

1935

Form 285
Revised June 1, 1933

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service
Division of Cooperative Extension
Washington, D.C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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

State Virginia County All Counties Virginia Agents

REPORT OF

51 White and 8 Colored

(Name) Home Demonstration Agent

From Dec. 1, 1934 to Dec. 31, 1935

From _____ to _____, 1935

4-H Club Agent

129 White and 27 Colored

Agricultural Agent

From Dec. 1, 1934 to Dec. 31, 1935

READ SUGGESTIONS, PAGES 2 AND 3



Approved:

Date

State Extension Director.

9-2813

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

The annual report should be a summary, with analysis and interpretations, for presentation to the people of the county, the State, and the Nation of the extension activities in each county for the year, and the results obtained by the county extension agents assisted by the subject-matter specialists. The making of such a report is of great value to the county extension agents and the people of the county in showing the progress made during the year as a basis for future plans. It is of vital concern also to the State and Nation as a measure of rural progress and a basis for intelligent legislation and financial support of extension work.

At least four copies of the annual report should be made: One copy for the county officials, one copy for the agent's files, one copy for the State extension office, and one copy for the Extension Service, United States Department of Agriculture. *The report to the Washington office should be sent through the State extension office.*

STATISTICAL SUMMARY

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

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

NARRATIVE SUMMARY

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

The narrative report should summarize and interpret, under appropriate subheadings, the outstanding results accomplished and the extension methods used for each project. Every statement should be clear, concise, forceful, and, where possible, reinforced with necessary data from the statistical summary. Use a descriptive style of writing, giving major accomplishments first under each project. Give extension methods fully relating to outstanding results only, and where practicable illustrate with photographs, maps, diagrams, blueprints, or copies of charts and other forms used. Full credit should be given to all cooperating agencies. The lines should be single-spaced, with double space between the paragraphs and reasonably good margins. The pages should be numbered in consecutive order.

The following outline is merely suggestive of how the narrative report may be clearly and systematically presented. Each agent should prepare an outline to fit the situation and the work to be reported.

SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT

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

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

- VI. Outlook and recommendations, including suggestive program of work for next year.

BRIEF TERMINOLOGY

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

DEFINITIONS OF EXTENSION TERMS

1. A program of work is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
2. A plan of work is a definite outline of procedure for carrying out the different phases of the program of work. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.
3. A community is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, tract area, or similar limits. For the purpose of this report a community is one of the several units into which a county is divided for conducting organized extension work.
4. A project leader, local leader, or committeeman is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.
5. Demonstrations as contemplated in this report are of two kinds—method demonstrations and result demonstrations.
 - A method demonstration is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.
 - A result demonstration is a demonstration conducted by a farmer, home maker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. 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 result demonstrator is an adult, a boy, or a girl who conducts a result demonstration as defined above.
7. A cooperator is a farmer or home maker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent and records are not required, but reports on the success of the practices may be obtained.
8. A 4-H Club is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.
9. 4-H Club members enrolled are those boys and girls who actually start the work outlined for the year.
10. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.
11. A demonstration meeting is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
12. 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.
13. An office call is a call in person by an individual or a group seeking agricultural or home-economic information, as a result of which some definite assistance or information is given. A telephone call differs from an office call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.
14. 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.
15. 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.
16. Days in field should include all days spent on official duty other than "days in office."
17. Letters written should include all original letters on official business. (Duplicate letters should not be included.)
18. An extension school is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college. An extension short course differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
19. 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.
20. The county extension association or committee is that county organization, whether a membership or a delegate body, which is recognized officially in the conduct of extension work in the county.

GENERAL ACTIVITIES

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

1. List below the names, titles, and periods of service of the county extension agents whose work is included in this report. Include time of assistants with that of regular agent.

AGENT	Total months of service this year	Days devoted to A. A. A. work	Days devoted to relief work	Total days in office	Total days in field
(a)	(b)	(c)	(d)	(e)	(f)
40 White, 8 Colored (Name) Home demonstration agent	57	2	41	51	
6 White Asst. home demonstration agent	624	7	1041	4202	10098
4-H Club agent	44	43	83	111	111
Assistant 4-H Club agent	1129	1635	1101	1615	3902
88 White, 27 Colored 41 White Agricultural agent	5	5	5	5	5
Assistant agricultural agent	3				

2. County extension association or committee:

(a) Agricultural extension:		
(1) Name		(2) Number of members
(b) Home demonstration:		(2) Number of members
(1) Name		
(c) 4-H Club:		(2) Number of members
(1) Name		

3. Number of communities in county where extension work should be conducted

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

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

(a) Adult work	(1) Men	(b) 4-H Club work	(1) Men	(3) Other club boys
	(2) Women		(2) Women	(4) Older club girls

6. Number of different paid local leaders engaged in A. A. A. program, or in relief work:

(a) Men	
(b) Women	

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

8. Number of members in such clubs or groups

ITEM	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
9. Number of 4-H Clubs	4739		10098	14837
10. Number of different 4-H Club members enrolled	(1) Boys		10309	112097
	(2) Girls		7110	20520
11. Number of different 4-H Club members completing	(1) Boys		7519	8809
	(2) Girls		6767	15580

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

MEMBERS	1st year	2d year	3d year	4th year	5th year	6th year and over
(a) Boys	24590	22200	20169	18137	16286	14568
(b) Girls	127604	119521	112220	102127	91722	81622

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

2 Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 7 to 8.

3 minus duplications due to the same boy or girl carrying on two or more sub-part-master lines of work.

4 Same as factors 2 but refers to completions instead of enrollments.

5 The total for this question should agree with county total, question 11.

GENERAL ACTIVITIES--Continued

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

ITEM	Age													
		10 and under	11	12	13	14	15	16	17	18	19		20 and over	
13. Number of different 4-H Club members enrolled according to age ¹		109	117	127	119	120	117	112	108	88	65	50	13	
	(a) Boys	1,507	1,221	1,229	1,272	1,250	1,314	979	664	467	267	126		13
	(b) Girls	2,275	2,315	2,086	2,220	2,208	1,644	1,152	614	462	357	159		
14. Number of 4-H Club members: ¹ (a) In school		105 2,052 6										(b) Out of school	207 2	14

ITEM		Home demonstration agents		4-H Club agents		Agricultural agents		County total ¹	
		(a)	(b)	(c)	(d)	(e)	(f)		
15. Number of 4-H Club teams trained:	(1) Judging	3	5149			53	99	57	341
	(2) Demonstration	30	997			31	21	56	162
16. Number of groups other than 4-H Clubs organized for extension work with rural young people 16 years of age and older	(1) Young men	12	118			14	17	31	77
	(2) Young women	29	767			10	16	35	76
17. Members in groups reported in question 16	(1) Young men	29	2916			21	55	46	688
	(2) Young women	29	1531			26	43	70	220
18. Total number of farm or home visits ² made in conducting extension work	(1) Office	2	1287			4	3944	22	627
	(2) Telephone	2	310			3	221	37	661
19. Number of different farms or homes visited	(1) Office	2	3713			4	1305	22	620
	(2) Telephone	2	2820			3	1505	22	641
20. Number of individual letters written	(1) Office	2	271			4	3927	27	610
	(2) Telephone	2	4183			4	2224	27	447
21. Number of news articles or stories published ³	(1) Office	4	11			4	257	4	248
	(2) Telephone	4	387			7	230	7	503
22. Number of events at which extension exhibits were shown	(1) Office	4	205			7	636	7	274
	(2) Telephone	4	92			7	3	7	68
23. Training meetings held for local leaders or committeemen	(1) Adult work	4	637			7	173	7	276
	(2) 4-H Club	4	221			7	24	7	120
	(a) Number	4	499			7	324	7	442
24. Method demonstration meetings held (include 4-H method demonstrations in both adult and 4-H Club work given by agents and specialists not reported under question 27)	(1) Number	4	10410			7	244	7	684
	(2) Total attendance	4	2701			7	2675	7	2136
25. Meetings held at result demonstrations	(1) Number	4	997			7	167	7	254
	(2) Total attendance	4	210			7	376	7	710

¹ The total for this question should agree with county total, question 13.

² County total should equal sum of reporting these activities minus duplications due to two or more agents participating in the same activity or accomplishment.

³ Do not count a single visit to both the farm and home as two visits.

⁴ Do not count items relating to notices of meetings only.

Note--Questions 18-24 refer to the total number of different activities conducted this year. The totals should equal the sums of the corresponding information reported on following pages minus duplications where the same activity relates to two or more lines of work.

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GENERAL ACTIVITIES—Continued

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

ITEM	Home demonstration agents		4-H Club agents		Agricultural agents		County total	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
30. Tours conducted.	(1) Adult work.	(a) Number.	25	38	35	64	59	99
		(b) Total attendance.	25	2156	37	1311	50	4467
	(2) 4-H Club.	(a) Number.	7	8	14	20	24	24
		(b) Total attendance.	7	482	15	548	27	973
31. Achievement days held.	(1) Adult work.	(a) Number.	25	48	3	9	35	55
		(b) Total attendance.	41	218	14	922	31	985
	(2) 4-H Club.	(a) Number.	42	45	23	36	42	61
		(b) Total attendance.	43	523	18	292	42	667
32. Encampments held. (Do not include picnics, rallies, or short courses, as these should be reported under other meetings.)	(1) Farm women.	(a) Number.	14	15			14	15
		(b) Total members attending.		272				272
		(c) Total others attending.	16	734			16	734
	(2) 4-H club.	(a) Number.	16	18	5	5	19	22
(b) Total boys attending.		8	122	9	131	19	194	
(c) Total girls attending.		19	691	4	76	21	707	
(d) Total others attending.		19	675	7	47	14	697	
33. Other meetings of an extension nature participated in by agents or specialists and not previously reported.	(1) Number.	44	3492	10	555	112	5862	
	(2) Total attendance.	44	21120	12	507164	126	509392	
34. Meetings held by local leaders or committeemen not participated in by agents or specialists and not reported elsewhere.	(1) Adult work.	(a) Number.	47	1288	54	753	101	1031
		(b) Total attendance.	47	23458	54	26492	101	49950
	(2) 4-H club.	(a) Number.	44	625	51	778	53	799
		(b) Total attendance.	44	57998	51	15704	53	52190

SUMMARY OF EXTENSION INFLUENCE FOR YEAR

It is highly desirable for extension workers to consider the proportion of farms and farm homes in the county which have been definitely influenced to make some substantial change in farm or home operations as a result of the extension program for men, women, boys, and girls. It is recognized that this information is very difficult for agents to report accurately, so a conservative estimate based upon such records, surveys, and other sources of information as are available will be satisfactory. Such estimates should be marked "Est."

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

35. Number of farms in county.	113	125281	35
36. Number of farms on which changes in practices have definitely resulted from the agricultural extension program.	113	125281	36
37. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program.	28	6211	37
38. Number of other homes in which changes in practices have definitely resulted from the home demonstration program.	28	3291	38
39. Number of farm homes with 4-H Club members enrolled.	115	12876	39
40. Number of other homes with 4-H Club members enrolled.	28	2930	40
41. Total number of different farm families influenced by some phase of the extension program. (Include questions 35, 37, and 38, minus duplications.)	180	61462	41
42. Total number of different other families influenced by some phase of extension program. (Include questions 38 and 40, minus duplications.)	28	8185	42

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

NOTE.—Questions 35-44 refer to the total number of different activities conducted this year. The totals should equal the sums of the corresponding information reported on following pages minus duplications where the same activity relates to two or more lines of work.

REPORT ON CEREALS

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

ITEM	Corn (2)	Wheat (3)	Oats (4)	Rye (5)	Barley (6)	All other cereals ¹ (7)
43. Days devoted to line of work by:						
(1) Home demonstration agents						
(2) 4-H Club agents	71	71	71	71	71	71
(3) Agricultural agents	5720	3602	97	136	135	99
(4) Specialists	286	186	4	1	5	73
44. Number of communities in which work was conducted	920	536	154	193	190	5
45. Number of voluntary local leaders or committeemen assisting	803	480	104	78	151	17
46. Days of assistance rendered by voluntary leaders or committeemen	2487	1203	74	28	123	14
47. Number of adult result demonstrations conducted	1286	670	19	21	23	30
48. Number of meetings at result demonstrations	214	84	16	9	7	28
49. Number of method-demonstration meetings held	367	149	27	28	35	29
50. Number of other meetings held	71	37	5	5	6	13
51. Number of news stories published	633	463	15	17	41	37
52. Number of different circular letters issued	776	721	9	12	8	22
53. Number of farm or home visits made	7832	4241	38	20	234	303
54. Number of office calls received	255	223	5	733	57	207
55. Number of 4-H Club members enrolled:						
(1) Boys	541	10	2	2		15
(2) Girls	17					3
56. Number of 4-H Club members completing:						
(1) Boys	2090	6	2	2		
(2) Girls	12					
57. Number of acres in projects conducted by 4-H Club members completing	6318	3	2	2		
58. Total yields of crops grown by 4-H Club members completing	477 bu.	1124 bu.	167 bu.	72 bu.	10 bu.	590
59. Number of farmers following fertilizer recommendations	7848	3722	1136	111	1263	590
60. Number of farmers following insect-control recommendations	5264	2476	202	24	5	85
61. Number of farmers following disease-control recommendations	1744	834	441	101	101	13
62. Number of farmers following marketing recommendations	2747	1016	55	10	13	61
63. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise	5092	2553	215	96	81	9
64. Number of farms for which production-reduction contracts were signed	7265	3726				
65. Total acres taken out of production on such farms in accordance with contracts reported in question 64	49,319	23,636				
66. Number of farmers following other specific practice recommendations:						
(1) <i>Planting, weeding, fertilizing of soil, etc.</i>	711	413	82	296	155	6
(2)						
(3)						
(4)						
(5)						

¹ Report fall sown crops the year they are harvested.

² Estimate crop by state.

³ Include all corn and hog contracts. This total should agree with 242.0.

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

LEGUMES AND FORAGE CROPS

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

ITEM	Alfalfa		Sweet-clover		Clover (red, crimson, white)		Yield	Lespedeza	Festuca
	(a)	(b)	(c)	(d)	(e)	(f)			
67. Days devoted to line of work by:									
(1) Home demonstration agents									
(2) 4-H Club agents	30	21	4	30	7	10	1002	725	
(3) Agricultural agents	6	7	2	2	2	12	17	37	7
(4) Specialists	67	310	7	278	11	28	851	411	
68. Number of communities in which work was conducted	22	745	52	234	5	5	558	23	569
69. Number of voluntary local leaders or committeemen assisting	4	151	6	27	17	163	1	55	28
70. Days of assistance rendered by voluntary leaders or committeemen	40	266	10	27	3	407	6	84	46
71. Number of adult result demonstrations conducted	14	25	1	1	12	47	2	4	31
72. Number of meetings at result demonstrations	17	43	5	2	17	74	6	34	240
73. Number of method-demonstration meetings held	6	12	1	3	10	52	2	4	115
74. Number of other meetings held	26	56	8	7	27	76	3	4	300
75. Number of news stories published	7	21	1	4	19	34	4	4	397
76. Number of different circular letters issued	6	790	18	77	1080	11	41	36	227
77. Number of farm or home visits made	67	277	85	392	200	21	145	42	220
78. Number of office calls received	3	67	1	20	1	75	1	6	147
79. Number of 4-H Club members enrolled									
(1) Boys	1	1						4	4
(2) Girls									
80. Number of 4-H Club members completing									
(1) Boys	1	2							6
(2) Girls									
81. Number of acres in projects conducted by 4-H Club members completing									
82. Total yields of crops grown by 4-H Club members completing									
(1) Seed	bu.	bu.	bu.	bu.	bu.	bu.	bu.	bu.	XXXX
(2) Forage	tons	tons	tons	tons	tons	tons	tons	tons	XXXX
83. Number of farmers following fertilizer recommendations	67	722	21	115	4	214	52	2071	1222
84. Number of farmers following insect-control recommendations	5	17	1	2	2	6			2
85. Number of farmers following disease-control recommendations	8	72	2	5	1	667	3	75	27
86. Number of farmers following marketing recommendations	11	23	1	1	6	67		2	24
87. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise	13	110	3	7	1	417	2	2673	247
88. Number of farms for which production-reduction contracts were signed	6	70	2	14	1	224	1	6	753
89. Total acres taken out of production on such farms in accordance with contracts reported in question 88									
90. Number of farmers following other specific practice recommendations ¹	4	2		7	2	10	10	60	
(1) _____	56	12	646	10	1222	125			
(2) _____									
(3) _____									
(4) _____									
(5) _____									

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

LEGUMES AND FORAGE CROPS—CONTINUED

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

ITEM	Acres	Crops and field peas	Vetiver beans	Field beans	Peas	All other legumes and forage crops	Total
67. Days devoted to line of work by:							
(1) Home demonstration agents							
(2) 4-H Club agents	245	41	1	9	30	27	353
(3) Agricultural agents	5	5		1	1	1	13
(4) Specialists							
68. Number of communities in which work was conducted	262	163		34	147	41	647
69. Number of voluntary local leaders or committeemen assisting	96	68		15	167	42	388
70. Days of assistance rendered by voluntary leaders or committeemen	17	39		3	263	33	352
71. Number of adult result demonstrations conducted	220	114		9	116	22	481
72. Number of meetings at result demonstrations	17	16		1	19	2	55
73. Number of method-demonstration meetings held	66	55		3	73	11	205
74. Number of other meetings held	21	22		3	27	7	73
75. Number of news stories published	26	13		5	15	9	68
76. Number of different circular letters issued	12	26		2	19	9	68
77. Number of farm or home visits made	854	328		32	1267	184	3665
78. Number of office calls received	1075	432		4	248	260	2019
79. Number of 4-H Club members enrolled:							
(1) Boys	24	17		3	22	25	88
(2) Girls				13	3	4	20
80. Number of 4-H Club members completing:							
(1) Boys	5	4		4	2	2	17
(2) Girls				1	2	2	5
81. Number of acres in projects conducted by 4-H Club members completing	5	17		30	27	2	74
82. Total yields of crops grown by 4-H Club members completing:							
(1) Seed	50 bu.	237 bu.		23 bu.	144 bu.	35 bu.	499 bu.
(2) Forage	2 tons	3 tons		1 tons	12 tons	1 tons	17 tons
83. Number of farmers following fertilizer recommendations	712	312		274	663	74	1781
84. Number of farmers following insect-control recommendations	560			525	216	1	782
85. Number of farmers following disease-control recommendations	21	2		35	8	2	68
86. Number of farmers following marketing recommendations	26	56		23	131	20	236
87. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise	171	164		130	172	5	532
88. Number of farms for which production-reduction contracts were signed	10	12		6	14	2	44
89. Total acres taken out of production on such farms in accordance with contracts reported in question 88	10	40		6	14	2	72
90. Number of farmers following other specific practice recommendations:							
(1) <i>harvesting, etc.</i>	280	72		22	102	27	481
(2)							
(3)							
(4)							
(5)							

¹ Indicate crop by name.

² For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

WORK IN COOPERATION WITH OTHER FEDERAL AGENCIES—Continued

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

ITEM	Rural Em- bra- tion	Tennessee Valley Autho- rity	Works Pro- grams Admi- nistr- ation	National Youth Admi- nistr- ation	Social Security, Public Health, Children's Bureau	All other (including self)
	(d)	(e)	(f)	(g)	(h)	(i)
499. Days devoted to line of work by:						
(1) Home demonstration agents	1		2	3	2	5
(2) 4-H Club agents				18		11
(3) Agricultural agents						
(4) Specialists						
500. Number of communities in which work was conducted	1		1	5		5
501. Number of voluntary local leaders or commit- teemen assisting				1		
502. Days of assistance rendered by such leaders or com- mitteemen				5		
503. Number of paid local leaders or committeemen assisting						
504. Days of assistance rendered by paid local leaders						1
505. Number of meetings held						1
506. Number of news stories published						
507. Number of different circular letters issued						1
508. Number of farm or home visits made	2			2	4	16
509. Number of office calls received				5	6	21
510. Number of farms or homes directly assisted by exten- sion agents to carry out the program of the agency	1	1		1		7

* Farm Credit Administration not included, since provision is made for reporting work on farm and home financing in col. (k), p. 18.

POTATOES, COTTON, TOBACCO, AND OTHER SPECIAL CROPS

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

UNITED STATES DEPARTMENT OF AGRICULTURE	STATE	COUNTY	ITEM	UNIT	ACRES	CULTIVATED	Irish pota-	Sweetpota-	Cotton	Tobacco	All other
							ton	ton	bales	lb.	special crops ¹
							(1)	(2)	(3)	(4)	(5)
91. Days devoted to line of work by:											
(1) Home demonstration agents											
(2) 4-H Club agents											
(3) Agricultural agents											
(4) Specialists											
92. Number of communities in which work was conducted											
93. Number of voluntary local leaders or committeemen assisting											
94. Days of assistance rendered by voluntary leaders or committeemen											
95. Number of adult result demonstrations conducted											
96. Number of meetings at result demonstrations											
97. Number of method-demonstration meetings held											
98. Number of other meetings held											
99. Number of news stories published											
100. Number of different circular letters issued											
101. Number of farm or home visits made											
102. Number of office calls received											
103. Number of 4-H Club members enrolled.											
(1) Boys											
(2) Girls											
104. Number of 4-H Club members completing											
(1) Boys											
(2) Girls											
105. Number of acres in projects conducted by 4-H Club members completing											
106. Total yields of crops grown by 4-H Club members completing											
107. Number of farmers following fertilizer recommendations											
108. Number of farmers following insect-control recommendations											
109. Number of farmers following disease-control recommendations											
110. Number of farmers following marketing recommendations											
111. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise											
112. Number of farms for which production-reduction contracts were signed											
113. Total acres taken out of production on such farms in accordance with contracts reported in question 112											
114. Number of farmers following other specific practice recommendations: ²											
(1) <i>Handweaving, canning, etc.</i>											
(2)											
(3)											
(4)											
(5)											

¹ Indicate crop by name.

² Report yield of cotton in pounds of seed cotton.

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

7-1428

FRUITS, VEGETABLES, AND BEAUTIFICATION OF HOME GROUNDS

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

ITEM	Home	Market	Beauti-	Tree	Bush and	Grapes	
	gardens	gardening, truck, and existing crops	fications of home grounds	fruit	small fruit	Grapes	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
115. Days devoted to line of work by:	43	3	42	60	60	60	141
(1) Home demonstration agents.	615	17	374				
(2) 4-H Club agents.	103	44	518	57	249	78	767
(3) Agricultural agents.	44	25	124	33	94	43	249
(4) Specialists.	107	44	183	73	552	57	341
116. Number of communities in which work was conducted.	1143	14	183	33	21	120	7
117. Number of voluntary local leaders or committeemen assisting.	55	73	14	122	23	120	7
118. Days of assistance rendered by voluntary leaders or committeemen.	51	1050	17	248	33	291	24
119. Number of adult result demonstrations conducted.	6041	14	1121	43	290	43	555
120. Number of meetings at result demonstrations.	216	11	27	159	17	80	2
121. Number of method-demonstration meetings held.	673	14	40	42	222	37	244
122. Number of other meetings held.	456	24	88	23	90	20	74
123. Number of news stories published.	579	27	95	44	230	43	243
124. Number of different circular letters issued.	907	113	31	127	36	180	7
125. Number of farm or home visits made.	7043	41	702	67	2102	73	285
126. Number of office calls received.	479	43	374	70	63	370	57
127. Number of 4-H Club members enrolled.	3071	14	146	11	19	1	3
(1) Boys.	1960	6	22	20	581	1	9
(2) Girls.	2280	8	91	15	15	1	1
128. Number of 4-H Club members completing.	2275	6	12	18	253		
(1) Boys.	1290	2	54	xxx	2	1	1
(2) Girls.	1085	4	27	xxx	1	1	1
129. Number of acres in projects conducted by 4-H Club members completing.	5271bu.	5430bu.	xxx	207bu.	165bu.	1	2bu.
130. Total yields of crops grown by 4-H club members completing.	10629	46	327	34	116	18	27
131. Number of farms or homes where fertilizer recommendations were followed.	47	25	677	35	465	54	2249
132. Number of farms or homes where insect-control recommendations were followed.	11522	38	865	15	202	56	2099
133. Number of farms or homes where disease-control recommendations were followed.	35	678	26	698	17	181	11
134. Number of farms or homes where marketing recommendations were followed.	19	28	1090	7	12	5	46
135. Number of farms or homes where assistance was given in using timely economic information as a basis for readjusting enterprise.	xxx	xxx	2633	xxx	xxx	xxx	xxx
136. Number of homes where recommendations were followed as to establishment or care of lawn.	xxx	xxx	1778	xxx	xxx	xxx	xxx
137. Number of homes where recommendations were followed regarding planting of shrubbery and trees.	xxx	xxx	47	xxx	xxx	xxx	xxx
138. Number of homes where recommendations were followed as to treatment of walks, drives, or fences.	xxx	xxx	1222	xxx	xxx	xxx	xxx
139. Number of homes where recommendations were followed as to improving appearance of exterior of house and outbuildings.	xxx	xxx	1382	xxx	xxx	xxx	xxx
140. Number of homes where other specific practice recommendations were followed:	35	8	29	2	1	1	1
(1) <i>Planting of dogwood, etc.</i>	2167	29	29	3	30	2	
(2) <i>Planting of shrubs, etc.</i>							
(3) <i>Planting of trees, etc.</i>							
(4) <i>Planting of flowers, etc.</i>							

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

SOIL CONSERVATION—Continued

ITEM	Number of farms	Number of acres
	(a)	(b)
480. Tests for soil acidity.....		acres. 480
481. Applying lime materials.....		tons. 481
482. Tests for plant-food deficiencies.....		acres. 482
483. Applying recommended fertilizers.....		tons. 483
484. Proper land use—based on soil types (use of soil-survey maps).....		acres. 484
485. Using recommended crop rotations.....		acres. 485
486. Plowing under green manure.....		acres. 486
487. Controlling soil blowing.....		acres. 487
488. Strip cropping.....		acres. 488
489. Using cover crops.....		acres. 489
490. Approved summer-fallow.....		acres. 490
491. Constructing terraces. (Reported under question 170, p. 13.).....	X X X X	X X X X 491
492. Controlling gullies. (Reported under question 170, p. 13.).....	X X X X	X X X X 492
493. Growing crops on contour. (Reported under question 170, p. 13.).....	X X X X	X X X X 493
494. Pasture and range improvement by contouring.....		acres. 494
495. Grassing waterways.....		acres. 495
496. Depth of moisture tests.....		acres. 496
497. Floodwater control for crop production.....		acres. 497
498. Farms in:		
(1) Legal soil-conservation districts.....		acres. 498
(2) Voluntary soil-conservation associations.....		acres. 498
(3) Grazing associations.....		acres. 498

FORESTRY AND AGRICULTURAL ENGINEERING

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

Report	No. agents or clubs	ITEM	Number of farms or clubs	Number of acres	Number of volunteers	Forestry		Agricultural engineering (then at home)	
						(1)	(2)	(3)	(4)
141.		Days devoted to line of work by:							
		(1) Home demonstration agents				2		20	272
		(2) 4-H Club agents							
		(3) Agricultural agents				34	280	81	2250
		(4) Specialists				24	44	54	412
142.		Number of communities in which work was conducted				22	109	76	432
143.		Number of voluntary local leaders or committeemen assisting				7	22	41	542
144.		Days of assistance rendered by voluntary leaders or committeemen				2	207	44	212
145.		Number of adult result demonstrations conducted				12	62	51	2327
146.		Number of meetings at result demonstrations				8	4	22	22
147.		Number of method-demonstration meetings held				3	36	42	242
148.		Number of other meetings held				13	39	42	257
149.		Number of news stories published				27	114	54	396
150.		Number of different circular letters issued				16	54	53	253
151.		Number of farm or home visits made				54	570	81	5113
152.		Number of office calls received				36	404	76	2045
153.		Number of 4-H Club members enrolled—				2	8	2	41
		(1) Boys							
		(2) Girls				2	8	2	41
154.		Number of 4-H Club members completing—				1	8	1	41
		(1) Boys							
		(2) Girls				1	8	1	41
155.		Number of units handled by 4-H Club members completing—							
		(1) Transplant beds cared for					15		2720
		(2) Acres planted to forest trees				2	16		51
		(3) Acres thinned, weeded, pruned, or managed					197		50
		(4) Acres of farm woods land protected from fire				2	132		47

FORESTRY—Continued

156.		Number of farms on which new areas were reforested by planting with small trees				11	54		156
157.		Acres involved in preceding question				2	157		157
158.		Number of farmers planting windbreaks or shelter belts				12	10		158
159.		Number of farmers planting trees for erosion control				21	132		159
160.		Number of farmers making improved thinnings and weedings				22	257		160
161.		Number of farmers practicing selection cutting				4	295		161
162.		Number of farmers pruning forest trees				6	127		162
163.		Number of farmers cooperating in prevention of forest fire				14	207		163
164.		Number of farmers adopting improved practices in production of naval stores				3	50		164
165.		Number of farmers adopting improved practices in production of maple sugar and sirup				3	23		165

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

9-3022

FORESTRY—Continued

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

166.	Number of farmers assisted in timber estimating and appraisal	15	22	166
167.	Number of farmers following wood-preservation recommendations	17	22	167
168.	Number of farmers following recommendations in the marketing of forest products	17	175	168
169.	Number of farmers following other specific practice recommendations: ¹			
	(a) <i>Pruning + shearing trees</i>		3	53
	(b)			
	(c)			
	(d)			

AGRICULTURAL ENGINEERING—Continued

Engineering activities	Number of farms		Total value of services dollars
	(a)	(b)	
170. Terracing and erosion control	42	40	38
	1152	39,342 acres	\$112,412.42
171. Drainage practices	27	24	22
	173	2271 acres	11,222.18
172. Irrigation practices	5	4	2
	5	32 acres	140.00
173. Land-clearing practices	16	15	14
	111	791 acres	2,723.00
174. Better types of machines	17	17	13
	222	427 machines	5,210.00
175. Maintenance and repair of machines	17	17	14
	215	116 machines	4,239.00
176. Efficient use of machinery	10		7
	242	XXXXXXXXXX	5,795.00
177. All buildings constructed (include silos)	67	71	7
	1794	136 buildings	5,744.80
178. Buildings remodeled, repaired, painted	33	63	41
	1,292	1,001 buildings	76,445.90
179. Farm electrification	36	22	15
	1,278	3642	20,497.00
180. Home equipment (include sewing machines)	21	23	22
	999	2,277	21,464.22
181. Total of columns (a) and (c)	112	8392 farms	63
		XXXXXXXXXX	\$247,818.11

182.	Number of machines repaired as reported in question 175, by types:			
	(a) Tractors	7	22	
	(b) Tillage implements	11	325	
	(c) Harvesters and threshers	9	39	
	(d) Plows	10	37	
	(e) Mowers	2	74	
	(f) Planters	2	7	
	(g) Other	5	220	
183.	Number of buildings and equipment improved as reported in questions 177, 178, 179, 180, by types:			
	(a) Dwellings constructed according to plans furnished	2	97	
	(b) Dwellings remodeled according to plans furnished	5	672	
	(c) Sewage systems installed	2	228	
	(d) Water systems installed	2	545	
	(e) Heating systems installed	2	33	
	(f) Lighting systems installed	30	542	
	(g) Home appliances and machines	2	650	
	(h) Dairy buildings	20	110	
	(i) Silos	20	90	
	(j) Hog houses	5	122	
	(k) Poultry houses	16	1027	
	(l) Storage structures	40	1,802	
	(m) Other	51	1,725	

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

COMMUNITY OR COUNTRY-LIFE ACTIVITIES—Continued

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

MISCELLANEOUS ACTIVITIES

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

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

MISCELLANEOUS 4-H CLUBS (Indicate by name)

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

¹ Includes grasshoppers, army worms, thistle bugs, and other insects not reported under specific crop or livestock headings.

POULTRY AND BEES

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

191	ITEM	192		193
		(8)	(9)	
184	Days devoted to line of work by:			
	(1) Home demonstration agents	496	1	
	(2) 4-H Club agents			
	(3) Agricultural agents	2060	23	184
	(4) Specialists	180	11	28
185	Number of communities in which work was conducted	107	17	21
186	Number of voluntary local leaders or committeemen assisting	72	4	15
187	Days of assistance rendered by voluntary leaders or committeemen	62	2	5
188	Number of adult result demonstrations conducted	77	5	25
189	Number of meetings at result demonstrations	43		
190	Number of method-demonstration meetings held	25	7	35
191	Number of other meetings held	54	5	7
192	Number of news stories published	72	7	12
193	Number of different circular letters issued	73	2	3
194	Number of farm or home visits made	111	17	136
195	Number of office calls received	107	25	164
196	Number of 4-H Club members enrolled			
	(1) Boys	112	4	137
	(2) Girls	72	1	1
197	Number of 4-H Club members completing			
	(1) Boys	75	4	90
	(2) Girls	78	1	1
198	Number of units in projects conducted by 4-H Club members completing	104	9	21 colonies
		198,207 chickens		
POULTRY—Continued				
199	Number of families following an organized improved breeding plan as recommended	79		199
200	Number of families following recommendations in purchasing baby chicks	75		200
201	Number of families following recommendations in chick rearing	73		201
202	Number of families following production-feeding recommendations	114		202
203	Number of families following sanitation recommendations in disease and parasite control	107		203
204	Number of families improving poultry-house equipment according to recommendations	115		204
205	Number of families following marketing recommendations	66		205
206	Number of families assisted in using timely economic information as a basis for readjusting enterprise	51		206
207	Number of families following other specific practice recommendations: ¹			
	(a) Egg setting to improve quality, etc.	19		207
	(b) Rearing to increase	6		
BEES—CONTINUED				
208	Number of farmers following recommendations in transferring colonies to modern hives	12		208
209	Number of colonies involved in question 208			209
210	Number of farmers following disease-control recommendations			210
211	Number of farmers following requeening recommendations			211
212	Number of farmers following marketing recommendations			212
213	Number of farmers following other specific practice recommendations: ¹			
	(a) Feeding special mixture			213
	(b)			

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

HOME HEALTH AND SANITATION—Continued

415. Number of 4-H Club members enrolled	(a) Boys	377	415
	(b) Girls	373	
416. Number of 4-H Club members completing	(a) Boys	303	416
	(b) Girls	366	
417. Number of 4-H Club members not in special health projects who participated in definite health-improvement work	(a) Boys	317	417
	(b) Girls	342	
418. Number of individuals having health examination on recommendation of extension workers or participating in health contests	(a) 4-H Club members	264	418
	(b) Others	43	
419. Number of individuals improving health habits according to recommendations		492	419
420. Number of individuals improving posture according to recommendations		284	420
421. Number of individuals adopting recommended positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)		370	421
422. Number of families adopting better home-nursing procedure according to recommendations		324	422
423. Number of families installing sanitary closets or outhouses according to recommended plans		54	423
424. Number of homes screened according to recommendations		85	424
425. Number of families following other recommended methods of controlling flies, mosquitoes, and other insects		5	425
426. Number of individuals enjoying improved health as a result of health and sanitation program		558	426
* 427. Number of families following other specific practice recommendations: ¹			
(a) <i>Clean up campaigns</i>		4220	427
(b)			

EXTENSION ORGANIZATION AND COMMUNITY ACTIVITIES

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

ITEM	Extension organization and personnel making	Community or country life activities
428. Days devoted to line of work by:		
(1) Home demonstration agents	201	36
(2) 4-H Club agents		
(3) Agricultural agents		
(4) Specialists		
429. Number of communities in which work was conducted	348	37
430. Number of voluntary local leaders or committeemen assisting	330	67
431. Days of assistance rendered by voluntary leaders or committeemen	76	92
432. Number of meetings held	68	26
433. Number of news stories published	28	33
434. Number of different circular letters issued	91	7
435. Number of farm or home visits made	353	41
436. Number of office calls received	456	169

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

* See county books.

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

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

ITEM	Dairy cattle	Beef cattle	Sheep	Swine	Horses and mules	Other livestock ¹	
	(0)	(0)	(0)	(0)	(0)	(0)	
214. Days devoted to line of work by:							
(1) Home demonstration agents	96	51		33			
(2) 4-H Club agents							
(3) Agricultural agents	367	173	216	340	245	56	214
(4) Specialists	286	100	172	258	6	7	
215. Number of communities in which work was conducted	537	444	470	1012	241	52	215
216. Number of voluntary local leaders or committeemen assisting	227	203	367	177	117	3	216
217. Days of assistance rendered by voluntary leaders or committeemen	307	171	220	1225	17	3	217
218. Number of adult result demonstrations conducted	715	276	467	1357	225	20	218
219. Number of meetings as result demonstrations	57	26	41	242	6		219
220. Number of method-demonstration meetings held	710	261	422	120	25	13	220
221. Number of other meetings held	127	77	132	445	14	5	221
222. Number of news stories published	275	122	118	467	37	11	222
223. Number of different circular letters issued	166	99	447	727	9	16	223
224. Number of farm or home visits made	3200	3845	3763	7722	723	29	224
225. Number of office calls received	2167	4074	3227	17726	1427	574	225
226. Number of 4-H Club members enrolled:							
(1) Boys	434	116	112	1578	4	42	
(2) Girls	81	19	16	205		16	226
227. Number of 4-H Club members completing:							
(1) Boys	336	94	95	1125	3	41	
(2) Girls	81	19	16	176		1	227
228. Number of animals in projects conducted by 4-H Club members completing	562	153	734	2652	5	51	228
229. Number of farmers assisted in obtaining purebred sires	251	286	743	256	52	1	229
230. Number of farmers assisted in obtaining high-grade or purebred fair sires	542	150	139	252	26	2	230
231. Number of bull, boar, ram, or stallion circles or clubs organized or assisted	5	2		13	8		231
232. Number of members in preceding circles or clubs	42	4		121	157		232
233. Number of herd or flock-improvement associations organized or assisted	19	2	2	6			233
234. Number of members in these associations	493	81	71	51		17	234
235. Number of farmers not in associations keeping performance records of animals	192	7	3	451		13	235
236. Number of families assisted in home butchering, meat cutting, and curing	111	473	23	920		6	236
237. Number of families assisted in butter and cheese making	1446	77	3	24		5	237
238. Number of farmers following parasite-control recommendations	226	1125	4774	2234	235	34	238
239. Number of farmers following disease-control recommendations	2737	2426	2822	4631	507	87	239
240. Number of farmers following marketing recommendations	652	1251	3237	2473	15	22	240
241. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise	752	1227	731	2377	229	15	241
242. Number of farms for which production-reduction contracts were signed	215	6	227	6276			242
243. Total reduction in number of animals on such farms in accordance with contracts reported in question 242	620	75	547	2739			243

¹ Includes rabbits, goats, game and 'B' animals.² Includes all ewes and hog contracts. This total should agree with 9426.

2-3014

HOME MANAGEMENT—Continued

390. Number of families having increased time for rest and leisure activities as a result of the home-management program.....		390
391. Total estimated saving due to home-management program.....	\$ 5,706	391
392. Number of families following other specific practice recommendations: ¹		
(a)		392
(b)		392

HOUSE FURNISHINGS—Continued

393. Number of families improving the selection of household furnishings.....	321	393
394. Number of families following recommendations in improving methods of repairing, remodeling, or refinishing furniture.....	341	394
395. Number of families following recommendations in improving treatment of windows (shades, curtains, draperies).....	371	395
396. Number of families following recommendations in improving arrangement of rooms (other than kitchens).....	390	396
397. Number of families improving treatment of walls, woodwork, and floors.....	336	397
398. Number of families applying principles of color and design in improving appearance of rooms.....	423	398
399. Total estimated savings due to house-furnishings program.....	\$ 2,141	399
400. Number of families following other specific practice recommendations: ¹		
(a)		400
(b)		400

HANDICRAFT—Continued

401. Number of families following recommendations regarding handicraft.....	301	401
402. Number of families following other specific practice recommendations: ¹		
(a)		402
(b)		402

HOME HEALTH AND SANITATION

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

403. Days devoted to line of work by:		
(a) Home demonstration agents.....	723	403
(b) 4-H Club agents.....		
(c) Agricultural agents.....		
(d) Specialists.....		
404. Number of communities in which work was conducted.....	140	404
405. Number of voluntary local leaders or committeemen assisting.....	84	405
406. Days of assistance rendered by voluntary leaders or committeemen.....	26	406
407. Number of adult result demonstrations conducted.....	84	407
408. Number of meetings at result demonstrations.....	34	408
409. Number of method-demonstration meetings held: (a) By agents or specialists.....	44	409
(b) By leaders.....	57	
410. Number of other meetings held: (a) By agents or specialists.....	4	410
(b) By leaders.....	6	
411. Number of news stories published.....	3	411
412. Number of different circular letters issued.....	3	412
413. Number of farm or home visits made.....	169	413
414. Number of office calls received.....	63	414

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

See County books

DAIRY CATTLE AND HORSES AGRICULTURAL ECONOMICS

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

ITEM	Public problems and economic planning on county or community basis				FARM MANAGEMENT				Marketing, buying, selling, and financing
	(a)	(b)	(c)	(d)	Farm home orders (invoices, accounts, etc.)	Individual farm planning	Farm and home financing (short and long time)	Outlook	
244. Days devoted to line of work by:									
(1) Home demonstration agents	239								17
(2) 4-H Club agents									284
(3) Agricultural agents	46	20	55	48	42	58	50	58	244
(4) Specialists	22	43	13	24	25	25	25	25	74
245. Number of communities in which work was conducted	273	450	214	283	178				245
246. Number of voluntary local leaders or committeemen assisting	27	298	64	17	148	9	101	25	216
247. Days of assistance rendered by voluntary leaders or committeemen	474	295	162	15	166	1	60	21	216
248. Number of adult result demonstrations conducted	192	1014	114	6	152	4	17	254	247
249. Number of meetings at result demonstrations	26	6	2	1	2	10		80	249
250. Number of method-demonstration meetings held	77	82	7	21	32			144	250
251. Number of other meetings held	310	47	28	26	123			227	251
252. Number of news stories published	153	71	17	28	54			255	252
253. Number of different circular letters issued	11	42	9	15	47			194	253
254. Number of farm or home visits made	212	127	88	27	27	20	33	220	254
255. Number of office calls received	54	2432	1846	2921	1166			263	255
256. Number of 4-H Club members enrolled:									
(1) Boys	XXXX	57	6	XXXX	XXXX	XXXX			256
(2) Girls	XXXX	27		XXXX	XXXX	XXXX			
257. Number of 4-H Club members completing:									
(1) Boys	XXXX	16		XXXX	XXXX	XXXX			257
(2) Girls	XXXX	18		XXXX	XXXX	XXXX			
258. Number of farmers keeping farm accounts throughout the year under supervision of agent	53	1100						258	
259. Number of farmers keeping cost-of-production records under supervision of agent	72	1040						259	
260. Number of farmers assisted in summarizing and interpreting their accounts	38	1942						260	
261. Number of farmers assisted in making inventory or credit statements	26	416						261	
262. Number of farmers assisted in obtaining credit	70	4470						262	
263. Number of farmers assisted in making mortgage or other debt adjustments	26	652						263	
264. Number of farm credit associations assisted in organizing during the year	14	18						264	
265. Number of farm business or enterprise-survey records taken during year	23	316						265	
266. Number of farmers making recommended changes in their business as result of keeping accounts or survey records	42	1152						266	
267. Number of other farmers adopting cropping, livestock, or complete farming systems according to recommendations	41	3284						267	
268. Number of farmers advised relative to leases	23	1706						268	
269. Number of farmers assisted in developing supplemental sources of income	27	1322						269	
270. Number of families assisted in reducing cash expenditure:									
(a) By exchange of labor or machinery		487							
(b) By bartering farm or home products for other commodities or services		25							
(c) By producing larger part of food on farm		1679						270	
(d) By making own repairs of buildings and machinery		1300							
271. Number of urban families moving to farms who have been assisted in getting established	50	324						271	
272. Number of farm families on relief assisted to become self-supporting	27	2122						272	

1 Include taxation, land utilization, rural rehabilitation, economic basis of extension program, drought and flood relief. Insofar as possible, production adjustment activities should be reported under the crop or livestock concerned.

HOME MANAGEMENT AND HOUSE FURNISHINGS

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

ITEM	Home management	Home furnishings	Handwork	
	(a)	(b)	(c)	
361. Days devoted to line of work by:				
(1) Home demonstration agents	149	244	54	361
(2) 4-H Club agents				
(3) Agricultural agents				
(4) Specialists				
362. Number of communities in which work was conducted	172	100	35	362
363. Number of voluntary local leaders or committees men assisting	170	52	24	363
364. Days of assistance rendered by voluntary leaders or commit- teemen	13	112	21	364
365. Number of adult result demonstrations conducted	208	522	242	365
366. Number of meetings at result demonstrations	10	16	2	366
367. Number of method-demonstration meetings held:	56	116	39	367
(1) By agents or specialists	3	51	66	
(2) By leaders	27	12	15	368
368. Number of other meet-ings held:	11	19	24	
(1) By agents or specialists	2	7	3	369
(2) By leaders	2	5	1	
369. Number of news stories published	2	5	1	369
370. Number of different circular letters issued	2	5	1	370
371. Number of farm or home visits made	80	263	48	371
372. Number of office calls received	84	170	25	372
373. Number of 4-H Club members enrolled:	75	180	185	373
(1) Boys	162	203	380	
(2) Girls	41	139	183	374
374. Number of 4-H Club members completing:	116	305	314	
375. Number of units in projects conducted by 4-H Club members completing		528 rooms 881 articles	338 articles	375

HOME MANAGEMENT—Continued

376. Number of kitchens rearranged or improved for convenience according to recommendations	315	376
377. Number of families following recommendations in obtaining labor-saving equipment	252	377
378. Number of families adopting recommended laundering methods	46	378
379. Number of families assisted in home soap making	81	379
380. Number of families adopting recommended methods in care of house	544	380
381. Number of families assisted in making home-made equipment or conveniences	31	381
382. Number of women following a recommended schedule for home activities	113	382
383. Number of 4-H Club members keeping personal accounts	41	383
384. Number of families keeping home accounts according to a recommended plan	36	384
385. Number of families adopting recommended methods in relation to income according to a recommended plan	53	385
386. Number of families assisted in developing home industries as a means of supplementing income	27	386
387. Number of families following recommended methods in buying for the home (other than foods and clothing)	45	387
388. Number of families assisted in using timely economic information as a basis for readjusting family living (other than reported under foods and clothing)	41	388
389. Number of families assisted in making adjustments in home making to gain a more satisfactory standard of living	157	389

AGRICULTURAL ECONOMICS—Continued

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

273. Number of marketing associations or groups ¹ assisted in organizing during the year	29	40	273
274. Number of marketing associations or groups ¹ previously organized assisted by extension agents this year	10	10	274
275. Membership in associations and groups organized or assisted (273 and 274)	16	25,319	275
276. Number of individuals (not in associations) assisted with marketing problems	29	4,946	276
277. Number of families following other specific practice recommendations	17	72.3	277

ITEM	Standardizing, packaging, or grading	Processing or manufacturing	Labeling marks and transportation	Use of current market information	Financing	Organization	Accounting	Keeping membership informed
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
278. Number of organizations assisted with problems of	33	13	31	33	27	50	13	14
279. Number of individuals (not in organizations) assisted with problems of	163	52	93	147	84	128	38	177
	996	76	84	2,906	XXXX	XXXX	XXXX	XXXX

ITEM	Hay and grain	Cotton	Tobacco	Dairy products	Livestock	Wool
	(a)	(b)	(c)	(d)	(e)	(f)
280. Value of products sold by all associations or groups organized or assisted	5	1	12	21	30	5
281. Value of products sold by individuals (not in organizations) assisted	\$17,267.	\$ 700.	\$1304,153.	\$2,432,550.	\$734,884.	\$132,553.
	15	2	5	13	5	5
	\$11,253.	\$20,000.	\$77,632.	\$181,126.	\$277,427.	\$7,202.

ITEM	Fruits and vegetables	Poultry and eggs	Home products		Home equipment	Home supplies
			Food	Handicraft		
			(a)	(b)		
280. Value of products sold by all associations or groups organized or assisted	20	20	10	10	5	1
281. Value of products sold by individuals (not in organizations) assisted	\$2,313,210.	\$10,3360.	\$14,831.	\$16,509.	\$143,137.	\$370.
	24	2	10	11	2	5
	\$75,663.	\$4,4236.	\$1,364.	\$1,522.	\$1,400.	\$

ITEM	Livestock	Feed for livestock	Farm equipment	Oil and gas	Fertilizer, seed, and other farm supplies	Home equipment	Home supplies
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
282. Value of supplies purchased by all associations or groups organized or assisted	7	10	4	6	31	7	3
283. Value of supplies purchased by individuals (not in organizations) assisted	\$3116.	\$266,505.	\$12,571.	\$97,517.	\$228,134.	\$4490.	\$7,667.
	17	10	10	10	24	1	1
	\$10,640.	\$29,127.	\$32,373.	\$10,000.	\$120,174.	\$22,000.	\$2,000.

¹ Include independent local associations, units of federations, branches of centralized organizations, terminal sales agencies, production associations which do buying or selling, and curb and home demonstration markets.

116
117
118
119
120
121
122
123

CLOTHING

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

336. Days devoted to line of work by:			
(a) Home demonstration agents		250	336
(b) 4-H Club agents			336
(c) Agricultural agents			336
(d) Specialists			336
337. Number of communities in which work was conducted		788	337
338. Number of voluntary local leaders or committeemen assisting		68	338
339. Days of assistance rendered by voluntary leaders or committeemen		48	339
340. Number of adult result demonstrations conducted		777	340
341. Number of meetings at result demonstrations		4	341
342. Number of method-demonstration meetings held	(a) By agents or specialists	736	342
	(b) By leaders	29	
343. Number of other meetings held	(a) By agents or specialists	74	343
	(b) By leaders	37	
344. Number of news stories published		21	344
345. Number of different circular letters issued		48	345
346. Number of farm or home visits made		284	346
347. Number of office calls received		717	347
348. Number of 4-H Club members enrolled	(a) Boys	731	348
	(b) Girls	768	
349. Number of 4-H Club members completing	(a) Boys	786	349
	(b) Girls	786	
350. Number of articles made by 4-H Club members completing	(a) Dresses	9660	350
	(b) Other	7103	

ITEM	Adults (a)	Juniors (b)	
351. Number of individuals following recommendations in construction of clothing	7560	7633	351
352. Number of individuals following recommendations in the selection of clothing	6448	6417	352
353. Number of individuals keeping clothing accounts	59	33	353
354. Number of individuals budgeting clothing expenditures	47	27	354
355. Number of families following clothing-buying recommendations	235	x x x x x	355
356. Number of individuals improving children's clothing according to recommendations	775	331	356
357. Number of individuals following recommendations in improving care, re-ovation, and remodeling of clothing	356	347	357
358. Number of families assisted in using timely economic information in determining how best to meet clothing requirements	742	x x x x x	358
359. Total estimated savings due to clothing program	\$261	\$148	359
360. Number of individuals following other specific practice recommendations: ¹	2121	776	
(a)	20	73	360
(b) <i>Shoes</i>			

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

FOODS AND NUTRITION

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

ITEM	Food selection and preparation (a)	Food preservation (b)	
284. Days devoted to line of work by:			
(1) Home demonstration agents	2154	1216	
(2) 4-H Club agents			
(3) Agricultural agents	6	15	284
(4) Specialists	61	44	
285. Number of communities in which work was conducted	224	735	285
286. Number of voluntary local leaders or committeemen assisting	431	616	286
287. Days of assistance rendered by voluntary leaders or committeemen	1737	746	287
288. Number of adult result demonstrations conducted	6380	3770	288
289. Number of meetings at result demonstrations	119	370	289
290. Number of method-demonstration meetings held			
(1) By agents or specialists	2434	952	290
(2) By leaders	576	268	
291. Number of other meetings held			
(1) By agents or specialists	230	203	291
(2) By leaders	121	34	
292. Number of news stories published	1647	581	292
293. Number of different circular letters issued	324	217	293
294. Number of farm or home visits made	3701	3514	294
295. Number of office calls received	2339	3167	295
296. Number of 4-H Club members enrolled			
(1) Boys	324	202	296
(2) Girls	4715	7727	
297. Number of 4-H Club members completing			
(1) Boys	311	120	297
(2) Girls	3938	5051	
298. Number of units in projects conducted by 4-H Club members completing:			
(a) Diabets of food products prepared	1712	2632	298
(b) Meals planned and served			
(c) Quarts canned	352,522	67,324	
(d) Other containers of jelly, jam, and other products	14,316		
(e) Pounds of vegetables and fruits stored or dried			
299. Number of families budgeting food expenditure for a year	520		299
300. Number of families following food-buying recommendations	2434		300
301. Number of families serving better-balanced meals	7057		301
302. Number of families improving home-packed lunches according to recommendations	2635		302
303. Number of schools following recommendations for a hot dish or school lunch	243		303
304. Number of children involved in question 303	1843		304
305. Number of families following recommended methods of child feeding	2974		305
306. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra, and constipation)	456		306
307. Number of families producing and preserving home food supply according to annual food-supply budget	311		307
308. Number of families assisted in the canning or otherwise preserving of fruits, vegetables, and meats	3228		308
309. Number of quarts canned by families reported under question 308. (Do not include 4-H Club members)	233,309		309
310. Number of other containers of jam, jelly, or other products made by families reported under question 308. (Do not include 4-H Club members)	36,522		310
311. Total estimated value of all products canned or otherwise preserved (questions 298, 309, 310)	576,577		311
312. Number of families following recommendations for the storage of home food supply	5823		312
313. Number of families assisted in using timely economic information as a basis for readjusting family food supply	5714		313

CHILD DEVELOPMENT AND PARENT EDUCATION

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

314. Days devoted to line of work by:		
(a) Home demonstration agents.....		32
(b) 4-H Club agents.....		
(c) Agricultural agents.....		
(d) Specialists.....		
315. Number of communities in which work was conducted.....		16
316. Number of voluntary local leaders or committeemen assisting.....		114
317. Days of assistance rendered by voluntary leaders or committeemen.....		36
318. Number of adult result demonstrations conducted.....		29
319. Number of meetings at result demonstrations.....		1
320. Number of method-demonstration meetings held.....	{ (a) By agents or specialists.....	13
	{ (b) By leaders.....	5
321. Number of other meetings held.....	{ (a) By agents or specialists.....	
	{ (b) By leaders.....	2
322. Number of news stories published.....		
323. Number of different circular letters issued.....		3
324. Number of farm or home visits made.....		15
325. Number of office calls received.....		32
326. Number of 4-H Club members enrolled.....	{ (a) Boys.....	121
	{ (b) Girls.....	210
327. Number of 4-H Club members completing.....	{ (a) Boys.....	89
	{ (b) Girls.....	107
328. Number of 4-H Club members not in special child-development projects who participated in definite child-development work.....		200
329. Number of families improving habits of children.....		323
330. Number of families substituting positive methods of discipline for negative ones.....		32
331. Number of families providing recommended play equipment.....		34
332. Number of families following recommendations regarding furnishings adapted to children's needs.....		15
333. Number of different individuals participating in child-development and parent-education program.....	{ (a) Men.....	37
	{ (b) Women.....	106
334. Number of children involved in question 333.....		216
335. Number of families following other specific practice recommendations: ¹		
(a).....		
(b).....		
(c).....		
(d).....		
(e).....		

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

CHILD DEVELOPMENT AND PARENT EDUCATION

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

314. Days devoted to line of work by:			
(a) Home demonstration agents	4	59	
(b) 4-H Club agents			
(c) Agricultural agents	1	10	
(d) Specialists			
315. Number of communities in which work was conducted	5	36	
316. Number of voluntary local leaders or committeemen assisting	4	46	
317. Days of assistance rendered by voluntary leaders or committeemen	4	32	
318. Number of adult result demonstrations conducted	4	30	
319. Number of meetings at result demonstrations	7		
320. Number of method-demonstration meetings held			
(a) By agents or specialists		31	
(b) By leaders		20	
321. Number of other meetings held			
(a) By agents or specialists		25	
(b) By leaders		2	
322. Number of news stories published			
323. Number of different circular letters issued		4	
324. Number of farm or home visits made		51	
325. Number of office calls received		83	
326. Number of 4-H Club members enrolled			
(a) Boys		205	
(b) Girls		251	
327. Number of 4-H Club members completing			
(a) Boys		19	
(b) Girls		17	
328. Number of 4-H Club members not in special child-development projects who participated in definite child-development work	4	915	
329. Number of families improving habits of children	4	257	
330. Number of families substituting positive methods of discipline for negative ones	4	50	
331. Number of families providing recommended play equipment	4	62	
332. Number of families following recommendations regarding furnishings adapted to children's needs	4	46	
333. Number of different individuals participating in child-development and parent-education program			
(a) Men		42	
(b) Women		195	
334. Number of children involved in question 333		1180	
335. Number of families following other specific practice recommendations: ¹			
(a) _____			
(b) _____			
(c) _____			
(d) _____			
(e) _____			

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

FOODS AND NUTRITION

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

ITEM	Food selection and preparation		Food preservation
	(a)	(b)	
284. Days devoted to line of work by:			
(1) Home demonstration agents	229	308	
(2) 4-H Club agents			284
(3) Agricultural agents			
(4) Specialists	1		
285. Number of communities in which work was conducted	790	734	285
286. Number of voluntary local leaders or committeemen assisting	44	82	286
287. Days of assistance rendered by voluntary leaders or committeemen	37	447	287
288. Number of adult result demonstrations conducted	318	655	288
289. Number of meetings at result demonstrations	39	31	289
290. Number of method-demonstration meetings held:	645	263	
(1) By agents or specialists			290
(2) By leaders	341	799	
291. Number of other meetings held:	73	314	
(1) By agents or specialists			291
(2) By leaders	13	418	
292. Number of news stories published	30	320	292
293. Number of different circular letters issued	38	28	293
294. Number of farm or home visits made	536	678	294
295. Number of office calls received	63	304	295
296. Number of 4-H Club members enrolled:	335	400	
(1) Boys			296
(2) Girls	310	369	
297. Number of 4-H Club members completing:	103	300	
(1) Boys			297
(2) Girls	793	896	
298. Number of units in projects conducted by 4-H Club members completing:			
(a) Dishes of food products prepared	5438		52688
(b) Meals planned and served			4332
(c) Quarts canned	25829		
(d) Other containers of jelly, jam, and other products			
(e) Pounds of vegetables and fruits stored or dried	4107		
299. Number of families budgeting food expenditure for a year			265
300. Number of families following food-buying recommendations			656
301. Number of families serving better-balanced meals			371
302. Number of families improving home-packed lunches according to recommendations			371
303. Number of schools following recommendations for a hot dish or school lunch			46
304. Number of children involved in question 303			7819
305. Number of families following recommended methods of child feeding			568
306. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra, and constipation)			553
307. Number of families producing and preserving home food supply according to annual food-supply budget			272
308. Number of families assisted in the canning or otherwise preserving of fruits, vegetables, and meats			8237
309. Number of quarts engaged by families reported under question 308. (Do not include 4-H Club members)			2672
310. Number of other containers of jam, jelly, or other products made by families reported under question 308. (Do not include 4-H Club members)			223,000
311. Total estimated value of all products canned or otherwise preserved (questions 298, 309, 310)			\$ 37,312
312. Number of families following recommendations for the storage of home food supply			453
313. Number of families assisted in using timely economic information as a basis for readjusting family food supply			368

CLOTHING DEVELOPMENT / HOME ECONOMICS

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

336. Days devoted to line of work by:			
(a) Home demonstration agents	76	2,299	
(b) 4-H Club agents			336
(c) Agricultural agents			
(d) Specialists	25	85	
337. Number of communities in which work was conducted	45	497	337
338. Number of voluntary local leaders or committeemen assisting	38	616	338
339. Days of assistance rendered by voluntary leaders or committeemen	25	1745	339
340. Number of adult result demonstrations conducted	23	4564	340
341. Number of meetings at result demonstrations	19	227	341
342. Number of method-demonstration meetings held:			
(a) By agents or specialists	21	21	342
(b) By leaders	27	523	
343. Number of other meetings held:			
(a) By agents or specialists	13	103	343
(b) By leaders	3	103	
344. Number of news stories published	24	620	344
345. Number of different circular letters issued	25	281	345
346. Number of farm or home visits made	45	4517	346
347. Number of office calls received	46	2083	347
348. Number of 4-H Club members enrolled:			
(a) Boys	1	140	348
(b) Girls	30	5551	
349. Number of 4-H Club members completing:			
(a) Boys	1	77	349
(b) Girls	30	4132	
350. Number of articles made by 4-H Club members completing:			
(a) Dresses	58	4031	350
(b) Other	27	6160	

ITEM	Adults		Juniors	
	(a)	(b)	(c)	(d)
351. Number of individuals following recommendations in construction of clothing	2072	4627		
352. Number of individuals following recommendations in the selection of clothing	2444	2545		
353. Number of individuals keeping clothing accounts	287	2184		
354. Number of individuals budgeting clothing expenditures	59	954		
355. Number of families following clothing-buying recommendations	15	1311	x x x x x	
356. Number of individuals improving children's clothing according to recommendations	12	986	1278	
357. Number of individuals following recommendations in improving care, renovation, and remodeling of clothing	52	2273	2651	
358. Number of families assisted in using timely economic information in determining how best to meet clothing requirements	20	2056	x x x x x	
359. Total estimated savings due to clothing program	25	2,900	21,370.71	
360. Number of individuals following other specific practice recommendations: ¹				
(a)	12,202	2061		
(b)				

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

AGRICULTURAL ECONOMICS—Continued

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

271. Number of urban families moving to farms who have been assisted in getting established.....	271
272. Number of farm families on relief assisted to become self-supporting.....	272
273. Number of marketing associations or groups ¹ assisted in organizing during the year.....	273
274. Number of marketing associations or groups ¹ previously organized assisted by extension agents this year.....	274
275. Membership in associations and groups organized or assisted (273 and 274).....	275
276. Number of individuals (not in associations) assisted with marketing problems.....	276
276j. Number of 4-H Club members receiving instruction in marketing.....	276j
277. Number of families following other specific practice recommendations.....	277

ITEM	Standardizing, packaging, or grading	Processing or man- ufacturing	Leasing markets and transpor- tation	Use of current market infor- mation	Financing	Organiza- tion	Accounting	Keeping mem- ber- ship infor- med	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
278. Number of organizations assisted with problems of.....									278
279. Number of individuals (not in organizations) assisted with problems of.....					XXXX	XXXX	XXXX	XXXX	279

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

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

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

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

HOME MANAGEMENT AND HOUSE FURNISHINGS

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

ITEM	Home management (4)	House furnishings (5)	Handcraft (6)
361. Days devoted to line of work by:	24	32	27
(1) Home demonstration agents	1235	1747	370
(2) 4-H Club agents			
(3) Agricultural agents			
(4) Specialists	13	44	15
362. Number of communities in which work was conducted	407	383	174
363. Number of voluntary local leaders or committeemen assisting	448	441	189
364. Days of assistance rendered by voluntary leaders or committeemen	20	20	175
365. Number of adult result demonstrations conducted	4610	3412	2117
366. Number of meetings at result demonstrations	21	26	11
367. Number of method-demonstration meetings held:			
(1) By agents or specialists	854	1168	316
(2) By leaders	34	545	114
368. Number of other meetings held:			
(1) By agents or specialists	13	12	6
(2) By leaders	4	110	11
369. Number of news stories published	563	645	75
370. Number of different circular letters issued	150	224	277
371. Number of farm or home visits made	2861	2829	531
372. Number of office calls received	1504	1987	448
373. Number of 4-H Club members enrolled:			
(1) Boys	166	2	22
(2) Girls	1901	2165	526
374. Number of 4-H Club members completing:			
(1) Boys	83	181	
(2) Girls	1522	1668	224
375. Number of units in projects conducted by 4-H Club members completing:			
rooms	119	3327	157
articles		7157	4182

HOME MANAGEMENT—Continued

376. Number of kitchens rearranged or improved for convenience according to recommendations	25	2849	370
377. Number of families following recommendations in obtaining labor-saving equipment	26	2452	377
378. Number of families adopting recommended laundering methods	14	320	378
379. Number of families assisted in home soap making	16	1021	379
380. Number of families adopting recommended methods in care of house	27	2929	380
381. Number of families assisted in making home-made equipment or conveniences	24	2452	381
382. Number of women following a recommended schedule for home activities	16	1202	382
383. Number of 4-H Club members keeping personal accounts	5	721	383
384. Number of families keeping home accounts according to a recommended plan	13	420	384
385. Number of families budgeting expenditures in relation to income according to a recommended plan	13	386	385
386. Number of families assisted in developing home industries as a means of supplementing income	21	402	386
387. Number of families following recommended methods in buying for the home (other than foods and clothing)	21	2347	387
388. Number of families assisted in using timely economic information as a basis for readjusting family living (other than reported under foods and clothing)	21	2560	388
389. Number of families assisted in making adjustments in home making to give a more satisfactory standard of living	21	4422	389

AGRICULTURAL ECONOMICS

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

Item	FTEM	Public problems and economic planning on county or community basis	FARM MANAGEMENT			Outlook	Marketing, buying, selling, and financing
			Farm records (inventories, accounts, etc.)	Individual farm planning	Farm and home planning (short and long time)		
			(0)	(0)	(0)		
244. Days devoted to line of work by:							
(1) Home demonstration agents			5			10	244
(2) 4-H Club agents							
(3) Agricultural agents							
(4) Specialists							
245. Number of communities in which work was conducted			1			34	245
246. Number of voluntary local leaders or committeemen assisting							246
247. Days of assistance rendered by voluntary leaders or committeemen							247
248. Number of adult result demonstrations conducted			1				248
249. Number of meetings at result demonstrations							249
250. Number of method-demonstration meetings held							250
251. Number of other meetings held							251
252. Number of news stories published							252
253. Number of different circular letters issued							253
254. Number of farm or home visits made			5				254
255. Number of office calls received			4				255
256. Number of 4-H Club members enrolled	{ (1) Boys (2) Girls	{ XXXX XXXX			{ XXXX XXXX XXXX XXXX XXXX XXXX		256
257. Number of 4-H Club members completing	{ (1) Boys (2) Girls	{ XXXX XXXX			{ XXXX XXXX XXXX XXXX XXXX XXXX		257
258. Number of farmers keeping farm accounts throughout the year under supervision of agent							258
259. Number of farmers keeping cost-of-production records under supervision of agent							259
260. Number of farmers assisted in summarizing and interpreting their accounts							260
261. Number of farmers assisted in making inventory or credit statements							261
262. Number of farmers assisted in obtaining credit							262
262½. Number of 4-H Club members receiving instruction in credit							262½
263. Number of farmers assisted in making mortgage or other debt adjustments							263
264. Number of farm credit associations assisted in organizing during the year							264
265. Number of farm business or enterprise-survey records taken during year							265
266. Number of farmers making recommended changes in their business as result of keeping accounts or survey records							266
267. Number of other farmers adopting cropping, livestock, or complete farming systems according to recommendations							267
268. Number of farmers advised relative to leases							268
269. Number of farmers assisted in developing supplemental sources of income							269
270. Number of families assisted in reducing cash expenditure:							
(a) By exchange of labor or machinery							270
(b) By bartering farm or home products for other commodities or services							
(c) By producing larger part of food on farm							
(d) By making own repairs of buildings and machinery							

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

HOME MANAGEMENT—Continued

390. Number of families having increased time for rest and leisure activities as a result of the home-management program.....	1230	390
391. Total estimated saving due to home-management program.....	\$ 24,402.22	391
392. Number of families following other specific practice recommendations: ¹		
(a) <i>Staining, spack, painting, clothing, etc.</i>	2032	
(b) <i>Book matches, wallpaper, kitchen, bathroom, back door, garage, porch, etc.</i>	2915	392
HOUSE FURNISHINGS—Continued		
393. Number of families improving the selection of household furnishings.....	2417	393
394. Number of families following recommendations in improving methods of repairing, remodeling, or refinishing furniture.....	2252	394
395. Number of families following recommendations in improving treatment of windows (shades, curtains, draperies).....	2717	395
396. Number of families following recommendations in improving arrangement of rooms (other than kitchen).....	3170	396
397. Number of families improving treatment of walls, woodwork, and floors.....	2797	397
398. Number of families applying principles of color and design in improving appearance of rooms.....	2723	398
399. Total estimated savings due to house-furnishings program.....	\$ 22,725.24	399
400. Number of families following other specific practice recommendations: ¹		
(a) <i>Improving purchase of living room</i>	604	
(b) <i>in remodeling bathroom & living center</i>	419	400

HANDICRAFT—Continued

401. Number of families following recommendations regarding handicraft.....	3656	401
402. Number of families following other specific practice recommendations: ¹		
(a) <i>Buying furniture, research, etc.</i>	6766	402
(b) <i>Antique research for home</i>	11,265	402

HOME HEALTH AND SANITATION

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

403. Days devoted to line of work by:		
(a) Home demonstration agents.....	702	
(b) 4-H Club agents.....	81	
(c) Agricultural agents.....	12	
(d) Specialists.....	561	403
404. Number of communities in which work was conducted.....	27	404
405. Number of voluntary local leaders or committeemen assisting.....	525	405
406. Days of assistance rendered by voluntary leaders or committeemen.....	443	406
407. Number of adult result demonstrations conducted.....	2792	407
408. Number of meetings at result demonstrations.....	125	408
409. Number of method-demonstration meetings held: {		
(a) By agents or specialists.....	323	
(b) By leaders.....	29	409
410. Number of other meetings held: {		
(a) By agents or specialists.....	167	
(b) By leaders.....	22	410
411. Number of news stories published.....	37	411
412. Number of different circular letters issued.....	85	412
413. Number of farm or home visits made.....	2773	413
414. Number of office calls received.....	55	414

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

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

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

ITEM	Dairy cattle (1)	Beef cattle (2)	Sheep (3)	Swine (4)	Horses and mules (5)	Other livestock (6)
214. Days devoted to line of work by:						
(1) Home demonstration agents				18		
(2) 4-H Club agents						214
(3) Agricultural agents						
(4) Specialists						
215. Number of communities in which work was conducted				1		215
216. Number of voluntary local leaders or committeemen assisting				3		216
217. Days of assistance rendered by voluntary leaders or committeemen				15		217
218. Number of adult result demonstrations conducted				33		218
219. Number of meetings at result demonstrations				23		219
220. Number of method-demonstration meetings held				5		220
221. Number of other meetings held				22		221
222. Number of news stories published				1		222
223. Number of different circular letters issued				1		223
224. Number of farm or home visits made				33		224
225. Number of office calls received				3/2		225
226. Number of 4-H Club members enrolled:						
(1) Boys						
(2) Girls						
227. Number of 4-H Club members completing:						
(1) Boys						
(2) Girls						
228. Number of animals in projects conducted by 4-H Club members completing				26		228
229. Number of farmers assisted in obtaining purebred sires				28		229
230. Number of farmers assisted in obtaining high-grade or purebred females						230
231. Number of bull, boar, ram, or stallion circles or clubs organized or assisted						231
232. Number of members in breeding circles or clubs				135		232
233. Number of herd or flock-improvement associations organized or assisted						233
234. Number of members in these associations						234
235. Number of farmers not in associations keeping performance records of animals						235
236. Number of families assisted in home butchering, meat cutting, and curing				1		236
237. Number of families assisted in butter and cheese making	XXXX				XXXX	237
238. Number of farmers following parasite-control recommendations		XXXX	XXXX	XXXX	XXXX	XXXX
239. Number of farmers following disease-control recommendations						239
240. Number of farmers following marketing recommendations						240
241. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise						241

1 Do not include rabbits, guinea, and fur animals, which should be reported under Wildlife Conservation.

16-5426

HOME HEALTH AND SANITATION—Continued

415. Number of 4-H Club members enrolled.....	(a) Boys.....	528	} 415
	(b) Girls.....	1293	
416. Number of 4-H Club members completing.....	(a) Boys.....	180	} 416
	(b) Girls.....	781	
417. Number of 4-H Club members not in special health projects who participated in definite health-improvement work.....	(a) Boys.....	1365	} 417
	(b) Girls.....	7840	
418. Number of individuals having health examination on recommendation of extension workers or participating in health contests.....	(a) 4-H Club members.....	3857	} 418
	(b) Others.....	927	
419. Number of individuals improving health habits according to recommendations.....		6287	419
420. Number of individuals improving posture according to recommendations.....		7622	420
421. Number of individuals adopting recommended positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.).....		1551	421
422. Number of families adopting better home-nursing procedure according to recommendations.....		7	422
423. Number of families installing sanitary closets or outhouses according to recommended plans.....		1522	423
424. Number of homes screened according to recommendations.....		3073	424
425. Number of families following other recommended methods of controlling flies, mosquitoes, and other insects.....		2109	425
426. Number of individuals enjoying improved health as a result of health and sanitation program.....		2257	426
427. Number of families following other specific practice recommendations: ¹	(a).....	1111	} 427
	(b).....	232	

EXTENSION ORGANIZATION AND COMMUNITY ACTIVITIES

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

ITEM	Extension organization and program making		Community or country-club activities	
	(a)	(b)	(c)	(d)
428. Days devoted to line of work by:	47		47	
(1) Home demonstration agents.....		1022		605
(2) 4-H Club agents.....	45		50	
(3) Agricultural agents.....		495		312
(4) Specialists.....	22		11	
	65	88	51	48
429. Number of communities in which work was conducted.....	51	812	51	534
430. Number of voluntary local leaders or committeemen assisting.....		2120		1299
431. Days of assistance rendered by voluntary leaders or committeemen.....	46	1909	36	1204
432. Number of meetings held.....	62	1614	46	229
433. Number of news stories published.....	56	751	45	575
434. Number of different circular letters issued.....	55	377	57	202
435. Number of farm or home visits made.....	64	3862	52	2367
436. Number of office calls received.....	65	3188	51	1799

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

POULTRY AND BEES

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

ITEM	Poultry (including turkeys) (a)	Bees (b)
184. Days devoted to line of work by:		
(1) Home demonstration agents	792	184
(2) 4-H Club agents		
(3) Agricultural agents		
(4) Specialists		
185. Number of communities in which work was conducted	774	185
186. Number of voluntary local leaders or committeemen assisting	23	186
187. Days of assistance rendered by voluntary leaders or committeemen	252	187
188. Number of adult result demonstrations conducted	348	188
189. Number of meetings at result demonstrations	26	189
190. Number of method-demonstration meetings held	250	190
191. Number of other meetings held	26	191
192. Number of news stories published	13	192
193. Number of different circular letters issued	8	193
194. Number of farm or home visits made	719	194
195. Number of office calls received	93	195
196. Number of 4-H Club members enrolled	(1) Boys 246 (2) Girls 433	196
197. Number of 4-H Club members completing	(1) Boys 234 (2) Girls 354	
198. Number of units in projects conducted by 4-H Club members completing	5575 chickens	colonies 198

POULTRY—Continued

199. Number of families following an organized improved breeding plan as recommended	19	199
200. Number of families following recommendations in purchasing baby chicks	512	200
201. Number of families following recommendations in chick rearing	223	201
202. Number of families following production-feeding recommendations	556	202
203. Number of families following sanitation recommendations in disease and parasite control	198	203
204. Number of families improving poultry-house equipment according to recommendations	28	204
205. Number of families following marketing recommendations	25	205
206. Number of families assisted in using timely economic information as a basis for readjusting enterprise	52	206
207. Number of families following other specific practice recommendations: ¹	28	207
(a) _____		
(b) _____		

BEES—CONTINUED

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

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

See county books

COMMUNITY OR COUNTRY-LIFE ACTIVITIES—Continued

437. Number of communities assisted in making social or country-life surveys, or in securing themselves or their community organizations.....	27	32	437
438. Number of country-life conferences or training meetings conducted for community leaders.....	26	525	438
439. Number of community groups assisted with organizational problems, programs of activities, or meeting grounds.....	10	100	439
440. Number of communities developing recreation according to recommendations.....	18	525	440
441. Number of families following recommendations as to home recreation.....	12	242	441
442. Number of community or county-wide pageants or plays presented.....	31	271	442
443. Number of community houses, clubhouses, permanent camps, or community rest rooms established for.....	(a) Adults	19	35
	(b) Juniors	7	12
444. Number of communities assisted in establishing work centers for canning, seed treatment, meat curing, etc.....	34	34	444
445. Number of communities assisted in improving hygienic or public-welfare practices.....	16	46.0	445
446. Number of school or other community grounds improved in accordance with plans furnished.....	98	16.7	446
447. Number of communities engaged in providing library facilities.....	20	37	447
448. Number of 4-H Clubs engaging in community activities, such as improving school grounds, conducting local fairs, etc.....	28	272	448
449. Number of families aided in obtaining assistance from Red Cross or other relief agency.....	12	245	449

OTHER ACTIVITIES

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

ITEM	Poultry animals		General-Insect ¹	Wash	All other work	
	(a)	(b)				
450. Days devoted to line of work by:						
(1) Home demonstration agents.....			1			412
(2) 4-H Club agents.....	9	46	16	13	14	490
(3) Agricultural agents.....	3	10	13	10	14	203
(4) Specialists.....	2	10	13	10	14	203
451. Number of communities in which work was conducted.....	23	100	13	10	14	203
452. Number of voluntary local leaders or committeemen assisting.....	4	15	2	2	3	222
453. Days of assistance rendered by voluntary leaders or committeemen.....	4	16	2	2	3	140
454. Number of adult result demonstrations conducted.....	1	2	1	1	1	244
455. Number of meetings at result demonstrations.....	6	49	5	5	5	21
456. Number of method-demonstration meetings held.....	1	2	4	5	1	42
457. Number of other meetings held.....	3	9	7	13	14	226
458. Number of news stories published.....	1	10	13	14	14	158
459. Number of different circular letters issued.....	3	25	12	11	14	330
460. Number of farm or home visits made.....	8	157	22	39	30	289
461. Number of office calls received.....	5	72	15	22	14	118
462. Number of farmers following recommendations.....	1	10	13	14	14	158
463. Pounds of poison used.....	1	10	13	14	14	158
464. Total estimated saving due to control program.....	\$185.00	\$170	\$175	\$175	\$175	\$175

MISCELLANEOUS 4-H CLUBS (Indicate by name)

ITEM	Poultry animals		General-Insect ¹	Wash	All other work	
	(a)	(b)				
465. Number of 4-H Club members enrolled.....	(1) Boys	3	2	1	2	465
	(2) Girls	14	1	1	1	
466. Number of 4-H Club members completing.....	(1) Boys	1	1	1	1	466
	(2) Girls	1	1	1	1	

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

FORESTRY—Continued

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

166. Number of farmers assisted in timber estimating and appraisal	156
167. Number of farmers following wood-preservation recommendations	167
168. Number of farmers following recommendations in the marketing of forest products	168

WILDLIFE CONSERVATION—Continued

169. Number of farms on which specific improvements for wildlife have been made	169
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ITEM	RABBIT		FOUR AND OTHER FOX ANIMALS		OAKS BEAN		CONSERVATION CANIN	
	+H members (a)	Adults (b)	+H members (c)	Adults (d)	+H members (e)	Adults (f)	+H members (g)	Adults (h)
169 $\frac{1}{2}$. Number of individuals engaged or assisted in activity								
169 $\frac{1}{2}$. Number of animals or birds produced by such individuals							XXXX	XXXX

AGRICULTURAL ENGINEERING—Continued

Engineering activities	Number of farms		Number of units		Total value of service or savings	
	(a)	(b)	(c)	(d)	(e)	(f)
170. Terracing complete with outlets and contour cultivation		1		1/2 acres		\$ 3
170 $\frac{1}{2}$. Growing crops on contour				acres		
170 $\frac{1}{2}$. Gully control				acres		
171. Drainage practices				acres		
172. Irrigation practices				acres		
173. Land-clearing practices				acres		
174. Better types of machines				machines		
175. Maintenance and repair of machines				machines		
176. Efficient use of machinery				XXXXXXXXX		
176 $\frac{1}{2}$. Better ginning of cotton				gin stands		
177. All buildings constructed (include silos)		12		12 buildings		
178. Buildings remodeled, repaired, painted		319		332 buildings		1700
179. Farm electrification				farms ¹		
180. Home equipment (include using make-up)		16		14		300
181. Total of columns (a) and (c)		238 farms		XXXXXXXXX		\$ 1403

182. Number of machines repaired as reported in questions 175 and 180, by type: (a) Tractors	
(b) Tillage implements	(c) Harvesters and threshers
(d) Plows	
(e) Mowers	(f) Planters
(g) Sewing machines	(h) Other
183. Number of buildings and equipment improved as reported in questions 177, 178, 179, 180, by type:	
(a) Dwellings constructed according to plans furnished	(A) Dairy buildings
(b) Dwellings remodeled according to plans furnished	(c) Silos
(c) Sewage systems installed	(1) Regular
(d) Water systems installed	(2) Trench or pit
(e) Heating systems installed	(f) Hog houses
(f) Lighting systems installed	(g) Poultry houses
(g) Home appliances and machines	(h) Storage structures
	(i) Other

¹ Report the number of farms using electricity in farm enterprise for income-producing purposes such as electric milking, milk cooling, incubating, freezing, herded feeding, etc.

* New County books!

FORESTRY, WILDLIFE CONSERVATION, AND AGRICULTURAL ENGINEERING

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

ITEM	Forestry	Wildlife conservation, fur and game farming	Agricultural engineering ¹ (farms and homes)	
	(a)	(b)	(c)	
141. Days devoted to line of work by:				
(1) Home demonstration agents			26	141
(2) 4-H Club agents				
(3) Agricultural agents				
(4) Specialists				
142. Number of communities in which work was conducted			16	142
143. Number of voluntary local leaders or committeemen assisting			43	143
144. Days of assistance rendered by voluntary leaders or committeemen			213	144
145. Number of adult result demonstrations conducted			19	145
146. Number of meetings at result demonstrations			23	146
147. Number of method-demonstration meetings held			24	147
148. Number of other meetings held			2	148
149. Number of news stories published				149
150. Number of different circular letters issued			1	150
151. Number of farm or home visits made			37	151
152. Number of office calls received			30	152
153. Number of 4-H Club members enrolled	(1) Boys (2) Girls		10	153
154. Number of 4-H Club members completing	(1) Boys (2) Girls			
1544. Number of 4-H Club members not in special project clubs who participated in forestry or wildlife conservation activities	(1) Boys (2) Girls		XXXXXXXXXX XXXXXXXXXX	154
	(1) Transplant beds (2) Acres planted to forest trees (3) Acres improved (4) Acres of woodland protected from fire	Coverts ² improved or built. Nest boxes, feed trays for song birds. Feeding stations operated. Animals or birds produced.	Acres terraced Machines or equipment repaired. Articles made. Equipment installed.	
155. Number of units handled by 4-H Club members completing. (This refers to questions 154 and 1544)				155

FORESTRY--Continued

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

¹ 4-H farm shop clubs should be reported under this heading.² Include foot patches planted or left standing for wildlife.

FRUITS, VEGETABLES, AND BEAUTIFICATION OF HOME GROUNDS

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

ITEM	Home	Market	Benefi-	Tree	Brush and	Grapes
	gardens	gardening, truck, and winning crops	fication of home grounds	fruit	small fruits	
	(a)	(b)	(c)	(d)	(e)	(f)
115. Days devoted to line of work by:						
(1) Home demonstration agents	239	6	96		10	
(2) 4-H Club agents						
(3) Agricultural agents						
(4) Specialists	25					
116. Number of communities in which work was conducted	100	3	59			
117. Number of voluntary local leaders or committees assisting	83		17			
118. Days of assistance rendered by voluntary leaders or committees	113		323			
119. Number of adult result demonstrations conducted	691	42	244		1	
120. Number of meetings at result demonstrations	122		43			
121. Number of method-demonstration meetings held	120	3	38			
122. Number of other meetings held	29		5			
123. Number of news stories published	12		1			
124. Number of different circular letters issued	36		39			
125. Number of farm or home visits made	496	10	107		18	
126. Number of office calls received	147	13	63		2	
127. Number of 4-H Club members enrolled:						
(1) Boys	493		143			
(2) Girls	558		481			
128. Number of 4-H Club members completing:						
(1) Boys	314		388			
(2) Girls	515		418			
129. Number of acres in projects conducted by 4-H Club members completing	770		XXXX			
130. Total yields of crops grown by 4-H club members completing	233 bu.	bu.	XXXX	bu.	bu.	bu.
131. Number of farms or homes where fertilizer recommendations were followed	314	12	27			
132. Number of farms or homes where insect-control recommendations were followed	770	10	25			
133. Number of farms or homes where disease-control recommendations were followed	439		13			
134. Number of farms or homes where marketing recommendations were followed	233	11	XXXX			
135. Number of farms or homes where assistance was given in using timely economic information as a basis for readjusting enterprise	48	11	XXXX			
136. Number of homes where recommendations were followed as to establishment or care of lawns	XXXX	XXXX	672	XXXX	XXXX	XXXX
137. Number of homes where recommendations were followed regarding planting of shrubbery and trees	XXXX	XXXX	651	XXXX	XXXX	XXXX
138. Number of homes where recommendations were followed as to treatment of walks, drives, or fences	XXXX	XXXX	645	XXXX	XXXX	XXXX
139. Number of homes where recommendations were followed as to improving appearance of exterior of house and outbuildings	XXXX	XXXX	608	XXXX	XXXX	XXXX
140. Number of homes where other specific practice recommendations were followed:						
(1) _____						
(2) _____						
(3) _____						
(4) _____						

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

10-3028

See individual books.

POTATOES, COTTON, TOBACCO, AND OTHER SPECIAL CROPS

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

ITEM	Irish potatoes	Sweetpotatoes	Cotton	Tobacco	Sugar beets and all other special crops ¹
91. Days devoted to line of work by:					
(1) Home demonstration agents					
(2) 4-H Club agents					
(3) Agricultural agents					
(4) Specialists					
92. Number of communities in which work was conducted					
93. Number of voluntary local leaders or committeemen assisting					
94. Days of assistance rendered by voluntary leaders or committeemen					
95. Number of adult result demonstrations conducted					
96. Number of meetings at result demonstrations					
97. Number of method-demonstration meetings held					
98. Number of other meetings held					
99. Number of news stories published					
100. Number of different circular letters issued					
101. Number of farm or home visits made					
102. Number of office calls received					
103. Number of 4-H Club members enrolled					
(1) Boys					
(2) Girls					
104. Number of 4-H Club members completing					
(1) Boys					
(2) Girls					
105. Number of acres in projects conducted by 4-H Club members completing					
106. Total yields of crops grown by 4-H Club members completing	bu.	bu.	lb. ²	lb.	
107. Number of farmers following fertilizer recommendations					
108. Number of farmers following insect-control recommendations					
109. Number of farmers following disease-control recommendations					
110. Number of farmers following marketing recommendations					
111. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise					
114. Number of farmers following other specific practices recommendations: ³					
(1)					
(2)					
(3)					
(4)					
(5)					

¹ Indicate crop by name.² Report yield of cotton in pounds of seed cotton.³ For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

LEGUMES AND FORAGE CROPS—CONTINUED

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

ITEM	System	Coarse and hard feed	Valuable	Field beans	Peas	All other legumes and forage crops ¹
	(1)	(2)	(3)	(4)	(5)	(6)
67. Days devoted to line of work by:						
(1) Home demonstration agents						67
(2) 4-H Club agents						
(3) Agricultural agents						
(4) Specialists						
68. Number of communities in which work was conducted						68
69. Number of voluntary local leaders or committeemen assisting						69
70. Days of assistance rendered by voluntary leaders or committeemen						70
71. Number of adult result demonstrations conducted						71
72. Number of meetings at result demonstrations						72
73. Number of method-demonstration meetings held						73
74. Number of other meetings held						74
75. Number of news stories published						75
76. Number of different circular letters issued						76
77. Number of farm or home visits made						77
78. Number of office calls received						78
79. Number of 4-H Club members enrolled	(1) Boys					79
	(2) Girls					
80. Number of 4-H Club members completing	(1) Boys					80
	(2) Girls					
81. Number of acres in projects conducted by 4-H Club members completing						81
82. Total yields of crops grown by 4-H Club members completing	(1) Seed	bu.	bu.	bu.	bu.	bu.
	(2) Forage	tons	tons	tons	tons	tons
83. Number of farmers following fertilizer recommendations						83
84. Number of farmers following insect-control recommendations						84
85. Number of farmers following disease-control recommendations						85
86. Number of farmers following marketing recommendations						86
87. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise						87
90. Number of farmers following other specific practice recommendations ²						
(1)						90
(2)						
(3)						
(4)						
(5)						

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

16-5022

LEGUMES AND FORAGE CROPS

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

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

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

CEREALS¹

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

STATE	COUNTY	ITEM	UNIT	CORN	WHEAT	OATS	RYE	BARLEY	GRAIN SOY-ABRAM, CRO, AND OTHER CEREALS ²	TOTAL
		43. Days devoted to line of work by:								
		(1) Home demonstration agents.....								43
		(2) 4-H Club agents.....								
		(3) Agricultural agents.....								
		(4) Specialists.....								
		44. Number of communities in which work was conducted.....								44
		45. Number of voluntary local leaders or committeemen assisting.....								45
		46. Days of assistance rendered by voluntary leaders or committeemen.....								46
		47. Number of adult result demonstrations conducted.....								47
		48. Number of meetings at result demonstrations.....								48
		49. Number of method-demonstration meetings held.....								49
		50. Number of other meetings held.....								50
		51. Number of news stories published.....								51
		52. Number of different circular letters issued.....								52
		53. Number of farm or home visits made.....								53
		54. Number of office calls received.....								54
		55. Number of 4-H Club members enrolled.....								55
		(1) Boys.....								
		(2) Girls.....								
		56. Number of 4-H Club members completing.....								56
		(1) Boys.....								
		(2) Girls.....								
		57. Number of acres in projects conducted by 4-H Club members completing.....								57
		58. Total yield of crops grown by 4-H Club members completing.....		bu.	bu.	bu.	bu.	bu.	bu.	58
		59. Number of farmers following fertilizer recommendations.....								59
		60. Number of farmers following insect-control recommendations.....								60
		61. Number of farmers following disease-control recommendations.....								61
		62. Number of farmers following marketing recommendations.....								62
		63. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise.....								63
		66. Number of farmers following other specific practice recommendations ³ :								
		(1).....								
		(2).....								
		(3).....								66
		(4).....								
		(5).....								

¹ Report fall-sown crops the year they are harvested.

² Indicate crop by name.

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

GENERAL ACTIVITIES—Continued

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

ITEM	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
30. Tours conducted	(1) Adult work	(a) Number	73	73
		(b) Total attendance	160	160
	(2) 4-H Club	(a) Number	7	7
		(b) Total attendance	140	140
31. Achievement days held	(1) Adult work	(a) Number	6	6
		(b) Total attendance	606	606
	(2) 4-H Club	(a) Number	4	4
		(b) Total attendance	493	493
32. Encampments held. (Do not include picnics, rallies, or short courses, or those should be reported under other meetings.)	(1) Farm women	(a) Number		
		(b) Total members attending		
		(c) Total others attending		
	(2) 4-H Club	(a) Number		
		(b) Total boys attending		
		(c) Total girls attending		
33. Other meetings of an extension nature participated in by agents or specialists and not previously reported	(1) Number	129		129
	(2) Total attendance	2,442		2,442
34. Meetings held by local leaders or committeemen not participated in by agents or specialists and not reported elsewhere	(1) Adult work	(a) Number	98	98
		(b) Total attendance	1,023	1,023
	(2) 4-H Club	(a) Number	141	141
		(b) Total attendance	2,488	2,488
34d. Number of above meetings (questions 27-34) at which discussion group method of presentation was followed		177		177

SUMMARY OF EXTENSION INFLUENCE FOR YEAR

It is highly desirable for extension workers to consider the proportion of farms and farm homes in the county which have been definitely influenced to make some substantial change in farm or home operations as a result of the extension program for men, women, boys, and girls. It is recognized that this information is very difficult for agents to report accurately, so a conservative estimate based upon such records, surveys, and other sources of information as are available will be satisfactory. Such estimates should be marked "Est."

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

35. Number of farms in county	8699	35
36. Number of farms on which changes in practices have definitely resulted from the agricultural extension program	21636	36
37. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	28056	37
38. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	2889	38
39. Number of farm homes with 4-H Club members enrolled	21657	39
40. Number of other homes with 4-H Club members enrolled	2287	40
41. Total number of different farm families influenced by some phase of the extension program (Exclude questions 36, 37, and 38, minus duplications.)	27806	41
42. Total number of different other families influenced by some phase of extension program (Exclude questions 38 and 40, minus duplications.)	2426	42

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

NOTE.—Questions 16-34 refer to the total number of different activities conducted this year. The totals should equal the sums of the corresponding information reported on following pages minus duplications where the same activity relates to two or more lines of work.

GENERAL ACTIVITIES—Continued

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

ITEM	Age	10 and under	11	12	13	14	15	16	17	18	19	20 and over
13. Number of different 4-H Club members enrolled according to age:												
(a) Boys		67	78	92	109	104	91	73	49	77	8	77
(b) Girls		135	174	205	213	264	239	154	94	74	54	737
14. Number of 4-H Club members: ¹												
(a) In school							1,883					
(b) Out of school											671	

ITEM	Horse (non-contraction agents)	4-H Club agents	Agricultural agents	County total ¹
	(a)	(b)	(c)	(d)
15. Number of 4-H Club teams trained:				
(1) Judging	670			70
(2) Demonstration	113			113
16. Number of groups ² other than 4-H Clubs organized for extension work with rural young people 16 years of age and older:	4			4
17. Members in groups reported in question 16:				
(1) Young men	24			24
(2) Young women	105			105
18. Total number of farm or home visits ³ made in conducting extension work:	3,213			3,213
19. Number of different farms or homes visited:	1,397			1,397
20. Number of calls relating to extension work:				
(1) Office	2,823			2,823
(2) Telephone	474			474
21. Number of news articles or stories published ⁴ :	88			88
22. Number of individual letters written:	2,133			2,133
23. Number of different circular letters issued (not total copies mailed):	187			187
24. Number of bulletins distributed:	5411			5411
25. Number of radio talks broadcast or prepared for broadcasting:				
26. Number of events at which extension exhibits were shown:	38			38
27. Training meetings held for local leaders or committees:				
(1) Adult work:				
(a) Number	50			50
(b) Total attendance of men leaders	520			54
(c) Women leaders	338			328
(2) 4-H Club:				
(a) Number	41			41
(b) Total attendance of leaders	209			209
28. Method demonstration meetings held (include all method demonstrations in both adult and 4-H Club work given by agents and specialists not reported under question 27):				
(1) Number	1,140			1,140
(2) Total attendance	14,012			14,012
29. Meetings held at result demonstrations:				
(1) Number	121			121
(2) Total attendance	1,257			1,257

¹ The total for this question should agree with county total, question 10.² County total should equal sum of preceding three columns minus duplications due to two or more agents participating in the same activity or assembly.³ Do not include groups previously reported under question 9.⁴ Do not count a single visit to both the farm and home as two visits.⁵ Do not count items relating to notices of meetings only.

NOTE.—Questions 18-24 refer to the total number of different activities conducted this year. The totals should equal the sums of the corresponding information reported on following pages minus duplications where the same activity relates to two or more lines of work.

16-5088

GENERAL ACTIVITIES

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

1. List below the names, titles, and periods of service of the county extension agents whose work is included in this report. Include time of assistants with that of regular agent.

AGENT	Total months of service this year	Days devoted to work with adults	Days devoted to work with 4-H Club and other youth	Total days in office	Total days in field
<i>Eight</i> (Name) Home demonstration agent ⁵	8	74	114	938	631
And home demonstration agent	(1)				162
4-H Club agent	(2)				
Assistant county agent in charge of club work	(3)				
Agricultural agent	(4)				
Assistant agricultural agent	(5)				

2. County extension association or committee:

(a) Agricultural extension:		(2) Number of members	
(1) Name			
(b) Home demonstration		(2) Number of members	2
(1) Name	County Advisory Board		33
(c) 4-H Club:		(2) Number of members	304
(1) Name	County 4-H Council		2
3. Number of communities in county where extension work should be conducted			5287
4. Number of above communities in which the extension program has been planned cooperatively by extension agents and local committees			770
5. Number of different voluntary county or community project leaders or committeemen actively engaged in forwarding the extension program:			
(a) Adult work	(1) Men 47	(3) Other club boys	5
(2) Women 200	(b) 4-H Club work	(4) Older club girls	13
(1) Men			
(2) Women			
6. Number of different paid local leaders engaged in agricultural-conservation and adjustment programs:	(a) Men		
	(b) Women		
7. Number of clubs or other groups organized to carry on adult home demonstration work			592
8. Number of members in such clubs or groups			1713

ITEM	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
9. Number of 4-H Clubs		111		111
10. Number of different 4-H Club members enrolled	(1) Boys 786			786
	(2) Girls 1740			1740
11. Number of different 4-H Club members completing	(1) Boys 577			577
	(2) Girls 1313			1313

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

MEMBERS	1st year	2d year	3d year	4th year	5th year	6th year and over
(a) Boys	154	243	312	137	81	67
(b) Girls	143	319	346	306	222	210

¹ County total should equal sum of preceding three columns minus duplication; due to two or more agents participating in the same activity or accomplishment.

² Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 7 to 24, unless duplication has in 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 but refers to completion instead of enrollment.

⁴ The total for this question should agree with county total, question 10.

EXTENSION TERMINOLOGY

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

DEFINITIONS OF EXTENSION TERMS

1. 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.

2. 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.

3. A community is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report a community is one of the several units into which a county is divided for conducting organized extension work.

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

5. Demonstrations as contemplated in this report are of two kinds—method demonstrations and result demonstrations.

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

A result demonstration is a demonstration conducted by a farmer, home maker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. 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 result demonstrator is an adult, a boy, or a girl who conducts a result demonstration as defined above.

7. A cooperator is a farmer or home maker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent and records are not required, but reports on the success of the practices may be obtained.

8. A 4-H Club is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.

9. 4-H Club members enrolled are those boys and girls who actually start the work outlined for the year.

10. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.

11. A demonstration meeting is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.

12. 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.

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

14. 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.

15. 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.

16. Days in field should include all days spent on official duty other than "days in office."

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

18. An extension school is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college. An extension short course differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.

19. 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.

20. The county extension association or committee is that county organization, whether a membership or a delegate body, which is recognized officially in the conduct of extension work in the county.

DISTRICT AGENT'S SUMMARY OF ACTIVITIES - 1941

Days in office	152	Leader training meetings attended:	5	Meetings at result demonstrations	7
Days in field	134	Adult work	4	Attendance	128
Miles traveled	13,160	Number	85	Other meetings attended	65
Extension agents visited	61	Attendance	1	Attendance	4731
Leaders interviewed	223	4-H Club	249	Individual letters written	554
Result demonstrations visited	99	Extension organization committee meetings attended	12	Circular letters prepared	45
Other farms or homes visited	118	Method demonstrations given	19	News articles prepared	1
		Attendance	581		

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

The annual report should be a summary, with analysis and interpretations, for presentation to the people of the county, the State, and the Nation of the extension activities in each county for the year, and the results obtained by the county extension agents assisted by the subject-matter specialists. The making of such a report is of great value to the county extension agents and the people of the county in showing the progress made during the year as a basis for future plans. It is of vital concern also to the State and Nation as a measure of rural progress and a basis for intelligent legislation and financial support of extension work.

At least four copies of the annual report should be made: One copy for the county officials, one copy for the agent's files, one copy for the State extension office, and one copy for the Extension Service, United States Department of Agriculture. The report to the Washington office should be sent through the State extension office.

STATISTICAL SUMMARY

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

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

NARRATIVE SUMMARY

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

The narrative report should summarize and interpret, under appropriate subheadings, the outstanding results accomplished and the extension methods used for each project. Every statement should be clear, concise, forceful, and, where possible, reinforced with necessary data from the statistical summary. Use a descriptive style of writing, giving major accomplishments first under each project. Give extension methods fully relating to outstanding results only, and where practicable illustrate with photographs, maps, diagrams, blueprints, or copies of charts and other forms used. Full credit should be given to all cooperating agencies. The lines should be single-spaced, with double space between the paragraphs and reasonably good margins. The pages should be numbered in consecutive order.

The following outline is merely suggestive of how the narrative report may be clearly and systematically presented. Each agent should prepare an outline to fit the situation and the work to be reported.

SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT

- I. Cover and title page.
- II. Table of contents.
- III. Summary of activities and accomplishments, preferably of one or two typewritten pages only, placed at the beginning of the narrative report.
- IV. Changes in county extension organization made during the year to improve regular procedures or to meet emergencies.
- V. County extension program.
 - (1) Problems determining extension program.
 - (2) Influence of State and National agricultural agencies operating in county upon extension program.
 - (3) Activities and results.

Under appropriate headings present in some detail for each major problem or line of work the goals set up, the methods used, the cooperation received, the coordination effected, the results achieved, and the significance of these results in terms of problem solution.

- VI. Outlook and recommendations.

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 of 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 Dorchester, Bedford, Halifax,
Hanover, King William,
Louisa, Nelson, Pittsylvania

REPORT OF

Flight
(Name) Home Demonstration Agent.

From Dec. 1, 1940 to Dec. 31, 1941

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

Agricultural Agent.

From _____ to _____, 194

Assistant Agricultural Agent.

From _____ to _____, 194



L. L. Jenkins
District Agent
Nov. 30, 1941

READ SUGGESTIONS, PAGES 2 AND 3

Approved:

Date _____

State Extension Director.