

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service
Washington, D. C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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

State Virginia County Spencer

REPORT OF

Virginia Smith
(Name) Home Demonstration Agent.

From Dec. 1, 1941 to Nov. 30, 1942

Mr. Edward T. H. Lundy
Assistant Home Demonstration Agent.

From Oct. 12, 1941 to Nov. 30, 1942

4-H Club Agent.

From _____ to _____, 194__

Assistant County Agent in charge of Club Work.

From _____ to _____, 194__

Jesse Ewell, Jr.
Agricultural Agent.

From Dec. 1, 1941 to Nov. 30, 1942

Assistant Agricultural Agent.

From _____ to _____, 194__



READ SUGGESTIONS, PAGES 2 AND 16

Approved: _____

Date _____

State Extension Director.

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

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

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

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

NARRATIVE SUMMARY

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

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

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

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

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

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

STATISTICAL SUMMARY

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

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

GENERAL ACTIVITIES

Report only this year's activities that can be verified	Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)
1. Months of service this year (agents and assistants)	13 1/2		12	XXXXXXXX
2. Days devoted to work with adults ³	165 1/2		298	XXXXXXXX
3. Days devoted to work with 4-H Clubs and older youth ⁴	161			XXXXXXXX
4. Days in office ⁵	92		260	XXXXXXXX
5. Days in field ⁵	227		38	XXXXXXXX
6. Number of farm or home visits made in conducting extension work ⁶	490		167	657
7. Number of different farms or homes visited	199		56	255
8. Number of calls relating to extension work	(1) Office	627	1994	2621
	(2) Telephone	83	649	732
9. Number of news articles or stories published ⁷	38		25	63
10. Number of bulletins distributed	756			756
11. Number of radio talks broadcast or prepared for broadcasting	9		50	59
12. Training meetings held for local leaders or committeemen	(1) Adult work	Total attendance of:		
	(b) Men leaders	7	249	256
	(c) Women leaders	83	102	185
	(a) Number	15		15
	(2) 4-H Club and older youth	Total attendance of:		
(b) Leaders	140		140	
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12)	(1) Adult work	Total attendance of:		
	(a) Number	150	8	158
	(b) Total attendance	1620	51	1671
	(2) 4-H Club and older youth	Total attendance of:		
	(a) Number	131		131
(b) Total attendance	2247		2247	
14. Number of adult result demonstrations conducted				
15. Meetings held at such result demonstrations	(1) Number			
	(2) Total attendance			
16. Tours conducted	(1) Adult work	Total attendance of:		
	(a) Number	1		1
	(b) Total attendance	6	1	7
	(2) 4-H Club and older youth	Total attendance of:		
(a) Number		3	3	
(b) Total attendance				
17. Achievement days held	(1) Adult work	Total attendance of:		
	(a) Number	2		2
	(b) Total attendance	150		150
	(2) 4-H Club and older youth	Total attendance of:		
(a) Number	1		1	
(b) Total attendance	50		50	

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

² County total should equal sum of preceding three columns unless duplications due to two or more agents participating in same activity or accomplishment.

³ The sum of questions 2 and 3 should equal the sum of questions 4 and 5.

⁴ Do not count a single visit to both the farm and home as two visits.

⁵ Do not count items relating to notions of meetings only.

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)
18. Encampments held (report attendance for your county only) ³	(1) Farm women	(a) Number				
		(b) Total members attending				
		(c) Total others attending				
	(2) 4-H Club and older youth	(a) Number				
		(b) Total boys attending		5		5
		(c) Total girls attending		21		21
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number	62		15	77
		(b) Total attendance	3511		46	3657
		(c) Total others attending				
	(2) 4-H Club and older youth	(a) Number	3			3
		(b) Total attendance	63			63
		(c) Total others attending				
20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere	(1) Adult work	(a) Number	16			16
		(b) Total attendance	180			180
		(c) Total others attending				
	(2) 4-H Club and older youth	(a) Number	7			7
		(b) Total attendance	138			138
		(c) Total others attending				

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

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

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

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

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

21. Total number of farms in county (1940 Census)	828
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	640
23. Number of farms involved in preceding question which were reached this year for the first time	40
24. Number of nonfarm families making changes in practices as a result of the agricultural program	150
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	800
26. Number of farm homes involved in preceding question that were reached this year for the first time	217
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	150
28. Number of other homes involved in preceding question that were reached this year for the first time	25
29. Number of farm homes with 4-H Club members enrolled	260
30. Number of other homes with 4-H Club members enrolled	7
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	800
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	150

EXTENSION ORGANIZATION AND PLANNING

33. County extension association or committee (include agricultural council, home demonstration council, and 4-H councils or similar advisory committees; also farm and home bureaus and extension associations in those States where such associations are the official or quasi-official agency in the county cooperating with the college in the management or conduct of extension work)
- (a) Over-all or general: (1) Name County Agricultural Planning Board (2) No. of members 120
 (b) Agricultural: (1) Name County Agricultural Planning Com. (2) No. of members 1
 (c) Home demonstration: (1) Name Home Demonstration Committee (2) No. of members 120
 (d) 4-H Club: (1) Name Open House (2) No. of members 320
 (e) Other youth: (1) Name _____ (2) No. of members _____
34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):
 (a) Agricultural: (1) Home demonstration 23 (2) 4-H Club 320 (3) Other youth _____
35. Total number of committees in county: 3
36. Number of committees in which the extension program has been planned cooperatively by extension agents and local committees: 3
37. Number of clubs or other groups organized to carry on adult home demonstration work: 200
38. Number of members in such clubs or groups: 16
39. Number of 4-H Clubs. (Same as question 173, page 14): _____
40. Number of groups (other than 4-H Clubs) organized for conduct of extension work with older rural youth. (Same as question 185, page 14): 1
41. Number of different voluntary local leaders or committeemen actively engaged in forwarding the extension program:
 (a) Adult work: (1) Men 38 (2) Women 5
 (b) 4-H Club and older youth work: (1) Men 1 (2) Women 320
 (c) Older club boys _____ (d) Older club girls _____

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (land use planning or over-all planning) group, if any, sponsored by the Extension Service: _____
43. Number of members of such county agricultural planning group:
 (a) Unpaid lay members: (1) Men _____ (2) Women _____ (3) Youth _____
 (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men _____ (2) Women _____ (3) Youth _____
44. Number of committees with agricultural planning committee (land use planning or over-all planning): _____
45. Number of members of such community planning committee: (a) Men _____ (b) Women _____ (c) Youth _____ (d) No _____
46. Was a county committee report prepared and released during the year? (a) Yes _____ (b) No _____
- | 47. Days devoted to line of work by— | Extension agents and planning ¹ | | | | County agricultural job ² | Total ³ |
|--|--|---------------------|-------------------------|-----------------------------|--------------------------------------|--------------------|
| | (1) Home demonstration agents | (2) 4-H Club agents | (3) Agricultural agents | (4) State extension workers | | |
| | 42 | 25 | 10 | 8 | 1 | 42 |
| | | | | | | 25 |
| | | | | | | 10 |
| | | | | | | 8 |
| | | | | | | 1 |
| 48. Number of planning meetings held | | | | | (1) County | 22 |
| | | | | | (2) Community | 24 |
| 49. Number of unpaid voluntary leaders or committeemen assisting this year | | | | | (1) County | 126 |
| | | | | | (2) Community | 537 |
| 50. Days of assistance rendered by voluntary leaders or committeemen | | | | | (1) County | 126 |
| | | | | | (2) Community | 537 |

¹ When extension program planning and county agricultural planning (land use or over-all planning) have been completely merged into a single program planning activity, only column (c) should be filled out. When extension program planning is the only planning activity, the entries in columns (a) and (b) will be identical. In all other cases column (b) is the sum of columns (a) and (c).

CROP PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Corn	Wheat	Other cereals	Legumes	Pasture	Cotton	Tobacco	Potatoes and other vegetable	Fruits	Other crops
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
51. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	14	13		55	52					
(4) State extension workers										
52. Number of committees in which work was conducted this year	3	3		3	3					
53. Number of voluntary local leaders or committeemen assisting this year										
54. Number of farms assisted this year in—										
(1) Obtaining improved varieties or strains of seed	18	12								
(2) The use of lime				490	325					
(3) The use of fertilizers	181	600		600	325					
(4) Controlling plant diseases										
(5) Controlling injurious insects										
(6) Controlling noxious weeds										
(7) Controlling rodents and other animals										

LIVESTOCK PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Dairy cattle	Beef cattle	Sheep	Pigs	Horses and mules	Poultry (including turkeys)	Other livestock
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
55. Days devoted to line of work by—						16	
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents	3	4		21	6	4	
(4) State extension workers	3					1	
56. Number of communities in which work was conducted this year	3	3		2	3	3	
57. Number of voluntary local leaders or committeemen assisting this year						16	
58. Number of breeding circles or clubs or improvement associations organized or assisted this year							
59. Number of members in such circles, clubs, or associations							
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals							
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males		4		8			
(2) Obtaining purebred or high-grade females							
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX		XXXXX
(4) Improving methods of feeding						52	
(5) Controlling external parasites						52	
(6) Controlling diseases and internal parasites	4	11		33	118	52	
(7) Controlling predatory animals							

¹ Do not include rabbits, guinea, and fer animals, which should be reported under wildlife conservation.

CONSERVATION OF NATURAL RESOURCES

Include all work with adults, 4-H Club members, and older youth	Soil management (a)	Forestry (b)	Wildlife conservation (c) 1
62. Days devoted to line of work by—			
(1) Home demonstration agents		9	
(2) 4-H Club agents			
(3) Agricultural agents	13	9	
(4) State extension workers			
63. Number of communities in which work was conducted this year	3	3	
64. Number of voluntary local leaders or committeemen assisting this year			

Soil Management—Continued

65. Number of farmers assisted this year—	
(a) With problems of land use based on soil types	9
(b) In the use of recommended crop rotations	9
(c) With strip cropping	9
(d) In constructing terraces	
(e) In grassing waterways or otherwise preventing or controlling gullies	
(f) With contour farming of cropland	9
(g) In otherwise controlling wind or water erosion	
(h) In contouring pasture or range	
(i) In the use of cover or green-manure crops	
(j) In summer-fallowing	
(k) In making depth-of-moisture tests	
(l) With drainage	
(m) With irrigation	
(n) With land clearing	
66. Number of soil-management associations organized or assisted during the year:	
(a) Legal soil-conservation districts	1
(b) Voluntary soil-conservation associations	
(c) Grazing associations	

¹ Include nature study.

Forestry—Continued

67. Number of farmers assisted this year—	
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings)	
(b) In making improved thinnings, weedings, or pruning of forest trees	5
(c) With selection cutting	2
(d) With production of naval stores	
(e) With production of maple-sirup products	
(f) In timber estimating and appraisal	3
68. Number of farmers cooperating this year in prevention of forest fires	410

Wildlife Conservation—Continued

69. Number of farmers assisted this year in making specific improvements for wildlife	
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MARKETING AND DISTRIBUTION

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

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

² Where a cooperative association serves more than one county, include only the membership and proportionate volume of business originating in the county covered by this report.

³ Organized pieces of work.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Includes all work with adults, 4-H Club members, and older youth	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102. Days devoted to line of work by—				
(1) Home demonstration agents.....	37			
(2) 4-H Club agents.....				
(3) Agricultural agents.....		2		2
(4) State extension workers.....				
103. Number of communities in which work was conducted this year.....	3	2		3
104. Number of voluntary local leaders or committeemen assisting this year.....	16			

The House, Furnishings, and Surroundings—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings.....	
(b) Remodeling dwellings.....	
(c) Installing sewage systems.....	
(d) Installing water systems.....	
(e) Installing heating systems.....	
(f) Providing needed storage space.....	
(g) Rearranging or improving kitchens.....	
(h) Improving arrangement of rooms (other than kitchens).....	50
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings.....	52
(j) Selecting housefurnishings or equipment (other than electric).....	102
(k) Improving housekeeping methods.....	
(l) Laundry arrangement.....	62
(m) Installing sanitary closets or outhouses.....	
(n) Screening or using other recommended methods of controlling flies or other insects.....	
(o) Improving home grounds.....	65
(p) Planting windbreaks or shelterbelts.....	

Rural Electrification—Continued

106. Number of associations organized or assisted this year to obtain electricity.....	
107. Number of families assisted this year in—	
(a) Obtaining electricity.....	35
(b) Selection or use of electric lights or home electrical equipment.....	
(c) Using electricity for income-producing purposes.....	

Farm Buildings—Continued

108. Number of farmers assisted this year in—	
(a) The construction of farm buildings.....	
(b) Remodeling or repairing farm buildings.....	
(c) Selection or construction of farm-building equipment.....	

Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment.....	
(b) Making more efficient use of mechanical equipment.....	
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year.....	100
111. Number of gin stands assisted this year in the better ginning of cotton.....	

NUTRITION AND HEALTH

Include all work with adults, 4-H Club members, and older youth	Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by—				
(1) Home demonstration agents	49	19	25	21
(2) 4-H Club agents				
(3) Agricultural agents	3	2		
(4) State extension workers				
113. Number of communities in which work was conducted this year:	3	3	3	3
114. Number of voluntary local leaders or committeemen assisting this year:	126			
115. Number of families assisted this year—				
(a) In improving diets				463
(b) With food preparation				58
(c) In improving food supply by making changes in home food production				815
(1) Of vegetables				815
(2) Of fruits				815
(3) Of meats				50
(4) Of milk				554
(5) Of poultry and eggs				424
(d) With home butchering, meat cutting or curing				57
(e) With butter or cheese making				810
(f) With food-preservation problems				368
(1) Canning				168
(2) Freezing				368
(3) Drying				368
(4) Storing				368
(g) In producing and preserving home food supply according to annual food-supply budget				
(A) In canning according to a budget				
(i) With child-feeding problems				
(j) In the prevention of colds and other common diseases				
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				
(l) With first aid or home nursing				
(m) In removing fire and accident hazards				250
116. Number of schools assisted this year in establishing or maintaining hot school lunches:				9
117. Number of nutrition or health clinics organized this year through the efforts of extension workers:				1

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

Include all work with adults, 4-H Club members, and older youth	Home management— family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
118. Days devoted to line of work by—				
(1) Home demonstration agents	4	44		18
(2) 4-H Club agents				
(3) Agricultural agents				
(4) State extension workers	1	3		2
119. Number of communities in which work was conducted this year	3	3		3
120. Number of voluntary local leaders or committeemen assisting this year	48	48		48

Home Management—Family Economics—Continued

121. Number of families assisted this year—	
(a) With time-management problems	
(b) With home accounts	
(c) With financial planning	250
(d) In improving use of credit for family living expenses	
(e) In developing home industries as a means of supplementing income	
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of—	
(a) Food	
(b) Clothing	
(c) Housefurnishings and equipment	
(d) General household supplies	
123. Number of families assisted this year through cooperative associations ¹ or individually, with the buying of—	
(a) Food	
(b) Clothing	3
(c) Housefurnishings and equipment	
(d) General household supplies	
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications)	250
125. Number of families assisted this year with "making versus buying" decisions	500
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living	200
NOTE. —Individual families and groups assisted with selling problems should be reported in column (j), page 9.	

Clothing and Textiles—Continued

127. Number of families assisted this year with—	
(a) Clothing-construction problems	248
(b) The selection of clothing and textiles	248
(c) Care, renovation, remodeling of clothing	265
(d) Clothing accounts or budgets	

Family Relations—Child Development—Continued

128. Number of families assisted this year—	
(a) With child-development and guidance problems	
(b) In improving family relationships	
129. Number of families providing recommended clothing, furnishings, and play equipment for children this year	
130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men	
(b) Women	
131. Number of children in families represented by such individuals	

Recreation and Community Life—Continued

132. Number of families assisted this year in improving home recreation	
133. Number of communities assisted this year in improving community recreational facilities	3
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs	24
135. Number of communities assisted this year in establishing—	
(a) Club or assembly hall	1
(b) Permanent camp	
(c) Community rest rooms	
136. Number of communities assisted this year in providing library facilities	8
137. Number of school or other community grounds improved this year according to recommendations	1

¹ The home—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The home, furnishings and surroundings," p. 18.
² Includes question 122, also families buying through marketing cooperatives, organized or assisted, column (k), p. 6.

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)
138. Corn					Acres
139. Other cereals					Acres
140. Peanuts					Acres
141. Soybeans, field peas, alfalfa, and other legumes					Acres
142. Soil conservation and pasture improvement					Acres
143. Potatoes, Irish and sweet					Acres
144. Cotton					Acres
145. Tobacco					Acres
146. Fruits					Acres
147. Home gardens	50	78	36	69	105 Acres
148. Market gardens, truck and canning crops					Acres
149. Other crops					Acres
150. Poultry (including turkeys)	50	149	38	135	9975 Birds
151. Dairy cattle					Animals
152. Beef cattle					Animals
153. Sheep					Animals
154. Swine					Animals
155. Horses and mules					Animals
156. Other livestock					Animals
157. Bees					Colonies
158. Beautification of home grounds		75		60	XXXXXXXXXXXX
159. Forestry					Acres
160. Wildlife and nature study (rabbits, game, fur animals)					XXXXXXXXXXXX
161. Agricultural engineering, farm shop, electricity					{ Articles made Articles repaired
162. Farm management					XXXXXXXXXXXX
163. Food selection and preparation					{ Meals planned Meals served
164. Food preservation		250		215	22769 Quarts canned
165. Health, home nursing, and first aid					XXXXXXXXXXXX
166. Clothing		250		210	{ 630 Garments made 62 Garments remodeled
167. Home management					Units
168. Home furnishings and room improvement		138		119	{ 119 Rooms 215 Articles
169. Home industry, arts and crafts					Articles
170. Junior leadership					XXXXXXXXXXXX
171. All others					XXXXXXXXXXXX
172. Totals (see footnotes 2 and 3, p. 14)	50	250	50	215	XXXXXXXXXXXX
	100	440	74	808	

4-H CLUB MEMBERSHIP:

172. Number of 4-H Clubs. (Same as question 39) 16
174. Number of different 4-H Club members enrolled 50 (a) Boys 250
175. Number of different 4-H Club members completing 50 (a) Boys 250
176. Number of different 4-H Club members in school 50 (a) Girls 215
177. Number of different 4-H Club members out of school 44 (a) Boys 240
178. Number of different 4-H Club members from farm homes 6 (a) Girls 10
179. Number of different 4-H Club members from nonfarm homes 44 (a) Boys 245

Number of Different 4-H Club Members Enrolled:

180.	By year	Boys (a)	Girls (b)	181.	By sex	Boys (a)	Girls (b)
1st year	15	42	10 and under	14	69		
2d	16	48	11	12	57		
3d	19	49	12	8	38		
4th	20	48	13	7	28		
5th	1	8	14	7	21		
6th	1	8	15	3	16		
7th	1	3	16	1	13		
8th			17		4		
9th			18		2		
10th and over			19		2		
			20 and over		1		

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—

- (a) Judging 300 (1) Fire and accident prevention 300
- (b) Giving demonstrations 122 (2) Wildlife conservation
- (c) Recreational leadership 240 (3) Keeping personal accounts
- (d) Music appreciation 340 (4) Use of economic information
- (e) Health 300
183. Number of 4-H Club members having health examination because of participation in the extension program 300
184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs 16

WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth (same as question 40) 1
186. Membership in such groups 12 (a) Young men 12
- (b) Young women 12
187. Number of meetings held during 1915 and 1916
- | (1) Young men | In school | | Out of school | | Under 25 years (a) | 25-34 years (a) | 35 years and older (a) |
|-----------------|-----------|-----|----------------|--------------|--------------------|-----------------|------------------------|
| | (a) | (b) | Unemployed (b) | Employed (b) | | | |
| (2) Young women | 12 | 2 | | | 12 | 12 | 12 |

188. Number of meetings of older rural youth extension groups 12
189. Total attendance at such meetings 121
190. Number of other older rural youth groups assisted 121
191. Membership in such groups 121 (a) Young men 1
- (b) Young women 1
192. Number of other rural youth not in extension or other youth groups assisted 12 (a) Young men 12
- (b) Young women 2
193. Total number of different young people contacted through the extension program for older rural youth. (Questions 188, 191, and 192, minus duplicates) 12

194. Clubs during approximate years of older youth program & public problems

(1) Citizenship, democracy, and public problems	Under 10 percent (a)	10-19 percent (a)	20-29 percent (a)	30 percent or more (a)
(2) Vocational guidance	10			
(3) Family life and social customs				
(4) Social and recreational activities				
(5) Community service activities	10			
(6) Technical agriculture				
(7) Technical home economics, including nutrition and health				

1. All data in this section are based on the number of different boys and girls participating in 4-H Club work, not on the number of 4-H projects carried.

2. Report the total number of different boys or girls enrolled in club work. The total should equal the sum of the project enrollments reported on page 15, minus duplicates due to the same boy or girl carrying on two or more subject-matter items of work. Do not include boys and girls enrolled, but in the year in connection with the preceding year's program.

3. Same as footnote 1, except that reference is to occupation instead of enrollment.

MISCELLANEOUS

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

Include all work with adults, 4-H Club members, and other youth	Hans (a)	General-Insect insects ¹ (b)	All other work (c)
195. Days devoted to line of work by—			
(1) Home demonstration agents			12
(2) 4-H Club agents			
(3) Agricultural agents			52 51
(4) State extension workers			
196. Number of communities in which work was conducted this year			
197. Number of voluntary local leaders or committeemen assisting this year			

SUMMARY OF CONTRIBUTION TO WAR EFFORT

It is desirable to bring together in one place the sum total of extension contribution to the several broad areas of war effort. It is assumed that all such work has been reported previously under appropriate headings.

War programs	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)
198. Estimated number of days devoted to—			
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)	7		
(2) Problems arising from new military camps, munitions plants, and war industries			
(3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)	7		
(4) Other war work (including collection of salvage material)	6		

COOPERATION WITH OTHER FEDERAL AGENCIES

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

	War bonds (a)	Civilian de- lease agency (b)	Employment service (c)	Agricultural Adjustment Administra- tion (d)	Surplus Marketing Administra- tion (e)	Soil Conserva- tion Service (f)	Farm Security Administra- tion (g)	Rural Electri- fication Administra- tion (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)
199. Days devoted to line of work by—										
(1) Home demonstration agents	7	2			1		6			1
(2) 4-H Club agents										
(3) Agricultural agents	18	5		133		24	7	2	14	3
(4) State extension workers	6									
200. Number of communities in which work was conducted this year	3	3		3	3	3	3	2	3	1
201. Number of voluntary local leaders or committeemen assisting this year	6 ¹⁰	66			8				3	
202. Number of meetings participated in this year by extension workers	21	8		25	3	4	12	2	3	1

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

TERMINOLOGY

DEFINITIONS OF EXTENSION TERMS

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

1. A community is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report, a community is one of the several units into which a county is divided for conducting organized extension work.
2. A cooperator is a farmer or homemaker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent, and records are not required, but reports on the success of the practices may be obtained.
3. Days in field should include all days spent on official duty other than "days in office."
4. Days in office should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
5. Demonstrations as contemplated in this report are of two kinds—method demonstrations and result demonstrations.

A method demonstration is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.

A result demonstration is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, that the use of certified seed in growing potatoes is a good investment, or that a large farm business results in a more efficient use of labor.

The adoption of a farm or home practice resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.

6. A demonstration meeting is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
7. A result demonstrator is an artist, a boy, or a girl who conducts a result demonstration as defined above.
8. An extension school is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college.
9. An extension short course differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
10. A farm or home visit is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
11. *Person or family* visited this year should include those directly or indirectly influenced by extension work to make some change during the report year as indicated by:
 - (1) Adoption of a recommended practice.
 - (2) Further improvement in a practice previously accepted.
 - (3) Participation in extension activities.
 - (4) Acceptance of leadership responsibility.
 - (5) Or by other evidence of desirable change in behavior.

12. A *J-H Club* is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.

13. *J-H Club members completed* are those boys and girls who actually start the work outlined for the year.

14. *J-H Club members completing* are those boys and girls who satisfactorily finish the work outlined for the year.

15. A *project leader, local leader, or committeeman* is a person who, because of special interest and fitness, is selected to carry on a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.

16. A *leader-training meeting* is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.

17. *Letters* written should include all original letters on official business. (Duplicated letters should not be included.)

18. An *offer call* is a call in person by an individual or a group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an offer call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.

19. A *plan of work* is a definite outline of procedure for carrying out the different phases of the program. Such a plan provides specifically for the means to be used and the methods of using them. It also shows when, how much, when, and where the work is to be done.

20. An *extension program* is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.

21. *Records* consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.

22. The *older rural youth group* is primarily a situation group, out of school, at home on farms, not married or started farming on their own account, and mostly 16 to 20 years of age.

No index
MAD

VIRGINIA

ANNUAL NARRATIVE REPORT
HOME DEMONSTRATION WORK
✓ GREENE COUNTY

✓ HOME DEM AGENT ANNUAL REPORT

1942

Virginia Swink

HOME DEMONSTRATION AGENT

December 1, 1941 -- November 30, 1942

REPORT FILES
EXTENSION WORK

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III SCOPE OF WORK

A. Home Demonstration Clubs

Number 8 -- Membership 200

B. 4-H Clubs

Number 16 -- Membership 300

C. Older Youth Groups

Number 1 -- Membership 2

D. Special Classes

1. Red Cross

Number 1 -- Membership 18

2. Comforter Making Classes

Number 36 -- Membership 478

E. Families Reached through Neighborhood and Community Leaders, 800

F. Estimated Total Number Families Reached, 800

Number Farm Families, 1000

Number Farms in County, 828

IV ORGANIZATION - CHANGES AND NEW DEVELOPMENTS

A. County Home Demonstration Committee

The County Home Demonstration Committee is made up of the presidents of the eight home demonstration clubs plus two outstanding women. This organization has the responsibility of assisting the agent and the club members in working up a yearly program which will meet the needs of the people in the county.

The committee met twice during the year. At the first meeting, the National and County situations were discussed. Problems facing the farm people were analyzed and summarized. This summary was taken to the clubs by the members of the committee. Suggestions of topic for study and for demonstrations were made by the club members. These suggestions were brought back by the committee members to a second meeting where the program for 1941-42 was mapped. The Federation Goals and campaign were also selected.

B. County Agricultural Board

The County Agricultural Board was organized with the assistance of the F. S. A., the Vocational Agricultural and Home Economics Teachers. The first step was a meeting of the Professional workers who selected the county chairman and chairwoman.

The county was then studied to find out what would be the natural community boundaries. It was found that Greens had three general magisterial districts. Community chairmen and chairwomen were then selected by the professional workers with the assistance of the county chairmen. Monroe community was assigned to the home demonstration agent and the F. S. A. farm supervisor. Standardville community to the farm and home agents and Rushersville community to the F. S. A. home supervisor and the farm agent.

The two professional workers met with the community chairmen and divided the community into neighborhoods of not more than twenty families, and appointed the key man and woman as neighborhood leaders.

In one district the professional workers sat with the leaders and studied the map and listed all families. In the other district, the maps were given to the leaders and they listed the families in their neighborhoods. The first mentioned plan was the more satisfactory to the home agent's view of results obtained.

There are three communities, thirty three neighborhoods. Three men and three women community chairmen. There are thirty white and three colored neighborhoods. Thirty white men and thirty white women neighborhood leaders, three colored men, and three colored women neighborhood leaders.

This organization took over the "Victory Garden." Two meetings were held to train the leaders and give them materials to give the farm families. During the year, the garden letters were sent to these leaders to be distributed. The leaders were asked to pick out the most interesting and helpful thing in each month's letter and mention it to the farm family as the letters were distributed. A Victory Garden tour was conducted in August.

The county board chairman asked the help of this organization in the Bond Survey and the members cooperated by making the survey. The board assisted in the scrap metal drive and in various other activities. The spirit of willingness to serve has been most gratifying and helpful.

C. Professional Workers Council

The Professional Workers Council was organized and has made a study of the work of various agencies. There probably is a smaller

group here than in most counties since there is no vocational agricultural or home economics taught in the one consolidated high school.

During 1942, the following agencies were represented: F. S. A.; Vocational Agriculture and Home Economics from Blue Ridge Industrial School, which is a private hearing school under the Episcopal Home Mission Board and does not function as a county organization. In May, the home economics teacher resigned and left, the agricultural teacher left in September. The F. S. A., the Vocational Agriculture and Home Economics Teachers, Public Welfare and Extension were the only organizations which were located and functioned solely in Greene County. However, the Shennandoah National Park Homestead Resettlement workers with headquarters in Rockingham County; Federal Land Bank, Elkton; Production Credit, Orange; Greg Loan, Culpepper; Northern Piedmont Electric Corporation, Culpepper; F. S. A., Standard Madison; W. P. A., Staunton and Charlottesville; N. Y. A., Madison; National Farm Loan Association, Culpepper; Superintendent of Schools, Madison; Soil Conservation, Culpepper were members and attended the meetings when they could arrange to do so.

This organization was responsible for the forming of the County Nutritional Committee, the County Agricultural Planning Board and has assisted in the work wherever it could. The home agent has attended each of the eleven meetings and explained the home demonstration program, and has worked along with the committees appointed and all other work undertaken.

V LEADERSHIP

A. Adult

1. Club Officers

In the beginning of the year the clubs organized and elected the following officers, chairman, vice chairman, secretary, treasurer and a reporter in some of the clubs a musician was also elected. There was a total of twenty-seven officers. The duties of these officers were to transact the business part of the club program, arrange all details necessary for successful and satisfactory meetings, and take charge of the actual conducting of the program. These officers may serve two years but can not be returned to office after serving two terms. They have felt their responsibility and worked hard to develop and maintain good clubs. They have held two meetings for training which were devoted primarily to program planning and discussion of best ways to carry out these plans.

2. Club Project Leaders

When the club officers were elected, two women in each club were appointed as project leaders. Three meetings were held to train these leaders. A state specialist attended two of the training meetings and the home agent handled the other. After war was declared, the program had

to be revised to include War Emergency Activities. There are twenty-four of these leaders and they have given an average of a day a month to leadership work. They have attended leadership training meetings and given demonstrations at at least two meetings of the club, then assisted the agent with the other demonstration.

These leaders have helped greatly in securing supplies for demonstrations which has helped relieve the expenses which have fallen heavily upon the agents.

The keenest interest was shown in the remodeling of clothing training meeting which was held in September. These women are making preparation for other clothing clinics to remodel, restore or recondition clothing.

3. Federation Goals

The Federation Goals Committee consisted of three members. The goal selected was health. No meetings were held but the leaders prepared talks to make at the clubs and then worked through these groups to accomplish their goals.

4. Campaign Chairman

Each club has a campaign chairman who was responsible for keeping the campaign before the club at its regular meeting and then reporting to the county chairman when its club had accomplished its goal.

There are thirty-three neighborhood leaders. Thirty white and three negro. A training meeting was held for them in 'Victory Garden Productions', Bond Sales Canvass and in Scrap Metal Canvass.

The leader training meetings were called at the school house which was the most central one in the community. The professional workers mapped out in advance over which road each would go and gather up leaders who did not have transportation to get to the school. The training meetings were informal and were conducted with each leader having in her hands the names of the people she was to work with. Each person was able then to know what kind of information and how much she needed to help her people. The leader training meetings were held at night. Some times the discussion was so interesting it would be late before it adjourned.

B. 4-H Work

There are sixteen 4-H project leaders in the county and two other leaders who have done some special recreational work with a group of older boys and girls. The 4-H club leaders have had three leader training meetings.

In Greene County there is only one type of 4-H club leaders and that is the project leaders. They assist with the entire pro-

7

group. During the year, four leader meetings have been held. One was on organization and county planning with an attendance of sixteen. Three meetings on project work with an attendance of thirty. These meetings were devoted to training the leaders to be of greater service to the 4-H club girls in their clothing construction and selection work. To be sure that they understood the construction as it should be done, the leaders were asked to bring materials for a dress and then the agent and the specialists supervised the work done by leaders in making their garments. Time was reserved for training in planning for other club activities.

C. Older Youth

There was a group of six boys and six girls who were used as recreational leaders in the county. A specialist from the University of Virginia assisted the home agent in training these boys and girls. The group met each Thursday evening from seven to nine in the home agent's office for training in game leadership. This included active, quiet, and folk games. The attendance at the twelve meetings was 110. The youth enjoyed the meetings so were unusually present. The object of this group was to train these young people to conduct recreational meetings at other community centers which they have done, and will be explained under Recreation.

VI RESULTS

A. Home Demonstration Clubs

1. Food.

(a) Production

Greene County Agricultural Committee met in the home agent's office with the District farm agent present and discussed the Food Production Program as outlined for the State and then Greene County's allotment was discussed and accepted. In cooperation with this program, the home agent concentrated her efforts on home gardens and poultry. Meetings of the neighborhood were called to discuss home gardens, which took in an analysis of what was the usual garden program and how much that program needed to be increased. What could be done to make the gardens better all year round supplies of food. That increase in number and variation of vegetables should be made. That was needed to improve the garden plots and to combat diseases and pests. The leaders agreed to visit each home in their neighborhood and take the information plus a garden letter each month to each of their families. Each family was urged to plant a garden that would supply the family with food both fresh and canned for the whole year so that they would not need to purchase any food on a market but where markets were available to try to have some to sell instead.

The gardens were the largest and best they have ever been. During the canning and drying season it was almost impossible to have any meetings during the day because the women were too busy canning and drying to go to meetings. People canned and dried vegetables who had never done

so before. Most of the gardens had from twelve to twenty-one vegetables in them and provided food for an adequate diet from June through October, with leafy vegetables to go through the winter and root crops to store. A two weeks dry spell and very hot in August injured the tomatoes and damaged the late plantings. Each month for ten months letters were distributed to 800 families. These letters contained seasonable hints for that particular month.

2. Conservation

Conservation of food so far this year has dealt only with fruits and vegetables. Greene County has not waited until this emergency to learn how to can. For the past ten years, the club women have been almost experts. They have budgeted their canning needs and then filled them. In February of this year, the home agent began talking the importance of laying in a supply of tops and rubbers to meet the expected shortage. This message was passed on to other people so as a result the merchants sold out their left over tops and rubbers and were able to place their orders early and therefore the people were able to get all the supplies they needed. The agent assisted in working out an estimate of the amount of fruit people had been canning so that those requesting sugar would be able to get enough.

The women realized that this year the extreme need to can more so that they could be prepared to help others if the need arose. These 230 women reported canning 135,700 quarts of fruits and vegetables. This would run the county total up to about 300,000 quarts. The usual amount of meat was canned in the winter months of December, January, and February. Plans have been made to can especially the parts of the animal that are not rationed and enough of other meats to meet the family needs. Storage facilities have been made in cellars, pits, basements and closets. The mountain people made more use of the pits than the other families.

3. Nutrition

A nutrition committee was appointed with representatives in each community. These people were called in twice for conferences and for the selection of work to be done. It was decided that more work on the school hot lunches was needed. That nutrition classes should be taught and the people urged to plant better gardens and raise more varieties of vegetables. The committee did a good job. Lunches were kept going in nine of the twelve schools. A lot of the people are rather poor and the children of these families could not afford to purchase meals so the barter system was used. Any child who brought in a good full quart of canned non acid vegetables was given three meal tickets. Three for canned tomatoes or fruit. Fresh vegetables, fruits and Irish potatoes were weighed and ticket given according to value.

The home agent gave a demonstration on the nutritive value of certain foods at one meeting of the home demonstration club, and P. T. A. meeting and more than one at the 4-H club meetings. She taught one Red Cross Nutrition Class which was made up almost entirely of teachers and

community leaders.

Clothing Problems

After war was declared each club devoted one meeting to Consumers Problems. A study was made of which fabric would most likely be scarce and therefore hard to get. Which types of garments would go off the markets and what adjustments would have to be made to do without these articles. Among the things studied were woolen for clothes and household needs. Elastic and rubber goods, shoes and other leather articles, hose from silk and nylon, all household articles made of metal. As a result of this meeting a program was planned on conservation. No sewing machine clinics were held but twenty-five machines were repaired and put back into use.

Demonstrations were given in the correct method of washing and drying hose, woolen sweaters, blankets, etc. In cleaning woolen garments and their care to prevent moths from destroying blankets and other woolen articles. This information reached about 300 women who made use of the information received. Sweaters were very popular and cleaning them was a problem to the people before this demonstration was given.

Three home demonstrations took some clothing. Each of them held one or more all day sewing or clothing days. The women came by nine-thirty and worked until four-thirty or five o'clock. One club had a lot of young members who were beginners so they brought inexpensive prints and muslins and cut and made simple dresses. Sewing machines were gathered up and taken to the place of meeting so there were at least three machines for the women to use. Twelve women were present and each took home a dress near enough made that she could complete it. In the other two cases, a state specialist and the home agent worked with the women in remodeling old clothes. Eighteen women attended these meetings and brought problems ranging from making new print dresses to making a dress from the lining of an old coat. Some of the problems that came up were shrinking woolen material to make collars and sleeves fit in perfectly. Shrinking hems so there would not be so many plaits in the turned up part. Piecing the material so it would look like a part of the construction design.

B. Home Demonstration Club Activities

1. Federation Goal

The federation goal was health. The women thought this goal could be best carried out through the school hot lunches so they worked on that through the year. One club planned the menus for one of the lunch rooms. Gave two entertainments to raise money to supplement the lunch room funds. Received the barter food and weighed and valued it and then gave the lunch tickets for it. Three clubs bought pressure cookers which were to be used by the schools for summer canning.

One club finished paying for a flue at a school house lunch room and a stove to go in that room. Another club raised over a hundred dollars to help with the furnishing of a kitchen for a lunch room. It

bought an institutional size range and helped with paying for a sink and drain board. One club bought and canned several bushels of peaches for the hot lunches. Five clubs put on entertainments to raise money to establish hot lunches and several others to raise money to supplement the bartered foods.

Moving picture shows on nutrition were shown in thirteen white and two negro neighborhoods. At leastn of the white neighborhoods three or more shows were given. The films best liked were, "Food Makes a Difference", "Proof of the Pudding", and "Vitamin B." At each meeting, a "Klucky House" or "Pop Eye Comedy" and a "Defense" picture were also used. These pictures were very effective. They were attended by from fifty to two hundred people each time according to the size of the neighborhood.

2. Campaign

The campaign was "A Pressure Cooker in Every School Lunch Room." One was placed in every canning center and more than one in the larger centers. These cookers will go back to their own school when the canning season is over.

3. Recreation

Since people are unable to travel as they have in the past, it was decided by the clubs that recreation was a very important thing for the clubs to take up. One club fostered three yard picnicks. The neighbors were invited to bring one covered dish of food and the family. After supper games were played and when everyone was tired of games they gathered around a portable organ and sang until time to go home.

Another club has built an outdoor fireplace on the school grounds. This fireplace was the point for several picnicks. One club held a lawn party on a hill while another group gave several neighborhood dances. Recreational night was held once a week at the county seat. The games were led by young folks trained in the home agent's office by people who were especially trained to do that kind of work.

4. Year's Work of One Club

The Richersville Home Demonstration Club was probably the most outstanding club. Most of its activities other than the regular project work was centered around assisting in raising money to build and furnish a lunch room. The woman also raised money for seed and one club member gave some of the land for a garden. One club member spend days supervising the planting and raising of the vegetables, canning and storing them. After school opened, three members did much of the work of supervising the lunch room cooks.

The club helped raise money for some of the jars and tops needed. The club held a big picnic in the summer to which the club members brought their families over a hundred people were present. The

food which consisted of eggs, bacon, hot dogs, hamburgers, etc. was brought and cooked on the fireplace. This work furnished lots of pleasure for the folks who did the cooking. The club held a clothing clinic. In order to have an especially productive day and get lots of work done, the club assembled four electric and one tread sewing machines. About the time all the machines were hooked up and ready to go, the flood washed down the light poles at the generator plant and all the electricity went off. Everyone was thankful for the one tread machine. Nine women attended, each with a problem, all went home with their problem near enough done that she could finish it.

The club held a community fair which worked out to be a very cooperative affair. The school served supper for the benefit of the school lunch room. About \$50.00 was cleared. Two club members took charge of the supper. A ladies aid society had a sales table from which it sold many useful articles. The club sponsored the exhibit and had the judging done. It was really a very satisfying event. The club sold food at a public auction sale and raised money for the extension fund which goes on the agent's salary.

C. Agricultural Board

The home demonstration agent assisted the agricultural board in setting up the neighborhood leader system in the county. By helping with the training of the leaders. She assisted in distributing the information on the Victory Garden Campaign. She had a garden specialist come to the county and make talks on vegetable production and pest control. She assisted with the educational work in connection with the "Scrap Metals" and Bond Sales drives.

D. 4-H Clubs

- 1. Project Work
- (a) Personal

Each girl took two projects - one was considered home economics and the other production. The home economics project was clothing. During the school year, the girls were given demonstrations on washing sweaters and hose. On the care of their hands, hair, and skin. On selecting materials for their clothing work. On selecting becoming colors. On making button holes. On how to place a pattern on cloth. Then after school, the clubs held all day sewing days at which they cut out and make garments such as aprons, skirts, and pinafores. Most of the Greene County 4-H Club girls are young so must undertake only simple garments to make. The girls made 630 garments and articles and remodeled 62. The production projects were either garden or poultry. At each meeting of the club, some time was spent in discussing timely suggestions for gardening and some for poultry production. The club members used this information in the home garden, or on the home flocks. The club members were not urged to have either a separate garden or poultry flock since this did not seem to be the right time to spend

money on building extra houses or developing new garden spots and the boys and girls labor was needed to make what they had more effective. The boys and girls assisted with the care of 9975 birds.

(b) Family

Each club member was given an opportunity to select a family project. This project was to be something that the club member would work on with the other members of the family or some definite family responsibility that he or she would assume and do without help or urging. These are the jobs selected; Washing dishes, care of the dining room, care of the kitchen floor. Care of the Living room. Care of his or her bed room. Keep own clothes hung up. The boys took bringing in wood, bringing in water, milking the cow, feeding the chickens, care of his room, keeping his clothes hung up.

Demonstrations or talks were given on some of these things. The club members reported that they kept their work going for the year. 119 rooms were cared for, 45 cows milked, 42 carried in water, and 185 washed dishes. The other projects had from one to fifteen carrying them.

2. Community Work

The community work done by these clubs was limited by the youth of the club members. They however assisted with the hot lunch rooms at their schools with the collection of scrap metal and paper and by buying stamps and bonds.

At each club meeting, part of the time was devoted to trying to teach the children some worthwhile songs and new games. Some of the games were ones that they could play at home with the families or at gatherings.

Several clubs had grand local picnicks. Five boys and four girls attended Holiday Lake 4-H camp. They were very enthusiastic over the grand time they had and really are working to go back next year.

3. Work of One Club

The Standardville Senior 4-H Club began holding its meetings at night in the home agent's office. An equal number of boys and girls would attend. The first part of the meeting was devoted to project instruction. The last half to recreation. A team of two members was assigned to at one meeting to prepare and serve the refreshments at the next meeting. A great deal of care was taken to see that everything was done correctly to give training in table setting, service and the art of being a good host or hostess.

The boys carried pig, garden, and poultry projects and received training from their club leader. The girls carried clothing, gar-

dealing, and canning. The boys and girls wanted to have the whole club go to camp so they did several things to raise money. One was to collect a whole truck load of paper and sell that. Sold food at several public sales. Several members went with a group of young folk to another county one night to assist that town with folk games at the opening of their community house. Two members went with the home agent to several communities to help with group singing. They led the singing. Five boys and two girls went to camp. The club enjoyed two huge picnicks. It helped with the scrap metal drive. This club made a moving picture show of a club meeting.

K. Older Youth

The only older youth work done was the training of 24 young men and women in In recreational Leadership which enabled them to conduct games nights in a community center one night each week. Some of the young folks also went to other communities to help with neighborhood gatherings.

F. Other Work Done by the Home Demonstration Agent

1. County Home Economics Workers

There is only a F. S. A. home supervisor and a home demonstration agent. They have worked together in perfect harmony. Their war efforts were tied up in the work done by the County War Board and the County Board of Agriculture. Most of their activities were on the war effort as shown by the account of the work with the County Board of Agriculture.

2. County Nutrition Committee

The home demonstration agent was co-chairman of this organization and was responsible for the picture shows and pushed the hot lunch program as described under Nutrition under Project Work.

3. Office of Civilian Defense

The home agent volunteered her assistance for almost every activity of the OCD but the organization there never developed any of its activities. The home agent attended several meetings and gave suggestions. She did a lot of educational work which was never followed up by the chairman appointed by the OCD.

4. Salvage Committee

The home agent made talks on the need for collection of scrap metal and had the people gather up the metal and get it ready for a junk man. The chairman was notified that the metal was ready. This educational work was described fully in account C. A. B.

5. Rationing Board

The home agent assisted the rationing board to set up

several neighborhood rationing days so that the board could go to the people instead of so many of them having to go so far to the board. She assisted in determining a logical and usual amount of canning of fruits as done by the people in past years so the people could get ample sugar for canning.

6. War Board Committee

The committee sent the home agent many bulletins which she distributed to the 4-H club members and at the same time tried to explain why the club members should buy stamps and bonds. One 4-H club girl won a prize for selling the most bonds. The other bond work was done in co-operation with the Board of Agriculture. The board called a meeting of the neighborhood leaders and asked them to take over the campaign. They did and the home agent assisted with the training of the leaders.

7. School lunches were described fully under Federation Goals with the exception that the agent was able to secure a tin can sealer and a thousand #2 cans for the use of the WPA workers in their canning for the school lunches.

8. Red Cross

Three home demonstration clubs held all day sewing days to help with the construction quota besides the many garments made outside by club members. The agent was present at all these meetings and tried to see that high standards of workmanship were maintained.

The home agent taught one class in nutrition as stated above and was lining up a Canteen class when she was transferred to another county.

9. The mattress program was closed. The people made 606 mattresses and 549 comforters. At first, the agent tried to get the people to come to one center, make their comforters and be supervised by the WPA teacher. This did not work because the people lived too far and the gas and tire shortage kept them from coming. So the home agent set up neighborhood quilting days in local neighborhoods. She took the WPA worker, the cotton, percale, thread, quilting frames, and all to the locality in her car each morning and then gathered up everything that was left at evening and took them back to headquarters ready to start out the next day. Later, the WPA worker was cut off and the agent had to stay long enough to get the first comforter in and start the tacking on it. Practically every family in the county was touched by this program. If they did not get a comforter, they helped a neighbor make one. This was a grand opportunity for community co-operation.

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