

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Federal Extension Service
Washington, D. C.

ANNUAL REPORT OF COUNTY EXTENSION AGENTS

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

County Warren State Virginia

REPORT OF

Name of Agent	Title	Period of Service	
		From	To
<u>Benjamin H. Waddell, Jr.</u>	<u>County Agent</u>	<u>12-1-53</u>	<u>11-30-54</u>
<u>Caroline E. Altop</u>	<u>County H. E. Agent</u>	<u>12-1-53</u>	<u>11-30-54</u>
<u>N. E. Landis</u>	<u>Asst. Co. Agent</u>	<u>12-1-53</u>	<u>11-30-54</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____



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

Approved: _____

Date _____

State Extension Director

Form ES-21
(Revised June, 1954)

EXTENSION TEACHING AND OTHER ACTIVITIES—*Interpretation*

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

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

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

1. A single visit to both the farm and home is not to be counted as two visits.
2. An office call is a visit in person by an individual or a group in which information is given or received.
3. Telephone calls may be either incoming or outgoing.
4. Each news release is to be reported as one story or article. Material prepared for an extension column is to be counted as one item, even though several subjects are covered. The same release sent to several papers is to be reported as only one story. If the lead or the entire story is changed to make it different for each paper, then each is to be counted as a separate story. Do not report items relating to notice of meetings only or to news articles written in the State office and sent directly to the newspapers. However, articles sent to an agent for distribution to local papers are reported. Information given directly to reporters or writers as the basis for a story is also reported. News items prepared by local leaders should not be included.
5. A broadcast is a single presentation on the air. It may be given in person or by transcription. An agent does not have to appear on the program so long as he is responsible for its preparation. Information given to station announcers or writers and used as the basis for a broadcast, is also to be reported.
6. The number of copies of bulletins distributed includes circulars, leaflets, and other subject-matter and organizational materials. Commercial publications are not to be counted unless they are recommended by the college.

7. An adult result demonstration is a demonstration conducted by a farmer, home-maker, or other person under direct supervision of the extension worker, to show the value of a recommended practice. It involves a substantial period of time and records of results and comparisons. It is designed to teach others in addition to the person conducting the demonstration. Result demonstrations are definitely planned in advance and not "found." Include all result demonstrations IN PROGRESS during the year, regardless of when started or completed.

8. At leader-training meetings, project leaders, local leaders, or committeemen are trained to carry on extension activities. A project leader, local leader, or committeeman is a person who is selected by extension or the group they represent to lead some phase of the extension program in organization or subject matter.

8b. For the definition of young men and women's work (YMW) see items 132 through 135.

9. Includes general educational meetings, method-demonstration meetings, meetings held at result demonstrations, community-organization meetings, tours, achievement days, encampments, and all other meetings (except those for the training of local leaders) that you were responsible for holding.

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

In reporting attendance, count the total number of DIFFERENT persons. For example, a farm tour makes three stops. Forty persons are at the first farm (7 of whom do not go to the second farm); 15 others join the tour at the second farm and continue on to the third farm, where 10 other persons join the group, making a total attendance of 65 different persons for the tour. Similarly, for an all-day institute-type of meeting, count the number of persons attending the morning session and the number of additional persons attending the afternoon session. Do not add together morning and afternoon attendance and report the total.

9c. In addition to the 4-H Club meetings you held or participated in, extension meetings for boys and girls who are not enrolled in 4-H Club work should be included.

10. Only those local-leader-held meetings that are a part of the extension program are to be reported. When a complete record of leader-held meetings is not available, it may be necessary to make a conservative estimate of these meetings based upon such records and information as are available.

EXTENSION TEACHING AND OTHER ACTIVITIES

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

Item	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agricultural work	County total
	A	B	C	D
1. Farm or home visits.....Number.....	155	276	445	876
2. Office calls.....do.....	351	74	543	1268
3. Telephone calls.....do.....	1514	84	1458	3056
4. News articles or stories prepared Number.....	140	16	61	217
5. Broadcasts made or prepared:				
a. Radio.....Number.....	50	2	26	78
b. Television.....do.....				
6. Bulletins distributed.....do.....	2022	1132	1165	4319
7. Adult result demonstrations conducted.....Number.....	29		14	53
8. Training meetings held for local leaders:				
a. Adult work:				
(1).....Number.....	17			17
(2).....Attendance.....	204			204
b. YMW work:				
(1).....Number.....				
(2).....Attendance.....				
c. 4-H Club work:				
(1).....Number.....	7	4		11
(2).....Attendance.....	112	62		174
9. All other meetings agent held or participated in:				
a. Adult work:				
(1).....Number.....	144	7	44	195
(2).....Attendance.....	1582	1174	445	3201
b. YMW work:				
(1).....Number.....				
(2).....Attendance.....				
c. 4-H Club work:				
(1).....Number.....	122	109	27	258
(2).....Attendance.....	1880	2071	552	4503
10. Meetings held or conducted by local leaders:				
a. Adult work:				
(1).....Number.....	68			68
(2).....Attendance.....	661			661
b. YMW work:				
(1).....Number.....				
(2).....Attendance.....				
c. 4-H Club work:				
(1).....Number.....	49	1		50
(2).....Attendance.....	512	162		674

EXTENSION ORGANIZATION AND PROGRAM PLANNING

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

a. Name of citizens' organization or group having legal or quasi-legal status, if any.....

County Board of Supervisors

b. Name of board or group responsible for receipt and disbursement of extension funds in the county, if different from "a".....

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

Item	Councils or committees		Members		Meetings of such councils or committees held during the year	
	A	B	C	D		
	Number	Number	Number	Attendance		
a. Over-all or general.....						
b. Agricultural.....	2	12	2	10		
c. Home demonstration.....	3	43	11	128		
d. Young men and women.....						
e. 4-H Club.....	2	83	3	62		

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

Item	A	B
	Number	Attendance
	a. Community or local meetings.....	38
b. County meetings.....	18	166

14. Number of fact-finding surveys for program-planning purposes made during the year..... 5

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

Item	Men	Women	Older club	
	A	B	Boys	Girls
			C	D
a. In adult agricultural work.....	12		x x x x	x x x x
b. In adult home demonstration work.....		186	x x x x	x x x x
c. In young men and women's work.....			x x x x	x x x x
d. In 4-H Club work.....	2	16	3	4 5
e. Total number of DIFFERENT leaders.....	14	194	3	4

16. Number of organized clubs or other groups carrying on adult home demonstration work..... 12

17. Number of members in such clubs or groups..... 301

PROGRAM EMPHASIS—*Interpretation*

18. This item should show the total number of months each agent or group of agents was employed in the county during the report year. In addition to the time actually worked, it should include the time spent on LEAVE WITH PAY for vacation, sickness, and study other than sabbatical leave. Agents employed in more than one county should report only that portion of the year spent in the county. For example, an agent employed all year, equal time in two counties, would report 6 month's service for each. Report months of service to the nearest whole month.
19. This is the number of days actually worked during the report period. Include Sundays and holidays if worked; also days in in-service training as defined for item 21b. Do not include days spent on vacation or for sickness or holidays not worked. Each column should contain the total number of days worked by the group of agents designated by that column. Report all days worked to the nearest whole day.
20. The sum of subitems a, b, and c will equal or be slightly less than the total number of days worked as reported in item 19. The difference, if any, between the two totals will depend upon the amount of work done that cannot be charged to one of the three phases of extension work listed. Time should be reported to the nearest whole day.
21. The purpose of this item is to obtain a picture of the relative emphasis each line of work received during the year. Where records are not available, an estimate will suffice, if the days reported are a reasonably accurate reflection of the total time of the agents engaged in the respective lines of work. Time should be reported to the nearest whole day. Information as to what is included in each line of work can be obtained by studying the respective sections of the report schedule. For example: 21c pertains to the time spent on the crop work as reported on page 9; 21d to the livestock work on page 11; and similarly through 21s; 21t covers the miscellaneous items reported on page 29, as well as time not accounted for elsewhere. Time in training local leaders in extension organization, and program planning should be reported under 21a. Training of local leaders in subject matter should be reported under one of the appropriate subject headings 21c through 21t. Additional information is given below.
- Days devoted to cooperation with other agencies (items 146 through 169) should also be reported under the appropriate lines of work. Work with these agencies that does not fall within one of the subject-matter areas (subitems "a" through "s") should be included in subitem "t".
- 21a. Time devoted to general administrative work such as county staff conferences, preparation of plans of work and reports, and program planning should be included.
- 21b. This is to include days spent attending summer extension courses, workshops, district and State extension conferences, and other training activities organized primarily for the purpose of the professional development of extension personnel.
- The sum of subitems "a" through "t" should equal the total reported in item 19.

Line of Work	Number of Days			
	A	B	C	D
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PROGRAM EMPHASIS

Item	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agricultural work	County total
	A	B	C	D
18. Calendar months of employment.....	12	6	12	30
19. Total days worked.....	280	146	285	711
20. Days devoted to--				
a. Adult work.....	164	3	252	419
b. YMW work.....				
c. 4-H Club work.....	116	143	33	292
21. Days devoted to--				
a. Extension organization and program planning.....	120	26	40	186
b. In-service training of agents.....	41	6	13	60
c. Crops.....	1	23	69	93
d. Livestock.....		66	94	160
e. Marketing; distribution; and service organizations.....		6	21	27
f. Soil and water conservation and management.....			11	11
g. Forestry.....			2	2
h. Wildlife.....		2	2	4
i. Planning and management of the farm business.....			3	3
j. Farm buildings and farm mechanical equipment.....		13	9	22
k. House and surroundings, furnishings and equipment.....	48		3	51
l. Home management.....	14			14
m. Family economics.....				
n. Clothing.....	7			7
o. Foods and nutrition.....	22		1	23
p. Health.....	1			1
q. Family life, child development, and parent education.....				
r. Safety.....	1	3		4
s. Community development and public affairs.....	5		5	10
t. Days that cannot be charged specifically to one of items a through s.....	20	1	12	33

CROPS—Production and Marketing—Interpretation

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

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

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

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

CROPS—Production and Marketing

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

Item	Grain crops including rice, dry peas and beans	Hay and other forage, pasture, range	Cotton and other fiber crops	Tobacco	Oil and sugar crops	Fruits and nuts	Vegetables, including potatoes	Flowers, ornamental shrubs
	A	B	C	D	E	F	G	H
22. Number of voluntary local leaders assisting.....	5	4					2	31
23. Total number of personal contacts made individually or through meetings.....	977	1250				395	1912	824
24. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	133	143				187	478	320
25. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of production.....	116	79				167	456	305
Of this number how many were assisted with—								
a. Use of improved varieties and strains.....	69	55				114	278	86
b. Use of fertilizers.....	77	61				8	268	49
c. Control of injurious insects.....	55	47				126	264	86
d. Control of diseases.....	19	39				125	216	121
e. Harvesting, storing, and curing.....	58	62				11	195	77
f. Efficient work methods.....	35	22				115	208	86
26. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of farm marketing.....	38	46				6	11	
Of this number how many were assisted with—								
a. Preparation for market.....	6	6					4	
b. Commodity outlook and market information.....	33	46				6	9	
c. Arranging to sell and selling.....	6	3						

LIVESTOCK—Production and Marketing—Interpretation

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

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

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

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

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

30. Report the total number of DIFFERENT persons helped with any livestock production or management practice. Include the specific practices listed in 30a through 30e, plus other production and management practices emphasized in the county extension program. Item 30 cannot exceed item 29, but will usually be larger than any one of the specific practice items.
- a. Selection of male and female breeding stock, artificial breeding, selection of feeder animals.
 - e. Those assisted in adopting more efficient ways of handling livestock or livestock products. Examples: Easier ways to care for hogs, do dairy-barn and poultry chores.
31. Includes total number of DIFFERENT producers assisted with any FARM MARKETING problem connected with livestock and livestock products. Work done with the trade is to be reported in items 32 through 38.
- a. Persons helped with practices of grading, sorting, or classifying; farm processing; and otherwise preparing animals or animal products for the market.
 - b. Persons helped primarily with the economics of marketing, use of market news service, supply and demand outlook, etc.
 - c. Persons assisted primarily with those activities involved in arrangements incident to the actual selling of livestock and livestock products, such as market orders as they affect the individual producer, contract selling, market outlets, and delivery arrangements.

LIVESTOCK—Production and Marketing

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

Item	Dairy animals and products A	Poultry and products B	Beef cattle C	Sheep, goats, and products D	Swine E	Other livestock and products F
27. Number of voluntary local leaders assisting	1	3	4	2	3	
28. Total number of personal contacts made individually or through meetings	535	483	1099	1012	804	6
29. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices	34	41	183	41	79	3
30. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of production and management	27	35	117	38	73	2
Of this number how many were assisted with—						
a. Selection and breeding	19	22	20	11	24	1
b. Feeding	25	32	80	32	60	1
c. Controlling external parasites	15	29	37	12	23	
d. Controlling diseases and internal parasites	4	32	28	37	22	
e. Efficient work methods	4	9	16	13	2	
31. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of farm marketing	6	18	56	19	32	1
Of this number how many were assisted with—						
a. Preparation for market		4	17	18	13	
b. Commodity outlook and market information	6	18	49	13	15	
c. Arranging to sell and selling			6	19	5	1

MARKETING, DISTRIBUTION, AND FARM AND HOME SERVICE ORGANIZATIONS—*Interpretation*
32. Columns A through F to include—

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

- cessors, wholesalers, retailers, and others engaged in marketing grain.
- b. Country buyers, shippers, dehydrators, feed dealers, and others concerned with marketing hay and other forage crops.
- c. (1) Cotton ginners in selecting, installing, maintaining and/or operating cotton-gins to obtain better grade cotton.
(2) Local buyers, oil mills, compressors, warehousemen, textile mills, and others engaged in processing (other than ginning), storing, and merchandizing raw cotton, cottonseed, and cottonseed products.
- d. Auction warehouses, country buyers, and others engaged in marketing and handling tobacco.
- e. Elevators, local buyers, oil mills, warehousemen, peanut processors, and other dealers.
- f. Sugar mills, contractors, and others engaged in handling and marketing sugarcane and sugar beets.
- g. Milk plants, pick-up and delivery routes, condenseries, cheese plants, ice-cream manufacturers, and bargaining groups.
- h. Assembling and processing plants, retailers of poultry and poultry products, grading stations, pick-up routes, and poultry and turkey auctions.
- i. Auction-market operators, terminal markets, processing plants including local Packer plants, buyers of livestock and wool, lamb and wool pools, and feeder-calf and feeder-pig auction demonstrations.
- j and k. Cold-storage operators, transportation agencies, processors, wholesalers, retailers, and others engaged in moving agricultural products from the producer to the consumer.
- 37. This item is to include food retailers with whom work was done in quality preservation, display, supplies and disposition of different food items, and consumer preference. Information prepared for other groups, though of value to food retailers, should not be included.**
- 38. Consumers who were given information regarding supply and relative price of agricultural products, to guide them in the purchase of food, are to be reported. Consumers given assistance in the selection of foods based upon individual or family needs should be reported in item 71b. Persons with whom you worked in consumer education on other than agricultural products should be reported under appropriate items in the respective sections, such as farm mechanical equipment (subitem 55a), home equipment (subitem 61a), and clothing (subitem 67a).**

MARKETING, DISTRIBUTION, AND FARM AND HOME SERVICE ORGANIZATIONS

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

Kind of cooperative	Cooperatives assisted	Members in county	Cooperatives in column A given educational assistance with—			
			Organizational problems	Financial problems	Operational problems	Public-relations and membership problems
			A	B	C	D
	<i>Number</i>	<i>Number</i>	<i>Number</i>	<i>Number</i>	<i>Number</i>	<i>Number</i>
a. Marketing and purchasing	/	2000			1	1
b. Farm and home service						

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

Type of activity	Groups	Members
	A	B
	<i>Number</i>	<i>Number</i>
a. Marketing and purchasing	1	22
b. Farm and home service		

	<i>Number</i>
34. SURVEYS made during the year on specific problems of—	
a. Marketing	2
b. Service facilities	
35. Farmers, homemakers, and other individuals assisted in marketing products through roadside or other farm retail markets:	
a. Agricultural products	
b. Home products (arts, crafts, etc.)	
36. Buyers, sellers, handlers, processors, and transporters of farm products assisted with marketing problems:	
a. Grain, seed, dry beans and peas, etc.	1
b. Hay and other forage crops	1
c. Cotton: (1) Cotton ginner	
(2) Other	
d. Tobacco	
e. Oil crops (soybeans, flax, peanuts, etc.)	
f. Sugar crops	
g. Dairy and dairy products	
h. Poultry and poultry products	
i. Meat animals and meat products	3
j. Fruits and nuts	
k. Vegetables including potatoes	
37. Food retailers assisted with merchandising problems	
38. Persons assisted with CONSUMER information on agricultural products..... <i>estimated total</i>	630

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

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

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

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

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

42. Item—

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

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

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

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

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

44. Item—

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

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

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

SOIL AND WATER CONSERVATION AND MANAGEMENT, FORESTRY, AND WILDLIFE

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

Item	Soil and water conservation and management	Forestry	Wildlife
	A	B	C
39. Number of voluntary local leaders assisting.....	2		
40. Total number of personal contacts made individually or through meetings.....	162	16	168
41. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	41	9	45

	Estimated number
42. Farmers and other individuals reported in item 41-A assisted with—	
a. Proper land use.....	14
b. Contour and strip cropping.....	2
c. Terracing.....	
d. Grassing waterways.....	
e. Water supply, storage, and distribution.....	11
f. Drainage.....	3
g. Irrigation.....	2
h. Use of soil amendments (lime, sulfur, gypsum, trace elements, etc.).....	26
i. Use of fertilizers (commercial and barnyard) (See subitem 25b).....	23
j. Production of soil-improvement crops.....	9
k. Crop rotations.....	12
l. Land clearing.....	7
43. Farmers and other individuals reported in item 41-B assisted with—	
a. Planting forest trees (windbreaks, shelterbelts, erosion control, Christmas trees, etc.).....	3
b. Timber-stand improvement (thinning, weeding, and pruning forest and woodland trees).....	7
c. Timber harvesting (includes selective and other recommended cutting for forest products).....	7
d. Estimating and appraising.....	2
e. Production of maple-sirup products or naval stores.....	
f. Treating wood products with preservatives (fence posts and building timbers).....	6
g. Marketing of forest products (includes markets and timber-selling practices).....	2
h. Fire prevention.....	6
44. Farmers and other individuals reported in item 41-C assisted with—	
a. Construction or management of ponds for fish.....	4
b. Making food and cover plantings for wildlife.....	24
c. Protection of wildlife areas from fire or livestock.....	21

PLANNING AND MANAGEMENT OF THE FARM BUSINESS—Interpretation

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

PLANNING AND MANAGEMENT OF THE FARM BUSINESS

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

45. Number of voluntary local leaders assisting.....	
46. Total number of personal contacts made individually or through meetings.....	76
47. Estimated number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	19
48. Estimated number of farmers and other individuals reported in item 47 assisted with—	
a. Information on the agricultural outlook.....	16
b. Keeping and analyzing farm records.....	2
c. Developing an over-all farm plan.....	3
d. Making needed adjustments in farm organization.....	4
e. Developing supplemental sources of income.....	12
f. Obtaining and using credit.....	9
g. Selecting a farm for rental or purchase.....	7
h. Obtaining, training, and using farm labor.....	9
i. Legal aspects of the farm business.....	8
j. Income-tax accounting and related problems.....	2
49. Number of individuals or firms assisted in rendering better planning, management, legal, tax, or other specialized services to farmers.....	
50. Number of banks or other agencies assisted in adapting loan and credit policies and procedures to provide better service to farmers.....	

FARM BUILDINGS AND MECHANICAL EQUIPMENT—Interpretation

53. Figures in columns A and B will usually be larger than any one of the subitems in 54 or 55 respectively.

54. The farmhouse should NOT be included. It should be reported under item 60.

a. This subitem includes the planning and decisions relating to farm-building arrangement, for efficient work methods, and the like.

b and c. Also include planning and decisions relating to efficient lay-out within a farm building.

d. Also include equipment that may be constructed as part of the building.

55. Item—

a. Refers to farm mechanical equipment used outside farm buildings, usually in connection with field work, such as tractor, hay loader, cotton picker, potato digger.

b. Refers to labor-saving devices and equipment developed or built by the farmer.

56. Item should include the use of electricity in the farm business, such as electric brooders and motors for building equipment.

FARM BUILDINGS AND MECHANICAL EQUIPMENT

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

Item	Farm buildings and Farm mechanical equipment	
	A	B
51. Number of voluntary local leaders assisting.....		3
52. Total number of personal contacts made individually or through meetings.....	209	174
53. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	37	39
54. Farmers and other individuals reported in item 53-A, assisted with—		Estimated number
a. Arrangement of farm-building lay-out.....		16
b. Construction of farm buildings.....		12
c. Remodeling or repairing farm buildings.....		-
d. Selection or construction of farm-building equipment.....		-
55. Farmers and other individuals reported in item 53-B, assisted with—		
a. Selection of farm mechanical equipment.....		15
b. Developing labor-saving devices and equipment.....		1
c. Use, care, and repair of farm mechanical equipment.....		36
56. Farmers and other individuals assisted in the use of electricity for income-producing purposes.....		12

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT—Interpretation

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

- A.** Covers specific practices listed under item 60 and other related work.
B. Covers specific practices listed under item 61 and other related work.

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

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

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

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

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

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

60. Item—

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

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

61. Item should include—

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

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

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT

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

Item	The house and surroundings A	Furnishings and equipment B
57. Number of voluntary local leaders assisting.....	81	50
58. Total number of personal contacts made individually or through meetings.....	1513	1628
59. Estimated total number of DIFFERENT families, homemakers, or other individuals assisted directly or indirectly TO ADOPT recommended practices.....	1243	1372
50. Families, homemakers, and other individuals reported in item 59-A assisted with—		
a. Building a new house.....		5
b. Remodeling or repairing the house.....		32
c. Improving kitchen or laundry.....		1050
d. Improving storage space.....		1149
e. Selection, installation, use, and care of water and/or sewage systems.....		17
f. Selection, installation, use, and care of heating and/or cooling systems.....		9
g. Planning electrical systems.....		51
h. Landscaping home grounds.....		1235
51. Homemakers and other individuals reported in item 59-B assisted with—		
a. Selection, use, and care of home equipment (other than sewing equipment).....		129
b. Selection, use, and construction of home furnishings.....		1365
c. Repair, reconditioning, and care of home furnishings.....		1116
d. Furniture arrangement and use of accessories.....		1170
e. Color schemes and wall finishes.....		1189
f. Floor finishes.....		20

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

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

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

Assistance includes work done—

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

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

66. Includes work done—

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

d. On wills, inheritance, insurance, and installment-buying contracts. Subitem 51 covers legal affairs pertaining to the farm business.

67. Includes work done—

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

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

c. On both new and remodeled clothing.

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

HOME MANAGEMENT, FAMILY ECONOMICS, AND CLOTHING

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

Item	Home	Family	Clothing
	management A	economics B	C
62. Number of voluntary local leaders assisting.....	27		4
63. Total number of personal contacts made individually or through meetings.....	1243	1218	1203
64. Estimated total number of different homemakers and other persons assisted directly or indirectly TO ADOPT recommended practices.....	1131	1318	1100
65. Homemakers and other individuals reported in item 64-A assisted—			<i>Estimated number</i>
a. In arriving at management decisions.....			1131
b. In improving housekeeping methods.....			140
c. With family laundering.....			1131
66. Homemakers and other individuals reported in item 64-B assisted—			
a. In the use of rural family outlook information.....			124
b. With family financial planning.....			1213
c. With keeping and analyzing home records.....			1218
d. With family legal matters.....			1204
67. Homemakers and other individuals reported in item 64-C assisted—			
a. In selecting and buying clothing.....			1003
b. With care and mending of clothing.....			203
c. With clothing construction.....			203
d. In selection, use, and care of sewing and pressing equipment and with sewing centers.....			87
e. With good grooming and posture (personal appearance).....			50

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

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

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

70. Considers factors outlined for item 59.

71. Assistance includes—

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

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

72. Assistance includes—

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

73. Work includes assisting families in—

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

74. Work includes assisting families in—

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

FOODS AND NUTRITION, HEALTH, FAMILY LIFE, AND SAFETY

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

Item	Foods and nutrition	Health	Family life	Safety
	A	B	C	D
68. Number of voluntary local leaders assisting.....	31	10		10
69. Total number of personal contacts made individually or through meetings.....	2496	235	86	646
70. Estimated total number of DIFFERENT families assisted directly or indirectly TO ADOPT recommended practices.....	2364	230	86	552
71. Families reported in item 70-A assisted—				<i>Estimated number</i>
a. With planning and/or producing the home food supply.....				1461
b. In selecting food.....				1459
c. With meal planning and food preparation.....				1398
d. With preservation and storage of food.....				1295
e. In improving diets.....				1441
72. Families reported in 70-B assisted in—				
a. Sanitation practices and facilities.....				117
b. First aid and home nursing.....				191
c. Dental-health education.....				
d. Health education leading to physical examination by a physician.....				230
73. Families reported in item 70-C assisted with—				
a. Child development and guidance.....				5
b. Providing recommended play, clothing, and equipment suited to age of children.....				6
c. Understanding roles of family members and strengthening family relationships.....				
d. Individual adjustments and personality development.....				
e. Home and family recreation.....				75
74. Families reported in item 70-D assisted with—				
a. Fire prevention around the farm and home.....				492
b. Accident prevention around the farm and home.....				545
c. Accident prevention away from home place.....				228

COMMUNITY DEVELOPMENT AND PUBLIC AFFAIRS—Interpretation

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

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

A. Educational projects, programs, or activities may be things such as making a survey of a community's need for telephone lines; promoting a dinner between a businessmen's service group and the farmers in the area, to improve rural-urban relations; planning for a hospital or a community health project of some kind; organizing a soil conservation district; or work done to get a bookmobile started in the county. Any community-improvement projects the 4-H Clubs engaged in should be reported in this column under the appropriate heading. Report only the projects, programs, or activities in which county extension agents participated, either alone or in cooperation with State specialists or others. Do not report in this section work done unofficially, such as school or church work.

B. Entries in this column should indicate the number of communities or groups within the county assisted in each project reported in column A. A community is a more or less well-defined group of people with common interests and problems. Such a group may include those within a township, trade area, or similar limit. For purposes of this report, a community is one of several units into which a county is divided for conducting organized extension work.

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

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

75. Item includes such things as developing an understanding of citizenship responsibilities and functions of government—local, State, or national; and study of public documents.

76. Includes improvement clubs, councils, committees for special purposes.

77. Item includes—
j. Music, drama, and art.

78. Item includes—
a. Such regional or area development programs or projects as river basin; watershed; soil conservation district; land use; land reclamation; flood control; and industrial development.

79. Item includes national programs or proposals such as those relating to prices, trade, taxation, labor, public welfare, and industry.

80. Includes things such as developing understanding of international problems, programs, and organizations, including work with foreign visitors and trainees; understanding of other peoples; and impact of world affairs on American life.

81. Includes emergency assistance in connection with fires, floods, drought, and other disasters, and special drives.

Handwritten notes and lines at the bottom of the page, including numbers like 1000, 1001, 1002, 1003, 1004, 1005, 1006, 1007, 1008, 1009, 1010, 1011, 1012, 1013, 1014, 1015, 1016, 1017, 1018, 1019, 1020.

COMMUNITY DEVELOPMENT AND PUBLIC AFFAIRS

Item	Different educational projects, programs, or activities	Communities or groups assisted	Voluntary local leaders assisting	Persons participating
	A	B	C	D
	Number	Number	Number	Number
75. Citizenship activities.....				
76. Developing and improving county or community organization.....	3	12	19	450
77. Local projects of a general public nature:				
a. General community problems; studies, surveys, etc.....	1	12		50
b. Improving health facilities, services, and programs.....	16	12	30	375
c. Improving schools.....	5	5	25	200
d. Improving churches.....	6	5	23	182
e. Bettering town-country relations.....	3	13	19	517
f. Libraries.....				
g. Roads.....				
h. Telephones.....	2	10	20	34
i. Community centers.....	1	1	5	45
j. Recreation programs and facilities.....	21	13	60	314
k. Community beautification.....	7	12	14	270
78. Regional or area development programs or projects.....	1	10	19	290
79. National programs and proposals affecting agriculture and rural life.....				
80. War affairs.....	2	10	19	290
81. Emergency activities.....	3	9	19	275

SUMMARY OF 4-H CLUB PROJECTS—*Interpretation*

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

SUMMARY OF 4-H CLUB PROJECTS

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

Item	Members enrolled	Members completing	Units involved in completed projects	
	A	B	C	
	Number	Number	Number	
32. Corn.....	5	3	47	acres
33. Other cereals.....				do.
34. Peanuts.....				do.
35. Soybeans, field peas, alfalfa, and other legumes.....				do.
36. Potatoes, Irish and sweet.....				do.
37. Cotton.....				do.
38. Tobacco.....				do.
39. Vegetable growing.....	36	31	7	do.
40. Fruits.....				do.
41. Range and pasture.....				do.
42. Other crops.....				do.
43. Soil and water conservation and management.....				do.
44. Forestry.....				do.
45. Wildlife and nature study.....			XXXXXXXXXXXXXX	
46. Poultry (including turkeys).....	24	22	2305	birds
47. Dairy cattle.....	5	5	5	animals
48. Beef cattle.....	6	5	5	do.
49. Sheep.....				do.
50. Swine.....	42	34	135	do.
51. Rabbits.....	3	3	34	do.
52. Other livestock.....	1	1	3	do.
53. Bees.....				colonies
54. Entomology.....	40	29	XXXXXXXXXXXXXX	
55. Tractor maintenance.....	14	12	12	tractors
56. Electricity.....				articles
57. Farm shop.....				do.
58. Other engineering projects.....			XXXXXXXXXXXXXX	
59. Farm management.....			XXXXXXXXXXXXXX	
60. Beautification of home grounds.....	22	20	XXXXXXXXXXXXXX	
1. Meal planning and preparation (include baking and food selection).....	79	65	9724 15413	dishes prepared meals served
2. Canning and preserving (other than freezing).....	40	40	4668	quarts
3. Freezing of foods.....	15	15	1218	quarts frozen
4. Health, nursing, and first aid.....			XX	pounds frozen
5. Child care.....			XXXXXXXXXXXXXX	
6. Clothing.....	87	51	425	articles
7. Home management.....	40	37	XX 10	garments
8. Home furnishings and room improvement.....	35	11	220 21	articles rooms
9. Home industries, arts, and crafts.....				articles
10. Junior leadership.....	2	2	XXXXXXXXXXXXXX	
11. All other.....			XXXXXXXXXXXXXX	
12. Total.....	496	386	XXXXXXXXXXXXXX	

4-H CLUB MEMBERSHIP

3. Number of 4-H Clubs		12
4. Different 4-H Club members—	Boys	Girls
a. Enrolled	168	237
b. Completing	142	162
5. 4-H Club members from—		
a. Farm homes	119	63
b. Rural nonfarm homes	22	115
c. Urban homes	27	59
(For checking purposes; total equals 124a)	168	237
6. 4-H Club members enrolled by years in club work:		
a. 1st year	78	130
b. 2d year	37	53
c. 3d year	25	25
d. 4th year	7	13
e. 5th year	10	11
f. 6th year and over	11	5
(For checking purposes; total equals 124a)	168	237
7. 4-H Club members enrolled by ages:		
a. 10 years and under	25	50
b. 11 years	38	55
c. 12 years	40	58
d. 13 years	27	29
e. 14 years	12	20
f. 15 years	9	17
g. 16 years	8	8
h. 17-20 years, inclusive	9	
(For checking purposes; total equals 124a)	168	237
8. 4-H Club members who received definite training in—		Members
a. Judging		144
b. Giving demonstrations		210
c. Group recreation leadership		35
d. Music appreciation		
e. Money management (thrift)		25
f. Farm and home safety		157
g. Citizenship		
h. Personality improvement		
i. Soil and water conservation		
j. Forestry		
k. Health, nursing, and first aid		
9. 4-H Club members having health examination because of participation in the extension program		26
10. Number of members attending a 4-H Club camp		31
11. 4-H Clubs engaging in community activities, such as improving school grounds, conducting local achievement programs, and fairs		12

SUMMARY OF EXTENSION INFLUENCE—Interpretation

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

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

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

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

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

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

SUMMARY OF EXTENSION INFLUENCE

Item	Farm A	Rural nonfarm B	Urban C
	Estimated number	Estimated number	Estimated number
143. Families assisted directly or indirectly, by the extension program, in making some change in AGRICULTURAL PRACTICES this year.....	365	153	48
144. Families assisted directly or indirectly, by the extension program, in making some change in HOMEMAKING (home economics) practices this year.....	422	653	1875
145. Total DIFFERENT families assisted by extension programs (items 143 and 144, less duplication).....	529	668	1878

COOPERATION WITH OTHER PUBLIC AGENCIES—Interpretation

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

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

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

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

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

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

165. Line is left blank for State use.

168. Line is left blank for State use.

COOPERATION WITH OTHER PUBLIC AGENCIES

Public agency worked with	Days devoted by--			Number of meetings relating to program of agency attended by county extension workers
	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agricultural work	
	A	B	C	
FEDERAL AGENCIES				
6. Item discontinued.....				
7. Bureau of Land Management, Bureau of Reclamation.....				
8. Farm Credit Administration.....				
9. Farmers Home Administration.....	1		2	1
10. Fish and Wildlife Service.....				
11. Forest Service.....				
12. Bureau of Indian Affairs.....				
13. Agricultural Stabilization and Conservation Program Committee.....			4	4
14. Rural Electrification Administration.....				
15. Selective Service System.....			2	3
16. Soil Conservation Service.....				
17. Valley authority (TVA, etc.).....				
18. Other (specify) Social Security.....			1	1
STATE AGENCIES				
19. Health department.....	1.5		1	
20. Highway department.....	1.5			
21. State departments of agriculture and forestry.....			1	1
22. State department of education: General schools.....	2			1
23. State employment service.....				
24. Welfare department.....	1		1	
25. Other (specify).....				
COUNTY AGENCIES				
26. Soil conservation districts.....				
27. Vocational-agriculture and home economics departments.....	1			1
28. Other (specify) T.B. Chamber of Commerce.....	3			2

EXTENSION YOUR ANNUAL REPORT

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

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

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

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

General Directions

From four to six copies of the annual report should be made, depending upon the number required by the State office: One copy for the county officials, one copy for the agent's files, one or more copies for the State extension office, and one copy for the Extension Service, United States Department of Agriculture. The report to the Washington, D. C., office should be sent through the State extension office. When an assistant agent has been employed during a part of or all the year, the report of his or her work should be included with the report of the leader of that line of work. When an agent in charge of a line of work has left the county during the year, the information contained in his or her report should be incorporated in the annual report of the agent on duty at the close of the report year, and the latter report so marked.

The Narrative Report

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

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

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

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

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

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

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

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

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

The Statistical Report

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

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

Annual Report

COUNTY EXTENSION WORK

Virginia Agricultural Extension Service



BENJAMIN H. WEDDLE, JR.

agent 12/1/53 - 11/30/54

H. E. LANDIS

assistant agent
12/1/53 - 11/30/54

1954

WARREN

county

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III. SITUATION

A. GEOGRAPHY

One of the smallest counties in the Great Valley of Virginia, Warren County is located geographically most readily as the county in which the North and South Fork of the famous Shenandoah River unite, and then flows as one to its junction with the Potomac.

Counties surrounding Warren are as follows:

South	Rappahannock and Page
West	Shenandoah
Northwest	Frederick
Northeast	Clarke
East	Fauquier

A fine network of roads crisscross Warren County. U. S. Routes 55, 340 and 522 are the most important in this network; while 199 miles of county road, 139 miles improved and 60 miles non-improved, make all sections of the county readily accessible to Front Royal, the County Seat, and to other trading centers in the area.

B. SOILS

As in most Valley counties, the most popular and talked about soils in Warren County are of limestone parent material. However, only approximately 1/3 of the total area of the county has limestone as its base. These soils are found primarily in the East Cedarville Magisterial District and along the South Fork of the Shenandoah extending into all 3 other districts. A larger third of the soils of Warren are of slate and shale parent material and are of decidedly inferior quality. These

III. SITUATION (continued)

lay in the Fork and West Cedarville Districts. While the make up of soils of the Front Royal and South River Districts is predominately of granodiorite and greenstone parent material, which makes these soils intermediate to the other two groups in productivity rating.

C. TYPE OF AGRICULTURE

Industry has taken its place beside agriculture as a primary source of county income. Though not a highly industrialized county, Warren County has enough industry to be very competitive for labor and because of this has many farm owners who work regularly in industry and farm only on a part time basis.

"A little bit of everything" is the byword of Warren farming, most farms have livestock, with emphasis on beef cattle, sheep, swine, dairying, or poultry. Tree fruits are also important, and to a lesser degree, small fruits and truck farming.

IV. COUNTY ORGANIZATION

A Board of Agriculture consisting of 30 men and women has been carried on the books since 1952. Since the Board had never functioned and since the Agent felt that the Agricultural Extension Program in Warren County had not developed to the point where a Board was needed, no Board of Agriculture meetings were attempted.

Extension Program planning for 1954 evolved through the use of our Agronomy and a Livestock Commodity Committees, plus the use of ideas collected by the Agent through:

- a. Personal farm visits.
- b. Telephone and office calls.
- c. Field meetings and tours.

V. PROJECT ACTIVITIES

A. AGRONOMY

Situation in General

Since most farming in Warren County is based on livestock, it is essential that the production of pasture, hay, and grains to be fed these animals would be an important part of most farm operations. Labor problems coupled with the decline in farm prices have made it necessary for the farmer to manage his time and land more efficiently. This has meant that more emphasis has been given to increasing acreage of forages, and decreasing croplands. With increased cattle numbers, increased productivity of each acre became mandatory. Corn acreage dropped from 6,157 in 1939 to 4,200 in 1951; at the same time yields went from 36.5 bushels to 51 bushels. Oats increase during approximately the same period as follows: acres 160 to 281, yields 14.2 bushels to 25.2, while wheat yields rose from 14.8 to 19.6 bushels.

Among forage crops no yield data is available, but alfalfa acreage remained the same at 1,028 acres; clover and timothy declined from 3,541 to 2,673; while lespedeza acreage jumped from 440 to 1366. Pasture, too increased from 32,433 acres in 1944 to 34,721 acres in 1949 (the only periods comparable).

Goal

To improve production and quality of all forage and grain crops.

1. Pasture

- a. Situation - Pasture is our cheapest source of feedstuff for livestock. Following the prolonged drought of 1953,

V. PROJECT ACTIVITIES (continued)

the pastures of Warren County are in many instances, inadequate to carry those cattle on hand.

b. Goal - Adequate high-grade pasture for the livestock present on all farms.

c. Methods -

(1) Pasture Club to be organized in March or April. All districts of county to be invited to participate. As proposed by County Agronomy Committee, at least one tour will be held to acquaint participants of their neighbor's pasture achievements. Specialist assistance will be requested in determining county award winners. All general methods of reaching the people will be used with special emphasis on tours, special newspaper pasture edition, and pasture broadcast on local radio.

(2) Relative values of spring and fall seedings of pastures will be observed in pasture seeding tour to be conducted in late summer. These cooperators will be taken largely from those enrolled in 1954 ACP Program.

(3) Fertilization demonstrations will be established in strategic locations in all districts of the county in an effort to show that the grazing season may be hastened and lengthened by judicious applications of fertilizers. Also to be shown is the necessity for maintaining a proper balance of plant nutrients for maximum plant growth.

(4) Only a handful of Warren farmers have ever attended any of the experiment stations serving the county. Visits to the

V. PROJECT ACTIVITIES (continued)

Middleburg Pasture Research Station will be emphasized, especially to attend the Pasture School and Field Day.

d. Results -

No Pasture Club was organized in 1954. Though this project appealed very strongly to the Agronomy Committee at their planning meeting, the details of organizing and the expected difficulty in scoring the different types of Warren County pastures discouraged them and it was decided to forge this project for 1954. It appears quite likely that another attempt will be made in 1955.

Interested farmers were encouraged to visit ACP pasture seedings made in the fall and spring. Some 18 farmers were personally conducted on tours to various seedings for them to observe, though county-wide tours were sponsored. Contrary to most generalizations, the spring seedings for 1954 were doing much better than fall of 1953 seedings. If weather conditions continue to favor spring seedings these, of course, will be more broadly encouraged.

A "Pasture Caravan" was publicized through all media available in an effort to get Warren County folks to attend the annual Middleburg Pasture School. The caravan was a fizzle; but 23 farmers did visit the Experiment Station for the February Field day, and in June, 10 Warren County farmers visited the Middleburg Station for the

V. PROJECT ACTIVITIES (continued)

Annual Field Day there. In all 30 Warren County men who had never visited the Pasture Research Station at Middleburg attended one or the other of the two "Days" held this year.

2. Variety Tests

- a. Situation - Crop yields are not what the farmers of Warren County believe they ought to be.
- b. Goal - Improve quality and increase yields of forage and grain crops.
- c. Methods -
 - (1) Alfalfa variety demonstrations to be conducted with particular emphasis on the new variety, Williamsburg.
 - (2) Small grain varietal demonstrations will be held to show merit of old and new varieties.
- d. Results -

Farmers growing or to grow the following alfalfas; Kansas Common, Buffalo, Williamsburg, and Rhizoma were asked to cooperate in allowing interested farmers to visit and observe their alfalfa stands. No county-wide tours were conducted to the locations; however, the cooperators reported many farmers showing interest as the result of Extension promotion. Unfortunately the Williamsburg stand failed during the first winter. Other observations taken from these demonstrations were: that Buffalo out-yielded all others, followed closely by Kansas Common. The

V. PROJECT ACTIVITIES (continued)

rhizomas alfalfa showed no tendency to spread at all.

One new variety of small grains, Pennoll wheat was tried in Warren this year. The cooperator also sowed several fields of Thorne wheat. Local farmers visiting this field of Pennoll were pleased with the yields made, but were generally of the opinion that Pennoll was too tall.

3. General

Frequent mention of the value of soil testing and the new practice of requiring a test for lime in the ACP Program, made a noticeable increase in the number and quality of soil samples sent from this office. From approximately 40-45 samples sent off in 1953 were increased to 185 in 1954.

A Land Appreciation School was held in March to acquaint Warren and Clarke County folks with the soils found in these counties and the capabilities of these soils. The meeting was called on short notice and only a very few farmers attended, although some 45 Vo-Ag teachers and students were present.

B. LIVESTOCK

Situation in General

Though most farm enterprises practicable in the valley are carried on in Warren County, it may be said that livestock is the basis of most operations. The 1950 census reports 467 of the 558 farms in the county having Beef animals on 409 farms.

Most farms have a general, well-rounded livestock plan and have a variety of animals, although special emphasis is given a particular specialty such as cow-calf herd or feeder cattle.

The value of purebred sires, well selected has been established

V. PROJECT ACTIVITIES (continued)

over a period of years, and evidence of this thought is readily seen in the quality of stock in all districts of the county.

Goal

To continue to improve the quality, quantity and productivity of livestock in the county.

To increase the number of dairies in the county and to improve those established.

1. Bang's Vaccination Program

- a. Situation - No organized effort to control or eradicate Bang's has been undertaken in Warren County. This work has been carried on by the local veterinarians on a call-by-call basis.
- b. Goal - Elimination of Bang's as a primary scourge of Warren Cattle.
- c. Methods -
 - (1) Promotion of importance of cooperative effort in fighting Bang's. Special Bang's edition of county paper to kick off program in April.
 - (2) Sign up and vaccinate all heifer calves between ages of 4 and 8 months. This schedule to be worked out to best interests of both local vets and farmers, and carried on at least twice a year--possibly April and either October or November.
 - (3) Use all media to encourage participation.
- d. Results - On October 28, the local weekly "The Warren Sentinel" published our "spread" announcing our county-wide heifer vaccination program to control Bang's. Everyone contacted cooperated wonderfully in this effort to enlighten the people concerning the Bang's problem. Business concerns in Front Royal local farmers, vets, and especially the newspaper people supported

V. PROJECT ACTIVITIES (continued)

this attempt wholeheartedly.

The heifers were signed up, and, then after a delay of almost a month due to the new Federal Program concerning Bang's, 185 heifers between the ages of 4-8 months were vaccinated. Of particular interest was the fact that only a very few of these calves would have been vaccinated if there were no clinic and that 60% of the calves were owned by people who had never vaccinated for Bang's before.

2. Spraying Demonstrations

- a. Situation - Parasites, both external and internal, make it impossible for many Warren beef feeding operations to make economic rate-of gains.
- b. Goal - Reduction of parasite losses to Warren livestock producers.
- c. Methods -
 - (1) At least one power spraying demonstration will be held during the early summer.
 - (2) Coordinated with this demonstration will be a demonstration of phenothiazine treatment for internal parasites.
 - (3) A follow-up meeting at the end of the grazing season will be held to show the results of the treatments for parasites.
- d. Results - No cattle spraying demonstrations were conducted in 1954, though it is very evident that much effort in this direction is needed. Radio and newspaper attention to these parasite problems were frequent, and farm and office visits reflected a good measure of "take" to suggestions on when, what and how to spray or dust.

3. Cooperative Marketing

V. PROJECT ACTIVITIES (continued)

3. Cooperative Marketing

- a. Encourage cow-calf herd owners to market calves through Fall and spring Feeder-Calf Sales.
- b. Strive for cooperative marketing of spring lambs in lamb pool.
- c. Results - The fall Feeder Calf Sales again provided an excellent opportunity to contact cow-calf herd owners. Again the importance of producing top quality calves was demonstrated as fancy and choice individuals demanded prices no lower than last year while inferior grades, especially in heifers, were very weak. This year Warren County producers participated in 3 different Feeder Calves Sales, namely the Page-Warren-Fauquier, the Rappahannock and the Winchester. Last year's record of 9 consignors was increased to 18 this year, with all but 2 of the new men consigning to the Page-Warren-Fauquier Sale. Calves consigned to these 3 sales also jumped to 265 which is nearly double the figure for 1953.

In cooperation with several of our neighboring counties, a cooperative Spring Lamb Sale Series was held once a month from May through July. Farmers in general had been displeased with the buying habits and prices paid by buyers on the 8 or 9 markets where Warren County lambs are sold. This sale series was an effort to correct some of these ills and to show the value of quality lamb production as well. Some 813 lambs were consigned by 19 Warren producers for these sales. Prices received through these special sales were equal to those of other local sales in general, however, some dissension among consignors was noted, due to prices received and grades given. Agreement in general seems that the series should be continued only after several

V. PROJECT ACTIVITIES (continued)

basic changes in the sale structure are made.

Follow-up visits after these lamb sales made possible several very timely parasite and sire recommendations which were well accepted. In addition it is felt that the sale series helped to bring the favorable relationship of sheep to cattle more clearly into view, and sheep numbers were increased by 500 to 600 during the year.

4. General

- a. Encourage and promote by all means available, the use of well selected purebred of sires.
- b. Promote interest in activities of Beef Cattle Research Station especially the April Field Day and Bull Sale.
- c. Results - No accurate record of actual Warren County sire placements was kept in 1954, but such activities as feeder calf sales and the lamb sale series directly and indirectly influenced many farmers to buy better sires. In addition to these special activities, the agent personally assisted many farmers in locating and selecting bulls, rams, and boars.

Strangely enough there are only a small per cent of Warren County citizens who have visited our own Beef Cattle Research Station. To help remedy this situation the Annual Bull Sale and Field Day was advertised extensively; and an attendance of 29 Warren County folks resulted with 4 bulls bought into the County.

Other livestock activities, for Warren County included: The V.P.I. Livestock School held in February. This daylong school was especially well received with some 60 farmers attending. The agent also trained a 4-H Club Livestock Judging

V. PROJECT ACTIVITIES (continued)

Team from which 3 boys attended the area competition at Staunton where they finished 13th.

C. Dairying

1. Artificial Breeding Service

a. Situation -

- (1) Many Warren producers still keep inferior bulls and cow s.
- (2) Two insemination services are available to our dairymen.

b. Goal - Superior production and type in Warren dairy herds.

c. Methods -

- (1) Encourage use of artificial breeding service.
- (2) Enlighten dairymen of merits of both studs in the field.

d. Results - This group is one of the more difficult to work with here in Warren County, since most of the actual milk producers have very ready access to good dairy literature through producer associations or the services available to them. The advantages of using an artificial breeding service was kept before them through news articles and radio broadcasts. Since a commercial firm has entered the field to compete with the Virginia Artificial Breeders Association many more cows are being served artificially than previously recorded. There are still too many scrub bulls and cows being kept in Warren especially by non-commercial producers. Those too must yet be reached.

D. PoultrySituation in General

Some 513 Warren County farms with poultry were reported in the 1950 census. For the most part these were family laying flocks with small numbers of birds. However, there are two large broiler

V. PROJECT ACTIVITIES (continued)

producers and two large turkey producers which account for most of the 30,109 birds (including turkeys) listed in the census.

Goal

Production of an adequate volume of poultry and poultry products to meet market demands, and to do this with a maximum of efficiency.

1. Management Efficiency

- a. Situation - Almost every farm in the county has at least a small laying flock. Most flocks are inefficient and often unprofitable.
- b. Goal - Improvement of feed-to-egg ratio and egg quality on all farms.
- c. Methods - Conduct county poultry meeting to inform farm public of better production methods, new discoveries, etc.
- d. Results - No county-wide meetings were held for poultry producers. This information was disseminated through "The Extension News", local newspaper articles and the local radio.

2. Technical Assistance

- a. Situation - There are in addition to family flocks several large broiler operations, a few good sized table-egg producers and two large turkey operations.
- b. Goal - Provide all producers up-to-date technical assistance as needed.
- c. Method - Arrange for regular and frequent visits to county by Extension Poultry Specialists.
- d. Results - Through the willingness of the V.P.I. Poultry

V. PROJECT ACTIVITIES (continued)

Department to cooperate we were able to give our poultry producers much more thorough technical assistance than previously possible. Specialists made 8 visits to Warren where they had only made 3 visits in 1953. In addition much broader use has been made of poultry blueprints available through this office.

3. Diagnostic Laboratories

- a. Situation - Few local operators know of or use services of Regional Diagnostic Laboratories.
- b. Goal - Increase use and confidence in Diagnostic Laboratories in determining poultry diseases.
- c. Method - Publicize services available through Diagnostic Laboratories, using all available media.
- d. Results - Giving widespread publicity to the service available through these labs has measurably helped in persuading local feed dealers to use these services. These dealers are now using the lab services rather extensively. Also, many individuals are now carrying birds to the labs for testing.

E. HORTICULTURE

1. Situation

The volume of fruit production in Warren County has continued on a decided downgrade which may be traced back to the time much of the county orchard land was taken into the National Park System. Actually, 5 producers of tree fruits handle all but a small percentage of the tree fruits produced in this county.

Climatic and soil conditions are as favorable for small fruit production as for large and some small scale

V. PROJECT ACTIVITIES (continued)

production has been going on for years but still inadequate.

2. Goal

- a. Production of high quality fruit products.
- b. Technical assistance to producers when requested.

3. Methods -

- a. Supply all literature available as requested.
- b. Notify local producers of all educational fruit meetings in neighboring counties, and arrange for their attendance.
- c. Promote small fruit and produce production for local market demands.

4. Results

All timely literature was made available as it was requested at this office. Special attention was given to making certain all producers received Mr. Teske's reminders. A good many spray bulletins and small fruit production manuals were distributed with the accent on production to fill local market demands. One producer actually set out 1/4 acre commercial stand of black raspberry canes.

Since there are not enough tree fruit producers in Warren to warrant having special meetings of our own, the agent made arrangements with the agents in Rappahannock and Clarke counties to notify me and to invite our Warren producers to their meetings. As a result local men did attend several of these out-of-county meetings.

VI. 4-3 CLUB WORK

A. ORGANIZATION

The industrialization which has taken place in Warren County over the past several years has caused a large number of farm people

VI. 4-H CLUB WORK

in Warren County, who a few years ago depended entirely on the production of agricultural commodities for their income, are now only part-time farming and receiving the major portion of their income from wages received at the industrial plants.

Boys in these rural homes need to use their time more wisely at some profitable and worthwhile enterprise. A strong youth program is needed to give these boys experience and training in such as citizenship, workmanship, sportsmanship, fellowship and friendship.

B. WHAT WAS ATTEMPTED

In order to reach as many boys in Warren County as possible, all boys between the ages of 10 and 20 were given an opportunity to enroll in the 4-H Clubs through the public school system or community groups organized out of school.

Have the local Clubs federated into a County 4-H Club Council.

The County 4-H Council to sponsor a county wide 4-H picnic and hold a 4-H Achievement Day at the end of the Club year.

The 4-H Club boys were given free choice in the selection of projects in order that the project may be one suitable for the boys and fit into his farm and home conditions.

Emphasis was placed on giving timely information, instructing and supervising the major projects such as: Farm Tractor Maintenance, Market Hogs, The Sears Roebuck Pig Chain, Dairy and Beef Calves, Poultry, Vegetable gardens and Insect Identification.

Solicited the support of business and industry to sponsor 4-H Club work.

Trained a Poultry and Livestock Judging Team.

To send Warren County's quota of delegates to the State 4-H Club Short Course and 20 boys to the Northern Virginia 4-H Camp.

VI. 4-H CLUB WORK

C. HOW THE PROGRAM WAS CARRIED OUT

The 4-H Club Program was carried on through regular monthly meetings of the 4-H Clubs. These meetings were largely work meetings at which information was given concerning 4-H work in general. Subject matter on 4-H projects such as better methods and practices in production and conducting good projects, also record keeping information was given.

Special subject matter and practice meetings were held when the need became apparent, such as training judging teams and tractor maintenance.

Many circular letters were used to send timely information to 4-H Club boys. News articles were also helpful.

D. RESULTS

There were 168 boys enrolled in the 4-H Clubs of Warren County. These boys were organized into 13 community and school clubs. They conducted 191 projects of which 158 were completed.

Two boys attended the State 4-H Short Course and one was taken into the State All Star Chapter.

Charles E. Pence, Jr., entered the Farm Crops Contest and received a scholarship to State Short Course or 4-H Camp, and a \$25.00 bond.

Frederick Landis entered the State Poultry Achievement Contest. He received honorable mention in the final line up.

15 boys attended the Northern Virginia 4-H Camp held at the Organization Camp in Powell's Fort Valley.

One 4-H leader attended the 4-H Tractor Maintenance Clinic in Blacksburg. He returned and practically conducted the 4-H Farm Tractor Maintenance work in Warren County. He secured a meeting place in the one and only tractor dealer's place in Warren County. Different makes of tractors were brought in from near by farms.

VI. 4-H CLUB WORK (continued)

This boy gave practically all of the instruction at the 8 meetings. 15 boys enrolled in the project and 12 carried the project to completion.

The County 4-H Tractor Driving Contest was held on a centrally located farm. Tractors and equipment were brought in by farm implement dealers from Winchester. 9 boys entered the Contest. Ashby Wince, a first year boy, won first place, second went to James Brown and third to Tuck Tobin. The County winner entered the District Contest.

The Sears Roebuck Pig Chain project was successfully carried out this year. All of the boys in this project are doing an excellent job of growing their animals. The final placings will be made in the spring soon after farrowing time, instead of in the fall as has been the practice in years past.

Two 4-H Judging Teams were trained in Warren County; one in livestock, the other in poultry. These teams entered the District Contest but they did not place high enough to enter State Contest.

Five boys entered 15 head of fat hogs in the 4-H Market Hog Show and Sale. Arrangements were made with the local livestock auction market to hold the 4-H Show and Sale on their regular sale day. Leaders helped to make all arrangements for the sale and solicited the farm feed and supply businesses to sponsor the show by means of contributing prizes. They also influenced buyers to pay good prices for quality animals purchased.

Project work completed by 4-H boys include the production of 47 acres of corn, 31 home vegetable gardens, 2200 head of poultry, 5 beef heifers, and 5 dairy calves, 170 head of swine, 34 rabbits, 13 tractor maintenance, 11 home grounds beautification, and 29

VI. 4-H CLUB WORK (continued)

insect identifications projects.

The County 4-H picnic was held at the Hawksbill Recreation Park near Stanley. The attendance was larger than it had been for the past two years.

The annual 4-H Achievement Day was held in the Front Royal Elementary school, 4-H exhibits were on display in the school cafeteria and a program was presented in the school auditorium with an attendance of approximately 150 4-H members, parents and interested persons. Awards and recognitions were made by the agents.

VII. COOPERATION WITH OTHER AGENCIES

A. ASC

Again as in 1953, the agent spent considerable time and effort in educational activities connected with the ASC office. An attempt was made to secure drought assistance again. However, this year our appeal was rejected. Serving on the County Election Board, also required much time. Our most important work with the ASC office this year was in the educational activities connected with interpreting the Wheat Quota Referendum, Gross Compliance Regulations and the 1954 and 1955 ACP program changes. In addition the agent throughout the year encouraged participation in the ASC activities through the newspaper and radio visits.

B. S.C.S.

During the year Front Royal was privileged to receive a local S office. The agent spent a good deal of time with the new technician acquainting him with the county, key personnel here. agronomy problems were solved jointly, by the technician and service use of time for both was achieved; and more agricultural information was passed on to the farmers as a result.

PLAN OF WORK

1954

WARREN COUNTY, VIRGINIA

Benjamin H. Weddle, Jr.County Agent

N. E. LandisAssistant County Agent

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WARREN COUNTY PLAN OF WORK

1954

I. SITUATION

Following the trend evident throughout the State and Nation, a large percentage of Warren County farming is now done by large farm operations and on the better up-lands and river-bottom soils. For the most part these are livestock farms where crops are grown to sustain and fatten beef and dairy cattle, sheep and hogs, and not for sale. An exception to these generalizations are the few fine orchard operations. Much of the other farming done in Warren is on a part-time or hobby basis; consequently is not nearly as effective or efficient.

A definite trend towards urbanization and suburbanization has taken place in Warren County since 1940, and is evidenced by a comparison of the census figures of 1940 and 1953. In 1940, the total population was 11,000 with some 3,000 residing in Front Royal. While in 1953 the county total was close to 15,000 with more than 8,000 living in town. Also during the period from 1945 to 1950 total farm numbers dropped from 714 to 588.

The prolonged drought of 1953 worked a hardship on most all farm operations, as corn yields, pasture, and the late hay crop were cut drastically. The use of temporary silos was common, resulting in the use of silage on many farms for the first time. These silos, plus the Federal-State Drought Emergency Programs for hay and grains, made it possible for all but a few farmers to carry their stock through without being forced to sell. As a result, there are more cattle in Warren County than a year ago.

A change in Agricultural Agents has meant readjustments in the Warren County Extension Farm Program. Natural personal differences in outlook, training, and methods must be overcome to insure a successful program.

II. PROCEDURE

To date only two commodity committees have been activated and only these two had a part in drawing up this agricultural plan of work. They were the Agronomy and Livestock Committees. In addition to these, there is a definite need for a County Board of Agriculture, a 4-H Committee, and a Dairy Committee, but as yet these have not been utilized. These phases of the plan of work were developed by the Agent after personal contacts with interested farmers.

III. GENERAL PROBLEMS

One of the biggest problems in Warren County is the difficulty in improving farmer participation in educational programs for their own benefit.

Other problems more agricultural are:

- Low forage and grain yields
- Diseases of plants and animals
- Insects and parasites of plants and animals
- Poor markets
- Inadequate management practices

IV. GENERAL EDUCATION PROCEDURE

To insure success in meeting problems in all commodities, it will be necessary to make effective use of each and all of the following methods:

- Personal visits
- Telephone and office visits
- Tours and field trips
- Personal and circular letters
- Method and Result Demonstrations
- News articles
- Radio
- Posters

V. ACTIVITIES

A. Agronomy

1. Pasture

- a. Situation - Pasture is our cheapest source of feedstuff for livestock.

Following the prolonged drought of 1953, the pastures of Warren County

are in many instances, inadequate to carry those cattle on hand.

- b. Goal - Adequate high-grade pasture for the livestock present on all farms.

- c. Methods -

- (1) Pasture Club to be organized in March or April. All districts of county to be invited to participate. As proposed by County Agronomy Committee, at least one tour will be held to acquaint participants of their neighbor's pasture achievements. Specialist assistance will be requested in determining county award winners. All general methods of reaching the people will be used with special emphasis on tours, special newspaper pasture edition, and pasture broadcast on local radio.

- (2) Relative values of spring and fall seedings of pastures will be observed in pasture seeding tour to be conducted in late summer. These cooperators will be taken largely from those enrolled in 1954 ACP Program.

- (3) Fertilization demonstrations will be established in strategic locations in all districts of the county in an effort to show that the grazing season may be hastened and lengthened by judicious applications of fertilizers. Also to be shown is the necessity for maintaining a proper balance of plant nutrients for maximum plant growth.

- (4) Only a handful of Warren farmers have ever attended any of the experiment stations serving the county. Visits to the Middleburg Pasture Research Station will be emphasized, especially to attend the Pasture School and Field Day.

- 2. Variety Tests

- a. Situation - Crop yields are not what the farmers of Warren County believe they ought to be.

b. Goal - Improve quality and increase yields of forage and grain crops

c. Methods -

(1) Alfalfa variety demonstrations to be conducted with particular emphasis on the new variety, Williamsburg.

(2) Small grain varietal demonstrations will be held to show merit of old and new varieties.

3. General

Encourage continued use of soil testing service for determining lime and fertilizer needs.

B. Livestock

1. Bang's Vaccination Program

a. Situation - No organized effort to control or eradicate Bang's has been undertaken in Warren County. This work has been carried on by the local veterinarians on a call-by-call basis.

b. Goal - Elimination of Bang's as a primary scourge of Warren cattle.

c. Methods -

(1) Promotion of importance of cooperative effort in fighting Bang's. Special Bang's edition of county paper to kick off program in April.

(2) Sign up and vaccinate all heifer calves between ages of 4 and 9 months. This schedule to be worked out to best interests of both local vets and farmers, and carried on at least twice a year--possibly April and either October or November.

(3) Use all media to encourage participation.

2. Spraying Demonstrations

a. Situation - Parasites, both external and internal, make it impossible for many Warren beef feeding operations to make economic rate-of-gains.

b. Goal - Reduction of parasite losses to Warren livestock producers.

c. Methods -

- (1) At least one power spraying demonstration will be held during the early summer.
- (2) Coordinated with this demonstration will be a demonstration of phenothiozene treatment for internal parasites.
- (3) A follow-up meeting at the end of the grazing season will be held to show the results of the treatments for parasites.

3. Cooperative Marketing

- a. Encourage cow-calf herd owners to market calves through Fall and Spring Feeder-Calf Sales.
- b. Strive for cooperative marketing of spring lambs in lamb pool.

4. General

- a. Promote and encourage by all means available, the use of well selected purebred of sires.
- b. Promote interest in activities of Beef Cattle Research Station especially the April Field Day and Bull Sale.

C. Dairying

1. Artificial Breeding Service

a. Situation -

- (1) Many Warren producers still keep inferior bulls.
- (2) Two Ensemnation services are available to our dairymen.

b. Goal - Superior production and type in Warren County dairy herds.

c. Methods -

- (1) Encourage use of artificial breeding service.
- (2) Enlighten dairymen of merits of both studs in the field.

D. Poultry

1. Management Efficiency

- a. Situation - Almost every farm in the county has at least a small laying flock. Most flocks are inefficient and often unprofitable.
- b. Goal - Improvement of feed-to-egg ratio and egg quality on all farms.
- c. Methods - Conduct county poultry meeting to inform farm public of better production methods, new discoveries, etc.

2. Technical Assistance

- a. Situation - There are in addition to family flocks several large broiler operations, a few good sized table-egg producers and two large turkey operations.
- b. Goal - Provide all producers up-to-date technical assistance as needed.
- c. Method - Arrange for regular and frequent visits to county by Extension Poultry Specialists.

3. Diagnostic Laboratories

- a. Situation - Few local operators know of or use services of Regional Diagnostic Laboratories.
- b. Goal - Increase use and confidence in Diagnostic Laboratories in determining poultry diseases.
- c. Method - Publicize services available through Diagnostic Laboratories, using all available media.

E. Horticulture

1. Situation -

- a. A handful of apple and peach producers grow all but a small percentage of the tree fruits produced in Warren County.
- b. Small fruit and tomato production are needed to supply local market demands.

2. Goals -
 - a. Production of high quality fruit products.
 - b. Technical assistance to producers when requested.
3. Methods -
 - a. Supply all literature available as requested.
 - b. Notify local producers of all educational fruit meetings in neighboring counties, and arrange for their attendance.
 - c. Promote small fruit and produce production for local market demands.

VI. 4-H CLUB WORK

A. Organization

1. Organize one or more 4-H Clubs in each of the seven schools or communities where there is enough interested boys to justify a club.
2. Give all local clubs an invitation to participate in the County 4-H Club Council.
3. Recognize outstanding 4-H Club Members at County Achievement Program by awarding each a Certificate of Recognition which will entitle holder to membership in a County 4-H Honor Club.
4. 4-H Honor Club to be organized after Achievement Program this fall-1954.

B. Project Work

1. Let 4-H Members select a project from the following:

Major Projects:	Livestock Poultry Crops and gardens
Minor Projects:	Tractor Maintenance Insect Identification Livestock Judging Poultry Judging
2. Give project instructions and information at regular monthly meetings, circular letters, farm visits and bulletins.

3. Publicize 4-H Club work by giving newspapers and radio articles of accomplishments of 4-H Clubs and 4-H Members, announcements of 4-H events and the results of the 4-H Club activities.

VII. CALENDAR OF EVENTS

January	-	Commodity Committee Meetings Poultry Specialist visits
February	-	Pasture School, Middleburg, Va. Plan of Work
March	-	Poultry Specialist visits National 4-H Club Week Local Clubs Participating County Window Display
April	-	Organize Pasture Club Pasture Fertilization Demonstrations Begin Bang's Vaccination Program Beef Cattle Research Station Field Day County 4-H Tractor Operator Contest County 4-H Council District Livestock Judging Contest
May	-	Poultry Specialist visits Cattle Parasite Control Method Demonstrations Lamb Pool Rural Life Sunday District Poultry Judging Contest
June	-	Field Day at Middleburg Pasture Research Station Small Grain Varietal Demonstration Lamb Pool
June	-	State All Star Conference
July	-	Poultry Production Meeting Poultry Specialist visits Pasture Fertilization Demonstrations
August	-	Pasture Seeding Result Demonstrations Northern Virginia 4-H Camp Market Hog Show Sale
September	-	Cattle Spraying Following Meeting Alfalfa Variety Demonstration Tour Poultry Specialist visits Reorganization of 4-H Clubs
October	-	Bang's Vaccination Program Feeder Calf Sales County 4-H Achievement Program and Exhibits
November	-	Poultry Specialist visits Annual Reports
December	-	Commodity Committee Meetings