

SUSSEX COUNTY
NARRATIVE ANNUAL REPORT

OF

EXTENSION SERVICE

FOR THE YEAR 1943

M. D. Jones Local Farm Agent

Jan. 3, 1944

John L. Chantry
State Agent.

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Foreword

In compiling the twenty-eighth Annual Narrative Report we of the Extension Service are faced with bigger and more grave problems than ever before.

The problems, however, present a challenge as well as points of emphasis for the work and its continuation. The entire year's work has been a total combination of effort in the agricultural field as well as others in which activities have been carried on to strengthen the home front and war front by producing, conserving "food for freedom", purchasing more war bonds and supporting all efforts that will hasten VICTORY.

The stories and pictures on succeeding pages are a summary of Extension work conducted in Sussex County, the year 1943. This report is submitted to the State and Federal Offices.

In addition to our regular demonstration work we were chiefly concerned with the appointing of Neighborhood Leaders and their assistants to assure maximum production of food; and also to intelligently inform the people of their problems and the best methods of solving them; (2) to assure 5% more hog production; (3) to encourage the purchase of war stamps and bonds.

In making this report, I wish to acknowledge the cooperation of the County Advisory Board, the Farm Community Clubs, the Junior Council, Neighborhood Leaders and other cooperating individuals of the County. It is hoped that interest among the various groups and individuals will grow and problems will be solved and Re-adjusted because of this growth of interest in the Extension Program.

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State Advisory Board

The Seventeenth Annual Meeting of the Virginia State Advisory Board was held in Greensville County, September 7 - 8, 1943.

One hundred and three delegates, including 37 farm and home agents from thirty-seven counties, who represented Negro Extension work in Virginia, were present.

These delegates who represented 35 County Advisory Boards, own 8,414 acres of land valued at \$491,035.

The speakers were Miss Maude E. Wallace, Assistant Director of Extension Work in Virginia; Dr. E. H. Shinn, Senior Agriculturist, U.S. Department of Agriculture, Washington, D. C.; J. W. Mitchell, Field Agent, U.S. Department of Agriculture; Dr. L. H. Foster, President of Va. State College for Negroes; Dr. J. A. Russell, President of St. Paul Polytechnic Institute, Lawrenceville, Va.; Mr. W. H. Daughtry, District Agent, who represented the state director of Extension Service, Mr. John R. Hutcheson; Mayor W. R. Cato of Emporia, Va.; and the Rev. E. C. Wright.

Reports on work accomplished in the matter of increased land ownership the painting of homes, beautification of home grounds and food production showed much progress in each field.

The objective of the State Advisory Board is to bring together once a year outstanding farmers, both men and women, who study together problems confronting Negro farmers and try to find ways and means of solving them.

"Food for Freedom", was the major problem for 1943. Excellent reports were made on production for victory gardens, more hogs and poultry. County Agent, George D. Williams gave the history of Extension work in Greensville County from its beginning in 1915. He showed the beneficial results of the "Live-At-Home program.



First Meeting of County Advisory Board

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The County Advisory Board

The County Advisory Board is a body of organized men and women who cooperate with the agent in putting over the county Extension program. These people represent a cross section of the farming. Thus they can make available to the Board and the agent the most pressing needs of each community.

The Board held five meetings during the year. At the first meeting in February, the agent presented a proposed program of work to the Board. The following Board activities were recommended and accepted by the Board. It may be well to state that every recommended item was completed.

1. They (the members) conducted garden contests to stimulate interest in greater production of food. The Board donated \$20.00 in cash prizes to First Baptist and Plank Road Community clubs in their garden contest.
2. They financed twelve hog breeding centers, and purchased one hundred and thirty-five pure bred cockerels to head flocks of birds for 4-H club members and other leaders.
3. They financed three delegates expenses to the State Advisory Board meeting in Greensville County Sept., 7--8, 1943.
4. They financed the four delegates sent to Va. State College for two days training in how to make out income tax forms. The four delegates were to return to the county and give the farmers the benefits of their training. At the meeting the Bard on July thirtieth, 1943, the four delegates made their report. It showed that 149 families were served by the committee. Five of the persons were public school teachers; five business men; three laborers and the remaining 136 were farmers of Sussex County who profited by having such persons to assist them.

Neighborhood Leaders

There are 56 neighborhood leaders in the county helping the agent to carry out the Extension program on a county wide scale. The agent called these leaders together at the beginning of the year in a county wide meeting. Subsequent meetings were in districts and community groups. In these meetings the program was outlined. Each leader was assigned from six to twelve farm families which he was to contact, keep informed, and report to the agent the needs of the neighborhood.

The agent rendered any service that was needed and also kept the leaders supplied with suitable literature dealing with program of work for their respective communities, or neighborhoods. An example of the excellent cooperative effort on the part of the groups follows: Five communities carried garden demonstrations, the results of which were 15,000 quarts of vegetables were canned, conserving food in aid of the war effort on the farm front.

Another example of the excellent work of the leaders may be cited in the Red Cross Drive which was put on in the county and ended March 20, 1943. The total amount raised by the Negroes was \$940.00

During the last war bond drive, the leaders assisted in getting the Negroes of the county to take out \$15,000 worth of war bonds. They raised 1141.50 in the war fund drive ending November 20, 1943.



Farmers Bringiñg In Lime For Soil Building

Soil Demonstrations

The farmers of Sussex County are becoming more conscious of the need for the conservation of their soil-the basic source of their livelihood. In this county considerable soil is lost through gullies and sheet erosion, especially after heavy rains. Terracing and cover crops are being used to control this condition.

The following data give a summary of the soil building and soil conserving practices:

1. Four hundred and twenty seven farmers were helped in soil building. Five car loads of limestone was brought in.
2. Three hundred and twenty five farmers seeded clover and rye and 24 seeded barley. Through the aid of the Soil Conservation program, the 427 farmers are using lime, fertilizer, and winter cover crops to build their soil.
3. Soil building practices began here in 1932. At that time twelve farmers in as many different communities were given rye seed with the understanding that they would give two bushels for the use of one. By 1935 there were in progress 105 demonstrations which yielded 862 bushels of rye. Significant is the fact that the farmers who carried out the practice of using rye are getting yields that are 25% higher than those who did not follow such practices.

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Demonstration Community

During the month of February, 1943 the agent called together the farmers of the demonstration community and explained the program for 1943. "Food to Help Win the War" was the major topic. The agent explained that the County Advisory Board had given \$10.00 to the community to be used in a garden contest, and that two local merchants had given two bags of fertilizer; onetop dressing and one 3-12-6 for prizes in the contest.

Interest ran so high that of the 30 farm families in the community, 18 entered the contest.

On July 3, the gardens were judged by District agents Miss L. A. Jenkins and Mr. T. B. Patterson. Fifteen gardens were judged and nine prizes were awarded to persons having the nine highest scores. The varieties of vegetables per garden ranged from 10 to 22 and 75% of the contestants had canned 10 to 50 quarts of vegetables.

The judges were well pleased with the findings in the community- the presence of so much food (home raised) which will materially aid the war efforts.

Other emphasis in the community were better homes; building the soil through winter cover crops, lime, fertilizers and crop rotations. The results through organized efforts were 24 farmers seeded rye, clover and lespedeza; 26 had year-round gardens.

Twenty two families in this community own their farms, 26 increased their poultry flocks, 15 increased their hog production. They sold in live weight, 5,620 pounds of hogs.

Every man, woman, and child is trying to do his part in helping to WIN THE WAR.

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Crop Information

Corn

Corn is still the outstanding cereal crop for the county and is produced on every farm.

The agent has placed in the county each year pure bred seed corn as prizes in order to encourage the use of better seed by showing the advantages of using good seed. There was in the county 15% increase to meet the war goals.

The majority of the farmers seeded corn early and thus a good yield resulted. In most sections of the county crops were made before the drought. Two hundred and fifty farmers made enough corn for their use and some to market. Two hundred farmers made enough corn to feed the families and livestock. Farmers who ran short of corn were able to secure what they needed from neighboring farmers in the community, either on exchange basis or borrowed it until they had harvested theirs. Outstanding examples are: (1) Demonstrator, Clifford Seaborne, Masons, Va. housed from his 15 acre tract 750 bushels of corn; (2) Demonstrator, George Jefferson, Jarratt, Va., Rt. 2, housed from his 20 acre tract 860 bushels. Both of these farmers carried out the following practices: In fall of 1942 crimson clover was seeded on the arear; In spring clover was turned under with a double plow; two weeks later the land was disced, harrowed and rows laid off 4 ft. apart. At seeding time 200 lbs. of 5-12-5 per acre was applied; corn was seeded 18 inches in drill. During the growing season, Cultivations (intertillage) was frequent. When corn was 18 inches high, 200 lbs. of 5-12-5 was applied to every other middle. When the corn was laid-by 100 lbs. of nitrate of soda was put in the other middle.

More than 50% of the farmers carried out the same practices as described above.

Peanuts

Peanuts represent one of the main cash crops of the county. Forty nine demonstrations were started and carried to completion, according to the recommendations of the local agent.

Farmers are getting larger and very much better quality yields than in previous years. The peanuts are far above average, in fact yields are much greater than expected. It is felt that these good results are due chiefly to increase in use of cover crops and lime. Evident also is that the rye demonstrations carried on during the past few years are helping to increase the yield of peanuts by conserving fertility and moisture and adding organic matter to the soil. It is significant to note that every farmer that has planted peanuts and followed them with a cover crop has constantly made higher yields than those who have not.

The peanut crop was increased over 15% this year as an aid to the war efforts. They are being grown for oil.

An outstanding example is that of demonstrator, Willie Chambliss, Rt. 2, Carson, Va. who housed from his 31 acre tract 2250 bushels. This area was seeded to rye in the fall of 1942, and turned under with a double plow in the spring. The land was then disked and harrowed; rows were laid off 32 inches apart. An application of 1500 pounds of lime was then applied. At seeding time 250 pounds of 2-12-6 fertilizer was distributed in drill. All during the growing season cultivation was frequent.

The gross value of the crop was \$3,696.00; the cost of production \$1,324.00; yielding a net profit of \$2,372.00.

Legumes

Much effort has been put forth to get farmers to plant legumes for feed, oil and soil building. A few years ago, farmers did not pay much attention to legumes or any cover crop, but now they are thinking of better land use and trying to enrich the soil so that succeeding crops will have an abundance of plant food. In the seeding of legumes, better feed for livestock and soil building necessarily follow. The 543 farmers are employing some method of seeding summer winter legumes, either as soil building, hay or grazing for livestock.

The following results were obtained by Demonstrator, A. D. Curley, Stony Creek, Rt. 2. He seeded 3 acres of oats, later to lespedera, which furnished pasture for 40 head of hogs until late summer. Then they were pastured on soy beans and corn. Mr. Curley said, "my feed bill was less than half the usual amount for the same number of hogs."

Victory Gardens

The idea of Victory Gardens was readily grasped by farmers of Sussex County as meaning a garden plus the regular garden to assure more food for the family and market. The Victory Garden exceeded all expectations in size and variety of vegetables.

The value of a year-round garden has been stressed by the agent for a number of years. Each year an increase is obtained in the number of farm families carrying year-round gardens.

Quite helpful has been the supply of garden plans, prepared by Mr. L. E. Dietrick of the Virginia Polytechnic Institute, kept on hand by the agent for distribution to aid farmers in garden planning.

Demonstrations were carried on in five different communities. However, practically every farmer in the county had some type of a garden.

(Victory Gardens Cont'd)

Four hundred and twenty-seven victory gardens were programmed; 515 were secured and carried to completion.

There are six magisterial districts in the county and they are divided into 56 neighborhoods, with 46 men and nine women leaders. These leaders are held responsible for the work that is carried on in each neighborhood. The agent visited each leader with an outline for his or her neighborhood. The people were called together and the work explained to them, emphasizing their responsibility in aiding the war effort.

Results of the cooperative effort in this part of the program follows: There were 515 Victory Gardens completed; 15,000 quarts of fruits, meats and vegetables were canned.

Rural families are accepting the challenge and responsibility of supplying more food since the food situation must affect every phase of the war.

The agent is active in keeping before the farmers: PRODUCE, CONSERVE, SHARE AND PLAY SQUARE WITH THE FOOD SUPPLY.

The condition in the county has been handled very smoothly, with no serious labor problems.

Horticulture

Twelve pruning and spraying demonstrations were programmed for the year. The best methods of pruning and spraying and treating trees for peach borers were used. During the year, 472 were pruned and sprayed. (Fruit trees must have proper care.)

In attempting to promote the production of fruit on the farm, the agent has given much attention to thorough cultivation and fertilization

(Horticulture Cont'd.)

Both are just as essential with fruit trees as with field crops.

An example of work done on this project: The agent carried a group of farmers to inspect the trees that were pruned and sprayed on the farm of demonstrator Edward Minnick, Stony Creek, Va., Rt. 3. Mr. Minnick's orchard was the only one in the community pruned and sprayed and the only orchard bearing any fruit. Most of the fruit was killed by cold weather. Mr. Minnick had enough for home use.

Live Stock

Swine

Progress is still being made in the promotion of pure bred livestock production, especially swine. Twelve breeding centers were conducted in ten different communities as an aid to the war effort. Through these centers 5% more pork was produced in 1943 than in 1942. Demonstrator Langston Graves, Rt. 1, Waverly, Va. produced and sold from eight sows, \$520.56 worth of pigs. Mr. Graves is one example of 690 Negro farm, owners and tenants. In this way, these farmers are making more food available for our armed forces, our war workers and city people.

The hogs referred to above were grazed on the following crops: rape, oats, lespedeza, soy beans, corn and peanuts.

Treating hogs for cholera during the year has aided in hog production. The local agent treated 5,239 hogs for cholera, all given the double treatment. The saving to the farmer and nation is \$10.00 per head or in this case \$52,390.00.

The agent was called into a community to treat some hogs. He performed the service for all except one farmer who was doubtful about having his treated. Two weeks later his hogs had cholera.



Poultry Demonstration
Miss Lorraine Parker

(Swine Cont'd.)

He called the agent at once. It was two days before the medicine could be secured. At that time all of the were sick except three, they were treated and saved. This experience will have such influence in the community in getting the farmers to have this service rendered in time.

Poultry

"Back The Home Front" pledges were made to increase the poultry production on as many farms as possible.

Poultry raising is a business engaging the attention of farmers as well as business men. Poultry production is an economizer on labor as well as a source of cash returns, for practically every month of the year. The agent has stressed a larger production of poultry for home use and to aid the war effort.

The farmers of Sussex County met the challenge in poultry raising by giving over 34,000 baby chicks. The chick orders doubled any pre-war orders. They are trying to help themselves, our boys in the armed forces, and our allies. Not only have the families been benefited, but a better and more cooperative community spirit has been developed.

"The question, What am I doing to help win the war?" has been raised often and each family has striven to add something to his share of "helping". As a result of some of the activities that are carried on, Mrs. Bernard Walker, Rt. 1, Stony Creek, Va. purchased 1500 baby chicks (day old), 45 died before they were 12 weeks old, the remaining 1455 were used as follows: 155 in the home; 1300 sold on near by markets. Cost of feed \$480.00; value of birds used and sold \$973; net profit \$393

Forty percent more farmers produced chickens this year than in the last 10 years.

Work With Soil Conservation And A. A. A.

The meetings held with the soil conservation and A.A.A. program were successful.

The following are data relative to farmers cooperation:

- 1. Farmers in the county (farm families).....699
- 2. Working in cooperation with A.A.A.....593
- 3. Negro farmers receiving benefit checks.....487
- 4. Number of farmers that purchased lime.....269
- 5. Number of farmers cooperating with the program by seeding cover crops.....499

Junior Activities

There are 16 4-H clubs in the county with a total membership of 402 boys and girls. Meetings of all kinds held by these clubs totaled 103. The aggregate attendance at these meetings was 1,247 boys and girls in addition to adult leaders.

At the beginning of the year, a meeting was held with the junior council for the purpose of setting up a goal for each member that would meet needs of home and community life.

In working with the 4-H clubs members, actual needs of the community were found. Then ways and means of meeting these needs on a family basis were determined. The girls who were interested in gardens and poultry, worked on the amount of eggs, chickens and vegetables needed for the family during the year. The boys selected projects that netted them the best cooperation with their parents. They carried projects of corn, peanuts, cotton, Irish potatoes, and sweet potatoes, gardens, poultry and fattening pigs.

Submitted on the following pages are production records of projects carried by 4-H club members.

Junior Corn

Forty eight corn demonstrations were programmed and 46 were carried to completion, yielding a total of 1897 bushels.

The junior activities serve not only to improve member's home and farm practices, but also to develop pride in their occupation and a better rural life as well as better farm practices. The agent regards the junior work as one of the most important features of all activities.

(Junior Corn Cont'd.)

In most instances the boys carried out the improved practices as recommended by the agent. They seeded clover or rye in the fall; top dressed with barnyard manure in the winter; turned the green manure under in the spring with a double plow; and two weeks later disked and harrowed in preparation for planting. Rows were laid off 3 1/2 to 4 ft. apart and 200 to 250 pounds of fertilizer per acre was put in drill at planting time.

The 46 members produced 1897 bushels of corn, valued at \$2,912.50. The cost of production was \$1,303.30. Thus yielding a net profit of \$1,627.40. The agent feels very grateful to these corn growers for their work in aid to the war efforts.

Junior Peanuts

Thirty seven peanut demonstrations, with 4-H club members were programmed, and all sent in complete reports for the year. These members along with the adults are doing their bit in helping to win the war. Each demonstration was at least one acre in size, and from the 37 acres 2,015 bushels of peanuts were harvested, all of which may be used for oil as an aid to the war efforts.

In producing the peanuts, the members carried out the following practices: Each plot was seeded to rye in the fall of 1942. The cover was turned under in the spring and within 10 days after breaking the land it was disked and harrowed and rows laid off 30 to 32 inches apart. At seeding time 250 to 300 pounds of fertilizer was applied per acre.

The total yield was 2,015 bushels, valued at \$3,266.90. This less the cost of \$1,405.80 yielded a net profit of \$1,871.40

Junior Cotton

Six demonstrations with cotton were secured and carried out with very good results, considering the dry weather and the boll weevil.

For each of the demonstrations the agent saw to it that each member covered his plot with barnyard manure in the fall or winter. This practice has proved beneficial to both 4-H members and the adult farmers.

The six members produced 7,850 pounds of seed cotton. This yield resulted from the following practices: rye cover seeded in the fall of 1942; turned under in the spring; land then disked and harrowed; rows laid off and 400 lbs. of 5-12-7 per acre applied.

Junior Irish Potatoes

There was an increase in potato demonstrations this year as an aid to winning the war and in making "food fight for Freedom".

Potatoes have been given much consideration in this county because of their food value. Twenty one demonstrations were secured and carried to completion. Each demonstration was conducted by 4-H club members.

Sussex County is assured enough potatoes for home use and some for market. The 21 demonstrations including the use of 21 acres of land, produced 676 bushels of potatoes.

Junior Sweet Potatoes

Most of the farmers of the county produce sweet potatoes for home use, therefore most of the agents efforts were directed toward an increase in the per acre yield.

Nine demonstrations were secured and carried to completion, giving a total yield of 298 bushels on 4½ acres of land. In spite of the dry weather and the resulting decrease in yield, the 4-H members were pleased with returns from this crop.

(Sweet Potatoes Cont'd.)

The practices followed in producing the crop were as follows: Manured in the fall; broken the spring with a double plow; disked and harrowed just before marking off rows and planting; and applying 400lbs. of 5-12-5 fertilizer at time of planting.

Junior Gardens

One hundred and ninety nine junior members carried gardens during the year. The numbers of varieties of vegetables per garden ranged from 10 to 18. Complete reports of work accomplished were received from 189 members.

With the assistance of the neighborhood leaders and the 4-H club leaders we feel, that the best job ever able to be done was done this year in 4-H garden activities in this county.

The value of a year-round garden has been stressed by the agent for a number of years, and we continue to push gardens as one of our major projects, because the home garden goes a long way in feeding and keeping the family in a good state of health, the direct results of balanced diets.

These gardens were broken in the fall and laid over until they were ready to be used in the spring, having been covered with barnyard manure at the rate of 2-4 tons per half-acre. In the spring the land was disked and harrowed and 250 to 200 lbs. of 5-12-5 fertilizer was applied when the gardens were planted. Throughout the summer they were well worked; and kept free from grass, weeds and insects.

After supplying the home needs, about 60% of the members had vegetables to sell to near-by markets.

(Gardens C ont'd.)

The 189 club members produced vegetables valued at \$11,024.90; the cost of production \$4,464.34; net profit \$6,073.03. We feel that the 4-H clubs are doing a good job in making "food fight for freedom".

Ten canning demonstrations were held with 4-H club members and leaders. Following these demonstrations, held in the neighborhoods, the members went out into the communities and assisted people who were not 4-H club members. Mrs. Ananda Scott, Rt. 3, Stony Creek, Va. stated that she was very proud of the 4-H club work and that it had helped her daughter in training for so many useful activities. She had assumed the responsibility of the home canning, and the canned goods had kept perfectly. She canned 450 vegetables, potatoes and meats of help feed a family of five.

The total quarts canned by members were 2,492.

Three clubs put in applications for steam pressure cookers.

Junior Poultry

Sixty one members secured and carried demonstrations to completion. With the aid of the County Advisory Board, the junior poultry work was a success. The Board purchased 61 pure bred cockerels to head flocks of 4-H projects, in order that they could produce better breeds and more eggs to help win this great battle in which we are all called on to fight.

The members sold 1,266 birds as a part of their contribution in aid to the war effort. The value of the birds sold was \$4,573.02; cost of production \$2,426.19; net profit \$2,265.91.

During culling season the 4-H members assisted the agent in giving culling demonstrations, which proved very helpful in six different neighborhoods, where 4-H work is conducted. Of the 1122 birds culled, 912 were kept for laying and 210 were sold at near-by markets.

Junior Fattening Pigs

There were 17 4-H members to secure pigs and carry these demonstrations to completion. These members purchased weaning pigs and carried them for a period of 10 months and 22 days. The pigs cost \$6 and 47 cents each. They were fed with scraps from the table, rape, oats and lespedege.

It is important that the agent and leaders see to it that the members understand what they are doing in the clubs, for understanding must mean cooperation and encouragement on the home front. The 17 pig projects were valued at \$1,102.26; cost of production \$478.53; net profit \$624.73. These members are making a contribution on the home front.

Junior Flowers

Three Beautification demonstrations were programmed and carried to completion. Since the efforts in securing garden poultry and swine demonstrations were doubled, there was less time to devote to beautification work. Nevertheless, the demonstrators who were so pleased with work of past years continued their efforts, with little or no supervision in many instances. The agent encouraged this work whenever he came across it and offered suggestions for its improvement.

Those homes in which the demonstrators are apart have been greatly benefitted. There has been a greater appreciation for the "beautiful" on the part of the members of families and admiration from neighbors. It has been interesting to note the improvement on varieties of flowers and arrangements in plots. The flowers have been used to decorate the churches for special services and on funeral occasions.

The demonstrations will continue to be encourage.

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 Sussex

REPORT OF

..... (Name) Home Demonstration Agent.	From to, 194.....
..... Assistant Home Demonstration Agent.	From to, 194.....
..... 4-H Club Agent.	From to, 194.....
..... Assistant County Agent in charge of Club Work.	From to, 194.....
<u>M. D. Jones</u> Agricultural Agent.	From <u>Feb. 1, 1943</u> to <u>Nov. 30</u> , 194 <u>3</u>
..... Assistant Agricultural Agent.	From to, 194.....



READ SUGGESTIONS, PAGES 2 AND 16

Dec. 15, 1943
Approved:

John S. Chantry
State Agent

Date _____ State Extension Director.

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

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

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

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

NARRATIVE SUMMARY

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

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

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

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

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

1. Read the definitions of extension terms on the last page of this schedule.
2. Read last year's annual report again, applying the criteria for a good annual report discussed above.
3. Prepare an outline with main headings and subheadings.
4. Go over the information and data assembled from various office sources.
5. Decide upon a few outstanding pieces of work to receive major emphasis.
6. Employ a newspaper style of writing, placing the 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 totals are the sum of the activities of all agents minus duplications where two or more agents engage in the same activity. For purposes of reporting, extension results or accomplishments are expressed in numbers of farmers or families assisted in making some improvement or definitely influenced to make a change. Such an improvement or change may be the outcome of any phase of the program for men, women, older rural youth, or 4-H Club boys and girls. *Only the improvement or change taking place during the current year as the result of extension effort should be reported.* Census type of information on the status of farm and home practices should not be included for use on the national level the statistical data on the year's extension activities and accomplishments must be expressed in somewhat broad and general terms. Each State extension service may desire to include in a statistical supplement additional information on problems and activities peculiar to the State or sections of the State.

GENERAL ACTIVITIES

Report only this year's activities that can be verified	Home demonstration agents (a)	4-H Club agents * (b)	Agricultural agents (c)	County total * (d)
1. Months of service this year (agents and assistants)			10	XXXXXXXXXX
2. Days devoted to work with adults †			175	XXXXXXXXXX
3. Days devoted to work with 4-H Clubs and older youth ‡			70	XXXXXXXXXX
4. Days in office §			54	XXXXXXXXXX
5. Days in field ¶			191	XXXXXXXXXX
6. Number of farm or home visits made in conducting extension work *			462	
7. Number of different farms or homes visited			277	
8. Number of calls relating to extension work	(1) Office		185	
		(2) Telephone	136	
9. Number of news articles or stories published *			12	
10. Number of bulletins distributed			716	
11. Number of radio talks broadcast or prepared for broadcasting			0	
12. Training meetings held for local leaders or committeemen	(1) Adult work	(a) Number	4	
		Total attendance of:		
		(b) Men leaders	39	
	(2) 4-H Club and older youth	(c) Women leaders	17	
		(a) Number	8	
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:		
		(b) Leaders	96	
		(a) Number	43	
	(2) 4-H Club and older youth	(b) Total attendance	487	
		(a) Number	31	
(b) Total attendance	235			
14. Number of adult result demonstrations conducted				
15. Meetings held at such result demonstrations	(1) Number		36	
	(2) Total attendance		286	
16. Tours conducted	(1) Adult work	(a) Number	1	
		(b) Total attendance	15	
	(2) 4-H Club and older youth	(a) Number	1	
		(b) Total attendance	18	
17. Achievement days held	(1) Adult work	(a) Number		
		(b) Total attendance		
	(2) 4-H Club and older youth	(a) Number		
		(b) Total attendance		

† Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.
 ‡ County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.
 § The sum of questions 2 and 3 should equal the sum of questions 4 and 5.
 ¶ Do not count a single visit to both the farm and home as two visits.
 * Do not count items relating to notices of meetings only.

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents 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						
	(c) Total girls attending						
	(d) Total others attending						
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported.	(1) Adult work	(a) Number			19		
	(b) Total attendance				714		
20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere.	(2) 4-H Club and older youth	(a) Number					
		(b) Total attendance					
	(1) Adult work	(a) Number				14	
		(b) Total attendance				184	
(2) 4-H Club and older youth	(a) Number						
	(b) Total attendance						

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 13.

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)	699
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	414
23. Number of farms involved in preceding question which were reached this year for the first time	67
24. Number of nonfarm families making changes in practices as a result of the agricultural program	16
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	
26. Number of farm homes involved in preceding question that were reached this year for the first time	
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	
28. Number of other homes involved in preceding question that were reached this year for the first time	
29. Number of farm homes with 4-H Club members enrolled	79
30. Number of other homes with 4-H Club members enrolled	26
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	493
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	

EXTENSION ORGANIZATION AND PLANNING

33. County extension association or committee (includes agricultural councils, home demonstration councils, 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	(2) No. of members	
(b) Agricultural	(1) Name <u>County Advisory Board</u>	(2) No. of members	<u>56</u>
(c) Home demonstration	(1) Name	(2) No. of members	
(d) 4-H Club	(1) Name <u>Junior Council</u>	(2) No. of members	<u>31</u>
(e) Older youth	(1) Name	(2) No. of members	

34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):

(a) Agricultural _____ (b) Home demonstration _____ (c) 4-H Club _____ (d) Older youth _____

35. Total number of communities in county. (Do not include number of neighborhoods.) 12

36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees 12

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

38. Number of members in such clubs or groups _____

39. (a) Number of 4-H Clubs. (See question 173.) (b) Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth. (See question 185.) 16 XXXXXXXXXX

40. Number of neighborhood and community leaders in the neighborhood-leader system 26

41. Number of different voluntary local leaders or committeemen actively engaged in forwarding the extension program:

(a) Adult work	(1) Men <u>46</u>	(b) 4-H Club and older youth work	(1) Men <u>12</u>	(3) Older club boys <u>10</u>
	(2) Women <u>9</u>		(2) Women <u>4</u>	(4) Older club girls <u>13</u>

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service _____

43. Number of members of such county agricultural planning group:

(a) Unpaid lay members: (1) Men _____ (2) Women _____ (3) Youth _____

(b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men _____ (2) Women _____

44. Number of communities with agricultural planning committee (over-all planning) _____

45. Number of members of such community planning committees: (a) Men _____ (b) Women _____ (c) Youth _____

46. Was a county committee report prepared and released during the year? (a) Yes _____ (b) No _____

	Extension organization and planning ¹ (a)	County agricultural planning ¹ (b)	Total ¹ (c)
47. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents			<u>27</u>
(4) State extension workers			
48. Number of planning meetings held	(1) County _____	(2) Community _____	<u>8</u>
49. Number of unpaid voluntary leaders or committeemen assisting this year			<u>45</u>
50. Days of assistance rendered by voluntary leaders or committeemen			<u>60</u>

¹ Where extension program planning and county agricultural planning (over-all planning) have been completely merged into a single program-planning activity, only column (c) should be filled out. Where extension program planning is the only planning activity, the entries in columns (a) and (c) will be identical. In all other cases column (c) is the sum of columns (a) and (b). 16-20014-2

CROP PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Corn (a)	Wheat (b)	Other cereals (c)	Legumes (d)	Pasture (e)	Cotton (f)	Tobacco (g)	Potatoes and other vegetables (h)	Fruits (i)	Other crops (j)
51. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	24			6	5	5		34		1
(4) State extension workers										
52. Number of communities in which work was conducted this year	9			3	3	3		10		1
53. Number of voluntary local leaders or committeemen assisting this year										
54. Number of issues assisted this year is—										
(1) Obtaining improved varieties or strains of seed										
(2) The use of lime	10			10	10					
(3) The use of fertilizers	25			10	5	10		15		
(4) Controlling plant diseases	10			10		5		10		
(5) Controlling injurious insects	5					10		10		
(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 (a)	Beef cattle (b)	Sheep (c)	Pigs (d)	Horses and mules (e)	Poultry (including turkeys) (f)	Other livestock ¹ (g)
55. Days devoted to line of work by—							
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents	1			32		20	
(4) State extension workers							
56. Number of communities in which work was conducted this year	4			12		13	
57. Number of voluntary local leaders or committeemen assisting this year							
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	2			4		50	
(2) Obtaining purebred or high-grade females				1		400	
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	300	XXXXX
(4) Improving methods of feeding						70	
(5) Controlling external parasites						100	
(6) Controlling diseases and internal parasites							
(7) Controlling predatory animals							

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

CONSERVATION OF NATURAL RESOURCES

Includes 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.....			
(2) 4-H Club agents.....			
(3) Agricultural agents.....	15		
(4) State extension workers.....			
63. Number of communities in which work was conducted this year.....	5		
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.....	20
(b) In the use of recommended crop rotations.....	10
(c) With strip cropping.....	
(d) In constructing terraces.....	
(e) In grassing waterways or otherwise preventing or controlling gullies.....	10
(f) With contour farming of cropland.....	
(g) In otherwise controlling wind or water erosion.....	
(h) In contouring pasture or range.....	
(i) In the use of cover or green-manure crops.....	150
(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.....	
(b) Voluntary soil-conservation associations.....	
(c) Grazing associations.....	

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.....	
(c) With selection cutting.....	
(d) With production of naval stores.....	
(e) With production of maple-sirup products.....	
(f) In timber estimating and appraisal.....	
68. Number of farmers cooperating this year in prevention of forest fires.....	

Wildlife Conservation—Continued

69. Number of farmers assisted this year in making specific improvements for wildlife.....	
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1 Include nature study.

FARM MANAGEMENT

Include all work with adults, 4-H Club members, and older youth	Farm accounts, cost records, inventories, etc.	Individual farm planning, adjustments, tenancy, and other management problems	Farm credit (short and long time)	Outlook information
	(a)	(b)	(c)	(d)
70. Days devoted to line of work by—				
(1) Home demonstration agents.....				
(2) 4-H Club agents.....	5	5	2	2
(3) Agricultural agents.....				
(4) State extension workers.....				
71. Number of communities in which work was conducted this year.....	2	2	1	1
72. Number of voluntary local leaders or committeemen assisting this year.....				
73. Number of farm-survey records taken during the year:				
(a) Farm business.....				
(b) Enterprise.....				
(c) Other.....				
74. Number of farmers assisted this year in keeping—				
(a) Farm inventory.....	15			
(b) General farm records.....	30			
(c) Enterprise records.....				
75. Number of farmers assisted this year—				
(a) In developing a farm plan only.....	10			
(b) In developing a farm and home plan.....				
(c) In analyzing the farm business.....				
(d) In improving landlord-tenant relations and leasing arrangements.....				
75. Number of farmers assisted this year—Continued.				
(e) In getting started in farming, or in re-locating.....				5
(f) With credit problems (debt adjustment and financial plans).....				10
(g) In using "outlook" to make farm adjustments.....				50
(h) With a farm-income statement for tax purposes.....				100
(i) With farm-labor problems.....				10
(j) In developing supplemental sources of income.....				10

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

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

¹ Include all work on farm adjustments conducted in cooperation with AAA and other agencies, and not definitely related to individual crop or livestock production or marketing (pp. 6 and 9) or to soil management (p. 7).

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and older youth	General	Grain and hay	Livestock and wool ¹	Dairy products	Poultry and eggs ¹	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					5	5	2				2
(4) State extension workers											
84. Number of communities in which work was conducted this year					8	12	4				6
85. Number of voluntary local leaders or committeemen assisting this year											
86. Number of new cooperatives ² assisted in organizing during the year											
87. Number of established cooperatives ² assisted during the year											
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87)											0
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) ³	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year					160	144	18				10
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$	\$	\$	\$	\$ 1162	\$ 2740	\$ 3422	\$	\$	\$	\$ 3357
92. Number of private marketing and distributing agencies and trade groups assisted this year											
93. Number of programs ² pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs ² participated in or conducted this year											
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs ² participated in or conducted this year											
97. Number of consumer information programs ² pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs ² relating to marketing services and costs of distribution conducted this year											
99. Number of programs ² relating to transportation problems conducted this year											
100. Number of programs ² relating to the specific use of market information conducted this year											
101. Number of other marketing programs ² 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

Include 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.....				
(2) 4-H Club agents.....				
(3) Agricultural agents.....				
(4) State extension workers.....				
103. Number of communities in which work was conducted this year.....				
104. Number of voluntary local leaders or committeemen assisting this year.....				

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).....
 - (i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings.....
 - (j) Selecting housefurnishings or equipment (other than electric).....
 - (k) Improving housekeeping methods.....
 - (l) Laundry arrangement.....
 - (m) Installing sanitary closets or outhouses.....
 - (n) Screening or using other recommended methods of controlling flies or other insects.....
 - (o) Improving home grounds.....
 - (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.....
 - (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.....
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				
(2) 4-H Club agents				
(3) Agricultural agents	23-	16	4	2
(4) State extension workers				
113. Number of communities in which work was conducted this year				
114. Number of voluntary local leaders or committeemen assisting this year				
115. Number of families assisted this year—				
(a) In improving diets				397
(b) With food preparation				236
(c) In improving food supply by making changes in home food production ¹				367
(1) Of vegetables				144
(2) Of fruits				5-
(3) Of meats				210
(4) Of milk				250
(5) Of poultry and eggs				367
(d) With home butchering, meat cutting or curing				310
(e) With butter or cheese making				14
(f) With food-preservation problems ¹				331
(1) Canning				331
(2) Freezing				
(3) Drying				65-
(4) Storing				233
(g) In producing and preserving home food supply according to annual food-supply budget				20
(h) In canning according to a budget				310
(i) With child-feeding problems				66
(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				10
(m) In removing fire and accident hazards				
116. Number of schools assisted this year in establishing or maintaining hot school lunches				
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				

¹ Sum of the subitems minus duplications due to families participating in more than one activity.

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			
	(2) 4-H Club agents			
	(3) Agricultural agents			
	(4) State extension workers			
119. Number of communities in which work was conducted this year				
120. Number of voluntary local leaders or committeemen assisting this year				

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
 - (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 associations¹ or individually, with the buying of—
- (a) Food
 - (b) Clothing
 - (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)
125. Number of families assisted this year with "making versus buying" decisions
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living

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
 - (b) The selection of clothing and textiles
 - (c) Care, renovation, remodeling of clothing
 - (d) Clothing accounts or budgets

Family Relationships—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
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs
135. Number of communities assisted this year in establishing—
- (a) Club or community house
 - (b) Permanent camp
 - (c) Community rest rooms
136. Number of communities assisted this year in providing library facilities
137. Number of school or other community grounds improved this year according to recommendations

¹ The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 10.
² Includes question 122, also families buying through marketing cooperatives, organized or assisted, column (k), p. 9.

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)	
128. Corn	48		46		46	Acres
129. Other cereals						Acres
140. Peanuts	37		37		37	Acres
141. Soybeans, field peas, alfalfa, and other legumes						Acres
142. Soil conservation and pasture improvement						Acres
143. Potatoes, Irish and sweet	24	6	24	6	15	Acres
144. Cotton	6		6		6	Acres
145. Tobacco						Acres
146. Fruits						Acres
147. Home gardens	40	159	40	149	100	Acres
148. Market gardens, truck and canning crops						Acres
149. Other crops						Acres
150. Poultry (including turkeys)	6	55	6	55	1266	Birds
151. Dairy cattle						Animals
152. Beef cattle						Animals
153. Sheep						Animals
154. Swine	9	8	9	8	25	Animals
155. Horses and mules						Animals
156. Other livestock						Animals
157. Bees						Colonies
158. Beautification of home grounds		3		3	XXXXXXXXXXXXXX	
159. Forestry						Acres
160. Wildlife and nature study (rabbits, game, fur animals)					XXXXXXXXXXXXXX	
161. Agricultural engineering, farm shop, electricity					{ Articles made	
					{ Articles repaired	
162. Farm management					XXXXXXXXXXXXXX	
163. Food selection and preparation					{ Meals planned	
					{ Meals served	
					{ Quarts canned	
164. Food preservation					XXXXXXXXXXXXXX	
165. Health, home nursing, and first aid					{ Garments made	
					{ Garments remodeled	
166. Clothing						Units
167. Home management					{ Rooms	
					{ Articles	
168. Home furnishings and room improvement						Articles
169. Home industry, arts and crafts					XXXXXXXXXXXXXX	
170. Junior leadership					XXXXXXXXXXXXXX	
171. All others					XXXXXXXXXXXXXX	
172. Total (project enrollment and completion)	170	231	168	231	XXXXXXXXXXXXXX	

4-H CLUB MEMBERSHIP

173. Number of 4-H Clubs. (Same as question 39) 16
174. Number of different 4-H Club members enrolled (a) Boys 170 (b) Girls 231
175. Number of different 4-H Club members completing (a) Boys 168 (b) Girls 221
176. Number of different 4-H Club members in school (a) Boys 144 (b) Girls 200
177. Number of different 4-H Club members out of school (a) Boys 26 (b) Girls 31
178. Number of different 4-H Club members from farm homes (a) Boys 152 (b) Girls 220
179. Number of different 4-H Club members from nonfarm homes (a) Boys 18 (b) Girls 11

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	44	50	10 and under	10	20
2d	58	57	11	14	32
3d	32	40	12	26	47
4th	16	43	13	23	48
5th	10	21	14	45	20
6th	6	13	15	22	17
7th	4	6	16	24	14
8th			17	9	18
9th			18	3	7
10th and over			19	0	4
			20 and over	0	2

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

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. This total should equal the sum of the present enrollments reported on page 18, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in connection with the succeeding year's program.

³ Same as footnote 2, except that reference is to completions instead of enrollments.

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)
186. Membership in such groups (a) Young men (b) Young women

187. Number of members by school status and age	In school (a)	Out of school		Under 21 years (d)	21-24 years (e)	25 years and older (f)
		Unmarried (b)	Married (c)			
(1) Young men						
(2) Young women						

188. Number of meetings of older rural youth extension groups
189. Total attendance at such meetings
190. Number of other older rural youth groups assisted
191. Membership in such groups (a) Young men (b) Young women
192. Number of older rural youth not in extension or other youth groups assisted (a) Young men (b) Young women
193. Total number of different young people contacted through the extension program for older rural youth. (Questions 186, 191, and 192, minus duplications) (a) Young men (b) Young women

194. Check column showing approximate portion of older youth program devoted to—	Under 10 percent (a)	10-19 percent (b)	20-29 percent (c)	30 percent or more (d)
(1) Citizenship, democracy, and public problems				
(2) Vocational guidance				
(3) Family life and social customs				
(4) Social and recreational activities				
(5) Community service activities				
(6) Technical agriculture				
(7) Technical home economics, including nutrition and health				

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 older youth	Bees (c)	General-Insect Insects ¹ (d)	All other work (e)
195. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents			
(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)			14
(2) Problems arising from new military camps, munitions plants, and war industries			6
(3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)			
(4) Other war work (including collection of salvage material)			

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 boards (a)	Civilian defense agency (b)	Employment service (c)	Agricultural Adjustment Agency (d)	Food Distribution Administration (e)	Soil Conservation Service (f)	Farm Security Administration (g)	Rural Electrification Administration (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										
(2) 4-H Club agents										
(3) Agricultural agents	1	4				4		1		
(4) State extension workers										
200. Number of communities in which work was conducted this year	1	1				4				
201. Number of voluntary local leaders or committeemen assisting this year		3				6				
202. Number of meetings participated in this year by extension workers	1	1				2		1		

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

TERMINOLOGY

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

DEFINITIONS OF EXTENSION TERMS

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