

VIRGINIA

ESSEX

NEGRO - COUNTY AGENT ANNUAL REPORT

1937

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**REPORT FILES**  
OFFICE COOPERATIVE  
EXTENSION WORK

Annual Narrative Report

State Virginia

Essex County

Report of B.F. Harrison

County Local Farm Agent

From Dec 1, 1935

To Nov 30, 1937.

NEGRO

COUNTY AGENT ANNUAL REPORT.

Dec 20, 1937

John L. Chandler  
District Agent

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### Forward

The purpose of this report is to give a brief outline of the Extension Work accomplished in this county as planned at the beginning of the year 1937 with the Community Clubs, Farmers, District agent, Local farm agent in cooperation with the Extension Service of Essex County.

The number of community clubs in the county; work accomplished by these clubs, results of the work in adult demonstrations conducted this year and the County Wide work accomplished as planned by the community clubs and the Extension Service of the County.

The number of 4-H Clubs organized this year, work carried this year as planned with each club growing gardens, corn and raising livestock, poultry and swine. County outings, Club members attending the State Short Course, Regional 4-H Club Meetings.

Work accomplished this year in cooperation with the Rural Rehabilitation and Resettlement agent. The number of farmers in the county cooperating with the Soil Conservation Service Program as planned in the beginning of the year, 1937.

### The County Advisory Board

The Extension work in Essex County with the Negro Farmers is supported by the County Advisory Board organized June 15, 1937. The Advisory Board is composed of farm men and women from the organized and unorganized communities of the county, also other people that are interested in the County Extension work as being carried on in the County. The county advisory board has a total membership of nineteen members, the board sponsors county programs, and county activities; such as, County Farmers Conference County Extension School and campaigns of various kinds; such as; Better poultry, Better farms, Better gardens and county improvements. To stimulate interest in 4-H Club Work.

The work ~~is~~ accomplished as planned at the beginning of the year. A two day Farmers Extension School held at the Antioch Baptist Church March 12-13, 1937. Sent Three delegates to the State Negro Advisory Board meeting in Amherst County. September 6-9, 1937. The County Advisory Board and five community clubs raised the funds to send these three delegates to the Advisory Board meeting.

The County Advisory Board meets semi-annually at the County Headquarters.

### Community Clubs

The farmers of Essex County in cooperation with the Extension Service of the county have organized five community clubs and are studying the needs of their individual communities and working out community programs with the most important features included. One of the most important needs studied by the clubs for all communities was that of improving the home poultry flock. This was to be accomplished by either; buying certified day old baby chickens, or by buying purebred cockerels from some certified poultry flock. And by culling before the birds were put in for the laying season. The Goodhope Community has excelled in rearing baby chicks for the season.

Garden is the next important feature in the Community Club work for adults. Each club is trying to stimulate interest in growing ample food supply in the home garden. For the Home garden the Ebernezer Club excelled again this season. Next the Goodhope Community made an outstanding record in growing vegetables for the home use.

For Soil Improvement in Community Club work as planned at the beginning of the season has had a wonderful showing. This was originated last season in the Trinity Community club and has gone farther than this club in seeding small grains. The Ebernezer Community has also adopted the plan of soil improvement. The Ebernezer Community Club was the first community to grasp the idea that small grains should be limed and fertilized to get the best results. This Community Club order the first car load of lime to be used on small grains. Fifteen farmers ordered 32½ tons of lime from the State Lime Grinding Plant, in Staunton, Va. The increase in hay returns have been realized in the first year. Mr. Matthew Epps of the named community, states that he succeeded in getting Red Clover, to grow on a piece of land that he had had very little success in the past.

Much work has been done in the livestock production in the five communities organized. Along the line of sanitation, castration and vaccination of hogs against Cholera.

A Program Plan of Work

All Organized Communities of the county have a definite program plan of work, this program of work for the community is arrived at by studying the most important needs of the particular community (example-Ebernezer) and listing them as the group deems the necessity to be dealt with in the community. The reason this community is mentioned, because it lies in the most thickly settled community, for farming and 99% of the people make their living by farming. In the community study, the group found that the most important needs of the community are as follows, in importance; 1. Soil Improvement, 2. Poultry Improvement, 3. Development of Home Garden, 4. Home Improvement and 5. Community Improvement.

This Community has made much improvement in the first three, listed and is now diverting all her efforts towards the development of the last two before the year ends. Along Soil Improvement, this community has ordered her first car load of lime, to be used on her soils, March 5th one car load of lime 32 tons to be distributed to 15 farmers of the community. Baby chickens were ordered to improve the farm poultry flock, Pure seed were used in five of the home gardens to improve the vegetables for the table. ordered from T.W. WOODS and Sons. The last two needs listed are being stressed by leaders each day.

Extension School

The first Essex County Extension School was held at the Antioch Baptist Church, Champlain, Virginia, in the Occupacia District March 11-12, 1937, from 10:30am to 3:00 p.m. The Subjects for discussion were; 1. Soil Improvement, led by District agent, Mr T.B. Patterson. He emphasized the three essentials for plant growth. They are Nitrogen, Phosphorus and Potassium. He stated in his discussion that the three elements named are essential for plant growth, fruit and vigor of the plant. He also emphasized the extensive use of Green Manure and Barn Yard Manure.

The second subject for disussion was that of gardening, the discussion was led by Mr J. Higgabotham, of Hampton Institute. He stressed the necessity of having a well rounded garden for both summer and winter. The value of thorough preparation and the use of certified seed. The use of insecticides and sprays at the right time.

The third subject for discussion was led by Mr J.L. Charity district agent for this section. His talk was centered around the rearing and feeding baby chicks. He mentioned the fact that it is more expediant to buy day old chicks from some State certified hatchery than to attempt to hatch your chicks with the farm hen, becuase it take her out of production while rearing the chicks, other wise she could be laying eggs for market.

The Fourth subject for discussion and last for the school was that of Home Beautification. led by Mr A.C. Sims of Hampton Institute. Mr Sims gave a very effective demonstration in arranging out buildings and shrubbery around the dwelling. He stressed the point of the open lawn for the sake of appesence of the dwelling. He also emphasized the importance of having the dwelling painted to add dignity to the farm lay out.

The results of this school have been wide reaching. In three three communities, two farmers have in each of the three communities, plowed their lawns and manured them for the fall and are waiting for the approach of spring to seed them. Mr P.A. Bush, in the community where the Extension School was held has painted his home for the first time in many years.

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### Local Leaders

Local leaders are responsible for the success of much of the development of Extension Work in Essex County. There are forty local leaders working with the agent and community clubs in seeing that the work as planned at the beginning of the year is carried out.

The leaders assist the agent by giving out notices of meetings, serving as committeemen in carrying out demonstrations, following up of work started at the beginning of season. The local leaders also help make out plan of work for the Community and help maneuver the plan of work after it has been approved.

Mr P.A. Bush, of the Antioch Community Club has done an outstanding piece of work in getting club members to attend meetings regular and at the same time increased his club membership to more than double the membership of last year. The club started with 10 members and now it has a regular attendance of 22 members.

Mr T.S. Blagmon, another local leader of the Ebenezer Community has had much success in directing his club in raising funds to help carry on extension activities in his community. His club sponsored two Community Club picnics and raised more than 15.00 dollars to be used in the community.

Local leaders have contributed their share in helping to influence farmers to attend meetings of farm nature over the entire county.

### Annual State Farmers' Conference

The State Farmers' Conference is an annual affair held at the Virginia State College for Negroes, every April. This year it was held on the 14th of April with a total attendance of 53 farm men and women who make their living partly or entirely from the soil. All farmers from this county attending the Farmers Conference owned their little farms.

The approximate number in attendance exceeded 1650 farmers. Coming from a total of thirty seven counties. The speakers for the Conference came primarily from the Blacksburg office. They were Director, Mr J.R. Hutcheson, Miss Maude E. Wallace, Mr C.B. Smith, Assistant Director of Extension Work, Washington, D.C. Field Agent, Mr J.B. Pierce and Doctor John M. Gandy, President of the Virginia State College at Petersburg, Virginia.

A brief synopsis of each speakers address, Director Hutcheson spoke very briefly along the lines of the 1937 farm program, what the Federal and State Governments were trying to do with the aid of local agencies in helping to farmers to improve their farms and to make the farm a place worth living on. Miss Wallace, spoke on the Topic of "Home Making." Which was very interesting to the ladies of the audience. Dr C.B. Smith, spoke on a very timely and interesting subject to all present "Small Things Of Large Importance." He stated that "these are the most promising times we have had in many years for the poor man in these United States. He is being paid to improve his land and do better farming. The farmer is getting better prices for his farm produce. He further stated that the man who put his money and life work into the farm are better off at the end of life than if he had gone to the town to live.

This result has been derived from the Farmers Conference, in talking to the leaders and cooperators who attended. These people have more confidence and respect for their occupation. Many have come home and are trying to make their home a place worth living. By painting and improving their soils.

Community Exhibit.

October 8, 1937. Essex County farmers in cooperation with the Extension Service of the County held their first Community Farmers Exhibit. The main purpose of holding this exhibit was to stimulate interest in cooperation with the County Extension Service and with the State Department.

There were more than forty five farm men and women present to this exhibit, the interest shown was very complimentary. It was estimated that there were more than 65 exhibits on display. These exhibits included farm crops such as wheat, corn, hay of all kinds. Fruits canned and in raw stage. Vegetables both canned and green. Also fancy handicraft for both men and women. One farmer had a total farm exhibit on display which received many compliments.

Since this was the first exhibit shown in any community, no cash prizes were offered. Ribbons were given to designate the most outstanding exhibit. Several outsiders both white and colored viewed the display and complimented it as a good start.

Adult DemonstrationsCorn

Corn is rated as the second most important crop for this county. More attention is given to perishable crops because of the factory demand. There are large number of farmers who place the perishable vegetables above corn production in the county. Corn has not received attention it should have received in the past few years. Many acres of corn are produced without the use of commercial fertilize, and many are produced with out the use of green manures.

The average yield for the county is 26 bushels ~~for the~~ ~~season~~. The use of pure seed have not been a very important item in the production of corn. The total preparation for the producing of corn on a whole for the county has not been up to the standard.

Two farmers this year purchased pure seed from T. W. Wood and Sons, for corn production. The other farmers working as demonstrators purchased from local stores and farmers with known seed. Mr George A. Scott in the Indian Neck Community made this record; his corn followed wheat and clover sod from 1936, planted to corn in the late spring after turning under a green manure crop of rye. The corn was checked 3x4 and plowed or cultivated every ten day interval. The corn received no fertilize (commercial) at all and his crop returns for 5 1/2 acres was 29 barrels. That amounted to 8.3 approx or 40 and a fraction of a bushel, an increase of three barrels or fifteen bushels, over the average for the county.

Lespedeza

Korean and Kobe leppedezas are rapidly spreading over this county, because of its adaptibility to the soils of this county and its ability to produce a good grade of hay at a small cost. Lespedeza has provened that it is the legume that can thrive in low wet land and bottons that other crops have failed.

Last year this office reported fifteen farmers carring demonstrations in leppedezas for soil improvement, this year these farmers have inducd five other farmers to try seeding leppedezas on their farm, because of it high yield and low cost of production.

Mr Herman Washington, in the Goodhope Community, has an acre from which he harvested and thrashed four double team loads giting him twenty two bushels of seed. His leppedeza was seeded in wheat last spring and recieved an application on 1000 lbs of lime.

Lime

Lime as a soil element necessary for the production of most legumes has been neglected by a large majority of farmers in Essex County. The most used lime in this county during the last ten or fifteen years has been burnt shell lime, just until reseent have the farmers of this county began to use other types of lime, which has been cheaper to them over a period of years. This was due to cost of labor in making the burnt lime and spreading it over the land.

This past spring in the Ebernezer Community 15 farmers pooled their resources and ordered 32½ tons of lime to be used on their trucks and legumes. The total cost to the farmers per ton delivered to the farm was only \$5.80, so favorable have been the results from this application and small cost that this community is making up another order for early shipment during the winter months.

Poultry

Poultry as a demonstration has had a very successful year, last year eight demonstrations were reported, this season the number of demonstrations with baby chicks have increased to twenty. These demonstrations carried from twenty five to five hundred day old baby chicks each. The results have been very favorable, 2375 day old chicks were ordered from the Jones' Hatchery Petersburg, Va.

These have been many demonstration conducted with 100% and the greater number of demonstrations have reported 85-88% successful with day old baby chicks. Many of the demonstrators are satisfied that it is far more economical to buy day old chicks than to attempt to rear home hatched chicks. Mrs William Liverpool, of Tappahannock, Va. reports that she rear twenty five out of twenty six baby chicks shipped her. Mr C. I. Thurston, of Ozeana, Va. Danneville Community reports these results from a large order. Here are his results: 500 day old chicks on March 30th. 1937.

Cost of Chicks-----\$40.25  
Feed cost -----\$ 157.00 until June 15th

Total expense           \$197.25

Lost 30 out of 500.

Sold from flock of 500.           ---\$175.00  
On hand for laying house  
August 1st.-100 Valued at           97.50

Total receipts                             \$272.50

Less expenses                              \$197.25

Total profits from flock.                 \$ 75.25

The birds for the laying house have been wormed and are ready for production.

## Horticulture

### Gardens

Home gardens are an important feature in the Extension Program, because of the size of the families in Essex County. In previous years variety of seed have been of very little importance and therefore home gardens have been very poor. The number of year round gardens are steadily increasing as results have proven without a doubt that a good garden is valued without reproach.

The Ebenezer Community Club ordered her first pure seed, with variety in mind this season. All seed used in the community came from the F.W. Wood and Sons, seed stores in Richmond, Va. Mr T.S. Blagmon, of Ebenezer Community Club, was rated as the best gardener this season in his community. His garden included these vegetables;

Leafy	Fruit	Root
Cabbage	Green peas	Beets
Spinach	String beans	Carrots
Kale	Cucumber	Potatoes
Lettuce	Runch lima beans	Swt Potatoes-3 varieties
	Pole lime beans	Onions
	Black eye peas	Amber
	Squash	Silver skinned

#### Fall Garden

Turnip salad	Late string beans	Beets
Kale	Lima beans	Turnips
Spinach		
Cabbage		

#### Canned from the garden

Beets, carrots, mixed vegetables, corn, cabbage, kale, lima beans, onions, peas, squash, spinach, st beans, turnip salad, soup mixture, tomatoes, potatoes, and pickles----161 qts.  
 Peaches, apples, cherries, huckleberries, blackberries, preserves, strawberries, jams and jellies----158 qts.

Total canned from garden and fruits --319 quarts.

### Landscaping and Home Improvement

Landscaping is apparently one phase of work in relation to the farm that has been neglected, but through the farmers community clubs and County Extension School which we were fortunate in having the assistance of Mr A.C.Sims, of Hampton Institute.

The interest shown in this type of demonstration is increasing in both adults and younger people, there is a constant demand for instructions in yard improvement and landscaping.

As a result of the Annual State Farmers Conference, in Petersburg, Va., and seeing the beautiful lawn at the College, many farmers are now plowing their yards and getting them in shape for spring seeding. Mr John Bundy, for the first time in 25 years has plowed his yard and spreaded manure and lime over it for spring seeding. Mr Bundy is a member of the Ebernetzer community Club

Rev. Alston Hamilton is grading his yard down and getting it in condition for spring seeding, he has his shrubbery ordered for Spring setting.

Interested families are renovating their kitchens. Mrs Etta Cauthorne, of the Goodhope Community, has recently painted her kitchen and put in a kitchen closet, this is the first one she has ever had in. Mrs Cauthorne, idea came about from being a delegate to the Negro State Advisory Board meeting in Amherest County, September 6-9, 1937.

One Church and two schools have on such a program and have had many favorable comments.

### Swine

The improvement of the swine herd has been demonstrated over the entire county, in both organized and unorganized communities. Demonstration are being conducted in housing, feeding, castration and the prevention of hog cholera.

More than 75 hogs were vaccinated this season to prevent the spread of hog cholera. Approximately 250 pigs and boars were castrated in the county.

Community Improvement

There are two organized communities intered into the State Improvement Contest competing for prizes. These are Eberneser-Antioch Communities. Eberneser Community is working this-working--- wholeheartedly to incourage her members to do all they can by the end of the season.

Antioch Community has progressed considerable in the line of improvement, homes have been painted that have never been painted before, toilets are being build and remodeled, all are working hard to win.

Annual Farm and Home Agents' Conference.

The Annual "arm and Home Agents' Conference was held at the Virginia State College, Petersburg, Va. on October 25th through the 29th, 1937. The monference is an annual meeting, which is called by the Federal and District agents of the State. Some of those present for the conference were Director Jno R. Hutcheson, from Blacksburg, Va., Mr C.A. Montgomery, Assistant Director of Extension, Miss M.E. Wallace, State Home Demonstration agent, Mr G.A. Elcan, State 4-H Club agent for Boys., Mr E.V. Breeden, who is connected to Cooperative Loans for low-income farmers for farming Purpose, and Mr John Bradford and his associates from the National Recreational Association in New York, City.

Several important instances connected with the program; 1st. Some outside information coming from Mr Hutcheson concerning the 1938 Conservation Program. What it would be like and how it would affect the farmers in the future. 2nd. The idea of planning, by trying to find the needs of a community and studying the community background. This was discussed by Miss, Wallace.

The third instance of interest in the program was the part devoted to Community Recreation and Community Play. This was explained and directed by Mr John Bradford, from the National Recreational Association, New York City.

### The Soil Conservation Program

Last year there were reported 133 farmers cooperating with the new farm program, this season up until the 31st of October we had an increase of 66 farmers over last season. This season records show 199 farmers cooperating, the majority of farmers cooperating last season received payment checks and other farmers are very much interested now.

A large number of meetings were held in connection with the program.

### Agricultural Economics

A small percentage of the agents time has been devoted to agricultural economics, in one community some work has been conducted with a whole farm demonstrator. At the beginning of the the agent assisted the farmer in making a farm inventory and making plans for year of work.

### Agricultural Engineering

Work in farm engineering has been increasing this season. Thirteen farmers were instructed and assisted in making out plans for construction and remodeling of farm buildings, repair of plows, assembling of machinery, building of out building.

Complete plans were worked out with farmer, who lost barn in early spring from fire. the total cost of barn was estimated at \$650.00 which was covered by insurance, the barn has been completed and the estimated cost was \$550.00.

Total savings for farmers through assistance is estimated at \$627.00.

Summary of Adult Work

	Goal	Accomplishments
Communities needing work.	15	5
Owners	_____	_____
Tenants	_____	_____
Total farms	571	571
Community Clubs	5	5
Families to be reached	100	110
Leaders	20	20
Farmers Conferences	1	55
County Advisory Board	1	1
Extension Schools	1	75
Delegates to State Adv Board Meeting.		3
Demonstration		
Corn	10	10
Lespedeza	16	16
Clovers	_____	4
Home Gardens	25	22
Home Improvement	0	8
Live stock		
Swine	0	No Vaccinated 81
Poultry		No Day old Baby Chix
a. Wormed	650	2375
First aid		
a. Hogs	10	Value of Hogs vacci
b. Cattle	6	nated-----
c. Horses	5	a. Wt 12,000
		b. \$,400.00

4-H Club Work

## 4-H Clubs

The 4-H Club work in Essex County is supported by Community 4-H Club Organizations, there are 6,4- H Clubs in the county with a total membership of one hundred and thirty three boys and girls. These clubs held on an average of five club meetings per month. There were held in all total sixty meetings with a total attendance of 5040 members.

Each club has its local leader, a man or woman who lives in the community and is connected with the farm. These leaders assisted the club members selecting projects, conducting and completing the project as much as possible.

Example of most outstanding 4-H Club and what was accomplished. This club is the Trinity 4-H Club, with a total membership of 15 boys and girls, held eleven meetings during the year, with 98% of all members present at each meeting. Work accomplished was a high completion of projects and the origination of the Community Clean up campaign. This was sponsored by the leader and the teacher of the community. As result of the campaign at each home where a club member lives, at least two out buildings were white washed, and in some instances the Home painted.

4-H Club Leaders.

As for 4-H Club leaders, we have a total of nineteen, directly or indirectly working with the members. By that is meant some of the leaders give assistance out side of meetings where other assist at the meetings. Example of work done by leader with members in community; Mrs Page Smith, leader of the Trinity Club was instrumental in getting the 4-H Club Clean up Campaign on in her community. She made several visits to homes in interest of the campaign and getting the parents to cooperate with the children in making the campaign a success.

Rev. C. P. Morris, was another example of leadership with his Club. In the Laytons Community, put on similar campaign and was successful in getting some of the 4-H Club boys and girls to whitewash all out buildings and even dwelling.

### Exhibits or Prizes

This was the first year 4-H Club members exhibited produce on the State Fair, in Richmond, Va. Four members exhibited at the fair and two were successful in getting the sixth and eight places in the judging, in Eggs and collection of root crops from the garden. Total value of prizes amounted to \$2.00.

### Crops and Garden Demonstrations

There are thirteen crop demonstration carried in corn by 4-H Club boys, with twelve completed their projects for the season. The total yield for the twelve completing was estimated at three hundred bushels with a total income of \$270.00 less total cost giving a total profit of \$195.00. The one that was not completed was due to uncontrollable factors on part of club member.

### 4-H Club Gardens

Gardens in the 4-H Club work has been improved this season over last season. This has been demonstrated by the type of reports turn in to the leaders and agent. This season has an enrollment of 21 members with garden projects, some of these were commercial gardens and other for home use.

Example of outstanding garden project comes from; Dunnsville, Community. Goodhope 4-H Club. Reporter of project, Rylan Ryland Holmes age 19. This club member entered into commercial gardening raising Blackeye peas for canning purpose. Land was plowed with double team in early spring to allow humus decay. Peas were planted about the tenth of June in row three feet apart with peas attachment to corn planter. Two hundred pounds of 16% fertilize and 300 pounds of 5-8-5 was broadcasted over three acres of land for peas. Peas were cultivated at ten day intervals, due to bad seed and germination field was estimated at two acres full stand.

From this crop was harvest for cannery, 45 barrels of peas at \$1.20 per bushel. Total expense equaled \$5.95. Total income from peas \$54.00 less \$5.95 giving a total profit of \$48.05 for project.

## Beautification

### Home

Projects in Home Beautification among 4-Club member have received many favorable comments from the public. Instructions received from MR A.C.Sims from Hampton Institute, Hampton, Va. is still being remembered by club member over the county. The demand for the continuation of Home Beautification is great, among 4-H Club Members and older people as well.

The type of work that has been done has improved the appearance of the farmstead and make the farm a place worth living on. This has been accomplished by white washing the outer buildings, moving from sight obstructions that would not be pleasing to the eyes.

A piece of work that has been very inspiring to all, had its beginning in the 4-H Club this season and that was the White Wash Campaign put on by the Trinity 4-H Club, it was worked out with the leader and club members that every member should attempt to improve the homestead as much as possible, by painting the dwelling, whitewashing the out bldgs, cleaning the yard and keeping the grass cut off the lawn

The result was this, coming from one member; She was successful in getting her father to buy the paint for the home and with his assistance, Louise Dandridge, age 16, with her brother painted their home which had not been painted for many years.

### Poultry

Poultry project in 4H Club work is increasing in value this year over last. It is estimated that the 46 members completing out of 54 members enrolled with poultry projects have a total of about 700 birds. The total profits from the poultry projects carried less expenses is estimated at \$250.00 ...

There were twenty one boys and thirty three girls enrolled with an estimate of sixteen boys completing and thirty girls completing. The feed used for rearing came from the home grown produce.

Swine

## 4-H Club

Swine project is carried intirely by boys in this county, the total enrollment for the county is thirteen members, with twelve completing. The total profits from these projects is estimated at \$70.00

All the hogs or pigs used in the projects were castrated at an early age and were given proper attention through the season. The report cited below comes from the Trinity 4-H Club. George Dandrige, age 14, second year in 4-H Club work, started his project on the first of may. The first thing he did was to build a large pen for his pigs to exercise. His pigs were fed from the table and tomato peels from the factory near him.

## Other Activities

It has been the endeavor of all connected as leaders and working with the 4-H Club members to train to become the better citizen of tomorrow. Through teaching them to learn to respect other, respect self and loyalty to their pledge.

The training has been cetered agound Group leadership and and responsibility. They are taught wholesome games and songs that can be used in every walk of life.

### COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service  
Division of Cooperative Extension  
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 Edley

#### REPORT OF

\_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_, 193  
(Name) Home Demonstration Agent.

\_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_, 193

Est. Harrison <sup>I-H Club Agent.</sup> **NEGRO** From Dec 1 1936 to Feb 20, 1937  
Agricultural Agent.

**EGRO**

**READ SUGGESTIONS, PAGES 2 AND 3**



Approved: Dec. 17, 1937

John L. Chauncey  
District Agent

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 agents assisted by the subject-matter specialists. The making of such a report is of great value to the county extension agents 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.

At least four copies of the annual report should be made: One copy for the county official, 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.*

### 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. Results obtained through assistance rendered agents by specialists should also be included. This report shows, insofar as possible, the part each agent has taken in forwarding the extension program. The county totals should be the sum of the activities and accomplishments of individual agents *minus duplications due to two or more agents participating in the same activity or accomplishment*. The county totals, when properly recorded, show the progress made in the county during the year in forwarding the entire extension program. Negro men and women agents should prepare a combined statistical report separate from that of the white agents.

The statistical summary should be a report of this year's activities and results that can be verified by records on file in the county office. Where records are not available careful estimates are desired. Such estimates should be marked "Est."

### 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 and the extension methods used for each project. Every statement should be clear, concise, forceful and, where possible, reinforced with necessary data from the statistical summary. Use a descriptive 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, blueprints, 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 merely suggestive of how the narrative report may be clearly and systematically presented. Each agent should prepare an outline to fit the situation and the work to be reported.

#### SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT

- I. Cover and title page.
- II. Table of contents.
- III. Summary of activities and accomplishments, preferably of one or two typewritten pages only, placed at the beginning of the narrative report.
- IV. Changes in county extension organization.
  - (1) Form.
  - (2) General policies.
  - (3) Procedure.
- V. County program of work.
  - (1) Factors considered and methods used in determining program of work.
  - (2) Project activities and results.

Under appropriate headings and subheadings present in some detail for each major project or line of work the goals set up, the methods used, the results achieved, and the significance of these results in terms of improved farms and homes and of better community life.
- VI. Outlook and recommendations, including suggestive program of work for next year.

## TERMINOLOGY

To insure reports which convey the intended meaning to others and to facilitate the compilation of satisfactory national statistics on extension, it is extremely important that terms be used in accordance with accepted definitions. The following definitions of extension terms have been approved by the United States Department of Agriculture and the Association of Land Grant Colleges and Universities. Agents should read these definitions before starting to write the annual reports.

## DEFINITIONS OF EXTENSION TERMS

1. A program of work is a statement of the specific projects to be undertaken by the extension agents 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 can fruits and vegetables, mix spray materials, and cull poultry.
6. 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. Example: Demonstrating that the application of fertilizer to cotton will result in more profitable yields than 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.
7. 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.
8. A result demonstrator is an adult, a boy, or a girl who conducts a result demonstration as defined above.
9. A cooperator is a farmer or home maker 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 practice may be obtained.
10. 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.
11. 4-H Club members enrolled are those boys and girls who actually start the work outlined for the year.
12. A demonstration meeting is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
13. 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.
14. 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.
15. 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.
16. 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.
17. Days in field should include all days spent on official duty other than "days in office."
18. Letters written should include "if original letters on official business. (Duplicate letters should not be included.)
19. 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. 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.
20. 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.
21. The county extension association or committee is that county organization, whether a membership or a delegate body, which is recognized officially in the conduct of extension work in the county.

## GENERAL ACTIVITIES

Report Only This Year's Extension 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. Include time of assistants with that of regular agent.

AGENT		Total months of service this year (a)	Days devoted to agr. conservation and adjustment programs (b)	Days devoted to relief work (c)	Total days in office (d)	Total days in field (e)
(Name)	Home demonstration agent					
	Asst. home demonstration agent					
	4-H Club agent					
	Assistant county agent in charge of club work					
<u>B. F. Harrison</u>	Agricultural agent	12	20	5	50	245
	Assistant agricultural agent					

2. County extension association or committee:

(a) Agricultural extension:

(1) Name County Advisory board(2) Number of members 20

(b) Home demonstration:

(1) Name

(2) Number of members

(c) 4-H Club:

(1) Name

(2) Number of members

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 planned cooperatively by extension agents and local committees
- 6

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

(a) Adult work { (1) Men 25 (2) Women 15 }(b) 4-H Club work { (1) Men 8 (2) Women 15 (3) Older club boys 1 (4) Older club girls 1 }

6. Number of different paid local leaders engaged in agricultural-conservation and adjustment programs:

(a) Men

(b) Women

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

8. Number of members in such clubs or groups

ITEM	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
9. Number of 4-H Clubs			<u>6</u>	9
10. Number of different 4-H Club members enrolled	{ (1) Boys <u>1</u> (2) Girls <u>1</u> }		<u>62</u> <u>71</u>	10
11. Number of different 4-H Club members completing	{ (1) Boys <u>1</u> (2) Girls <u>1</u> }		<u>53</u> <u>65</u>	11

12. Number of different members enrolled in 4-H Club work for:

MEMBERS	1st year	2d year	3d year	4th year	5th year	6th year and over
(a) Boys	<u>4</u>	<u>58</u>				
(b) Girls		<u>71</u>				

\* County total should equal sum of preceding three columns minus duplications due to two or more agents participating in the same activity or accomplishment.

\* 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 7 to 10, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work.

\* Same as footnote 3 but refers to completions instead of enrollments.

\* The total for this question should agree with county total, question 12.

## GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Age	10 and under	11	12	13	14	15	16	17	18	19	20 and over
13. Number of different 4-H Club members enrolled according to age <sup>1</sup>	(a) Boys	1	6	6	13	10	10	11	3	1	0	0
	(b) Girls	0	6	10	16	17	9	6	5	1	0	1
14. Number of 4-H Club members: <sup>1</sup> (a) In school <u>131</u> (b) Out of school <u>2</u>												14

ITEM	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total <sup>2</sup> (d)
15. Number of 4-H Club teams trained	(1) Judging			
	(2) Demonstration			
16. Number of groups other than 4-H Clubs organized for extension work with rural young people 16 years of age and older				
17. Members in groups reported in question 16	(1) Young men			
	(2) Young women			
18. Total number of farm or home visits <sup>3</sup> made in conducting extension work			575	
19. Number of different farms or homes visited			375	
20. Number of calls relating to extension work	(1) Office		92	
	(2) Telephone		20	
21. Number of news articles or stories published <sup>4</sup>			0	
22. Number of individual letters written			100	
23. Number of different circular letters issued (not total copies mailed)			3	
24. Number of bulletins distributed			8	
25. Number of radio talks made			0	
26. Number of events at which extension exhibits were shown			2	
27. Training meetings held for local leaders or committeemen	(1) Adult work	(a) Number	25	
		Total attendance of:		
		(b) Men leaders	304	
(2) 4-H Club	(c) Women leaders	0		
	(a) Number	37		
	Total attendance of:			
28. Method demonstration meetings held (include all method demonstrations in both adult and 4-H Club work given by agents and specialists not reported under question 27)	(1) Number		52	
	(2) Total attendance		245	
29. Meetings held at result demonstrations	(1) Number		29	
	(2) Total attendance		750	

<sup>1</sup> The total for this question should agree with county total, question 14.<sup>2</sup> County total should equal sum of preceding three columns minus duplications due to two or more agents participating in the same activity or accomplishment.<sup>3</sup> Do not count a single visit to both the farm and home as two visits.<sup>4</sup> Do not count items relating to notices of meetings only.

Notes.—Questions 15-24 refer to the total number of different activities conducted this year. The totals should equal the sums of the corresponding information reported on following page minus duplications where the same activity relates to two or more lines of work.

## GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM		Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
30. Tours conducted	(1) Adult work	(a) Number		0	30
		(b) Total attendance		0	
	(2) 4-H Club	(a) Number		1	
		(b) Total attendance		5	
31. Achievement days held	(1) Adult work	(a) Number		0	31
		(b) Total attendance		1	
	(2) 4-H Club	(a) Number		0	
		(b) Total attendance		0	
32. Encampments held (Do not include picnics, rallies, or short courses, as these should be reported under other meetings.)	(1) Farm women	(a) Number		0	32
		(b) Total members attending		0	
		(c) Total others attending		0	
	(2) 4-H club	(a) Number		1	
		(b) Total boys attending		1	
		(c) Total girls attending		1	
		(d) Total others attending		1	
		(e) Total attendance		1	
33. Other meetings of an extension nature participated in by agents or specialists and not previously reported	(1) Number			25	33
	(2) Total attendance			520	
34. Meetings held by local leaders or committeemen not participated in by agents or specialists and not reported elsewhere	(1) Adult work	(a) Number		10	34
		(b) Total attendance		200	
	(2) 4-H club	(a) Number		10	
		(b) Total attendance		150	
34. Number of above meetings held by agents or local leaders at which discussion group method of presentation was followed				45	34

## SUMMARY OF EXTENSION INFLUENCE FOR YEAR

It is highly desirable for extension workers to consider the proportion of farms and farm homes in the county which have been definitely influenced to make some substantial change in farm or home operations as a result of the extension program for men, women, boys, and girls. 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. Such estimates should be marked "Est."

Include results of emergency activities as well as the regular extension program.

35. Number of farms in county	574	35
36. Number of farms on which changes in practices have definitely resulted from the agricultural extension program	40	36
37. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program		37
38. Number of other homes in which changes in practices have definitely resulted from the home demonstration program		38
39. Number of farm homes with 4-H Club members enrolled	80	39
40. Number of other homes with 4-H Club members enrolled	3	40
41. Total number of different farm families influenced by some phase of the extension program (Include questions 36, 37, and 39, minus duplications.)	260	41
42. Total number of different other families influenced by some phase of extension program (Include questions 38 and 40, minus duplications.)	4	42

County total should equal sum of preceding three columns minus duplications due to two or more agents participating in the same activity or accomplishment.

NOTE.—Questions 35-42 refer to the total number of different activities conducted this year. The totals should equal the sums of the corresponding information reported on following pages minus duplications where the same activity relates to two or more lines of work.

# CEREALS<sup>1</sup>

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Corn	Wheat	Oats	Rye	Barley	Grain sorghum, rice, and other cereals	
	(a)	(b)	(c)	(d)	(e)	(f)	
43. Days devoted to line of work by:							
(1) Home demonstration agents							} 43
(2) 4-H Club agents							
(3) Agricultural agents	15	2				1	
(4) Specialists	0	0				0	
44. Number of communities in which work was conducted	4	1				1	44
45. Number of voluntary local leaders or committeemen assisting	9	1				1	45
46. Days of assistance rendered by voluntary leaders or committeemen	2	1				0	46
47. Number of adult result demonstrations conducted	2	1				1	47
48. Number of meetings at result demonstrations	10	1				1	48
49. Number of method-demonstration meetings held	2	1				1	49
50. Number of other meetings held	1	0				0	50
51. Number of news stories published	0	0				0	51
52. Number of different circular letters issued	0	0				0	52
53. Number of farm or home visits made	45	4				2	53
54. Number of office calls received	4	1				1	54
55. Number of 4-H Club members enrolled:							} 55
(1) Boys	13	1				0	
(2) Girls	1	0				0	
56. Number of 4-H Club members completing:							} 56
(1) Boys	12	1				0	
(2) Girls	0	1				0	
57. Number of acres in projects conducted by 4-H Club members completing	13	1				0	57
58. Total yields of crops grown by 4-H Club members completing	308 bu.	bu.	bu.	bu.	bu.	bu.	58
59. Number of farmers following fertilizer recommendations	1	2				1	59
60. Number of farmers following insect-control recommendations						0	60
61. Number of farmers following disease-control recommendations						0	61
62. Number of farmers following marketing recommendations						1	62
63. Number of farmers assisted in using timely economic information as a basis for readjusting enterprises						1	63
66. Number of farmers following other specific practice recommendations: <sup>4</sup>							} 66
(1)							
(2)							
(3)							
(4)							
(5)							

<sup>1</sup> Report fall-sown crops the year they are harvested.

<sup>2</sup> Indicate crop by name.

<sup>4</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## LEGUMES AND FORAGE CROPS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Alfalfa	Sweet-clover	Red, bur, and other clovers	Vetch	Lespedeza	Festuca	
	(a)	(b)	(c)	(d)	(e)	(f)	
67. Days devoted to line of work by:							
(1) Home demonstration agents.....							67
(2) 4-H Club agents.....							
(3) Agricultural agents.....			3		15	1	
(4) Specialists.....			0		0	0	
68. Number of communities in which work was conducted			1		4	2	68
69. Number of voluntary local leaders or committeemen assisting			2		4	2	69
70. Days of assistance rendered by voluntary leaders or committeemen			1		1	1	70
71. Number of adult result demonstrations conducted			2		10	1	71
72. Number of meetings at result demonstrations			1		0	1	72
73. Number of method-demonstration meetings held			1		2	1	73
74. Number of other meetings held			0		1	1	74
75. Number of news stories published			0		0	0	75
76. Number of different circular letters issued			0		20	0	76
77. Number of farm or home visits made			4		20	2	77
78. Number of office calls received			2		4	1	78
79. Number of 4-H Club members enrolled			0		0	0	79
(1) Boys.....			0		0	0	
(2) Girls.....			0		0	0	
80. Number of 4-H Club members completing			0		0	0	80
(1) Boys.....			0		0	0	
(2) Girls.....			0		0	0	
81. Number of acres in projects conducted by 4-H Club members completing			0		0	0	81
82. Total yields of crops grown by 4-H Club members completing							82
(1) Seed.....	bu.	bu.	bu.	bu.	bu.	XXXX	
(2) Forage.....	tons	tons	tons	tons	tons	XXXX	
83. Number of farmers following fertilizer recommendations			2		4	2	83
84. Number of farmers following insect-control recommendations			0		0	0	84
85. Number of farmers following disease-control recommendations			0		0	0	85
86. Number of farmers following marketing recommendations			0		0	0	86
87. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise			0		0	0	87
90. Number of farmers following other specific practice recommendations: <sup>1</sup>							90
(1).....							
(2).....							
(3).....							
(4).....							
(5).....							

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## LEGUMES AND FORAGE CROPS—CONTINUED

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Raybeans	Cowpeas and field peas	Velvet-beans	Field beans	Peas	All other legumes and forage crops <sup>1</sup>	
	(a)	(b)	(c)	(d)	(e)	(f)	
67. Days devoted to line of work by:							
(1) Home demonstration agents							67
(2) 4-H Club agents							
(3) Agricultural agents	2	2					
(4) Specialists							
68. Number of communities in which work was conducted	2	8					68
69. Number of voluntary local leaders or committeemen assisting	2	3					69
70. Days of assistance rendered by voluntary leaders or committeemen	1	2					70
71. Number of adult result demonstrations conducted	2	4					71
72. Number of meetings at result demonstrations	1	2					72
73. Number of method-demonstration meetings held	1	1					73
74. Number of other meetings held	1	1					74
75. Number of news stories published	0	0					75
76. Number of different circular letters issued	0	1					76
77. Number of farm or home visits made	4	4					77
78. Number of office calls received	2	2					78
79. Number of 4-H Club members enrolled:							79
(1) Boys	0	0					
(2) Girls	0	0					
80. Number of 4-H Club members completing:							80
(1) Boys	0	0					
(2) Girls	0	0					
81. Number of acres in projects conducted by 4-H Club members completing	0	0					81
82. Total yields of crops grown by 4-H Club members completing:							82
(1) Seed	bu.	bu.	bu.	bu.	lb.	bu.	
(2) Forage	tons	tons	tons	tons	tons	tons	
83. Number of farmers following fertilizer recommendations	2	0					83
84. Number of farmers following insect-control recommendations	0	0					84
85. Number of farmers following disease-control recommendations	0	0					85
86. Number of farmers following marketing recommendations	0	0					86
87. Number of farmers assisted in using timely economic information as a basis for readjusting enterprises	0	0					87
88. Number of farmers following other specific practice recommendations: <sup>2</sup>							89
(1)							
(2)							
(3)							
(4)							
(5)							

<sup>1</sup>Indicate crop by name.<sup>2</sup>For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

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## POTATOES, COTTON, TOBACCO, AND OTHER SPECIAL CROPS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Irish pota- toes	Sweetpotat- oes	Cotton	Tobacco	All other special crops <sup>1</sup>	
	(a)	(b)	(c)	(d)	(e)	
91. Days devoted to line of work by:						
(1) Home demonstration agents						} 91
(2) 4-H Club agents	1					
(3) Agricultural agents	1					
(4) Specialists						
92. Number of communities in which work was conducted	1					92
93. Number of voluntary local leaders or committeemen assisting	1					93
94. Days of assistance rendered by voluntary leaders or commit- teemen	0					94
95. Number of adult result demonstrations conducted	1					95
96. Number of meetings at result demonstrations	1					96
97. Number of method-demonstration meetings held	1					97
98. Number of other meetings held	0					98
99. Number of news stories published	0					99
100. Number of different circular letters issued	0					100
101. Number of farm or home visits made	2					101
102. Number of office calls received	1					102
103. Number of 4-H Club members enrolled						} 103
(1) Boys	0					
(2) Girls	0					
104. Number of 4-H Club members completing						} 104
(1) Boys	0					
(2) Girls	0					
105. Number of acres in projects conducted by 4-H Club members completing	0					105
106. Total yields of crops grown by 4-H Club members completing	bu.	bu.	lb. <sup>2</sup>	lb.		106
107. Number of farmers following fertilizer recommendations	1					107
108. Number of farmers following insect-control recommendations	10					108
109. Number of farmers following disease-control recommendations	14					109
110. Number of farmers following marketing recommendations	0					110
111. Number of farmers assisted in using timely economic informa- tion as a basis for readjusting enterprise	0					111
114. Number of farmers following other specific practice recom- mendations: <sup>3</sup>						} 114
(1)						
(2)						
(3)						
(4)						
(5)						

<sup>1</sup> Indicate crop by name.

<sup>2</sup> Report yield of cotton in pounds of seed cotton.

<sup>3</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## FRUITS, VEGETABLES, AND BEAUTIFICATION OF HOME GROUNDS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Home gardens	Market gardening, truck, and cooling crops	Beautification of home grounds	Tree fruits	Bush and small fruits	Grapes	
	(a)	(b)	(c)	(d)	(e)	(f)	
115. Days devoted to line of work by:							
(1) Home demonstration agents							115
(2) 4-H Club agents							
(3) Agricultural agents	62	8	20	1			
(4) Specialists			2				
116. Number of communities in which work was conducted	6	3	14	1			116
117. Number of voluntary local leaders or committeemen assisting	6	4	4	1			117
118. Days of assistance rendered by voluntary leaders or committeemen	6	2	6	1			118
119. Number of adult result demonstrations conducted	10	12	4	1			119
120. Number of meetings at result demonstrations	2	2	0	0			120
121. Number of method-demonstration meetings held	6	4	4	1			121
122. Number of other meetings held	4	4	1	0			122
123. Number of news stories published	0	0	0	0			123
124. Number of different circular letters issued	1	0	1	0			124
125. Number of farm or home visits made	150	20	32	4			125
126. Number of office calls received	4	4	4	3			126
127. Number of 4-H Club members enrolled							127
(1) Boys	18	0	0	0			
(2) Girls	13	0	25	0			
128. Number of 4-H Club members completing							128
(1) Boys	16	0	0	0			
(2) Girls	12	0	23	0			
129. Number of acres in projects conducted by 4-H Club members completing	10	0	xxxx	0			129
130. Total yields of crops grown by 4-H club members completing	bu.	bu.	xxxx	bu.	bu.	bu.	130
131. Number of farms or homes where fertilizer recommendations were followed	6	4	2	0			131
132. Number of farms or homes where insect-control recommendations were followed	25	3	4	0			132
133. Number of farms or homes where disease-control recommendations were followed	20	4	4	2			133
134. Number of farms or homes where marketing recommendations were followed	0	0	xxxx	0			134
135. Number of farms or homes where assistance was given in using timely economic information as a basis for readjusting enterprise	0	0	xxxx	0			135
136. Number of homes where recommendations were followed as to establishment or care of lawn	xxxx	xxxx	4	xxxx	xxxx	xxxx	136
137. Number of homes where recommendations were followed regarding planting of shrubbery and trees	xxxx	xxxx	2	xxxx	xxxx	xxxx	137
138. Number of homes where recommendations were followed as to treatment of walks, drives, or fences	xxxx	xxxx	4	xxxx	xxxx	xxxx	138
139. Number of homes where recommendations were followed as to improving appearance of exterior of house and outbuildings	xxxx	xxxx	10	xxxx	xxxx	xxxx	139
140. Number of homes where other specific practice recommendations were followed: <sup>1</sup>							140
(1) _____							
(2) _____							
(3) _____							
(4) _____							

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## FORESTRY, WILDLIFE CONSERVATION, AND AGRICULTURAL ENGINEERING

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Forestry (a)	Wildlife conservation, fur and game farming (b)	Agricultural engineering * (farm and home) (c)	
141. Days devoted to line of work by:				
(1) Home demonstration agents.....				} 141
(2) 4-H Club agents.....			15	
(3) Agricultural agents.....			15	
(4) Specialists.....			15	
142. Number of communities in which work was conducted.....			2	142
143. Number of voluntary local leaders or com- mitteemen assisting.....			3	143
144. Days of assistance rendered by voluntary leaders or committeemen.....			6	144
145. Number of adult result demonstrations con- ducted.....			13	145
146. Number of meetings at result demonstrations.....			2	146
147. Number of method-demonstration meetings held.....			4	147
148. Number of other meetings held.....			0	148
149. Number of news stories published.....			0	149
150. Number of different circular letters issued.....			0	150
151. Number of farm or home visits made.....			12	151
152. Number of office calls received.....			6	152
153. Number of 4-H Club mem- (1) Boys.....			0	} 153
bers enrolled..... (2) Girls.....			0	
154. Number of 4-H Club mem- (1) Boys.....			0	} 154
bers completing..... (2) Girls.....			0	
154. Number of 4-H Club mem- (1) Boys.....			0	} 154
bers not in special project (2) Girls.....			0	
clubs who participated in forestry or wildlife conser- vation activities.....				
	(1) Transplant beds	Coverts * improved	Acres terraced	
	(2) Acres planted	or built		
	to forest trees	Nest boxes, feed	Machines or equip-	
		trays for song	ment repaired	
	(3) Acres improved	birds	Articles made	
155. Number of units handled by 4-H Club mem- bers completing.....	(4) Acres of wood- land protect- ed from fire	Feeding stations		} 155
		operated		
		Animals or birds	Equipment installed	
		produced		

### Forestry—Continued

156. Number of farms on which new areas were reforested by planting with small trees.....	156
157. Acres involved in preceding question.....	157
158. Number of farmers planting windbreaks or shelterbelts.....	158
159. Number of farmers planting trees for erosion control.....	159
160. Number of farmers making improved thinnings and weedings.....	160
161. Number of farmers practicing selection cutting.....	161
162. Number of farmers pruning forest trees.....	162
163. Number of farmers cooperating in prevention of forest fire.....	163
164. Number of farmers adopting improved practices in production of naval stores.....	164
165. Number of farmers adopting improved practices in production of maple sugar and sirup.....	165

\* 4-H farm shop clubs should be reported under this heading.

\* Include food patches planted or left standing for wildlife.

## FORESTRY—Continued

Report Only This Year's Extension Activities and Results That Can Be Verified

166. Number of farmers assisted in timber estimating and appraisal.....	166
167. Number of farmers following wood-preservation recommendations.....	167
168. Number of farmers following recommendations in the marketing of forest products.....	168

## WILDLIFE CONSERVATION—Continued

169. Number of farms on which specific improvements for wildlife have been made.....	169
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ITEM	RABBITS		FOXES AND OTHER FUR ANIMALS		GAME BIRDS		CONSERVATION CAMPS		
	4-H members (a)	Adults (b)	4-H members (c)	Adults (d)	4-H members (e)	Adults (f)	4-H members (g)	Adults (h)	
169½. Number of individuals engaged or assisted in activity.....									169½
169¾. Number of animals or birds produced by such individuals.....							X X X X	X X X X	169¾

## AGRICULTURAL ENGINEERING—Continued

Engineering activities	Number of farms (a)	Number of units (b)	Total value of service or savings (c)	
170. Terracing complete with outlets and contour cultivation.....	1	5 acres	\$ 15.00	170
170½. Contour tillage alone.....	0	0 acres		170½
170¾. Gully control alone.....	0	0 acres		170¾
171. Drainage practices.....	0	0 acres		171
172. Irrigation practices.....	0	0 acres		172
173. Land-clearing practices.....	0	0 acres		173
174. Better types of machines.....	2	2 machines		174
175. Maintenance and repair of machines.....	2	3 machines	12.00	175
176. Efficient use of machinery.....	0	X X X X X X X X		176
177. All buildings constructed (include silos).....	4	4 buildings	600.00	177
178. Buildings remodeled, repaired, painted.....	4	4 buildings	20.00	178
179. Farm electrification.....	1	1 farms <sup>1</sup>		179
180. Home equipment (include sewing machines).....	1	1		180
181. Total of columns (a) and (c).....	15 farms	X X X X X X X X	\$ 647.00	181

182. Number of machines repaired as reported in questions 175 and 180, by type:

(a) Tractors.....	(d) Plows.....	(g) Sewing machines.....	182
(b) Tillage implements.....	(e) Mowers.....	(h) Other.....	
(c) Harvesters and threshers.....	(f) Planters.....		

183. Number of buildings and equipment improved as reported in questions 177, 178, 179, 180, by type:

(a) Dwellings constructed according to plans furnished.....	(A) Dairy buildings.....	(1) Regular.....	183
(b) Dwellings remodeled according to plans furnished.....	(C) Silos.....		
(c) Sewage systems installed.....	(d) Water systems installed.....	(f) Hog houses.....	
(e) Heating systems installed.....	(g) Lighting systems installed.....	(k) Poultry houses.....	
(f) Home appliances and machines.....	(l) Storage structures.....	(m) Other.....	

<sup>1</sup> Report the number of farms using electricity in farm enterprises for income-producing purposes such as electric milking, milk cooling, incubating, brooding, heating, etc.

## POULTRY AND BEES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Poultry (including turkeys) (a)	Bees (b)	
184. Days devoted to line of work by:			
(1) Home demonstration agents			184
(2) 4-H Club agents			
(3) Agricultural agents	40		
(4) Specialists			
185. Number of communities in which work was conducted	8		185
186. Number of voluntary local leaders or committeemen assisting	18		186
187. Days of assistance rendered by voluntary leaders or committeemen	1		187
188. Number of adult result demonstrations conducted	20		188
189. Number of meetings at result demonstrations	2		189
190. Number of method-demonstration meetings held	4		190
191. Number of other meetings held	4		191
192. Number of news stories published	0		192
193. Number of different circular letters issued	0		193
194. Number of farm or home visits made	135		194
195. Number of office calls received	12		195
196. Number of 4-H Club members enrolled	(1) Boys 21 (2) Girls 33		196
197. Number of 4-H Club members completing	(1) Boys 16 (2) Girls 30		
198. Number of units in projects conducted by 4-H Club members completing	700 chickens	colonies	198

## POULTRY—Continued

199. Number of families following an organized improved breeding plan as recommended		0	199
200. Number of families following recommendations in purchasing baby chicks		15	200
201. Number of families following recommendations in chick rearing		14	201
202. Number of families following production-feeding recommendations		14	202
203. Number of families following sanitation recommendations in disease and parasite control		10	203
204. Number of families improving poultry-house equipment according to recommendations		10	204
205. Number of families following marketing recommendations		4	205
206. Number of families assisted in using timely economic information as a basis for readjusting enterprise			206
207. Number of families following other specific practice recommendations: <sup>1</sup>			207
(a) _____			
(b) _____			

## BEES—CONTINUED

208. Number of farmers following recommendations in transferring colonies to modern hives			208
209. Number of colonies involved in question 208			209
210. Number of farmers following disease-control recommendations			210
211. Number of farmers following requeening recommendations			211
212. Number of farmers following marketing recommendations			212
213. Number of farmers following other specific practice recommendations: <sup>1</sup>			213
(a) _____			
(b) _____			

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

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

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Dairy cattle	Beef cattle	Sheep	Swine	Horses and mules	Other livestock <sup>1</sup>	
	(a)	(b)	(c)	(d)	(e)	(f)	
214. Days devoted to line of work by:							
(1) Home demonstration agents							214
(2) 4-H Club agents							
(3) Agricultural agents	2		33	33			
(4) Specialists							
215. Number of communities in which work was conducted	1		7	7			215
216. Number of voluntary local leaders or committeemen assisting	1		6	6			216
217. Days of assistance rendered by voluntary leaders or committeemen	1		4	4			217
218. Number of adult result demonstrations conducted	1		6	6			218
219. Number of meetings at result demonstrations	1		2	2			219
220. Number of method-demonstration meetings held	0		18	18			220
221. Number of other meetings held	1		1	1			221
222. Number of news stories published	0		1	1			222
223. Number of different circular letters issued	0		0	0			223
224. Number of farm or home visits made	2		80	80			224
225. Number of office calls received	4		35	33			225
226. Number of 4-H Club members enrolled							226
(1) Boys	1		9	9			
(2) Girls	0		0	0			
227. Number of 4-H Club members completing							227
(1) Boys	1		8	8			
(2) Girls	0		0	0			
228. Number of animals in projects conducted by 4-H Club members completing	1		8	8			228
229. Number of farmers assisted in obtaining purebred sires	1		3	3			229
230. Number of farmers assisted in obtaining high-grade or purebred females	1		4	4			230
231. Number of bull, boar, ram, or stallion circles or clubs organized or assisted	0		0	0			231
232. Number of members in preceding circles or clubs	0		0	0			232
233. Number of herd or flock-improvement associations organized or assisted	0		0	0			233
234. Number of members in these associations	0		0	0			234
235. Number of farmers not in associations keeping performance records of animals	0		0	0			235
236. Number of families assisted in home butchering, meat cutting, and curing			1	1	XXXX		236
237. Number of families assisted in butter and cheese making	0	XXXX	XXX	XXX	XXXX	XXXX	237
238. Number of farmers following parasite-control recommendations	0		2	2			238
239. Number of farmers following disease-control recommendations	0		30	30			239
240. Number of farmers following marketing recommendations	0		6	6			240
241. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise	0		0	0			241

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

8-5025

## AGRICULTURAL ECONOMICS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Public problems and economic planning on county or community basis <sup>1</sup>	FARM MANAGEMENT			Outlook	Marketing, buying, selling, and financing	
		Farm records (inventories, accounts, etc.)	Individual farm planning	Farm and home financing (short and long time)			
		(a)	(b)	(c)			
244. Days devoted to line of work by:							
(1) Home demonstration agents.....							244
(2) 4-H Club agents.....							
(3) Agricultural agents.....		2					
(4) Specialists.....							
245. Number of communities in which work was conducted.....		1					245
246. Number of voluntary local leaders or committeemen assisting.....		1					246
247. Days of assistance rendered by voluntary leaders or committeemen.....		1					247
248. Number of adult result demonstrations conducted.....		1					248
249. Number of meetings at result demonstrations.....		0					249
250. Number of method-demonstration meetings held.....		1					250
251. Number of other meetings held.....		0					251
252. Number of news stories published.....		0					252
253. Number of different circular letters issued.....		0					253
254. Number of farm or home visits made.....		3					254
255. Number of office calls received.....							255
256. Number of 4-H Club members enrolled.....	(1) Boys.....	XXXX		XXXX	XXXX	XXXX	256
	(2) Girls.....	XXXX		XXXX	XXXX	XXXX	
257. Number of 4-H Club members completing.....	(1) Boys.....	XXXX		XXXX	XXXX	XXXX	257
	(2) Girls.....	XXXX		XXXX	XXXX	XXXX	
258. Number of farmers keeping farm accounts throughout the year under supervision of agent.....					(a) Regular 1 (b) AAA 0		258
259. Number of farmers keeping cost-of-production records under supervision of agent.....					0		259
260. Number of farmers assisted in summarizing and interpreting their accounts.....					0		260
261. Number of farmers assisted in making inventory or credit statements.....					1		261
262. Number of farmers assisted in obtaining credit.....							262
263. Number of farmers assisted in making mortgage or other debt adjustments.....							263
264. Number of farm credit associations assisted in organizing during the year.....							264
265. Number of farm business or enterprise-survey records taken during year.....							265
266. Number of farmers making recommended changes in their business as result of keeping accounts or survey records.....							266
267. Number of other farmers adopting cropping, livestock, or complete farming systems according to recommendations.....							267
268. Number of farmers advised relative to leases.....							268
269. Number of farmers assisted in developing supplemental sources of income.....							269
270. Number of families assisted in reducing cash expenditure:							270
(a) By exchange of labor or machinery.....							
(b) By bartering farm or home products for other commodities or services.....							
(c) By producing larger part of food on farm.....					150		
(d) By making own repairs of buildings and machinery.....					10		

<sup>1</sup>Include county agricultural planning, taxation, land utilization, and economic basis of extension programs.

## AGRICULTURAL ECONOMICS—Continued

Report Only This Year's Extension Activities and Results That Can Be Verified

271. Number of urban families moving to farms who have been assisted in getting established.....	271
272. Number of farm families on relief assisted to become self-supporting.....	272
273. Number of marketing associations or groups <sup>1</sup> assisted in organizing during the year.....	273
274. Number of marketing associations or groups <sup>1</sup> previously organized assisted by extension agents this year.....	274
275. Membership in associations and groups organized or assisted (273 and 274).....	275
276. Number of individuals (not in associations) assisted with marketing problems.....	276
277. Number of families following other specific practice recommendations.....	277

ITEM	Standard- izing, packaging, or grading	Processing or manu- facturing	Locating markets and transpor- tation	Use of current market infor- mation	Financing	Organiza- tion	Accounting	Keeping member- ship interest	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
278. Number of organizations assisted with problems of.....									278
279. Number of individuals (not in organizations) assisted with problems of.....									279
					XXXX	XXXX	XXXX	XXXX	

ITEM	Hay and grain	Cotton	Tobacco	Dairy products	Livestock	Wool	
	(a)	(b)	(c)	(d)	(e)	(f)	
280. Value of products sold by all associations or groups organized or assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	280
281. Value of products sold by individuals (not in organizations) assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	281

ITEM	Fruits and vegetables	Poultry and eggs	Home products				
			Food	Handicraft			
			(a)	(b)			
280. Value of products sold by all associations or groups organized or assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	280
281. Value of products sold by individuals (not in organizations) assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	281

ITEM	Livestock	Feed for livestock	Farm equipment	Oil and gas	Fertilizer, seed, and other farm supplies	Home equipment	Home supplies	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	
282. Value of supplies purchased by all associations or groups organized or assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	282
283. Value of supplies purchased by individuals (not in organizations) assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	283

<sup>1</sup>Includes independent local associations, units of federations, branches of centralized organizations, terminal sales agencies, production associations which do buying or selling, and curb and home demonstration club markets.

## FOODS AND NUTRITION

Report Only This Year's Extensive Activities and Results That Can Be Verified

ITEM	Food selection and preparation	Food preserva- tion		
	(a)	(b)		
284. Days devoted to line of work by:				
(1) Home demonstration agents.....			} 284	
(2) 4-H Club agents.....				
(3) Agricultural agents.....				
(4) Specialists.....				
285. Number of communities in which work was conducted.....			285	
286. Number of voluntary local leaders or committeemen assisting.....			286	
287. Days of assistance rendered by voluntary leaders or committeemen.....			287	
288. Number of adult result demonstrations conducted.....			288	
289. Number of meetings at result demonstrations.....			289	
290. Number of method-demonstration meetings held.....	(1) By agents or specialists.....		} 290	
	(2) By leaders.....			
291. Number of other meetings held.....	(1) By agents or specialists.....		} 291	
	(2) By leaders.....			
292. Number of news stories published.....			292	
293. Number of different circular letters issued.....			293	
294. Number of farm or home visits made.....			294	
295. Number of office calls received.....			295	
296. Number of 4-H Club members enrolled.....	(1) Boys.....		} 296	
	(2) Girls.....			
297. Number of 4-H Club members completing.....	(1) Boys.....		} 297	
	(2) Girls.....			
298. Number of units in projects conducted by 4-H Club members completing:				
(a) Dishes of food products prepared.....	(b) Meals planned and served.....		} 298	
(c) Quarts canned.....	(d) Other containers of jelly, jam, and other products.....			
(e) Pounds of vegetables and fruits stored or dried.....				
299. Number of families budgeting food expenditure for a year.....				299
300. Number of families following food-buying recommendations.....				300
301. Number of families serving better-balanced meals.....			301	
302. Number of families improving home-packed lunches according to recommendations.....			302	
303. Number of schools following recommendations for a hot dish or school lunch.....			303	
304. Number of children involved in question 303.....			304	
305. Number of families following recommended methods of child feeding.....			305	
306. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra, and constipation).....			306	
307. Number of families producing and preserving home food supply according to annual food-supply budget.....			307	
308. Number of families assisted in the canning or otherwise preserving of fruits, vegetables, and meats.....			308	
309. Number of quarts canned by families reported under question 308. (Do not include 4-H Club members).....			309	
310. Number of other containers of jam, jelly, or other products made by families reported under question 308. (Do not include 4-H Club members).....			310	
311. Total estimated value of all products canned or otherwise preserved (questions 298, 309, 310) \$.....			311	
312. Number of families following recommendations for the storage of home food supply.....			312	
313. Number of families assisted in using timely economic information as a basis for readjusting family food supply.....			313	

## CHILD DEVELOPMENT AND PARENT EDUCATION

Report Only This Year's Extension Activities and Results That Can Be Verified

314. Days devoted to line of work by:		
(a) Home demonstration agents	.....	} 314
(b) 4-H Club agents	.....	
(c) Agricultural agents	.....	
(d) Specialists	.....	
315. Number of communities in which work was conducted	.....	315
316. Number of voluntary local leaders or committeemen assisting	.....	316
317. Days of assistance rendered by voluntary leaders or committeemen	.....	317
318. Number of adult result demonstrations conducted	.....	318
319. Number of meetings at result demonstrations	.....	319
320. Number of method-demonstration meetings held	{ (a) By agents or specialists (b) By leaders	} 320
321. Number of other meetings held	{ (a) By agents or specialists (b) By leaders	} 321
322. Number of news stories published	.....	322
323. Number of different circular letters issued	.....	323
324. Number of farm or home visits made	.....	324
325. Number of office calls received	.....	325
326. Number of 4-H Club members enrolled	{ (a) Boys (b) Girls	} 326
327. Number of 4-H Club members completing	{ (a) Boys (b) Girls	} 327
328. Number of 4-H Club members not in special child-development projects who participated in definite child-development work	.....	328
329. Number of families improving habits of children	.....	329
330. Number of families substituting positive methods of discipline for negative ones	.....	330
331. Number of families providing recommended play equipment	.....	331
332. Number of families following recommendations regarding furnishings adapted to children's needs	.....	332
333. Number of different individuals participating in child-development and parent-education program	{ (a) Men (b) Women	} 333
334. Number of children involved in question 333	.....	334
335. Number of families following other specific practice recommendations: <sup>1</sup>		
(a)	.....	} 335
(b)	.....	
(c)	.....	
(d)	.....	
(e)	.....	

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## CLOTHING

Report Only This Year's Extension Activities and Results That Can Be Verified

336. Days devoted to line of work by:		
(a) Home demonstration agents.....	.....	} 336
(b) 4-H Club agents.....	.....	
(c) Agricultural agents.....	.....	
(d) Specialists.....	.....	
337. Number of communities in which work was conducted.....		337
338. Number of voluntary local leaders or committeemen assisting.....		338
339. Days of assistance rendered by voluntary leaders or committeemen.....		339
340. Number of adult result demonstrations conducted.....		340
341. Number of meetings at result demonstrations.....		341
342. Number of method-demonstration meetings held.....	{ (a) By agents or specialists..... (b) By leaders.....	} 342
343. Number of other meetings held.....	{ (a) By agents or specialists..... (b) By leaders.....	} 343
344. Number of news stories published.....		344
345. Number of different circular letters issued.....		345
346. Number of farm or home visits made.....		346
347. Number of office calls received.....		347
348. Number of 4-H Club members enrolled.....	{ (a) Boys..... (b) Girls.....	} 348
349. Number of 4-H Club members completing.....	{ (a) Boys..... (b) Girls.....	} 349
350. Number of articles made by 4-H Club members completing.....	{ (a) Dresses..... (b) Other.....	} 350

ITEM	Adults (a)	Children (b)	
351. Number of individuals following recommendations in construction of clothing.....			351
352. Number of individuals following recommendations in the selection of clothing.....			352
353. Number of individuals keeping clothing accounts.....			353
354. Number of individuals budgeting clothing expenditures.....			354
355. Number of families following clothing-buying recommendations.....		X X X X X	355
356. Number of individuals improving children's clothing according to recommendations.....			356
357. Number of individuals following recommendations in improving care, renovation, and remodeling of clothing.....			357
358. Number of families assisted in using timely economic information in determining how best to meet clothing requirements.....		X X X X X	358
359. Total estimated savings due to clothing program.....	\$.....	\$.....	359
360. Number of individuals following other specific practice recommendations: <sup>1</sup>			} 360
(a).....			
(b).....			

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## HOME MANAGEMENT AND HOUSE FURNISHINGS

Report Only This Year's Extensive Activities and Results That Can Be Verified

ITEM	Home management (a)	House furnishings (b)	Handicraft (c)
361. Days devoted to line of work by:			
(1) Home demonstration agents.....			} 361
(2) 4-H Club agents.....			
(3) Agricultural agents.....			
(4) Specialists.....			
362. Number of communities in which work was conducted.....			362
363. Number of voluntary local leaders or committeemen assisting.....			363
364. Days of assistance rendered by voluntary leaders or committeemen.....			364
365. Number of adult result demonstrations conducted.....			365
366. Number of meetings at result demonstrations.....			366
367. Number of method-demonstration meetings held.....	(1) By agents or specialists.....		} 367
	(2) By leaders.....		
368. Number of other meetings held.....	(1) By agents or specialists.....		} 368
	(2) By leaders.....		
369. Number of news stories published.....			369
370. Number of different circular letters issued.....			370
371. Number of farm or home visits made.....			371
372. Number of office calls received.....			372
373. Number of 4-H Club members enrolled.....	(1) Boys.....		} 373
	(2) Girls.....		
374. Number of 4-H Club members completing.....	(1) Boys.....		} 374
	(2) Girls.....		
375. Number of units in projects conducted by 4-H Club members completing.....		{ ..... rooms ..... articles	articles } 375

## HOME MANAGEMENT—Continued

376. Number of kitchens rearranged or improved for convenience according to recommendations.....	376
377. Number of families following recommendations in obtaining labor-saving equipment.....	377
378. Number of families adopting recommended laundering methods.....	378
379. Number of families assisted in home soap making.....	379
380. Number of families adopting recommended methods in care of house.....	380
381. Number of families assisted in making home-made equipment or conveniences.....	381
382. Number of women following a recommended schedule for home activities.....	382
383. Number of 4-H Club members keeping personal accounts.....	383
384. Number of families keeping home accounts according to a recommended plan.....	384
385. Number of families budgeting expenditures in relation to income according to a recommended plan.....	385
386. Number of families assisted in developing home industries as a means of supplementing income.....	386
387. Number of families following recommended methods in buying for the home (other than foods and clothing).....	387
388. Number of families assisted in using timely economic information as a basis for readjusting family living (other than reported under foods and clothing).....	388
389. Number of families assisted in making adjustments in home making to gain a more satisfactory standard of living.....	389



## HOME HEALTH AND SANITATION—Continued

415. Number of 4-H Club members enrolled	(a) Boys	} 415
	(b) Girls	
416. Number of 4-H Club members completing	(a) Boys	} 416
	(b) Girls	
417. Number of 4-H Club members not in special health projects who participated in definite health-improvement work	(a) Boys	} 417
	(b) Girls	
418. Number of individuals having health examination on recommendation of extension workers or participating in health contests	(a) 4-H Club members	} 418
	(b) Others	
419. Number of individuals improving health habits according to recommendations		419
420. Number of individuals improving posture according to recommendations		420
421. Number of individuals adopting recommended positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)		421
422. Number of families adopting better home-nursing procedure according to recommendations		422
423. Number of families installing sanitary closets or outhouses according to recommended plans		423
424. Number of homes screened according to recommendations		424
425. Number of families following other recommended methods of controlling flies, mosquitoes, and other insects		425
426. Number of individuals enjoying improved health as a result of health and sanitation program		426
427. Number of families following other specific practice recommendations: <sup>1</sup>		} 427
(a) _____		
(b) _____		

## EXTENSION ORGANIZATION AND COMMUNITY ACTIVITIES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Extension organization and program making	Community or country-life activities	
	(a)	(b)	
428. Days devoted to line of work by:			} 428
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	14		
(4) Specialists			
429. Number of communities in which work was conducted	5		429
430. Number of voluntary local leaders or committeemen assisting	20		430
431. Days of assistance rendered by voluntary leaders or committeemen	2		431
432. Number of meetings held	8		432
433. Number of news stories published	0		433
434. Number of different circular letters issued	2		434
435. Number of farm or home visits made	50		435
436. Number of office calls received	2		436

<sup>1</sup>For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## COMMUNITY OR COUNTRY-LIFE ACTIVITIES—Continued

437. Number of communities assisted in making social or country-life surveys, or in scoring themselves or their community organizations.....	437
438. Number of country-life conferences or training meetings conducted for community leaders.....	438
439. Number of community groups assisted with organizational problems, programs of activities, or meeting programs.....	439
440. Number of communities developing recreation according to recommendations.....	440
441. Number of families following recommendations as to home recreation.....	441
442. Number of community or county-wide pageants or plays presented.....	442
443. Number of community houses, clubhouses, permanent camps, or community rest rooms established for.....	443
(a) Adults.....	
(b) Juniors.....	
444. Number of communities assisted in establishing work centers for canning, seed treatment, meat curing, etc.....	444
445. Number of communities assisted in improving hygienic or public-welfare practices.....	445
446. Number of school or other community grounds improved in accordance with plans furnished.....	446
447. Number of communities assisted in providing library facilities.....	447
448. Number of 4-H Clubs engaging in community activities, such as improving school grounds, conducting local fairs, etc.....	448
449. Number of families aided in obtaining assistance from Red Cross or other relief agency.....	449

## OTHER ACTIVITIES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Predatory animals	Rodents	General- feeder insects <sup>1</sup>	Weeds	All other work	
	(a)	(b)	(c)	(d)	(e)	
450. Days devoted to line of work by:						450
(1) Home demonstration agents.....						
(2) 4-H Club agents.....						
(3) Agricultural agents.....						
(4) Specialists.....						
451. Number of communities in which work was conducted.....						451
452. Number of voluntary local leaders or committeemen assisting.....						452
453. Days of assistance rendered by voluntary leaders or committeemen.....						453
454. Number of adult result demonstrations conducted.....						454
455. Number of meetings at result demonstrations.....						455
456. Number of method-demonstration meetings held.....						456
457. Number of other meetings held.....						457
458. Number of news stories published.....						458
459. Number of different circular letters issued.....						459
460. Number of farm or home visits made.....						460
461. Number of office calls received.....						461
462. Number of farmers following recommendations.....						462
463. Pounds of poison used.....					XXXX	463
464. Total estimated saving due to control program.....	\$.....	\$.....	\$.....	\$.....	XXXX	464

## MISCELLANEOUS 4-H CLUBS (Indicate by name)

ITEM	Leadership					
	(a)	(b)	(c)	(d)	(e)	
465. Number of 4-H Club members enrolled.....						465
(1) Boys.....						
(2) Girls.....						
466. Number of 4-H Club members completing.....						466
(1) Boys.....						
(2) Girls.....						

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

## Supplemental Report

WORK IN COOPERATION WITH OTHER FEDERAL AGENCIES<sup>1</sup>

The purpose of this supplemental report is to bring together in one place all the work done in relation to the programs of these agencies, regardless of duplication. Include all related work reported under regular project headings on preceding pages, and in addition all other assistance rendered such agencies.

ITEM	Agricultural Conservation and Domestic Allotment (A. A. A.)	Soil Conservation Service	Rural Rehabilitation and Resettlement	Rural Electrification	Tennessee Valley Authority
	(a)	(b)	(c)	(d)	(e)
467. Days devoted to line of work by:					
(1) Home demonstration agents.....					} 467
(2) 4-H Club agents.....					
(3) Agricultural agents.....		20	5		
(4) Specialists.....					
468. Number of communities in which work was conducted.....		7	2		468
469. Number of voluntary local leaders or committeemen assisting.....		5	1		469
470. Days of assistance rendered by such leaders or committeemen.....		3	2		470
471. Number of paid local leaders or committeemen assisting.....		0	0		471
472. Days of assistance rendered by paid local leaders.....		0	0		472
473. Number of meetings held.....		10	2		473
474. Number of news stories published.....		0	0		474
475. Number of different circular letters issued.....		1	2		475
476. Number of farm or home visits made.....		20	3		476
477. Number of office calls received.....		10	0		477
478. Number of farms or homes directly assisted by extension agents to carry out the program of the agency.....					478
.....					
.....					
.....					
.....					
.....					

<sup>1</sup> Farm Credit Administration not included since provision is made for reporting work on farm and home financing in column (d), page 18.

## Supplemental Report

## WORK IN COOPERATION WITH OTHER FEDERAL AGENCIES—Continued

The purpose of this supplemental report is to bring together in one place all the work done in relation to the programs of these agencies, regardless of duplication. Include all related work reported under regular project headings on preceding pages, and in addition all other assistance rendered such agencies.

ITEM	Works Progress Adminis- tration	National Youth Adminis- tration	Social Security, Public Health, Children's Bureau	Other (including reid)	
	(f)	(g)	(h)	(i)	
467. Days devoted to line of work by:					
(1) Home demonstration agents.....					467
(2) 4-H Club agents.....					
(3) Agricultural agents.....					
(4) Specialists.....					
468. Number of communities in which work was conducted.....					468
469. Number of voluntary local leaders or committeemen assisting.....					469
470. Days of assistance rendered by such leaders or committeemen.....					470
471. Number of paid local leaders or committeemen assisting.....					471
472. Days of assistance rendered by paid local leaders.....					472
473. Number of meetings held.....					473
474. Number of news stories published.....					474
475. Number of different circular letters issued.....					475
476. Number of farm or home visits made.....					476
477. Number of office calls received.....					477
478. Number of farms or homes directly assisted by extension agents to carry out the program of the agency.....					478

## Supplemental Report

## AGRICULTURAL CONSERVATION AND SOIL CONSERVATION—Continued

The purpose of this supplemental report is to bring together in one place all the work done in relation to the programs of these agencies, regardless of duplication. Include all related work reported under regular project headings on preceding pages, and in addition all other assistance rendered such agencies.

ACTIVITIES	Number of farms	Number of units	Total value of acres or savings	
	(a)	(b)	(c)	
479. Farms in legal soil-conservation districts or in county soil-conservation associations		acres.	X X X X	479
480. Tests for soil acidity		acres.	\$	480
481. Applying lime materials		tons.		481
482. Tests for plant-food deficiencies		acres.		482
483. Applying recommended fertilizers		tons.		483
484. Proper land use—based on soil types (use of soil-survey maps)		acres.		484
485. Using recommended crop rotations		acres.		485
486. Plowing under green manure		acres.		486
487. Controlling soil blowing		acres.		487
488. Strip cropping		acres.		488
489. Using cover crops		acres.		489
490. Approved summer-fallow		acres.		490
491. Constructing terraces		acres.		491
492. Controlling gullies		acres.		492
493. Gearing crops on contour		acres.		493
494. Pasture and range improvement by contouring		acres.		494
495. Grassing waterways		acres.		495
496. Depth of moisture tests		acres.		496
497. Floodwater control for crop production		acres.		497
498. Weed control:				} 498
(1) By cultural practices		acres.		
(2) By chemicals		acres.		