponsored a county wide 4-H safety contest. The rules were worked up by the club committee, and prizes furnished by the club.

The members of one Junior school boys club sponsored a community safety project and cleaned up the school grounds of hazards.

One club purchased a \$25.00 County Fair Investment Certificate. Approximately \$200.00 in Fair Certificates are now owned by 4-H Clubs.

Four baskets of fruit were delivered to "Shut in" patients by members of several clubs.

Seven clubs held skating parties, and invited members from other 4-H clubs.

Four clubs held summer picnics and invited members from other clubs.

Eight clubs played basket-ball and softball games with other clubs.

Two clubs held food sales and cleared \$58.81 for their club treasuries.

Three clubs furnished National 4-H News Subscriptions, and metal gate signs "A 4-H Member Lives Here" for members families.

Twelve clubs held Rural Life Sunday, the members taking over the program, and in some cases acting as ushers, and taking up collector

The club members of one club worked the garden of a couple in the community who were physically handicapped.

Four clubs served their local Ruritan Club dinners and cleared \$177.00 for the club treasuries.

One club furnished the money to buy lunches for two underprivileged Children attending their community school.

Four clubs contributed \$70.00 to the County Week-day Religious Education Fund.

Two clubs donated \$5.00 and clean rags to the County Cancer Society fund.

One club collected and donated magazines to convalescent homes.

One club donated \$10.00 to the Red Cross Drive.

One Club donated \$25.00 to the County Recreation Park.

Four Clubs contributed \$19.10 to the National 4-H Center.

One club sponsored a community lawn party to raise funds for the club treasury.

One club helped the local Ruritan Club with the establishment of a community Recreation Park.

Two clubs held family nights, and which was served buffet suppers after which interesting programs were put on by club members.

Five clubs took part in National 4-H Week by having window displays of 4-H Activities in their community stores.

One club held a progressive Hearts party for club members, their parents and friends.

Four clubs donated \$20.00 to the County March of Dimes Drive.

Four Clubs purchased \$20.00 in T. B. Bonds from the County T. B. Assn. 61 boys from 12 clubs assisted with the sales of T. B. Bangles during local bangle sale dates, and on National Bangle Sale Day held in Harrisonburg. The total collected by all 4-H members for the County T. B. Assn. was \$575.95.

One club had charge of the Thanksgiving Service Program in their Community church. All 4-H members present had some part on the program.

One club as a community project met at the site of their community church that burned to the ground and cleaned the brick and stacked them prior to the rebuilding of the church.

Two clubs conducted tours of the boys and girls projects, followed by holding their monthly meeting and picnic. (News Paper Art@ales concerning activities attached to original copy)

Six clubs placed in the Annual 4-H "Best Contest" sponsored by the Harrisonburg Kiwanis Club. (Score sheet, picture and news article attached to original copy)

V. COOPERATION WITH OTHER AGENCIES AND ORGANIZATIONS

The Extension Staff have worked with the county Drought Committee, Agriculture Stabilization, Conservation Committee, Soil Conservation Service, Soil Conservation District Supervisors, Vocational Agricultural Teachers, Farm Home Administration, Production Credit Association and National Forestry Service. The Agents have furnished information to the above groups and have given farmers information on the agricultural programs administered by the respective agencies. The Agents participated in the Agricultural Stabilization Conservation Committee Meetings and served on the County Drought Committee and the Agricultural Conservation Committee.

The Asst. Agent served as Chairman of the Agriculture Conservation Committee of the Harrisonburg - Rockingham Chamber of Commerce.

The County Schools cooperated and made it possible for the staff to carry out 4-H Club programs in 8 schools in the county.

In our county Extension Program we have endeavored to cover a very diversified field since this is a diversified county. In some cases it has not been possible for the Agents to carry the projects to completion as they should have been because other projects have interfered. In some cases better planning would help, however, generally it is impossible for the present personal to handle the entire field.