

NARRATIVE REPORT OF EXTENSION WORK DONE IN HIGHLAND COUNTY

FROM

JULY 1, 1932 to December 1, 1932.

BY

GEORGE W. LITTON,

ASSISTANT COUNTY AGENT.

COUNTY AGENT ANNUAL REPORT

*Writing to index &
print.*

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I Highland County, being one of the few in Virginia that had never had a County Agent, was put on the list as of July 1, 1932 as a County in which some work was to be done. The Highland Board did not have any appropriation ready at that time so an agent who was employed as Assistant in Augusta County was ordered to spend one-half of his time working in Highland. This Agent was placed here with the understanding that the appropriation for Home Demonstration work, which is already established here, be made and clearly put in the County budget before any appropriation for the Farm Agent be considered.

II Status of County Agent Work.

The agent assisted by the District Supervisor came to Highland and picked thirteen men and women from the various communities, who would serve in an Advisory capacity to the agent. These members are as follows:

R. H. Crummett	Monterey, Va.
George E. Swecker	Monterey, Va.
Miss Letta Hiner	Doe Hill, Va.
E. B. Jones, Jr.	Monterey, Va.
E. W. Cox	Monterey, Va.
H. L. Simmons	Monterey, Va.
James A. Eagle	Monterey, Va.
R. C. Hicklin	McDowell, Va.
Mrs. F. E. Carpenter	Bolar, Va.
Charles Wade	Mill Gap, Va.
H. C. Lunsford	Monterey, Va.
R. W. Hevener	Hightown, Va.

A meeting was then called of these above named people, at which time Mr. H. C. Lunsford was elected chairman of the Council. Then the Council members drew up a plan of work which the agent was to follow. The plan was made to stand for a year, and just half-time work for the short period of five months which this report embraces will seem rather misnomer to bear the name of Annual Report.

III The Program of Work as adopted by the Advisory Council is as follows:

GOALS

ACHIEVEMENTS

CLUB WORK

1. Organize club work in the following projects: Poultry, pig, dairy calf, sheep, corn, potatoes, beef, calf herd and Garden.
2. Start livestock, dairy and poultry judging work and as far as possible take part in State and National contests.
3. Start demonstration teams.
4. Hold annual club rally.
5. Have a representative body of boys and girls attend the State Short Course.
6. Have annual County Club Achievement Program.
7. Hold community fairs as planned by club leaders.

The agent could not do club work which would be reported at this time since July 1st. was too late to organize clubs.

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POULTRY

1. Work with turkeys and chickens and encourage more producers to use modern methods.
2. Sanitation and disease work.
3. Improve quality of eggs.
4. Assist in poultry culling work.

Several days work including work done by V. P. I. Poultry Specialists were given to better poultry management, which embraced feeding and care.

15 flocks were visited as result of the calls from the owners to help with disease control including parasite control.

Not much work was directed especially at that this fall.

1000 chickens were culled as a result of personal work by the agent and demonstrations in which others were taught how. Not all this was done personally by the agent.

GOALS

- 5. Assist in every way possible with the marketing of poultry and poultry products.
- 6. Help pick breeding stock in both chickens and turkeys.

ACHIEVEMENTS

No definite work has been done on this project.

The agent has been called to give 10 demonstrations on the choosing of breeding stock for turkey and chicken growers. Turkey growers in the lead. The demonstrations were directed toward the up-to-date show type as well as stress on market demands.

AGRONOMY

- 1. Urge smut treatment for wheat and oats.
- 2. Urge the use of adopted seed, certified if possible.
- 3. Urge use of fertilizer and lime where needed.

Publicity through the local papers was given. No demonstration on the actual treatments were given.

Most of this work will come at planting time in the Spring.

Two farmers have started clover with fertilizer and lime that had not used it before. Most all the small grain had fertilizer put under it this season.

PASTURE IMPROVEMENT WORK

- 1. Top dressing with lime and fertilizer, in as many pastures as possible.

Having several rock grinding plants for road work, Highland farmers were able to get a very good grade of lime from them very reasonable. 10 farmers are using lime on pastures in hopes of destroying the weeds as well as thickening the sod. Considerable publicity was given this project through the press.

GOALS

ACHIEVEMENTS

HORTICULTURE

1. Help renovate old home orchards and give informations where desired.

Several pruning demonstrations are in line for early spring and a definite improvement program will be launched.

1 home peach orchard will be planted under supervision of agent.

LIVESTOCK

Sheep-

(a) Continue stomach worm treatment. Put on special drive to clean up sheep.

A total of 3889 sheep have been drenched in demonstrations by the agent. 2100 were drenched by owners as a result of cooperators to the agents program. A grand total of 5989 sheep drenched due to the program. It is estimated to be worth 25 cents per sheep if drenched enough to keep the worms down. This amounts to \$1497.00.

(b) Advise with breeders as to flock management and care.

Newspaper articles and personal service and advice have been rendered along these lines.

(c) Give special attention to docking and castrating.

The agent arrive in the County after most of the lambs were dropped, however, 1 demonstration was given on docking. This program will be worked in the Spring.

(d) Urge use of better rams, help select and locate same.

Less than 1% of Highland flocks are headed by purebred rams. The agent helped with the marketing either directly or indirectly of 65 purebred sheep, rams and ewes together, however only a small percentage going to replace scrub rams in Highland.

CATTLE

(a) Continue vaccinating for Blackleg.

The agent has personally vaccinated 660 calves with the new life-time immunity Vaccine which is approved by the State departments. Many other calves have been vaccinated by demonstrators, total being around 1160 and the program which sponsored the use of the Aggressin has been well taken to. Four cents per dose was saved on these calves amounting to \$46.40.

GOALS

ACHIEVEMENTS

CATTLE

(b) Continue better sires work.

This program which will take years of hard work to put across, was started with personal work as well as newspaper publicity. The agent has been called on quite a little in the selection of better sires.

(c) Keep a list of buyers and sellers in the office to assist with marketing.

65 purebred sheep were sold with assistance given by the agent. This brought in \$975.00 to the sheep breeders. A plan is under way to furnish Shenandoah County Feeders and others with 3000 light lambs for feeders. Results not yet ready to report on are awaited with interest. Several sheep and cattle buyers have been assisted in finding what they want. This Feeder Lamb Project will bring in around \$52520.00 to the County.

(d) Help farmers with their veterinarian problems that can be handled by agent.

No serious outbreak of any disease has been noted. Since we do not have a veterinarian, simple causes were handled by the agent 50 calls have been answered including calls at the office and personal service attending sick livestock. At least \$50.00 has been saved in this line.

(e) Assist with T. B. Testing work.

Some time is being devoted at present to the testing work. The agent is cooperating with the veterinarian in every way possible.

DAIRYING

1. Give assistance to cream producers.

The Substation of the Fairmont Creamery located in Monterey is using our cream. The agent is cooperating as far as possible. Dairying will never be so very prominent until the feed situation is changed for winter feed.

GOALS

ACHIEVEMENTS

FAIRS

1. Put on county exhibit at State Fair if space will be allotted.

Space was secured at both Staunton and Richmond. The Staunton booth having been put up by an Advisory Board member, in cooperation with a Committee composed of the Board's chairman and the Home and Farm agents.

The Richmond fair booth being the first advertisement Highland County has had through that agency, was built featuring the four major agricultural enterprises of the county. The background was dressed with sheaves of grain and hay, arranged to spell out an invitation to visit our county. The grazing lands and forests were represented by mountains built in miniature with live trees growing on them and moss to represent grass. In valleys a better grade of blue grass was depicted with a pasture improvement demonstration featuring the layout. The hills and valleys were covered with livestock, grazing, to represent our wealth of cattle, horses, sheep and hogs. The exhibit was finished with potatoes, grain, apples and wool, as well as a boost for our home canning industry showing our canned goods.

2. Assist in getting up any other exhibits.

Highland is quite proud of the fact that two of her sheep breeders carried off the laurels in the State classification, winning first in class of ram lambs, ewe lambs and yearling ewes, with a first, second and fourth in special class sponsored by the Hampshire Sheep Breeders Association. Highland County was represented with two loads of cattle at the fat Stock Show in Baltimore.

FARM MANAGEMENT

1. Distribute Inventory and Credit Statement Forms.

This work will be done at the first of the year.

Additional plans which should be put in the plan of work by the Advisory Board for a long time program are as follows:

1. Work on plan for better balanced farming, better distribution of labor.
2. Develop home orchards and gardens. Renovate old home orchards that are worth while.
3. Secure some market for the splendid potatoes Highland County raises. Some section like the Eastern Shore should be interested in seed potato proposition.
4. Cooperation among farmers in buying and selling.
5. Rigid culling of livestock.
6. The Better Sires program if put over can save the County from thousands of dollars it loses every year from scrub livestock.
7. Stick to livestock and be careful about any program fostering too much dairying, because the winter feed situation must be attended to.
8. Plan to put a movement on foot so that every family can have poultry and pork enough for home consumption. Far too few of either are grown now.

A brief summary of work done is as follows:

1160 calves were vaccinated, the agent doing 660 personally through demonstrations. Money saved was 4 cents per dose amounting to \$46.40. 5989 sheep were drenched for stomach worms with the agent doing 3689 through demonstrations. Valuing it at 25 cents per head amounting to \$1,497.00.

12 farmers were started in the use of lime for land growing small grain, clover and pasture land.

1000 chickens were culled as a result of demonstrations and personal work. 33-1/3 percent were sold.

Breeders were assisted in marketing 65 purebred sheep which brought in \$975.00. Not all these sheep went to Highland County unfortunately. Farmers with light lambs are being helped to dispose of 3000 to valley feed lots. This will amount to \$5,250.00. 5 purebred bulls were bought and sold with some assistance from the agent.

Fifty calls have been answered pertaining to sick livestock, with a saving of at least \$50.00 to the owners.

Exhibits from Highland County were put on at Staunton, Richmond and Baltimore.

The agent has used 5 specialists in his work in Highland, had three visits from the district agent, has traveled 3712 miles in discharge of official duty, has made 204 visits to farms with 188 being different farms. There have been 161 calls either at the agent's office or over the telephone for information. 54 days are all that have been spent in Highland. 9 news stories have been published, and 92 individual business letters have been written.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service,
Office of Cooperative Extension Work
Washington, D. C.

ANNUAL REPORT OF COUNTY EXTENSION WORKERS

This report form is to be used by county extension agents, such as county agricultural agent, home demonstration agent, club agent, and negro agent, reporting on their respective lines of work.

State Virginia County Highland
 Report of George W. Litton County Assistant Agricultural Agent
 From July 1st, 1932 to November 30, 1932

If agent has not been employed entire year, indicate exact period. Agents resigning during the year should make out this report before quitting the service.

READ DEFINITIONS, PAGE 3



COUNTY AGENT ANNUAL REPORT

Approved: _____

Date _____

State or District Supervisor.

Date _____

State Extension Director.

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

The annual report should be a summary, with analysis and interpretations, for presentation to the people of the county, the State, and the Nation of the extension activities in each county for the year and the results obtained by the county extension agent, assisted by the subject-matter specialists. The making of such a report is of great value to the county extension agent and the people of the county in showing the progress made during the year as a basis for future plans. It is of vital concern also to the State and Nation as a measure of rural progress and a basis for intelligent legislation and financial support of extension work.

Separate statistical and narrative reports are desired from each leader of a line of work, such as county agricultural agent, home demonstration agent, boys' and girls' club agent, and negro agent, regardless of title. Where an assistant agent has been employed a part or all of the year, a report on his or her work should be included with the report of the leader of that line of work. Where an agent in charge of a line of work has quit the service during the year, the information contained in his or her report should be incorporated in the annual report of the agent-on duty at the close of the report year, and the latter report so marked. Where two or more agents are employed in a county, each a leader of a line of work, statistics should not be duplicated.

At least four copies of the annual report should be made: One copy for the county officials, one copy for the agent's files, one copy for the State extension office, and one copy for the Extension Service, United States Department of Agriculture. *The report to the Washington office should be sent through the State extension office.*

NARRATIVE SUMMARY

The narrative report should summarize and interpret the outstanding results accomplished and the extension methods used, under appropriate subheadings, for each project. Every statement should be clear-cut, concise, forceful, and, where possible, reinforced with necessary data from the statistical summary. Use an interesting style of writing, giving major accomplishments first under each project. Give extension methods fully relating to outstanding results only, and where practicable illustrate with photographs, maps, diagrams, blue prints, or copies of charts and other forms used. Full credit should be given to all cooperating agencies. The lines should be single-spaced, with double space between the paragraphs, and reasonably good margins. The pages should be numbered in consecutive order.

The following outline is suggestive of how the narrative report may be clearly and systematically presented. Each agent should adapt the outline to the situation and the work to be reported.

SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT

- I. Cover and title page.
- II. Table of contents.
- III. Status of county extension organization.
 - (1) Form of organization—changes and development.
 - (2) Function of local people, committees, or project leaders in developing the program of work.
 - (3) General policies, including relationships to other organizations.
- IV. Program of work; listing goals set up, methods employed, and results achieved.
 - (1) Factors considered and methods used in determining program of work.
 - (2) Project activities and results.

<ol style="list-style-type: none"> (a) Cereals. (b) Legumes and forage crops. (c) Potatoes, Irish. (d) Cotton. (e) Tobacco and other special crops. (f) Home gardens and home beautification. (g) Market garden and truck crops. (h) Fruits. (i) Forestry. (j) Rodents and miscellaneous insects. (k) Agricultural engineering and home engineering. (l) Poultry. 	<ol style="list-style-type: none"> (m) Dairy. (n) Other livestock. (o) Farm management. (p) Marketing, farm and home. (q) Foods and nutrition. (r) Child training and care. (s) Clothing. (t) Home management. (u) Home furnishings. (v) Home health and sanitation. (w) Community activities. (x) Miscellaneous.
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- V. Outlook and recommendations, including suggestive program of work for next year.
- VI. Summary of activities and accomplishments, preferably of one or two typewritten pages only, placed at the beginning or end of the narrative report.

STATISTICAL SUMMARY

To supplement the narrative part of the report, and in order that comparable State and National summaries may be made, it is necessary to include a statistical summary of the work in each county. The following form has been prepared to insure uniformity of reporting:

DEMONSTRATIONS OR TRAINING USED IN YOUR DISTRICT

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

GENERAL ACTIVITIES

Report Only This Year's Activities and Results that can be Verified.

1. List below the names, titles, and periods of service of the county extension agents whose work is included in this report.

George W. L. Hon Assistant Co. agt 12
(Name) (Title) (Months of service this year)

2. County extension organization or association

(a) Name Highland County Advisory Board

(b) Number of members 19 (1) Men 11
 (2) Women 2

3. Number of communities in county where extension work should be conducted 13

4. Number of above communities in which the extension program has been cooperatively worked out by extension agents and local committees 4

5. Number of different voluntary county or community local leaders or committeemen actively engaged in forwarding the extension program.

(a) Adult work 10 (1) Men 8
 (2) Women 2

(b) 4-H Club work No Club Work Started
 (1) Men _____
 (2) Women _____
 (3) Older club boys _____
 (4) Older club girls _____

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

7. Members in above clubs or groups _____

8. Number of 4-H Clubs _____

9. Number of different 4-H Club members enrolled (a) Boys _____
 (b) Girls _____

10. Number of different 4-H Club members completing (a) Boys _____
 (b) Girls _____

11. Number of members enrolled in 4-H Club work for:
- | | 1st Year | 2d Year | 3d Year | 4th Year | 5th Year | 6th Year and Over |
|-----------|----------|---------|---------|----------|----------|-------------------|
| (a) Boys | _____ | _____ | _____ | _____ | _____ | _____ |
| (b) Girls | _____ | _____ | _____ | _____ | _____ | _____ |

12. Number of 4-H Club members according to age.

	Age	10	11	12	13	14	15	16	17	18	19	20
Boys												
Girls												

1 Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on pages 2 to 24, less any duplications due to the same boy or girl carrying on two or more subject-matter lines of work.

GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results that can be Verified

13. Number of 4-H Club members in school	_____	Out of school	_____	13
14. Number of 4-H Club teams trained	_____	(a) Judging	_____	14
		(b) Demonstration	_____	
15. Number of groups organized for extension work with rural young people above the 4-H Club age	_____			15
16. Members in above groups	_____	(a) Young men	_____	16
		(b) Young women	_____	
17. Total number of farm visits ² made in conducting extension work	_____		204	17
18. Number of different farms visited	_____		188	18
19. Total number of home visits ² made in conducting extension work	_____		8	19
20. Number of different homes visited	_____		6	20
21. Number of calls relating to extension work	161	(a) Office	45	21
		(b) Telephone	116	
22. Number of days agent spent in office	0 - All office work done in Staunton			
23. Number of days agent spent in field	54			23
24. Number of news articles or stories published ³	9			24
25. Number of individual letters written	92			25
26. Number of different circular letters prepared (not total copies mailed)	3			26
27. Number of bulletins distributed	100			27
28. Number of radio talks made	0			28
29. Number of events at which extension exhibits were shown	3			29
30. Training meetings held for local leaders or committeemen	(a) Adult work	(1) Number	1	30
		(2) Total men leaders attending	8	
	(b) 4-H Club	(3) Total women leaders attending	2	
		(1) Number		
		(2) Total leaders attending		
31. Method demonstration meetings held (do not include meetings reported under No. 30)	(a) Adult work	(1) Number	60	31
		(2) Total attendance	445	
32. Meetings held as result demonstrations	(a) Adult work	(1) Number		32
		(2) Total attendance		
33. Tours conducted	(a) Adult work	(1) Number	3	33
		(2) Total attendance	30	
34. Achievement days held <i>In cooperation with Home agent</i>	(a) Adult work	(1) Number	1	34
		(2) Total attendance	200	
	(b) 4-H Club	(1) Number	1	
		(2) Total attendance	300	

¹ List as farm or home visit according to principal purpose of visit.² Include county and State press, agricultural journals, and home magazines. Do not count items relating to notices of meetings only.

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GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results that can be Verified

25. Encampments held	(a) Farm women	(1) Number	35
		(2) Total members attending	
		(3) Total others attending	
26. Other meetings of an extension nature participated in and not previously reported.	(b) 4-H Club	(1) Number	36
		(2) Total boys attending	
		(3) Total girls attending	
		(4) Total others attending	
27. Meetings held by local leaders or committeemen not participated in by agent and not reported elsewhere	(a) Adult work	(1) Number	37
		(2) Total attendance	
	(b) 4-H Club	(1) Number	37
		(2) Total attendance	

The agent has used 5 specialists and has had 3 visits from the District Agent in Highland.

A total of 5989 sheep have been drenched for stomach worms. 1160 calves vaccinated against Blackleg. 1000 chickens have been culled through the efforts of extension work.

Total miles traveled in discharge of official duty are 3712

PROGRAM SUMMARY

List below information on each subdivision of the program of work. Include under each heading all of the work done with men, women, boys, and girls. If an assistant agent has been employed include his or her time with that of the agent. This page should not be filled out until the questions on the following pages have been answered. Estimate where records are not available.

Line of work	Number of conferences or other units participating	Number of leaders or committees participating	Days specialists engaged with line of work	Days agent devoted to line of work	Number of meetings held in relation to line of work	Number of news stories published	Number of different circulars letters issued	Number of farm or home visits made	Number of office calls received	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
38. Cereals (page 8)	3	3		6		2		6	8	38
39. Legumes and forage crops (pages 8, 10)	5	2		8		3		7	16	39
40. Potatoes, Irish (page 11)	1	1		2				3		40
41. Cotton (page 11)										41
42. Tobacco and other special crops (page 11)										42
43. Home gardens and home beautification (page 12)										43
44. Market garden and truck crops (page 12)										44
45. Fruits (page 12)										45
46. Forestry (page 13)										46
47. Rodents and miscellaneous insects (page 13)										47
48. Agricultural engineering (page 14)										48
49. Poultry (page 15)	6	10	3	10	6	1	1	12	17	49
50. Dairy (page 15)										50
51. Other livestock (page 15)	18	8	2	20	54	1		160	110	51
52. Farm management (page 16)										52
53. Marketing—farm and home (page 17)										53
54. Foods and nutrition (page 18)										54
55. Child training and care (page 19)										55
56. Clothing (page 20)										56
57. Home management (page 21)										57
58. Home furnishings (page 22)										58
59. Home health and sanitation (page 23)										59
60. Community activities (page 24)										60
61. Miscellaneous (page 24)										61
62. Building extension program of work ¹	13	13		4		1		8	5	62
63. Organization—extension association and committee ²	13	13	3	4	1	1	1	8	5	63

(The totals for these columns do not necessarily check with the information given on pages 4, 5, and 6, since one meeting, farm visit, circular letter, etc., may relate to two or more lines of subject matter.)

¹ Under "building the extension program" include all work incident to the collection of economic and social data as a basis for determining programs, the conducting of program surveys, and the outlining of county, district, and community programs. Do not include work related to the execution of programs, as this should be reported under the projects above.

² Under "organization" include all work incident to maintaining extension associations, agricultural councils, home demonstration councils, advisory committees, project committees, community committees, and the like not reported under building the extension program.

FORESTRY

Report Only This Year's Extension Activities that are Supported by Records

95. Number of method demonstration meetings held	95
96. Number of adult result demonstrations completed or carried into the next year	96
97. Number of 4-H Club members enrolled	97
	(a) Boys
	(b) Girls
98. Number of 4-H Club members completing	98
	(a) Boys
	(b) Girls
99. Number of transplant beds cared for by club members completing	99
100. Number of acres farm wood lot managed by club members completing	100
101. Number of new forest or farm woodland areas planted according to recommendations	101
102. Acres involved in preceding question	102
103. Number of farms assisted in forest or wood-lot management	103
104. Acres involved in preceding question	104
105. Number of farms planting windbreaks according to recommendations	105
106. Number of farms following recommendations as to control of white-pine blister rust	106
107. Number of farms assisted in other ways relative to forestry (specify below)	107

(Use space below for State questions not listed above)

RODENTS, OTHER ANIMAL PESTS, AND MISCELLANEOUS INSECTS

Report Only This Year's Extension Activities that are Supported by Records

(Do not include work reported under "Crop" and "Livestock" headings)

Item	(a)	(b)	(c)	
	Rodents	Other animal pests	Insects	
108. Number of method demonstration meetings held				108
109. Number of result demonstrations completed or carried into the next year				109
110. Pounds of poison used				110

AGRICULTURAL ENGINEERING
(Farm and Home)

Report Only This Year's Extension Activities that are Suggested by Boards

111. Number of method demonstration meetings held.....	111	
112. Number of adult result demonstrations completed or carried into the next year.....	112	
113. Number of 4-H Club members enrolled.....	(a) Boys..... (b) Girls.....	113
114. Number of 4-H Club members completing.....	(a) Boys..... (b) Girls.....	114
115. Number of farms following recommendations in installing drainage systems.....	115	
116. Acres drained by such systems.....	116	
117. Number of farms following recommendations in installing irrigation systems.....	117	
118. Acres irrigated by such systems.....	118	
119. Number of farms building terraces and soil-saving dams to control erosion according to recommendations.....	119	
120. Acres on which soil erosion was so prevented.....	120	
121. Number of farms clearing land of stumps or boulders according to recommended methods.....	121	
122. Number of families assisted with house-planning problems.....	122	
123. Number of dwellings constructed according to plans furnished.....	123	
124. Number of dwellings remodeled according to plans furnished.....	124	
125. Number of sewage-disposal systems installed according to recommendations.....	125	
126. Number of water systems installed according to recommendations.....	126	
127. Number of heating systems installed according to recommendations.....	127	
128. Number of lighting systems installed according to recommendations.....	128	
129. Number of farms on which buildings other than dwellings were constructed or remodeled this year according to plans furnished.....	129	
130. Number of buildings involved in preceding question.....	(a) Dairy barns..... (b) Hog houses..... (c) Poultry houses..... (d) Silos..... (e) Other.....	130
130%. Number of farms or homes following recommendations on maintenance and repair of machinery.....	130%	
130%. Number of machines involved in preceding question.....	(a) Tractors..... (b) Tillage implements..... (c) Harvesters and threshers..... (d) Other.....	130%
130%. Number of farms employing better types of machinery or equipment recommended by extension agent.....	130%	

POULTRY, DAIRY CATTLE, BEEF CATTLE, SHEEP, SWINE, AND HORSES

Report Only This Year's Extension Activities that are Supported by Funds

Item	(a) Poultry	(b) Dairy cattle	(c) Beef cattle	(d) Sheep	(e) Swine	(f) Horses and mules	
131. Number of method demonstration meetings held.....	6		20	34			131
132. Number of adult result demonstrations completed or carried into the next year.....							132
133. Number of animals involved in these completed adult result demonstrations.....							133
134. Total profit or saving on adult result demonstrations completed.....							134
135. Number of 4-H Club members enrolled.....							135
(1) Boys							
(2) Girls							
136. Number of 4-H Club members completing.....							136
(1) Boys							
(2) Girls							
137. Number of animals involved in 4-H Club work completed.....							137
138. Number of farms assisted in obtaining purebred sires.....		1	4	6			138
139. Number of farms assisted in obtaining high-grade or purebred females.....							139
140. Number of bull, boar, ram, or stallion circles or clubs organized.....							140
141. Number of members in preceding circles or clubs.....							141
142. Number of herd or flock improvement associations organized or reorganized.....							142
143. Number of members in these associations.....							143
144. Number of farms not in associations keeping performance records of animals.....							144
(Use space below for State questions not listed above)							

FARM MANAGEMENT, CREDIT, INSURANCE, AND TAXATION

Report Only This Year's Extension Activities that are Supported by Records

145. Number of method demonstration meetings held.....	145	
146. Number of adult result demonstrations completed or carried into the next year.....	146	
147. Number of 4-H Club members enrolled in account work.....	147	
(a) Boys.....		
(b) Girls.....		
148. Number of 4-H Club members completing.....	148	
(a) Boys.....		
(b) Girls.....		
149. Number of farms keeping farm accounts throughout the year under supervision of agent.....	149	
150. Number of farms keeping cost-of-production records under supervision of agent.....	150	
151. Number of farms assisted in summarizing and interpreting their accounts.....	151	
152. Number of farms assisted in making inventory or credit statements.....	152	
153. Number of farm business or enterprise survey records taken during year.....	153	
154. Number of farms making recommended changes in their business as result of keeping accounts or survey records.....	154	
155. Number of other farms adopting cropping, livestock, or complete farming systems according to recommendations.....	155	
156. Number of farms advised relative to leases.....	156	
157. Number of farms assisted in obtaining credit.....	157	
158. Number of different farms assisted in using outlook or other timely economic information as a basis for readjusting farm operations.....	158	
159. Number of farms in preceding question making readjustments in—.....	159	
(a) Wheat.....	(g) Dairy cattle.....	(m).....
(b) Corn.....	(h) Beef cattle.....	(n).....
(c) Cotton.....	(i) Hogs.....	(o).....
(d) Potatoes.....	(j) Sheep.....	(p).....
(e) Tobacco.....	(k) Poultry.....	(q).....
(f) Truck crops.....	(l).....	(r).....

(Use space below for State questions not listed above)

MARKETING (FARM AND HOME)

Report Only This Year's Extension Activities that are Supported by Grants

Item	(1) Grain and feed	(2) Cotton	(3) Dairy products	(4) Livestock	(5) Fruits and vegetables	(6) Poultry and eggs	(7) Home products	(8) Other
159. Number of cooperative-marketing associations or groups organized during the year.....								160
161. Number of cooperative-marketing associations or groups previously organized assisted by extension agent this year.....								161
162. Membership in associations organized and assisted (161 and 162).....								162
163. Value of products marketed by all associations worked with.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	163
164. Value of supplies purchased by all associations worked with.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	164
Number of cooperative-marketing associations or groups assisted with problems of—								
165. Preliminary analysis.....								165
166. Organization.....								166
167. Accounting and auditing.....								167
168. Financing.....								168
169. Business policies.....								169
170. Production to meet market demand.....								170
171. Reduction of market losses.....								171
172. Use of current market information.....								172
173. Standardizing.....								173
174. Processing or manufacturing.....								174
175. Packaging and grading.....								175
176. Loading.....								176
177. Transporting.....								177
178. Warehousing.....								178
179. Keeping membership informed.....								179
180. Merging into larger units.....								180
Number of farms or homes not in cooperative associations or groups assisted with problems of—								
181. Standardizing.....								181
182. Packaging and grading.....								182
183. Use of current market information.....								183

(Use space below for State questions not listed above)

FOODS AND NUTRITION

Report Only This Year's Extension Activities that are Supported by Records

184. Number of method demonstration meetings held _____ 184

185. Number of adult result demonstrations completed or carried into the next year _____ 185

	Food education and preparation	Food preservation	
	90	91	
186. Number of 4-H Club members enrolled _____	(1) Girls _____] 186
	(2) Boys _____		
187. Number of 4-H Club members completing _____	(1) Girls _____] 187
	(2) Boys _____		

188. Number of homes assisted in planning family food budget for a year _____ 188

189. Number of homes budgeting food expenditures for a year _____ 189

190. Number of homes balancing family meals for a year _____ 190

191. Number of homes improving home-packed lunches according to recommendations _____ 191

192. Number of schools following recommendations for a hot dish or school lunch _____ 192

193. Number of children involved in preceding question _____ 193

194. Number of homes using improved methods in child feeding _____ 194

195. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra,
and constipation) _____ 195

196. Number of jars of canned products preserved by 4-H Club members _____ 196

(Use space below for State questions not listed above)

CHILD TRAINING AND CARE

Report Only This Year's Extension Activities That are Suggested by Bureau

197. Number of method demonstration meetings held	197					
198. Number of adult result demonstrations completed or carried into the next year	198					
199. Number of groups devoting major part of program to child training and care	199					
200. Membership in these groups	200					
201. Number of 4-H Club members enrolled	<table border="0" style="display: inline-table; vertical-align: middle;"> <tr> <td style="border: none;">(a) Girls</td> <td style="border: none;">_____</td> <td rowspan="2" style="border: none; padding-left: 10px;">} 201</td> </tr> <tr> <td style="border: none;">(b) Boys</td> <td style="border: none;">_____</td> </tr> </table>	(a) Girls	_____	} 201	(b) Boys	_____
(a) Girls	_____	} 201				
(b) Boys	_____					
202. Number of 4-H Club members completing	<table border="0" style="display: inline-table; vertical-align: middle;"> <tr> <td style="border: none;">(a) Girls</td> <td style="border: none;">_____</td> <td rowspan="2" style="border: none; padding-left: 10px;">} 202</td> </tr> <tr> <td style="border: none;">(b) Boys</td> <td style="border: none;">_____</td> </tr> </table>	(a) Girls	_____	} 202	(b) Boys	_____
(a) Girls	_____	} 202				
(b) Boys	_____					
203. Number of homes improving habits of school children (other than reported under "Foods and Nutrition" and "Home Health and Sanitation")	203					
204. Number of homes substituting positive methods of discipline for negative ones	204					
205. Number of homes providing recommended play equipment	205					
206. Number of homes making recommended physical adjustments to better meet children's needs	206					
207. Number of homes adopting better adult habits with respect to development of children	207					

(Use space below for State questions not listed above)

HOME MANAGEMENT

Report Only This Year's Extension Activities that are Reported by Records

217. Number of method demonstration meetings held.....	217	
218. Number of adult result demonstrations completed or carried into the next year.....	218	
219. Number of 4-H Club members enrolled.....	(a) Girls..... (b) Boys.....	219
220. Number of 4-H Club members completing.....	(a) Girls..... (b) Boys.....	220
221. Number of homes keeping home accounts according to a recommended plan.....	221	
222. Number of homes budgeting expenditures in relation to income according to a recommended plan.....	222	
223. Number of homes following recommended methods in buying for the home.....	223	
224. Number of women following a recommended schedule for home activities.....	224	
225. Number of kitchens rearranged for convenience according to recommendations.....	225	
226. Number of homes following recommendations in obtaining labor-saving equipment.....	226	
227. Number of homes adopting recommended laundering methods.....	227	
228. Number of homes adopting recommended methods in care of house.....	228	
229. Number of homes assisted in an analysis of their home conditions with reference to a standard of living.....	229	
230. Number of homes assisted in making adjustments in home making to gain a more satisfactory standard of living.....	230	

(Use space below for State questions not listed above)

HOME HEALTH AND SANITATION

Report Only This Year's Extension Activities that are Supported by Grants

240. Number of method demonstration meetings held	_____	240
241. Number of adult result demonstrations completed or carried into the next year	_____	241
242. Number of 4-H Club members enrolled	(a) Girls _____ (b) Boys _____	242
243. Number of 4-H Club members completing	(a) Girls _____ (b) Boys _____	243
244. Number of 4-H Club members not in special health clubs who participated in definite health-improvement work	(a) Girls _____ (b) Boys _____	244
245. Number of individuals following recommendations as to complete health examination	_____	245
246. Number of individuals improving health habits according to recommendations	_____	246
247. Number of individuals improving posture according to recommendations	_____	247
248. Number of individuals adopting recommended positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)	_____	248
249. Number of homes adopting better home-nursing procedure according to recommendations	_____	249
250. Number of homes installing sanitary closets or outhouses according to recommended plans	_____	250
251. Number of homes screened according to recommendations	_____	251
252. Number of homes following other recommended methods of controlling flies, mosquitoes, and other insects	_____	252

(Use space below for State questions not listed above.)

COMMUNITY OR COUNTRY-LIFE ACTIVITIES

Report Only This Year's Extended Activities that are Supported by Records

253. Number of communities assisted in making social or country-life surveys, or in storing themselves or their community organizations.....	253
254. Number of country-life conferences or training meetings conducted for community leaders.....	254
255. Number of community groups assisted with organizational problems, programs of activities, or meeting programs.....	255
256. Number of communities developing recreation according to recommendations.....	256
257. Number of community or county-wide pageants or plays presented.....	257
258. Number of community houses, clubhouses, or community rest rooms established.....	258
259. Number of communities assisted in improving hygiene or public-welfare practices.....	259
260. Number of school or other community grounds improved in accordance with plans furnished.....	260
261. Number of 4-H Clubs engaging in community activities, such as improving school grounds, conducting local fairs, etc.....	261
261½. Total number of different communities assisted in connection with the community or country-life work reported on this page.....	261½

(Use space below for State questions not listed above)

BEES, WEEDS, HANDICRAFT, RABBITS, AND MISCELLANEOUS

Under This Heading Report Other Lines of Work not included in the Preceding Pages, Such as Bees, Weeds, Handicraft, and Shelter Work, I. e., any Other Information that can be Reported Statistically and that Will Help to Give a Complete Account of the Year's Work

Item	(a) Bees	(b) Weeds	(c) Handicraft	(d) Rabbits	(e) Other	
262. Number of method demonstration meetings held.....						262
263. Number of adult result demonstrations completed or carried into next year.....						263
264. Number of 4-H Club members enrolled.....	(1) Boys.....					264
	(2) Girls.....					
265. Number of 4-H Club members completing.....	(1) Boys.....					265
	(2) Girls.....					

* Indicate project by name.