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ANNUAL NARRATIVE REPORT

LANCASTER COUNTY

VIRGINIA

1952

H. C. McSwain, County Agent

D. L. Moore, Jr., Assistant Agent

Linda W. Bass, Stenographer

## PREFACE

In December 1951 the agent prepared his Plan of Work for 1952.

This plan was in outline form and included a brief statement of the situation, immediate and long time goal or goals, methods to be used to reach the goals and educational activities planned to teach the methods outlined. This narrative report will follow the same outline as the 1952 Plan of Work. The accomplishments will be listed under the heading results.

In reading the report the reader is asked to keep in mind that the Plan of Work was developed as a guide and was intended to cover all phases of Extension activity in Lancaster County. The agent recognized that all phases of the work could not receive major emphasis in any one year. All phases of work are covered in the Plan of Work and in the results portions of this report even though certain projects received little attention this year.

Of necessity the work done by the agent in 1952 varied more from the Plan of Work than usual due to the fact that an assistant agent was employed in the county half-time for only two months. An outbreak of hog cholera in July which continued through November made changes necessary. The demand of farm people in the county that the agent vacinate hogs resulted in the curtailing of many activities outlined in the Plan of Work. One other factor, the dry weather, should be mentioned. The drought was an emergency which called for emergency pasture work and changes in livestock management which had to be met and which was not taken into account at the time the Plan of Work was prepared.

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## I. Agricultural Production

### A. Corn - Grown on most farms in the county, for market on larger farms, for livestock and poultry on smaller farms.

1. Goal: Higher yields - some increase in acreage in line with national production goals.
2. Methods: Fertilizer - cover crops - spacing - adapted varieties.
3. Educational Activities: Varietal and fertilization demonstrations - field meetings - 100 Bushel Corn Club - radio - tour of Warsaw Experiment Station.
4. Results:

Corn yields in Lancaster this year are about fifty percent of normal. This means that our yields averaged about twenty-five to thirty bushels per acre. The decline was due entirely to unfavorable weather. Cultural practices actually improved. More farmers used more fertilizer with more nitrogen on corn than ever before. Until the dry weather came we undoubtedly had the best prospects in history. Most farmers used recommended varieties and spacing. The use of chemical weed killers in corn is increasing. This practice will probably become quite general in the next few years. Lancaster farmers are following closely results of experimental work at Warsaw on corn varieties, rotations, fertilization and weed control. In individual contacts the agent has done considerable work with individual farmers taking soil samples, advising rotations, varieties and fertilization practices. This work has been continued in the local newspaper and on the radio. An outstanding corn producer was interviewed on the local station. A tour of the Warsaw Experiment Station was held to observe corn work. Next year corn work will be carried somewhat on a maintenance basis.

### B. Small Grains - Wheat grown for market on a few farms - wheat, oats and barley mostly grown for feeding - rye for winter cover.

1. Goal: Higher yields - some increase in acreage.
2. Methods: Fertilizer - adapted varieties.
3. Educational Activities: Sowing seed of new varieties of wheat and barley - tour of Experiment Station - radio.

4. Results:

Yields of small grains are slowly and surely rising in Lancaster County. More farmers are using heavier applications of fertilizer including nitrogen top dressing and seeding recommended varieties. Many Lancaster farmers toured the Warsaw Experiment Station in May to observe small grain varieties and planting dates. Farmers were informed of recommended varieties by posters, letters, radio and newspaper. The agent contacted the seed and fertilizer salesmen and gave them information on recommended varieties and fertilizers. Seedsmen were contacted in advance of the season so that they could stock recommended varieties.

Market information was supplied commercial wheat growers and on the farm storage for small grain improved on a number of farms.

A number of farms growing wheat for market should probably be growing barley for livestock feed. Some work is planned on this in the summer and fall of 1953.

C. Legumes - Crimson clover is used as winter cover crop on many farms but should be used more in late soybeans and in corn and tomatoes. Soybeans are important cash crop on all but the smallest farms. Alfalfa is being used by most beef and dairy farmers.

- 1. Goal: Increased acreage of crimson clover for winter cover and seed - higher yields of soybeans for beans - more acreage in alfalfa.
- 2. Methods: Cooperate with PMA in cover crop program - weed control in soybeans - adapted alfalfa seed and proper liming and fertilization.
- 3. Educational Activities: Meetings of Agronomy Committee - farm visits - soil samples - radio - newspaper.

4. Results:

Acreage seeded to crimson clover in the fall of 1952 was about the same as in recent years. Weather conditions influenced some farmers to switch to small grain or ryegrass cover crops. The agent during farm visits, on the radio and in the newspaper urged farmers to seed crimson clover and ryegrass for winter cover and pasture.

It is believed that the acreage of soybeans in 1952 was about normal. Soybeans are one of the more important crops in the county. The area needs a better variety of beans and needs to know more about the fertilization of beans. Lancaster farmers are growing about twelve different varieties of green and yellow soybeans. The weed problem in soybeans is serious and also needs study by the Experiment Station. The agent taught a number of soybean farmers to take soil samples. Lime and fertilizer recommendations were then made by the agent. In many cases soybeans are grown on poor land in need of lime and it has been found that soybeans respond well to lime on such soils. It is expected that this type work will continue in 1953. Mexican bean beetles caused some damage to soybean seedlings. The agent spent considerable time relieving the hysteria which followed and recommending control practices, duster and spray equipment.

Many Lancaster farmers continue to try to grow alfalfa with only fair results. In spite of the fact that most farmers seeding alfalfa are now taking soil samples, are using adapted seed and good fertilization practices many of our stands do not last two years. Perhaps this will be taken care of in 1953 when we seed the first Williamsburg alfalfa in the county. If not we must find other hay crops.

Many farm visits were made, soil samples taken and radio and newspaper coverage were given to successful legume production.

D. Tomatoes - In recent years, individual acreage of tomatoes has gone up but the number of growers has gone down. Tomatoes are an important cash crop.

1. Goal: Higher yields of better quality tomatoes.
2. Methods: Fertilization - insect and disease prevention and control.
3. Educational Activities: Tomato meetings of all growers - fertilization demonstrations - spraying demonstrations - field meetings and tour of Experiment Station.
4. Results:

Dry weather cut the 1952 tomato crop about fifty percent. For the most part cultural practices are improving but canners report that they need better quality tomatoes. Educational meetings on tomato production are held, spraying demonstrations conducted and more than fifty farmers toured tomato plots at the Warsaw

Experiment Station. One canner has successfully graded farmer's tomatoes the past two seasons. His pack is better and most of the growers are pleased. Other canners may start later. The agent is trying to encourage this type grading. The canner's school held in Richmond was well attended by Lancaster canners. It is believed that it was a worthwhile activity.

E. Home Gardens - Most families have some garden in the spring. We need more year around gardens.

- 1. Goal: More adequate home gardens
- 2. Methods: Individual work with 4-H garden projects - farm visits - radio
- 4. Results:

There was little change in the home garden situation in 1952. No special home garden work was done. The agent commented on the home garden when making farm visits for other purposes and has given individual help to those requesting it. Soil samples were taken, recommendations given and advice on insect and disease control were given on request. One radio talk was devoted to value of cover crops and manure and fertilizer in the home garden.

F. Fruits - Fruits are an important enterprise on about twelve farms in the county.

- 1. Goal: Higher yields of better quality
- 2. Methods: Fertilization - cultivation - pruning and spraying
- 3. Educational Activities: Meetings - tour - spraying and pruning demonstrations
- 4. Results:

Fruit growers report only a fair year, yields and quality only fair. The Lancaster - Northumberland fruit growers are well organized. Educational meetings of this group are held and specialists are called on for help with tours, production and marketing demonstrations, fertilization practices and pruning. Power pruning, thinning, grading and spraying demonstrations were conducted. Peaches of the larger producers were Federal-State graded and were in demand on the markets.

- G. Pastures - People of county are more pasture conscious than ever before. We need more pasture and better management of what we have already established.

1. Goal: More acres of improved pastures on small farms.
2. Methods: Ladino - orchard grass demonstrations, clipping, fertilization, rotation of grazing.
3. Educational Activities: Meetings - farm visits - tours - radio - newspaper.
4. Results:

Acres in improved pastures increased in 1952. On most farms, unless additional land is cleared, the goal of more acres of improved pasture has about been met. The need has changed to better management which will be the goal in 1953. The agent has spent considerable time on individual visits to pasture demonstrations trying to see that they are limed and fertilized properly, clipped and not over grazed. Work of this nature has also been carried on through the radio and newspaper.

- H. Poultry - Major enterprise on a few farms - small flocks on most farms - generally unprofitable because of poor management.

1. Goal: Make poultry more profitable through better management.
2. Methods: Housing, feeding, culling, disease and parasite prevention and control.
3. Educational Activities: Meetings of poultry committee - meetings - newspaper - radio - demonstrations.
4. Results:

Poultry has not been very profitable during 1952. However, as the outlook is somewhat better it is not believed that there will be much shift away from poultry in the county and very little increase. On the larger commercial laying flocks work of an individual nature during the year has improved management practices. The agent and specialists have visited a number of the larger commercial egg producers and have laid a foundation for some good demonstration flocks.

There have been outbreaks of New Castle and Fowl Pox in the late spring and fall. The agent has conducted vaccination demonstrations for both in all sections of the county. A large number of Lancaster poultrymen are still not vaccinating in spite of the danger of these diseases.

I. Swine - Important enterprise on only a few farms. Most farm families have a hog or two. Most part-time and non-farm families are without hogs.

- 1. Goal: Better management especially on small farms.
- 2. Methods: Sanitation, feeding, breeding, disease and parasite prevention and control.
- 3. Educational Activities: Individual farm visits - demonstrations - newspaper - radio and meetings.
- 4. Results:

The goal, better management of hogs on small farms, is a difficult problem. The agent has tried through individual farm visits, demonstrations and through newspaper, radio and meetings to improve the situation. In spite of this work the number of sick hog calls continues and an outbreak of hog cholera in July took a major portion of the agent's time from then until November. In a further effort to change these conditions the agent has made arrangements for a local drug store to handle hog cholera vaccine and has taught fifteen of the larger hog producers to vaccinate their own hogs. Most farmers must be taught how to do this work and other solutions must be found.

J. Beef Cattle - Beef cattle are on the increase in Lancaster. Large farms are putting in cow-calf herds. Many interested do not have sufficient acreage for an economical beef operation.

- 1. Goal: Best information to those going into beef business and better management on beef farms.
- 2. Methods: Feeding, breeding, disease and parasite prevention and control.
- 3. Educational Activities: Farm visits - meetings - tours - radio and newspaper.

4. Results:

Beef cattle numbers in Lancaster continue to increase. The agent has spent considerable time working with individuals who have recently gone in, or are planning to go into, the beef business. Meetings of all those interested in beef were held with the help of specialists. Demonstrations of dehorning and castrating were held. Individual help given included such things as selecting of land for pasture; taking soil samples; advice on pasture mixtures; clipping of pastures; location of fences; fertilization of pastures; when to cut hay; equipment for hay handling; creep feeding of calves; Bangs testing and vaccination; marketing through feeder sales; locating and purchasing bulls and high grade females; external parasite control; treatment of pink eye, foot rot and other diseases; construction of cutting and holding pens, loading chutes, cattle guards; feeding minerals; herd bull management and the actual manual handling of beef cattle.

With few exceptions the agent believes that beef production is off to a good start in Lancaster County. The agent believes the most significant work done this year was with this group.

K. Dairy Cattle - Seven grade A dairies and about thirty cream producers in county. Many non-farm and part-time farm families without cow and do not buy milk.

1. Goal: More and better home milk cows - better management of those we now have - better management on dairy farms.
2. Methods: Feeding - breeding - housing - parasite and disease control - pure bred sires.
3. Educational Activities: Farm visits - newspaper - meetings and tours.

4. Results:

The grade A dairies continue to make improvement in their management, breeding and facilities. The agent meets monthly with this group, has led discussions on production practices, on management, sanitation and disease control, and other common problems. The agent has assisted all of these men in locating and selecting herd replacements and one herd bull. One tour was made out of state. This is one of the best organized groups in the county.

② The number of home milk cows continues to decrease. Some individual help has been given to selection, feeding and management of home milk cows. Quite a number of calls were received, and answered, for help with sick dairy animals.

The agent has cooperated with the Tidewater Guernsey Breeder's Association and the Tidewater DHIA.

II. Marketing and Distribution

A. Corn, Soybeans and Small Grains - Farmers of this county have not had good markets for these crops.

- 1. Goal: Better marketing facilities and conditions.
- 2. Methods: On the farm storage - help local buyers improve facilities - help farmers with grading information.
- 3. Educational Activities: Newspaper - radio - individual farm visits - meetings and letters.
- 4. Results:

Marketing facilities for corn, soybeans and small grain have improved during 1952 due largely to better facilities of the concerns buying these products in the area. Some farmers have been helped with farm storage problems and all have been helped with market information through individual farm visits and letters.

B. Dairy Products - The local producers of Grade A milk own and operate a milk plant. They need considerable help and guidance.

- 1. Goal: Successful operation of milk plant.
- 2. Methods: Technical information - consumer relations - milk quality.
- 3. Educational Activities: Monthly meeting of producers - individual visits to farms and plant.
- 4. Results:

The local milk plant was destroyed by fire in March 1952. Since that time the agent has spent considerable time and secured specialists

assistance in the planning, financing, arrangement and operation of the new plant. In October the plant ran into financial difficulties due to extra cost during the period they had no plant and the agent helped develop what is hoped is a sounder financing program. The plant now has a much better location than before the fire, better equipment, and seems to be adequately financed. The main need now is for additional milk. The agent is working on this problem.

C. General - Most farm products produced in this county are not marketed to the best advantage. Eggs, vegetables, fruits, livestock, poultry and tomato marketing can be improved.

1. Goal: The marketing of the above products to the best advantage of the farmer.
2. Methods: Grading - purchasing - locating outlets.
3. Educational Activities: Newspapers - radio - individual farm visits - letters.
4. Results:

The need for improving marketing conditions of eggs, vegetables, fruits, livestock, poultry and tomatoes continues. Progress is slow. The agent has worked with various commodity groups, on the radio and in individual farm visits to supply outlook information, grading information and is trying to secure cooperative action to improve over-all quality and marketing conditions.

Peach growers are having their peaches graded by the Federal - State grader and are marketing their fruit in a cooperative manner though not through a cooperative. Some changes are needed in their packing house. Arrangements and work on this are planned in 1953.

To date little work on beef cattle marketing has been done because most of the females are being retained on the farms and steer calves are being sold through feeder calf sales. During the next few years plans must be made to market satisfactorily a great many more beef cattle.

III. Conservation of Natural Resources

Soil erosion is not a great problem in this county. Some farms do have erosion problems and problems of drainage. Our forests and wildlife are being depleted at a great rate.

- 1. Goal: Proper land use and development, conservation of forests and wildlife.
- 2. Methods: Rotations, fertilizer, lime, cover crops, green manure crops, planting, thinning and harvesting of woodland, wildlife, borders for wildlife.
- 3. Educational Activities: Meetings - farm visits - newspaper - letters - radio - 4-H activities.
- 4. Results:

Conservation of natural resources is a project which receives day to day attention. Daily the agent advises someone on some conservation practice such as proper land use, land development, conservation of farm woodland, or other conservation practices. Various phases of conservation of natural resources have been discussed on the radio. Conservation week was observed by 4-H members and publicity was given in the newspaper and on the radio.

IV. Farm and Home Management

Lancaster farmers need help in making adjustments to changing conditions. More machinery, less labor, changing market demands, new laws and other factors influence conditions on the farm and in the home.

- 1. Goal: Help farm people work changes in farm and home management to meet changing conditions.
- 2. Methods: Labor saving devices, farm records and accounts - new crops and/or livestock for the area.
- 3. Educational Activities: Farm and home visits, meetings and letters.
- 4. Results:

It is recognized that developing sound farm and home management is one of the more important responsibilities of an Extension Agent. It is also one of the most difficult jobs and one that is difficult to gauge results.



The agent has provided farm management advice during individual farm and office calls. This advice has been on a variety of subjects such as the advisability of buying more land, location of barns, fences, type of construction for farm buildings, changes in crops grown, livestock and crop balances, the advisability of trying certain new enterprises for the area, when and how to buy and sell, where and how to secure credit, farm records and accounts, and other similar type problems. The agent's policy when advising on such matters as these is to point out the good and bad, contrasts, known successes and failures, and try to get the farmer to make his own decision based on best information available. Too often the agent is asked to make the decision. Results of some of these changes made may be known many years hence.

#### V. Economic Problems and Public Policy

Most farm people do not have the time and sources to keep properly informed on national and international problems.

1. Goal: To present an unbiased account of national and international problems to farm people.
2. Methods: Monetary policies, tariffs, international relations and trade, tax policies, public indebtedness and rationing.
3. Educational Activities: Individual contacts, meetings and radio.
4. Results:

The need for farm people to keep informed on national and international problems is increasing. The agent finds it difficult to keep himself properly informed. The agent has found that the biggest part of this job is trying to straighten out misconceptions, explain half-truths and correct false rumors.

While economic problems and public policy has not been a major project it is felt that time spent on the subject with individuals, groups and on the radio has been worthwhile.

#### VI. Social Relationships, Adjustments and Cultural Values

1. Goal: Try to develop in L-H Club members and adults an appreciation for the significance and beauty of rural life, help in developing gracious social custom and manners and encourage an attractive home, family and community development, and expression of personality through cultural arts.

2. Methods: Beautify yards and grounds by improving lawns and planting shrubs - encourage hobbies, community sings, county picnics and other similar activities.

3. Educational Activities: Individual cooperation with clubs, organizations, radio.

4. Results:

Any work on this project was incidental to other work done and reported elsewhere in this report.

#### VII. Rural Organization and Leadership Development

1. Goal: Stronger organizations through better leadership.

2. Methods: 4-H Club - youth organizations

- a. 4-H Goals:
1. To develop desirable ideals and standards for farm homemaking, family life, community life, citizenship, leadership and personal living
  2. To acquire skill in farming, home-making and community leadership
  3. Conduct farm, home and community projects
  4. To develop an intelligent understanding and appreciation of nature
  5. To develop scientific attitude toward problems of farm, home and community
  6. To train for cooperative action
  7. To develop desirable habits including healthful living, intelligent use of leisure time and a richer, more abundant living
  8. To increase income, standards of living and satisfaction of rural life

b. 4-H Methods:

County-wide activities

1. Hobby Show
2. Christmas Sing
3. Picnic
4. Camps
5. County Council
6. Honor Club

Club activities

1. Square dance for senior clubs
2. Socials for junior clubs
3. Each club have a forestry demonstration plot

Club member activities

1. Projects
2. Participation in contests

3. Results:

The need for stronger rural organizations continues. It is believed that stronger organizations can be built only through better leadership. The 4-H Club is one of the best methods of developing strong leaders for the future.

4-H Club work in Lancaster County is conducted through and in cooperation with the schools. Most of the members are in the grades, very few come from real farm homes and the others lose interest as they get older. Projects this year included Safety, Good Grooming, Wildlife, Swine and Tomatoes. Monthly meetings were devoted to these projects and included tours, demonstrations, movies and other similar activities. Specialists were used in planning and carrying out this program. Monthly meetings of the clubs helped to develop leadership and develop ability to plan and carry out activities such as picnics, programs and other similar activities. The County Council met four times during the year to plan county-wide 4-H activities.

4-H members from Lancaster attended Jamestown 4-H Camp and the State Short Course. Achievement Day was held and Rural Life Sunday observed.

Due to demands of adult farmers the agent has not spent as much time on 4-H Club work this year as is necessary to plan and carry out a good 4-H Club program. The Home Demonstration Agent has done more than her share of the 4-H Club work in the county in 1952.

#### VIII. Farm and Home Buildings

Building on farms has slowed considerably but there will be some building in 1952.

1. Goal: Farm homes and buildings planned for efficiency, economy and satisfaction.
2. Methods: Location, securing of plans, appearance, economical and approved materials, safety, sanitation, convenience, maintenance, repairs, remodeling and landscaping.
3. Educational Activities: Individual farm visits - radio-newspaper - letters and meetings.

4. Results:

Farm and home building has slowed considerably. The agent has secured blueprints and other building information from the Agricultural Engineering Department to help those planning to build. The agent has assisted a number of individual farmers in planning buildings for efficiency, economy and satisfaction.

#### IX. Cooperation With Other Agencies

The agent has continued to cooperate with and do educational work for the Production and Marketing Administration, Farm Credit Administration, the Rural Electrification Administration, Farmers Home Administration and the Soil Conservation Service.

#### X. Miscellaneous

The agent has supplied personal service to groups and individuals not included elsewhere in the report some of which are listed below. Demonstrations using weed and brush killers were conducted and information given more than fifty people in the proper use of these chemicals. The agent answered many

calls on development and care of lawn and shrubs, fly and mosquito control, mole and rat eradication, identification and control of many different insects and weeds.

The agent has advised many people who plan to buy summer homes here on a wide variety of subjects such as safe water supply, plants useful for preventing erosion on river banks, termite control, erosion on beaches, road building, gardens and other similar type subjects.

XI. Professional Improvement

The agent has attempted to keep abreast of Experiment Station findings, recent bulletins, agricultural publications, farm papers and agricultural legislation so that he, in turn, could pass on to farm people the best information available.

XII. Final Statement

Extension work in Lancaster County has been designed to meet the wants of the people. High on the list of wants are better living conditions, higher incomes, more attractive homes and farms. We have tried through demonstrations and other work with groups and individuals to show how these needs can be satisfied. We believe that the accomplishments speak for themselves.

# COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service  
Washington, D. C.

## COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

This report form is for use by county extension agents in making a combined statistical report on all extension work done in the county during the year. Agents resigning during the year should make out this report before quitting the service.

State Virginia County Lancaster

### REPORT OF

Alice B. Wooding From Dec. 1, 1951, to Nov. 30, 1952  
(Name) Home Demonstration Agent.  
From \_\_\_\_\_ 19\_\_\_\_ to \_\_\_\_\_ 19\_\_\_\_  
Assistant Home Demonstration Agent.  
From \_\_\_\_\_ 19\_\_\_\_ to \_\_\_\_\_ 19\_\_\_\_  
4-H Club Agent.  
From \_\_\_\_\_ 19\_\_\_\_ to \_\_\_\_\_ 19\_\_\_\_  
Assistant County Agent in charge of Club Work.  
H. C. McSwain From Dec. 1, 1951, to Nov. 30, 1952  
Agricultural Agent.  
D. L. Moore From Dec. 1, 1951, to Jan. 31, 1952  
Assistant Agricultural Agent.



### READ SUGGESTIONS, PAGES 2 AND 16

Approved: \_\_\_\_\_ Date \_\_\_\_\_  
State Extension Director

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

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

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

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

#### NARRATIVE SUMMARY

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

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

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

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

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

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

#### STATISTICAL SUMMARY

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

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

GENERAL ACTIVITIES

Report only this year's activities that can be verified		Home demonstration agents (a)	4-H Club agents <sup>1</sup> (b)	Agricultural agents (c)	County total <sup>2</sup> (d)
1.	Months of service this year (agents and assistants)	12		14	XXXXXXXXXX
2.	Days devoted to work with adults <sup>3</sup>	147 $\frac{1}{2}$		248	XXXXXXXXXX
3.	Days devoted to work with 4-H Clubs, and young men and women (older youth) <sup>4</sup>	105 $\frac{1}{2}$		52	XXXXXXXXXX
4.	Days in office <sup>5</sup>	73		109	XXXXXXXXXX
5.	Days in field <sup>5</sup>	180		191	XXXXXXXXXX
6.	Number of farm or home visits made in conducting extension work <sup>4</sup>	420		802	1160
7.	Number of different farms or homes visited	236		603	524
8.	Number of calls relating to extension work	(1) Office 53 (2) Telephone 433	●	374	1427
9.	Number of news articles or stories published <sup>6</sup>	50		51	101
10.	Number of bulletins distributed	580		429	1009
11.	Number of radio talks broadcast or prepared for broadcasting	18		16	34
12.	Training meetings held for local leaders or committeemen	(a) Number	6	9	15
		(b) Total attendance		68	68
		(c) Men of leaders	33		33
		(d) Women of leaders			8
13.	Method demonstration meetings held. (Do not include the method demonstrations given at leader-training meetings reported under Question 12)	(a) Number	72	287	359
		(b) Total attendance	1101	808	1909
		(c) Number	95	3	98
		(d) Total attendance	2138	86	2224
14.	Number of adult result demonstrations conducted	66		101	167
15.	Meetings held at such result demonstrations	(1) Number	6	21	7
		(2) Total attendance	75	20	95
16.	Tours conducted	(a) Number	33	25	5
		(b) Total attendance	70	30	30
		(c) Number	2	27	27
		(d) Total attendance	49	700	700
17.	Achievement days held	(a) Number	1	8	1
		(b) Total attendance	105	8	105
		(c) Number	1	1	1
		(d) Total attendance	75	75	75

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

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

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

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

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

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents <sup>1</sup> (b)	Agricultural agents (c)	County total <sup>2</sup> (d)
18. Encampments held (report attendance for your county only) <sup>3</sup>	(1) Farm women	(a) Number	33			33
		(b) Total members attending				
		(c) Total others attending				
(2) 4-H Club and young men and women (older youth)	(a) Number	2	2	2	2	
	(b) Total boys attending	8		8	8	
	(c) Total girls attending	13		13	13	
	(d) Total others attending	3		3	3	
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number	19		36	55
		(b) Total attendance	238		541	779
	(2) 4-H Club and young men and women (older youth)	(a) Number	10		23	33
		(b) Total attendance	181		574	755
20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere	(1) Adult work	(a) Number	17		12	29
		(b) Total attendance	250		68	318
	(2) 4-H Club and young men and women (older youth)	(a) Number	6			6
		(b) Total attendance	132			132

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

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

<sup>3</sup> Does not include picnics, rallies, and short courses, which should be reported under question 19.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

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

21. Total number of farms in county (1950 census)	280	627
22. Number of farms on which changes in practices have definitely resulted from the agricultural program		515
23. Number of farms involved in preceding question which were reached this year for the first time		32
24. Number of nonfarm families making changes in practices as a result of the agricultural program		110
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program		502
26. Number of farm homes involved in preceding question that were reached this year for the first time		28
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program		120
28. Number of other homes involved in preceding question that were reached this year for the first time		70
29. Number of farm homes with 4-H Club members enrolled. (Related to question 178)		41
30. Number of other homes with 4-H Club members enrolled. (Related to question 179)		155
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 23, and 29 minus duplications)		569
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)		542

**EXTENSION ORGANIZATION AND PLANNING**

33. County organization, association, or committee sponsoring extension work. This may include agricultural councils, home demonstration councils, and 4-H councils, or similar advisory committees. It may also include farm and home bureaus and extension associations in those States where such associations are the official or quasi-official agency in the county cooperating with the college in the management or conduct of extension work:
- |  |               |                                     |                         |    |
|--|---------------|-------------------------------------|-------------------------|----|
| (a) Over-all or general.....               | (1) Name..... | County Board of Agriculture         | (2) No. of members..... | 12 |
| (b) Agricultural.....                      | (1) Name..... |                                     | (2) No. of members..... |    |
| (c) Home demonstration.....                | (1) Name..... | County Home Demonstration Committee | (2) No. of members..... | 32 |
| (d) 4-H Club.....                          | (1) Name..... | County 4-H Council                  | (2) No. of members..... | 33 |
| (e) Young men and women (older youth)..... | (1) Name..... |                                     | (2) No. of members..... |    |
34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):
- |                       |    |                             |    |                   |   |  |  |
|-----------------------|----|-----------------------------|----|-------------------|---|--|--|
| (a) Agricultural..... | 26 | (b) Home demonstration..... | 32 | (c) 4-H Club..... | 8 | (d) Young men and women (older youth)..... |  |
|-----------------------|----|-----------------------------|----|-------------------|---|--|--|
35. Total number of communities in county. (See definition of a community, item 1, on back cover.) (Do not include number of neighborhoods)..... 5
36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees..... 5
37. Number of clubs or other groups organized to carry on adult home demonstration work..... 8
38. Number of members in such clubs or groups..... 251
39. (a) Covered under question 173. (b) Covered under question 185.
40. Combined with question 41.
41. Number of different voluntary local leaders, committeemen, or neighborhood leaders actively engaged in forwarding the extension program.
- |                     |                |    |   |                |    |                           |  |
|---------------------|----------------|----|---|----------------|----|---------------------------|--|
| (a) Adult work..... | (1) Men.....   | 28 | (b) 4-H Club and work with young men and women (older youth)..... | (1) Men.....   |    | (3) Older club boys.....  |  |
|                     | (2) Women..... | 32 |   | (2) Women..... | 10 | (4) Older club girls..... |  |

**COOPERATIVE AGRICULTURAL PLANNING**

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service.....
43. Number of members of such county agricultural planning group:
- |  |                |                |
|--|----------------|----------------|
| (a) Unpaid lay members: (1) Men.....   | (2) Women..... | (3) Youth..... |
| (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men..... | (2) Women..... |                |
44. Number of communities with agricultural planning committee (over-all planning).....
45. Number of members of such community planning committees: (a) Men..... (b) Women..... (c) Youth.....
46. Was a county committee report prepared and released during the year? (a) Yes..... (b) No.....

	Extension organization and planning <sup>1</sup>		County agricultural planning <sup>1</sup>	Total <sup>1</sup>
	(a)	(b)		
(1) Home demonstration agents.....				49
(2) 4-H Club agents.....				4
(3) Agricultural agents.....				33
(4) State extension workers.....				10
(1) County.....				16
(2) Community.....				
47. Days devoted to line of work by.....				37
48. Number of planning meetings held.....				22
49. Number of unpaid voluntary leaders or committeemen assisting this year.....				44
50. Days of assistance rendered by voluntary leaders or committeemen.....				

<sup>1</sup> Where extension program planning and county agricultural planning (over-all planning) have been completely merged into a single program-planning activity, only column (c) should be filled out. Where extension program planning is the only planning activity, the entries in columns (a) and (c) will be identical. In all other cases column (c) is the sum of columns (a) and (b). Where extension program planning is the only planning activity, the entries in columns (a) and (c) will be identical. In all other cases column (c) is the sum of columns (a) and (b). 16-58674-7

**CROP PRODUCTION (other than for family food supply.—See page 11, column (a) and items 115 (c), (1) through (6))**

Includes all work with adults, 4-H Club members, and young men and women (older youth)	Corn	Wheat	Other cereals	Legumes	Pastures	Cotton	Tobacco	Potatoes and other vegetables (a)	Fruits (b)	Other crops (c)
	(a)	(b)	(c)	(d)	(e)	(f)	(g)			
51. Days devoted to line of work by—										
(1) Homedemonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	7	1	6	3	20			6	9	
(4) State extension workers								1	4	
52. Number of communities in which work was conducted this year	5	5	5	5	5			5	5	
53. Number of voluntary local leaders or committeemen assisting this year	8	8	8	8	12			8	9	
54. Number of farmers assisted this year is—										
(1) Obtaining improved varieties or strains of seed	300	18	48	130	67			10	2	
(2) The use of lime	35	63	34	130	67				10	
(3) The use of fertilizers	250	63	36	130	67			105	10	
(4) Controlling plant diseases	20	42	12					105	25	
(5) Controlling injurious insects	45	18						105	25	
(6) Controlling noxious weeds	138	34	10	5				105		
(7) Controlling rodents and other animals	55	5	12						3	

**LIVESTOCK PRODUCTION (other than for family food supply.—See page 11, column (a) and items 115 (c), (1) through (6))**

Includes all work with adults, 4-H Club members, and young men and women (older youth)	Dairy cattle	Beef cattle	Sheep	Swine	Horse and mules	Poultry (including turkeys) (f)	Other livestock (g)
	(a)	(b)	(c)	(d)	(e)		
(1) Home demonstration agents							
(2) 4-H Club agents							
55. Days devoted to line of work by—							
(3) Agricultural agents	29	30	1	38	4	13	
(4) State extension workers				1		2	
56. Number of communities in which work was conducted this year	5	5	5	5	5	5	
57. Number of voluntary local leaders or committeemen assisting this year	7	5	5	5	5	12	
58. Number of breeding circles or clubs or improvement associations organized or assisted this year	1						
59. Number of members in such circles, clubs, or associations	8						
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals							
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males	2	9	2	15			
(2) Obtaining purebred or high-grade females	4			12			
(3) Obtaining better strains of baby chicks (including hatching eggs)	18	40		65	3	35	XXXXX
(4) Improving methods of feeding	24	40		100		25	
(5) Controlling external parasites	60	22	6	400	10	46	
(6) Controlling diseases and internal parasites						10	
(7) Controlling predatory animals						6	

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

CONSERVATION OF NATURAL RESOURCES

	Soil and water (a)	Forestry (b)	Wildlife (c)
62. Days devoted to line of work by—			
(1) Home demonstration agents			4
(2) 4-H Club agents			
(3) Agricultural agents	10	4	1
(4) State extension workers			
63. Number of communities in which work was conducted this year	5	5	5
64. Number of voluntary local leaders or committeemen assisting this year	7	7	2

Soil and Water—Continued

65. Number of farmers assisted this year—	
(a) With problems of land use	71
(b) In the use of crop rotations	71
(c) With strip cropping	
(d) In constructing terraces	
(e) In grassing waterways or otherwise preventing or controlling gullies	9
(f) With contour farming of cropland	
(g) In contouring pasture or range	
(h) In the use of cover or green-manure crops	230
(i) In otherwise controlling wind or water erosion	
(j) In summer-fallowing	
(k) In making depth-of-moisture tests	
(l) With drainage	15
(m) With irrigation	2
(n) With land clearing	30
66. Number of farmers—	
(a) In soil-conservation districts which were assisted with education for organization or operations this year	35
(b) Assisted in arranging for farm-conservation plans this year	15
(c) Assisted in doing work based on definite farm-conservation plans this year	42

\* Include nature study.

Forestry—Continued

67. Number of farmers assisted this year—	
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings)	
(b) In making improved thinnings, weedings or pruning of forest trees	6
(c) With selection cutting	2
(d) With production of naval stores	
(e) With production of maple-sirup products	
(f) In timber estimating and appraisal	11
68. Number of farmers cooperating this year in prevention of forest fires	300

Wildlife—Continued

69. Number of farmers assisted this year—	
(a) In construction or management of ponds for fish	3
(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock	5
(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders	
(d) With other plantings for food and protection in wild-life areas	

### FARM MANAGEMENT

Include all work with adults, 4-H Club members, and young men and women (older youth)	Farm accounts, cost records, inventories, etc.	Individual farm planner, adjustments, <sup>1</sup> tenancy, and other management problems	Farm credit (short and long time)	Outlook information
	(a)	(b)	(c)	(d)
70. Days devoted to line of work by—				
(1) Home demonstration agents				
(2) 4-H Club agents		14	3	6
(3) Agricultural agents	3			
(4) State extension workers				
71. Number of communities in which work was conducted this year	5	5	5	5
72. Number of voluntary local leaders or committeemen assisting this year				
73. Number of farm-survey records taken during the year:		75. Number of farmers assisted this year—Continued.		
(a) Farm business		(e) In getting started in farming, or in re-		20
(b) Enterprise		locating		
(c) Other		(f) With credit problems (debt adjustment		2
74. Number of farmers assisted this year in keeping—	15	and financial plans)		
(a) Farm inventory		(g) In using "outlook" to make farm adjust-		100
(b) General farm records		ments		
(c) Enterprise records		(h) With a farm-income statement for tax		
75. Number of farmers assisted this year—		purposes		4
(a) In developing a farm plan only	5	(i) With farm-labor problems		
(b) In developing a farm and home plan		(j) In developing supplemental sources of in-		6
(c) In analyzing the farm business		come		
(d) In improving landlord-tenant relations and leasing arrangements				

### GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Include all work with adults, 4-H Club members, and young men and women (older youth)	Price and trade policies (prices, international trade, interstate trade barriers, transportation, interregional competition, etc.)	Land policy and programs (classification of land zoning, tenure, land development, settlement, public-land management, etc.)	Public finance and services (taxation, local government, facilities such as roads and schools for rural areas, etc.)	Rural welfare (rural-urban relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural works projects, etc.)
	(a)	(b)	(c)	(d)
76. Days devoted to line of work by—				
(1) Home demonstration agents				
(2) 4-H Club agents		1	1	4
(3) Agricultural agents	1			
(4) State extension workers				
77. Number of communities in which work was conducted this year	5	5	5	5
78. Number of voluntary local leaders or committeemen assisting this year				
79. Number of tours conducted this year to observe economic and social conditions in various land use areas				
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems				
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural)				
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year				1

<sup>1</sup> Include all work on farm adjustments conducted in cooperation with FMA and other agencies, and not definitely related to individual crop or livestock production or marketing (pp. 6 and 8) or to soil management (p. 7).

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and young men and women (older youth)	General	Grain and hay	Livestock and wool <sup>1</sup>	Dairy products	Poultry and eggs <sup>1</sup>	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	
83. Days devoted to line of work by--											
(1) Home demonstration agents											
(2) 4-H Club agents											
(3) Agricultural agents	2		1	7	1	1					2
(4) State extension workers											
84. Number of communities in which work was conducted this year	5		5	5	5	5					5
85. Number of voluntary local leaders or committeemen assisting this year				7	9	6					
86. Number of new cooperatives <sup>2</sup> assisted in organizing during the year											
87. Number of established cooperatives <sup>2</sup> assisted during the year	2		1								
88. Number of members <sup>2</sup> in the cooperatives assisted during the year (questions 86 and 87)	300		6								9
89. Question discontinued	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
90. Number of farmers or families (not members of cooperatives) assisted during the year	60			15	70	25					50
91. Question discontinued	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
92. Number of private marketing and distributing agencies and trade groups assisted this year											8
93. Number of programs <sup>3</sup> pertaining to marketing agreements, orders, or surplus removal purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs <sup>3</sup> participated in or conducted this year											1
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs <sup>3</sup> participated in or conducted this year											
97. Number of consumer information programs <sup>3</sup> pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs <sup>3</sup> relating to marketing services and costs of distribution conducted this year											
99. Number of programs <sup>3</sup> relating to transportation problems conducted this year											
100. Number of programs <sup>3</sup> relating to the specific use of market information conducted this year											1
101. Number of other marketing programs <sup>3</sup> conducted this year (specify)											

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

<sup>2</sup> Where a cooperative association serves more than one county, include only the members living in the county covered by this report.

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

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### HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

(Excludes all work with adults, 4-H Club members, and young men and women (older youth))				
	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102. Days devoted to line of work by—				
(1) Home demonstration agents.....	58			1
(2) 4-H Club agents.....				
(3) Agricultural agents.....	3	4	3	2
(4) State extension workers.....				
103. Number of communities in which work was conducted this year.....	5	5	5	2
104. Number of voluntary local leaders or committeemen assisting this year.....	12			1
<b>The House, Furnishings, and Surroundings—Continued</b>		<b>Rural Electrification—Continued</b>		
105. Number of families assisted this year in—		106. Number of ASSOCIATIONS organized or assisted this year to obtain electricity. (Report associations, not individual members).....		8
(a) Constructing dwellings.....	5	107. Number of families assisted this year in—		
(b) Remodeling dwellings.....	8	(a) Obtaining electricity.....		
(c) Installing sewage systems.....	2	(b) Selection or use of electric lights or home electrical equipment.....		
(d) Installing water systems.....	3	(c) Using electricity for income-producing purposes.....		25
(e) Installing heating systems.....		(d) Obtaining new or improved telephone service.....		
(f) Providing needed storage space.....	46			
(g) Rearranging or improving kitchens.....	61	<b>Farm Buildings—Continued</b>		
(h) Improving arrangement of rooms (other than kitchens).....	12	108. Number of farmers assisted this year in—		
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings.....	75	(a) The construction of farm buildings.....		48
(j) Selecting housefurnishings or equipment (other than electric).....	14	(b) Remodeling or repairing farm buildings.....		15
(k) Improving housekeeping methods.....	231	(c) Selection or construction of farm-building equipment.....		39
(l) Laundry arrangement.....	4	<b>Farm Mechanical Equipment—Continued</b>		
(m) Installing sanitary closets or outhouses.....		109. Number of farmers assisted this year in—		
(n) Screening or using other recommended methods of controlling flies or other insects.....	27	(a) The selection of mechanical equipment.....		12
(o) Improving home grounds.....	231	(b) Making more efficient use of mechanical equipment.....		10
(p) Planting windbreaks or shelterbelts.....		110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year.....		30
		111. Number of gin stands assisted this year in the better ginning of cotton.....		

**NUTRITION AND HEALTH**

Include all work with adults, 4-H Club members, and young men and women (older youth)	Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
<b>112. Days devoted to line of work by—</b>				
(1) Home demonstration agents..... 50	127	14	14	31
(2) 4-H Club agents.....				
(3) Agricultural agents.....	3	2		5
(4) State extension workers.....			2	
<b>113. Number of communities in which work was conducted this year.....</b>	5	5	5	5
<b>114. Number of voluntary local leaders or committeemen assisting this year.....</b>	8	8	8	8
<b>115. Number of families assisted this year—</b>				
(a) In improving diets..... 91				135
(b) With food preparation..... 90				210
(c) In improving food supply by making changes in home food production—				
(1) Of vegetables.....				160
(2) Of fruits.....				30
(3) Of meats.....				100
(4) Of milk.....				35
(5) Of poultry and eggs.....				52
(6) Total of subitems (1) through (5) minus duplications due to families making changes in production of more than one kind of food.....				265
Note.—This total should not be less than the largest subitem.				
(d) With home butchering, meat cutting or curing..... 70				12
(e) With butter or cheese making.....				4
(f) With food-preservation problems in—				
(1) Canning.....				78
(2) Freezing.....				89
(3) Drying.....				2
(4) Storing.....				28
(5) Total of subitems (1) through (4) minus duplications due to families using more than one method of preserving.....				134
Note.—This total should not be less than the largest subitem.				
(g) In producing and preserving home food supply according to annual food-supply budget.....				72
(h) In canning according to a budget.....				81
(i) With child-feeding problems.....				102
(j) In the prevention of colds and other common diseases.....				200
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.).....				200
(l) With first aid or home nursing.....				5
(m) In removing fire and accident hazards.....				325
<b>116. Number of schools assisted this year in establishing or maintaining hot school lunches.....</b>				5
<b>117. Number of nutrition or health clinics organized this year through the efforts of extension workers.....</b>				

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

Include all work with adults, 4-H Club members, and young men and women (older youth)		Home management— family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
118. Days devoted to line of work by—	(1) Home demonstration agents.....	17	19	4	43
	(2) 4-H Club agents.....				5
	(3) Agricultural agents.....				5
	(4) State extension workers.....	1			1
119. Number of communities in which work was conducted this year.....	5	5	5	5	
120. Number of voluntary local leaders or committeemen assisting this year.....	8	8	8	7	
<b>Home Management—Family Economics—Continued</b>			<b>Clothing and Textiles—Continued</b>		
121. Number of families assisted this year—			127. Number of families assisted this year with—		82
(a) With time-management problems.....	96		(a) Clothing-construction problems.....		135
(b) With home accounts.....	8		(b) The selection of clothing and textiles.....		34
(c) With financial planning.....	6		(c) Care, renovation, remodeling of clothing.....		58
(d) In improving use of credit for family living expenses.....			(d) Clothing accounts or budgets.....		2
(e) In developing home industries as a means of supplementing income.....	10		<b>Family Relationships—Child Development—Continued</b>		
122. Number of home demonstration CLUBS, other consumer ASSOCIATIONS or GROUPS assisted this year with cooperative buying. (In all report individuals)			128. Number of families assisted this year—		7
(a) Food.....			(a) With child-development and guidance problems.....		2
(b) Clothing.....			(b) In improving family relationships.....		302
(c) Housefurnishings and equipment.....			129. Number of families providing recommended clothing, furnishings, and play equipment for children this year.....		4
(d) General household supplies.....			130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men.....		32
123. Number of families assisted this year through cooperative associations <sup>1</sup> or individually, with the buying of—			(b) Women.....		100
(a) Food.....	69		131. Number of children in families represented by such individuals.....		10
(b) Clothing.....	91		<b>Recreation and Community Life—Continued</b>		
(c) Housefurnishings and equipment.....	93		132. Number of families assisted this year in improving home recreation.....		132
(d) General household supplies.....	65		133. Number of communities assisted this year in improving community recreational facilities.....		212
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications).....			134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs.....		3
125. Number of families assisted this year with "making versus buying" decisions.....	20		135. Number of communities (a) Club or community house established this year in (b) Permanent camp.....		33
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living.....	231		(c) Community rest rooms.....		33
NOTE.—Individual families and groups assisted with selling problems should be reported in column (j), page 9.			136. Number of communities assisted this year in providing library facilities.....		3
			137. Number of school or other community grounds improved this year according to recommendations.....		3

<sup>1</sup> The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 13.  
<sup>2</sup> Includes question 122, also families buying through marketing cooperatives, organized or assisted, column (k), p. 9.

SUMMARY OF 4-H CLUB BOYS' AND GIRLS' PROJECTS

(One club member may engage in two or more projects. The sum of the projects is therefore greater than the number of different club members enrolled)

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)
138. Corn					Acres
139. Other cereals					Acres
140. Peanuts					Acres
141. Soybeans, field peas, alfalfa, and other legumes					Acres
142. Soil and water conservation					Acres
143. Potatoes, Irish and sweet					Acres
144. Cotton					Acres
145. Tobacco					Acres
146. Fruits					Acres
147. Home gardens					Acres
148. Market gardens, truck and canning crops	1		1		3 Acres
149. Other crops (including pasture improvement)					Acres
150. Poultry (including turkeys)		1		1	100 Birds
151. Dairy cattle					Animals
152. Beef cattle					Animals
153. Sheep					Animals
154. Swine	1		1		8 Animals
155. Horses and mules					Animals
155a. Rabbits					Animals
156. Other livestock					Animals
157. Bees					Colonies
158. Beautification of home grounds					x x x x x x x x x x x x x x x x Acres
159. Forestry					x x x x x x x x x x x x x x x x Articles made
160. Wildlife and nature study (game and fur animals)	5	1	2	0	Articles repaired
161. Agricultural engineering, farm shop, electricity, tractor					x x x x x x x x x x x x x x x x Meals planned
162. Farm management					Meals served
163. Food selection, preparation, and/or baking					Quarts canned
164. Food preservation. (Include frozen foods)					Quarts frozen <sup>1</sup>
165. Health, home nursing, and first aid					xx Pounds frozen <sup>1</sup>
165a. Child care					xx Garments made
166. Clothing	23	23	23	22	18 Garments remodeled
167. Home management (housekeeping)					Units
168. Home furnishings and room improvement		1		1	1 Rooms
169. Home industry, arts and crafts					Articles
170. Junior leadership					Articles
171. All others					x x x x x x x x x x x x x x x x
172. Total (project enrollment and completion)	88	139	85	108	x x x x x x x x x x x x x x x x

<sup>1</sup> Enter frozen foods as quarts or pounds. Do not duplicate entries by converting quarts to pounds or pounds to quarts.

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

173. Number of 4-H Clubs (do not count the same club more than once).....	11
174. Number of different 4-H Club members enrolled (a) Boys: 88 (b) Girls: 130	
175. Number of different 4-H Club members completing (a) Boys: 85 (b) Girls: 100	
176. Number of different 4-H Club members in school (a) Boys: 88 (b) Girls: 130	
177. Number of different 4-H Club members out of school (a) Boys: 0 (b) Girls: 0	
178. Number of different 4-H Club members from farm homes (a) Boys: 20 (b) Girls: 28	
179. Number of different 4-H Club members from nonfarm homes (a) Boys: 68 (b) Girls: 102	

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

180. By years	Boys	Girls	181. By ages	Boys	Girls
	(a)	(b)		(c)	(d)
1st year	18	38	10 and under	10	24
2d	27	30	11	20	26
3d	29	29	12	28	37
4th	7	18	13	15	19
5th	2	4	14	9	6
6th	1	6	15	1	13
7th	3	5	16	2	4
8th	1		17	2	
9th			18	1	1
10th and over			19		
			20 and over		

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—
- |                             |                                  |     |
|-----------------------------|----------------------------------|-----|
| (a) Judging                 | (f) Fire and accident prevention | 218 |
| (b) Giving demonstrations   | (g) Wildlife conservation        |     |
| (c) Recreational leadership | (h) Keeping personal accounts    |     |
| (d) Music appreciation      | (i) Use of economic information  |     |
| (e) Health                  | (j) Soil and water conservation  |     |
|                             | (k) Forestry                     |     |
183. Number of 4-H Club members having health examination because of participation in the extension program.
184. Number of 4-H CLUBS engaging in community activities such as improving school grounds and conducting local fairs.

### WORK WITH YOUNG MEN AND WOMEN (OLDER RURAL YOUTH)

(Do not include work with 4-H Clubs)

The purpose of this section of the report is to bring together in one place all work done with young men and women (older rural youth), as defined in item 22 on back cover. It is recognized that some of the assistance given these young men and women may already have been reported under the respective subject-matter sections of the report.

#### A. Extension organized groups of young men and women:

185. Number of such groups worked with during the year.....
186. Membership in such groups (a) Number of different young men.....  
(b) Number of different young women.....
187. Distribution of these members by school and marital status and age groupings.  
The sum of (1)  $a+b+c$  = the sum of  $d+e+f=186$  (a). Also the sum of (2)  $a+b+c$  = the sum of  $d+e+f=186$  (b).

	In school (a)	Out of school		Under 21 years (d)	21-24 years (e)	25 years and older (f)
		Unmarried (b)	Married (c)			
(1) Young men						
(2) Young women						

188. Number of meetings these extension organized groups held.....
189. Total attendance at such meetings.....

#### B. Other groups of young men and women not organized by extension:

190. Number of such groups assisted during the year.....
191. Number in such groups (a) Different young men..... 100  
(b) Different young women.....

#### C. Individual young men and women not members of groups "A" or "B":

192. Number of different individuals assisted (a) Young men..... 30  
(b) Young women..... 18

#### D. Total number of young people worked with or assisted:

193. Number of different young people worked with or assisted. (Total of questions 186, 191, and 192 minus duplications due to membership in both groups "A" and "B") (a) Young men..... 30  
(b) Young women..... 18

194. Question discontinued.

<sup>1</sup> All data in this section are based on the number of different boys or girls participating in 4-H Club work, not on the number of 4-H projects carried.  
<sup>2</sup> Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 13, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in connection with the succeeding year's program.  
<sup>3</sup> Same as footnote 2, except that reference is to completions instead of enrollments.

OR 4-H CLUB BOYS AND GIRLS, 1935-1936

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

Includes all work with adults, 4-H Club members, and young men and women (older youth)	Insects (a)	General-larver insects <sup>1</sup> (b)	All other work (c)
195. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	1	5	1
(4) State extension workers		2	
196. Number of communities in which work was conducted this year	2	5	5
197. Number of voluntary local leaders or committeemen assisting this year			

198. Question discontinued.

COOPERATION WITH OTHER FEDERAL AGENCIES

The purpose of this report is to bring together in one place the cooperation given, other Federal agencies working with the rural people of the county. It is assumed that all such work has been reported previously under appropriate problems of the farm or home.

	Assistance to Veterans (a)	U. S. D. A. Councils (b)	Farm Credit Administration (c)	Employment Service (d)	Production and Marketing Administration (e)	Soil Conserva- tion Service (f)	Farmers Home Administration (g)	Rural Electri- fication Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)	Other Agencies (k)
199. Days devoted to line of work by—											
(1) Home demonstration agents		2	1		1	1	1	3		2	
(2) 4-H Club agents											
(3) Agricultural agents	3	3	3	1	6	5	2	2		2	1
(4) State extension workers											
200. Number of communities in which work was conducted this year	5	5	5	5	5	5	5	5		5	5
201. Number of voluntary local leaders or committeemen assisting this year											
202. Number of meetings participated in this year by extension workers		1			12	2	3				

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

### TERMINOLOGY

If extension reports are to convey the intended information, it is important that the terminology employed be that generally accepted by members of the extension teaching profession everywhere. Precise use of extension terms is an obligation each extension worker owes to the other members of his or her profession. The following definitions have been approved by the United States Department of Agriculture and by the Association of Land-Grant Colleges and Universities.

#### DEFINITIONS OF EXTENSION TERMS

1. A *community* is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report, a community is one of the several units into which a county is divided for conducting organized extension work.
2. A *cooperator* is a farmer or homemaker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent, and records are not required, but reports on the success of the practices may be obtained.
3. *Days in field* should include all days spent on official duty other than "days in office."
4. *Days in office* should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
5. *Demonstrations* as contemplated in this report are of two kinds—method demonstrations and result demonstrations.
  - A *method demonstration* is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.
  - A *result demonstration* is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, that the use of certified seed in growing potatoes is a good investment, or that a large farm business results in a more efficient use of labor.
- The *adoption of a farm or home practice* resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.
6. A *demonstration meeting* is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
7. A *result demonstrator* is an adult, a boy, or a girl who conducts a result demonstration as defined above.
8. An *extension school* is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college.
9. An *extension short course* differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
10. A *farm or home visit* is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
11. *Farmers (or families) assisted this year* should include those directly or indirectly influenced by extension work to make some change during the report year as indicated by:
  - (1) Adoption of a recommended practice.
  - (2) Further improvement in a practice previously accepted.
  - (3) Participation in extension activities.
  - (4) Acceptance of leadership responsibility.
  - (5) Or by other evidence of desirable change in behavior.
12. A *4-H Club* is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.
13. *4-H Club members enrolled* are those boys and girls who actually start the work outlined for the year.
14. *4-H Club members completing* are those boys and girls who satisfactorily finish the work outlined for the year.
15. A *project leader, local leader, or committeeman* is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.
16. A *leader-training meeting* is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.
17. *Letters written* should include all original letters on official business. (Duplicated letters should not be included.)
18. An *office call* is a call in person by an individual or a group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an office call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.
19. A *plan of work* is a definite outline of procedure for carrying out the different phases of the program. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.
20. An *extension program* is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
21. *Records* consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.
22. Extension work with *young men and women* shall apply in general to those who are primarily rural and approximately 18 to 30 years of age. (Recommendation of Older Youth and Young Adult Planning Conference, Jackson's Mill, W. Va., February 21-25, 1949.)