

ANNUAL NARRATIVE REPORT

December 1st, 1943 to November 30th, 1944

RICHMOND COUNTY

VIRGINIA

R. A. FARMER, COUNTY AGENT

L. R. CHRISTOPHER, ASS'T. COUNTY AGT.

NETTIE M. ALLISON, STENOGRAPHER

RETURN TO
EXTENSION
DIVISION OF FIELD
STUDIES & TRAINING

Nothing to index ✓

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COUNTY ORGANIZATION

This County is divided into five communities. The communities are divided into 38 neighborhoods with 130 leaders and helpers. Of the 130 workers, 87 are white and 43 are colored.

Each year after the Plan of Work is developed, supper meetings are held for both the white and negro groups. At these meetings the Plan of Work is gone over in detail and each neighborhood leader is asked to help put it over - good results are obtained. The local Bank and food stores finance the supper.

The County Board of Agriculture is composed of a man and woman from each community, a representative from each of the eight agencies operating in the county, a member of the Board of Supervisors, the Key Banker, a Minister, a member of the Selective Service Board, and the School Superintendent. The County Agent serves as Secretary.

The Professional Workers Council is composed of all professional workers in the county and meets once each month. It has been of invaluable help to all members.

TYPE OF AGRICULTURE

The type of Agriculture here is general with a few Poultry farmers. Tomatoes are the main cash crop - both "green wrap" and canning crops are grown.

1944 Plan of Work and Accomplishments

1. WARTIME EDUCATIONAL WORK & ACTIVITIES:

To direct educational campaigns among farm people for improved Nutrition and for the production of farm-home food supplies.	This has been done
Direct campaigns and aid in organizing rural people for the general improvement of health.	This has been done
Sponsor campaign for "more and better gardens"	This was done
In cooperation with State and County Councils for Defense, organize and direct certain phases of Civilian defense affecting farm people.	" " "
To help train and guide local volunteer leaders in carrying forward all phases of Agriculture's War Time Program.	" " "
To be responsible for all group or general educational work essential to a fundamental understanding of all action programs.	" " "
To organize and promote the effective functioning of rural discussion groups which consider the fundamental issues of the War and Democracy's stake in it.	" " "

2. 4-H CLUB WORK:

Increase membership of the 4-H Calf Club	This was not done
Place more purebred gilts in the Pig Chain	This was done
Try to increase 4-H Club membership in each Club	Increase in total membership
Try to visit each club member once or more times during the year, and to discuss the program with the parents.	Many members visited but not all:

3. SOIL IMPROVEMENT:

Continue to stress the Conservation Program as a Soil Improvement Program.	This is being done
Continue to stress Crop Rotation.	" " " "
Recommend the use of green manure crops for soil improvement.	" " " "
Encourage the use of winter cover crops.	" " " "
Stress the proper care of farm manures and spreading methods.	" " " "
Continue the work of soil testing for proper fertilization.	" " " "
Encourage the use of Lime and Phosphate on permanent pastures and legume crops.	" " " "
Cooperate with the personnel of the Soil Conservation Service in working out plans for participants.	" " " "

4. FARM CROPS:

Encourage one or more farmers in each farming district to produce good seed for sale.	This was done
Encourage the use of certified seed and to buy seed direct from the producer.	" " "
Encourage the growing of barley for grain and grazing.	" " "
Encourage farmers to divert submarginal cultivated land to permanent pastures and forest.	This is being done
Help develop a good market for quality seed.	" " " "
Encourage the production of certified seed.	" " " "
Encourage all farmers to have seed cleaned before planting.	" " " "
Encourage the seeding of soybeans for oil.	" " " "
Encourage the use of Hybrid Seed Corn.	" " " "

5. PASTURES:

Encourage farmers to plan for more permanent pastures.	This was done
Encourage farmers to fertilize their pastures for maximum carrying capacity.	" " "

6. TRUCK CROPS:

Stress importance of certified seed and plants.	This is being done
Encourage farmers to grow only the Marglobe type tomato.	" " " "
Encourage the growing of tomatoes only on land that is well fertilized and manured.	" " " "
Cooperate with State Department of Agriculture in carrying out embargo on inferior plants.	" " " "
Continue sweet potato work in the county, stressing the importance of good seed, proper fertilization and cultural methods.	" " " "
Stress importance of the proper control of insects and diseases.	" " " "
Encourage farmers to plant only the acreage of tomatoes that they have labor to take care of.	" " " "

7. POULTRY:

Encourage the continuance of Commercial and Farm Flocks.	This was done
Encourage the buying of high quality chicks and the marketing of high quality eggs.	" " "
To help in the control of disease and parasites.	" " "
Instruct farmers in culling flocks.	" " "
Encourage farmers to market their eggs through the local Egg Grading Station.	" " "
Encourage farmers to feed and manage their farm flocks so as to get maximum egg production.	" " "

8. ANIMAL HUSBANDRY:

Hogs

Improve swine production by continuing to bring purebred breeding stock in the county.	This was done
Recommend the growing of hogs for market on farms having skim milk and hog pastures and a sufficient quantity of grain.	" " "
Encourage legume pastures for swine and the use of mineral mixtures.	" " "
Encourage the use of farrowing houses and assist in disease and parasite control.	" " "
Encourage every farm family to produce their supply of pork.	" " "

Sheep

Encourage an increase in the size of the present flocks to an economical unit.	This was done
Increase the membership of the cooperative group for the ownership and exchange of purebred rams of the Hampshire breed.	No new members added
Encourage farmers to breed for early lambs.	This is being done
Stress importance of proper feeding and care of ewes at lambing time.	" " " "
Encourage the use of good winter pastures for grazing.	" " " "
Encourage the use of purebred bucks.	" " " "
Continue in the work of controlling parasites.	" " " "

Dairy Cattle

Encourage better feeding and care of cows now on the farm.	This is being done
Continue the elimination of scrubs and the replacement with good cows.	" " " "
Encourage better pastures for Dairy Cattle.	" " " "
Encourage farmers to grow out their good heifer calves to be sold as replacements to dairymen.	" " " "
Attempt to place a good purebred male in each farming community.	Two placed

Beef Cattle

Improve the existing beef herds by bringing in good purebred males.	Three placed
Encourage farmers to take better care of beef cattle during the winter months.	This is being done

Horses

Try to get farmers to breed for better work horses and mules by using good stallions and Jacks.	This is being done
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9. HOME GARDENS:

Encourage every family to have a year-round garden.	This is being done
Encourage every family to can and store ample vegetables and fruits to provide for their needs.	" " " "
Encourage the growing of small fruits for home use.	" " " "
Inform the people through the educational channels how to control insects and diseases.	" " " "

10. FORESTRY:

Recommend that all farmers take advantage of the program offered by the S.C.S.	This is being done
Make an effort to have several farmers in each section to plant pines for educational purposes.	" " " "
Recommend that no "long leaf" pine be cut under 8" in diameter for pulpwood or sawmill use.	" " " "
Recommend that farmers do "selective cutting" when and where possible.	" " " "
Work closely with the Extension Farm Forester in the section.	" " " "

11. FARM ORGANIZATION AND MARKETING:

Encourage Cooperative buying and selling.	This is being done
Help in every way possible to build a good strong organization.	" " " "

12. MISCELLANEOUS:

Cooperate with all Agricultural Agencies in the County and lend assistance whenever possible.	This is being done
Help in securing loans for worthy borrowers.	" " " "

4-H CLUB WORK

The 4-H Club work in Richmond County has shown definite improvement in 1944.

The percentage of completions of projects did not meet the perfect mark of 100% but the Agent does feel encouraged, however.

The Sears Roebuck, "Hog-Cow-Chicken" project is certainly up to par. Every boy to be judged this fall will be meeting all the requirements asked for and I believe it will require much study for the judges to give their decision.

There were about 24 different flocks of chicks given away last spring - in lots of 25 chicks to a member. These boys and girls gave back most encouraging records on these. In every case, they show there is a profit in raising chicks. These chicks were donated by a local Hatchery, E. A. Hodgson, Kinsale, Va.

The Dairy Club project has gone back. Due, in part to not being able to show these cows and calves. The war, of course, cut out the Agricultural Fair of the Northern Neck and it seems our boys and girls have lost their usual interest in this project. However, we still have a good many purebred heifers and calves growing out.

The boys and girls in most cases have attended the Club meetings and shown a very favorable interest in the work and programs which were carried on in the Club meetings, which is always 45 minutes each month, and longer many times.

We did not have a Council meeting this year, but we have already made some plans for one during the coming year. No doubt a Council meeting is of great benefit to officers and to their respective clubs.

The Club members have taken a very active part in the purchase of War Stamps and Bonds. They have given considerable assistance in the sale of these and have purchased them 100% strong.

I have tried very hard this year to get our Club members on the program. In some of the clubs we have had 100% of the members to participate voluntarily - in other clubs they are not as active. To bring as many members in as possible, we have used to advantage, a program of the Quiz type. These questions, more or less, dealt with the things they should know about their own community or State. I feel that we can go quite a long way in dealing with club members interests in bringing out their knowledge of the things they see and live with through their daily lives.

In regard to entries in contests - I have had very few members eligible for anything more than a county prize, because of failure in the 3-year requirement.

I am in hopes next year, of bringing more entries for the prizes offered and I do believe we have a reasonable right to feel this way. One that seems so definitely so to me, is the quality of the record books for this year, this is particularly true of the boys.

These club members have all been very faithful in doing things for the farmers and canners as far as they could - picking tomatoes and helping with the trucks. They have their record books filled with different things they have done during the year for other people, other than their immediate families.

There were 5 Club members from Richmond County to attend the State Short Course in Blacksburg and we have been able to use them to great advantage. They seem to have all brought something home with them that was beneficial to the other Club members.

PROJECT ACTIVITIES

Acronomy:

Grain

Much progress is being made in the quality of small grains and other seeds used for seeding purposes. The Agent was kept busy during September and October locating good seed Barley, Oats and Wheat. Farmers in the County are buying most of their seeds direct from the grower and having them cleaned and treated before seeding. There is a good increase in the acreage of Oats, Barley and Wheat this fall. Five farmers planted Kong Barley for the first time in this County.

Hybrid Corn

Ten Hybrid Corn demonstrations were conducted, in addition a Hybrid Corn plot demonstration using many experimental Hybrids, was conducted in conjunction with a local seed dealer and a Field representative from Funk's, Inc. This plot created quite a lot of interest and proved to the Agent that we can expect much more improvement in hybrids.

Pastures

The interest in permanent pastures is high. A good many of our farmers have worked out plans to seed small acreages each year with approved grasses. Others are top dressing their sods with Phosphate and Lime.

Poultry:

The Poultry flock is of great importance to the farm women of this County. Most of them depend upon poultry for their main income. The size of the farm flock is smaller now than it has been for a long time, due to the high cost of feeds in the spring months when Baby chicks were being bought, and to rigid culling of the old flocks. The Agent has spent much time on parasite and disease control, proper feeding, housing and culling.

Turkeys

While this county normally does not produce many turkeys, the Agent is convinced that a better job is now being done than was in the past. Farmers are giving more attention to their breeding stock and proper feeding. A slight increase in turkey numbers is noticed.

Dairying:

Farmers are gradually improving the quality of their Dairy cows by using good purebred bulls, by purchasing good heifer calves when possible, and by feeding better. The improved condition of our pastures have a lot to do with the improvement of our livestock. A good purebred bull is now located in every community of the County.

Livestock:

Hogs

Hog numbers have decreased considerably in the past 12 months and the Agent feels that the number on hand now is about the required number necessary for good farm management. The quality has been improved and farmers are showing more interest in pastures for hogs. There are now a good many purebred Duroc and Poland China sows in the County.

Sh eep

The flocks of the County have been greatly improved during the past five years due to the purebred Ram Ring, better winter pastures, feeding practices and the control of internal parasites.

Beef Cattle

The larger farms are gradually switching to Beef cattle due to the labor situation, and are doing it in a very economical way. The Agent has assisted several farmers in locating and purchasing purebred males.

Horticulture:

Truck Crops

The main cash crop of this county being tomatoes, the Agent has given considerable time to this crop. Certified plants and seed, proper fertilization, soil preparation, controlling insects and disease in the seed bed and in the field, was given much attention.

The Agent made an effort to get seed source plats conducted by the Extension Service and the Virginia Truck Experiment Station this year, but was unsuccessful. However, he hopes it may be possible to conduct them in 1945.

Farm Labor:

There has been and still is very little that the Agent can do in regards to farm labor. Farmers cannot pay the prevailing competitive wage that is being paid by sawmill operators, oyster houses, canning factories and other businesses. Therefore there is very little labor left for the farmer...his family is all he can depend on. The Agent has tried to help farmers rearrange their work so as to best utilize what labor he has, and vast changes have been made. There were several V.F.V. boys used in the county who provided fair help. The local town business men gave excellent help in their spare time and helped to save much of the hay crop in this county.

A farm labor assistant was not employed in 1944.

Agricultural Planning:

Some postwar planning is being done in the county. Several meetings have been held and more will be held with farmers explaining to them the agricultural situation of the country and some of the things that they might have to do in the near future in order to have a sound agricultural program. A committee has been formed from the Farm Bureaus of the four lower counties of the Northern Neck and Essex to investigate the possibilities of a grain elevator for this section. Several meetings have been held and now the committee is working on plans, cost, etc. The Agent is serving as Secretary to this Committee.

In planning all present agricultural programs the outline of work is set up by the County Agricultural Board with the help of the Professional Agricultural workers. After this outline is set up it is presented to each community group for modification and adoption. This way of planning a program for the county seems to be getting good results.

U.S.D.A. War Board:

Production Goals

All of the county's crop goals were met except soybeans for oil, and this was due to the shortage of the hay crop. Farmers were forced to harvest some of the beans for hay. The wheat crop was unusually large. There is also a good corn crop. The tomato acreage was larger than was asked for, but the yield was not as high. However, the yield was more than the canners could handle at the peak of the season. All livestock goals were met.

Agricultural Deferment Cases

Considerable time was spent in the spring of this year getting information for the local draft board. But, since the scrapping of the unit system the local board has practically done away with investigations.

COOPERATION WITH OTHER AGENCIES OPERATING WITHIN THE COUNTY:

Agricultural Adjustment Admr.

The Agent directs all educational programs of this organization and works very closely with it on all general matters. The Chief Clerk and his Secretary handle all detail work. The County Committee is very active.

The Soil Conservation District

The Agent has served as a Director of the District in 1944 and has helped with all the educational work wherever possible. He has also assisted participating farmers in this County in carrying out their plans.

Credit Agencies

The Agent has cooperated to the best of his ability with all credit agencies operating within the county and has advised with and explained to borrowers their best source of credit.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

War Food Administration
Extension Service
Washington, D. C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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

State Virginia County Richmond

REPORT OF

<u>Elise Triplett</u> <small>(Name)</small> Home Demonstration Agent.	From <u>Dec. 1st '43</u> to <u>Nov. 30th</u> 194 <u>4</u>
Assistant Home Demonstration Agent.	From _____ to _____ 194__
<u>L. R. Christopher</u> 4-H Club Agent.	From <u>Dec. 1st '43</u> to <u>Nov. 30th</u> 194 <u>4</u>
Assistant County Agent in charge of Club Work.	From _____ to _____ 194__
<u>R. D. Farmer</u> Agricultural Agent.	From <u>Dec. 1st '43</u> to <u>Nov. 30th</u> 194 <u>4</u>
Assistant Agricultural Agent.	From _____ to _____ 194__



READ SUGGESTIONS, PAGES 2 AND 16

Approved:

Date _____

State Extension Director.

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

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

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

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

NARRATIVE SUMMARY

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

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

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

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

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

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

STATISTICAL SUMMARY

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

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

GENERAL ACTIVITIES

Report only this year's activities that can be verified		Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)	
1. Months of service this year (agents and assistants)		12	12	12	XXXXXXXXXX	
2. Days devoted to work with adults ³		193	8	291	XXXXXXXXXX	
3. Days devoted to work with 4-H Clubs and older youth ⁴		87	41	9	XXXXXXXXXX	
4. Days in office ⁵		79	5	189	XXXXXXXXXX	
5. Days in field ⁵		201	44	191	XXXXXXXXXX	
6. Number of farm or home visits made in conducting extension work ⁶		525	90	337	952	
7. Number of different farms or homes visited		296	38	270	604	
8. Number of calls relating to extension work	(1) Office	140		2868	2488	
	(2) Telephone	409	7	1139	1555	
9. Number of news articles or stories published ⁷		7	1		8	
10. Number of bulletins distributed		739	95	13	847	
11. Number of radio talks broadcast or prepared for broadcasting		4			4	
	(a) Number	8		4	12	
12. Training meetings held for local leaders or committeemen	(1) Adult work	Total attendance of:				
		(b) Men leaders	30		79	109
		(c) Women leaders	56		10	66
	(2) 4-H Club and older youth	(a) Number	11			11
		Total attendance of:				
	(b) Leaders	31			31	
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12)	(1) Adult work	(a) Number	117		1	118
		(b) Total attendance	1127		105	1272
	(2) 4-H Club and older youth	(a) Number	62			62
		(b) Total attendance	513			513
14. Number of adult result demonstrations conducted		71		35	106	
15. Meetings held at such result demonstrations	(1) Number	10			10	
	(2) Total attendance	89			89	
	(a) Number			1	1	
16. Tours conducted	(1) Adult work			11	11	
	(2) 4-H Club and older youth					
17. Achievement days held	(1) Adult work	(a) Number				
		(b) Total attendance				
	(2) 4-H Club and older youth	(a) Number				
		(b) Total attendance				

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.
² County total should equal sum of preceding three columns unless duplications due to two or more agents participating in same activity or accomplishment.
³ The sum of questions 2 and 3 should equal the sum of questions 4 and 5.
⁴ Do not count a single visit to both the farm and home as two visits.
⁵ Do not count items relating to notices of meetings only.

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)	
14. Encampments held (report attendance for your county only) ³	(1) Farm women	(a) Number	1			1	
		(b) Total members attending	1			1	
		(c) Total others attending					
	(2) 4-H Club and older youth	(a) Number	1			1	
		(b) Total boys attending	2			2	
		(c) Total girls attending	4			4	
		(d) Total others attending					
15. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number	24	1	19	44	
		(b) Total attendance	874	25	532	1431	
	(2) 4-H Club and older youth	(a) Number	30	25		55	
		(b) Total attendance	807	635		1433	
			(c) Total others attending				
	16. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere	(1) Adult work	(a) Number	10		4	14
(b) Total attendance			111		115	226	
(2) 4-H Club and older youth		(a) Number	17			17	
		(b) Total attendance	93			93	

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

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

³ Does not include picnics, rallies, and short courses, which should be reported under question 13.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

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

21. Total number of farms in county (1940 Census)	893
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	550
23. Number of farms involved in preceding question which were reached this year for the first time	8
24. Number of nonfarm families making changes in practices as a result of the agricultural program	6
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	375
26. Number of farm homes involved in preceding question that were reached this year for the first time	110
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	95
28. Number of other homes involved in preceding question that were reached this year for the first time	50
29. Number of farm homes with 4-H Club members enrolled	128
30. Number of other homes with 4-H Club members enrolled	
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	775
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	98
	98 93

EXTENSION ORGANIZATION AND PLANNING

33. County extension association or committee (includes agricultural councils, home demonstration councils, and 4-H councils or similar advisory committees; also farm and home bureaus and extension associations in those States where such associations are the official or quasi-official agency in the county cooperating with the college in the management or conduct of extension work):

(a) Over-all or general (1) Name County Agricultural Board (2) No. of members 109
 (b) Agricultural (1) Name County Agricultural Board (2) No. of members 109
 (c) Home demonstration (1) Name County Home Demonstration Committee (2) No. of members 27
 (d) 4-H Club (1) Name _____ (2) No. of members _____
 (e) Older youth (1) Name _____ (2) No. of members _____

34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):
 (a) Agricultural 109 (b) Home demonstration 311 (c) 4-H Club _____ (d) Older youth _____

35. Total number of communities in county. (Do not include number of neighborhoods.) _____ 5

36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees _____ 5

37. Number of clubs or other groups organized to carry on adult home demonstration work _____ 12

38. Number of members in such clubs or groups _____

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

40. Number of neighborhood and community leaders in the neighborhood-leader system 130 Men - 17 Women - 113

41. Number of different voluntary local leaders or committeemen actively engaged in forwarding the extension program. (Should include question 40.)

(a) Adult work (1) Men 63 (2) Women 281 (b) 4-H Club and older youth work (1) Men _____ (2) Women _____ (3) Older club boys _____ (4) Older club girls _____

COOPERATIVE AGRICULTURAL PLANNING

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

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

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

(b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men 10 (2) Women 6

44. Number of communities with agricultural planning committee (over-all planning) _____ 5

45. Number of members of such community planning committee: (a) Men 5 (b) Women 5 (c) Youth _____

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

	Extension organization and planning ¹ (a)	County agricultural planning ¹ (b)	Total ² (c)
47. Days devoted to line of work by—			
(1) Home demonstration agents	<u>34</u>	<u>13</u>	<u>47</u>
(2) 4-H Club agents	<u>16 1/2</u>	<u>5</u>	<u>21 1/2</u>
(3) Agricultural agents			
(4) State extension workers			
48. Number of planning meetings held			
(1) County	<u>3 H.D.</u>	<u>8 H.D.</u>	<u>11 H.D.</u>
(2) Community	<u>26 H.D.</u>	<u>121</u>	
49. Number of unpaid voluntary leaders or committeemen assisting this year _____			
50. Days of assistance rendered by voluntary leaders or committeemen _____			

¹ Where extension program planning and county agricultural planning (over-all planning) have been completely merged into a single program-planning activity, only column (c) should be filled out. When extension program planning is the only planning activity, the entries in columns (a) and (c) will be identical. In all other cases column (c) is the sum of columns (a) and (b). 16-2000-2

CROP PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and other youth	Corn	Wheat	Other cereals	Legumes	Pasture	Cotton	Tobacco	Potatoes and other vegetables	Fruits	Other crops
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
51. Days devoted to line of work by—				50						
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	15	7	1	12	13		1	17	1	
(4) State extension workers		3						2		
52. Number of communities in which work was conducted this year										
53. Number of voluntary local leaders or committeemen assisting this year										
54. Number of farms aided this year in—										
(1) Obtaining improved varieties or strains of seed	50	35	25					60		
(2) The use of lime	350	225	50	150	50			100		
(3) The use of fertilizers	65	200	50	75	30			125		
(4) Controlling plant diseases	5	50						75		
(5) Controlling injurious insects								50		
(6) Controlling noxious weeds				10						
(7) Controlling rodents and other animals										

LIVESTOCK PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and other youth	Dairy cattle	Beef cattle	Swine	Sheep	Horses and mules	Poultry (including waterfowl)	Other livestock
	(1)	(2)	(3)	(4)	(5)	(6)	(7)
55. Days devoted to line of work by—							
(1) Home demonstration agents							
(2) 4-H Club agents	10				12	14	
(3) Agricultural agents	31			2	46	5	33
(4) State extension workers							
56. Number of communities in which work was conducted this year							
57. Number of voluntary local leaders or committeemen assisting this year							
58. Number of breeding circles or clubs or improvement associations organized or assisted this year				1			
59. Number of members in such circles, clubs, or associations				5			
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals							
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males	2	3	1		2	-	-
(2) Obtaining purebred or high-grade females	15	1	3		4	-	-
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	25
(4) Improving methods of feeding	20	3	5		30		60
(5) Controlling external parasites	10	3	5		40		50
(6) Controlling diseases and internal parasites	15	4	12		75		60
(7) Controlling predatory animals							

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

CONSERVATION OF NATURAL RESOURCES

Include all work with adults, 4-H Club members, and other youth	Soil management (a)	Forestry (b)	Wildlife conservation (c)
62. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	28	5	
(4) State extension workers	2	3	
63. Number of communities in which work was conducted this year	5	5	
64. Number of voluntary local leaders or committeemen assisting this year			

Soil Management—Continued

65. Number of farmers assisted this year—	
(a) With problems of land use based on soil types	10
(b) In the use of recommended crop rotations	75
(c) With strip cropping	
(d) In constructing terraces	
(e) In grassing waterways or otherwise preventing or controlling gullies	5
(f) With contour farming of cropland	
(g) In otherwise controlling wind or water erosion	
(h) In contouring pasture or range	
(i) In the use of cover or green-manure crops	100
(j) In summer-fallowing	25
(k) In making depth-of-moisture tests	
(l) With drainage	
(m) With irrigation	
(n) With land clearing	
66. Number of soil-management associations organized or assisted during the year:	
(a) Legal soil-conservation districts	1
(b) Voluntary soil-conservation associations	
(c) Grazing associations	

Forestry—Continued

67. Number of farmers assisted this year—	
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings)	
(b) In making improved thinnings, weedings, or pruning of forest trees	
(c) With selection cutting	
(d) With production of naval stores	
(e) With production of maple-sirup products	
(f) In timber estimating and appraisal	
68. Number of farmers cooperating this year in prevention of forest fires	500

Wildlife Conservation—Continued

69. Number of farmers assisted this year in making specific improvements for wildlife	10
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* Include entire study.

FARM MANAGEMENT

Include all work with adults, 4-H Club members, and older youth	Farm accounts, cost records, inventories, etc. (a)	Individual farm planning, adjustments, tenancy, and other management problems (b)	Farm credit (short and long time) (c)	Outlook information (d)
76. Days devoted to line of work by— (1) Home demonstration agents (2) 4-H Club agents (3) Agricultural agents (4) State extension workers		12	11 1/2	11
71. Number of communities in which work was conducted this year		5		5
72. Number of voluntary local leaders or committeemen assisting this year				11 Home Dem. Conf.
73. Number of farm-survey records taken during the year: (a) Farm business (b) Enterprise (c) Other				
74. Number of farmers assisted this year in keeping— (a) Farm inventory (b) General farm records (c) Enterprise records				
75. Number of farmers assisted this year— (a) In developing a farm plan only (b) In developing a farm and home plan (c) In analyzing the farm business (d) In improving landlord-tenant relations and leasing arrangements				
75. Number of farmers assisted this year—Continued.				
(e) In getting started in farming, or in relocating				
(f) With credit problems (debt adjustment and financial plans)				5
(g) In using "outlook" to make farm adjustments				
(A) With a farm-income statement for tax purposes				10
(i) With farm-labor problems				20
(j) In developing supplemental sources of income				5

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Include all work with adults, 4-H Club members, and older youth	Price and trade policies (prices, international trade, interstate trade barriers, transportation, intrastate competition, etc.) (a)	Land policy and programs (classification of land zoning, tenure, land development, settlement, public land management, etc.) (b)	Public finance and services (taxation, local government, facilities such as roads and schools for rural areas, etc.) (c)	Rural welfare (tenant-landlord relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural work programs, etc.) (d)
76. Days devoted to line of work by— (1) Home demonstration agents (2) 4-H Club agents (3) Agricultural agents (4) State extension workers		1		2
77. Number of communities in which work was conducted this year		5		5
78. Number of voluntary local leaders or committeemen assisting this year				
79. Number of tours conducted this year to observe economic and social conditions in various land use areas				
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems				1
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural)				
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year				

* Include all work on farm adjustments conducted in cooperation with AAA and other agencies, and not definitely related to individual crop or livestock production or marketing (pp. 4 and 6) or to soil management

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and other youth	General	Grain and hay	Livestock and wool ¹	Dairy products	Poultry and eggs ²	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home goods and wool	Purchasing of farm and home equipment
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by—											
(1) Home demonstration agents											
(2) 4-H Club agents											
(3) Agricultural agents		4	1	1		8					3
(4) State extension workers											
84. Number of communities in which work was conducted this year		5	5	5	5	5					5
85. Number of voluntary local leaders or committeemen assisting this year											
86. Number of new cooperatives ³ assisted in organizing during the year											
87. Number of established cooperatives ³ assisted during the year											
88. Number of members ³ in the cooperatives assisted during the year (questions 86 and 87)											
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) ⁴	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year	100	30	40	1	25	100			30		225 HOGS 100 P-CF
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$10,000	\$10,000	\$5,000	\$15,000	\$25,000	\$40,000	\$	\$	\$7,000	\$	\$
92. Number of private marketing and distributing agencies and trade groups assisted this year											2
93. Number of programs ⁵ pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs ⁵ participated in or conducted this year											
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs ⁵ participated in or conducted this year											1
97. Number of consumer information programs ⁵ pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs ⁵ relating to marketing services and costs of distribution conducted this year											
99. Number of programs ⁵ relating to transportation problems conducted this year											1
100. Number of programs ⁵ relating to the specific use of market information conducted this year											
101. Number of other marketing programs ⁵ conducted this year (specify)											

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

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

³ Organized pieces of work.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with adults, 4-H Club members, and older youth	The home, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102. Days devoted to line of work by—				
(1) Home demonstration agents	51			11
(2) 4-H Club agents				
(3) Agricultural agents		3	10	2
(4) State extension workers				
103. Number of communities in which work was conducted this year	5	5		5
104. Number of voluntary local leaders or committeemen assisting this year	11 (H.D.)			3 (H.D.)

The House, Furnishings, and Surroundings—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings	
(b) Remodeling dwellings	6 - H.D.
(c) Installing sewage systems	
(d) Installing water systems	3 - H.D.
(e) Installing heating systems	
(f) Providing needed storage space	69
(g) Rearranging or improving kitchens	39
(h) Improving arrangement of rooms (other than kitchens)	31
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings	183
(j) Selecting housefurnishings or equipment (other than electric)	50
(k) Improving housekeeping methods	290
(l) Laundry arrangement	25
(m) Installing sanitary closets or outhouses	
(n) Screening or using other recommended methods of controlling flies or other insects	
(o) Improving home grounds	
(p) Planting windbreaks or shelterbelts	

Rural Electrification—Continued

106. Number of associations organized or assisted this year to obtain electricity	
107. Number of families assisted this year in—	
(a) Obtaining electricity	8
(b) Selection or use of electric lights or home electrical equipment	
(c) Using electricity for income-producing purposes	8

Farm Buildings—Continued

108. Number of farmers assisted this year in—	
(a) The construction of farm buildings	
(b) Remodeling or repairing farm buildings	10
(c) Selection or construction of farm-building equipment	

Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—		
(a) The selection of mechanical equipment	30	10
(b) Making more efficient use of mechanical equipment	10	156
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year	25	66
111. Number of gin stands assisted this year in the better ginning of cotton		

NUTRITION AND HEALTH

Include all work with adults, 4-H Club members and older youth	Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by:				
(1) Home demonstration agents	44	43	15	10
(2) 4-H Club agents	3			
(3) Agricultural agents	5	1		
(4) State extension workers				
113. Number of communities in which work was conducted this year	5	5	5	5
114. Number of voluntary local leaders or committeemen assisting this year	11	9	3	6
115. Number of families assisted this year—		115(e) FOOD PRESERVATION BY ADULTS		
(a) In improving diets	375	Fruits (a)	Vegetables (b)	Meats and fish (c)
(b) With food preparation	435	1. Quarts canned	* 41,605	* 29,876
(c) In improving food supply by making changes in home food production ¹		2. Gallons brined		* 6,695
(1) Of vegetables	275	3. Pounds: Dried **	* 998	* 21
(2) Of fruits	70	4. Cured **		* 21,868
(3) Of meats	125	5. Stored		
(4) Of milk		6. Frozen *		
(5) Of poultry and eggs	100	* Based on returns of 190 communities		
(d) With home butchering, meat cutting or curing	325	115(h) FOOD PRESERVATION BY 4-H CLUB MEMBERS		
(e) With butter or cheese making	185	Fruits (a)	Vegetables (b)	Meats and fish (c)
(f) With food preservation problems ¹	450	1. Quarts canned	1119	441
(1) Canning		2. Gallons brined		
(2) Freezing ²		3. Pounds: Dried **		
(3) Drying	25	4. Cured **		
(4) Storing	130	5. Stored		
(g) In producing and preserving home food supply according to annual food-supply budget	295	6. Frozen *		
(h) In canning according to a budget	170			
(i) With child-feeding problems	125			
(j) In the prevention of colds and other common diseases	175			
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				
(l) With first-aid or home nursing				
(m) In removing fire and accident hazards				225
116. Number of schools assisted this year in establishing or maintaining hot school lunches				2
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				

¹ Sum of the subitems minus duplications due to families participating in more than one activity.
² Weight of finished product after drying.
³ Weight of product before curing.
⁴ Includes contents of locker plants and home freezer units.
⁵ Do not include vine-ripened peaches and lemons.

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

Include all work with adults, 4-H Club members, and older youth	Home management— family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
118. Days devoted to line of work by— (1) Home demonstration agents (2) 4-H Club agents (3) Agricultural agents (4) State extension workers	17	25		
119. Number of communities in which work was conducted this year	5	5		
120. Number of voluntary local leaders or committeemen assisting this year	2	9		

Home Management—Family Economics—Continued

121. Number of families assisted this year—	
(a) With time-management problems	325
(b) With home accounts	2
(c) With financial planning	
(d) In improving use of credit for family living expenses	
(e) In developing home industries as a means of supplementing income	
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of—	
(a) Food	
(b) Clothing	
(c) Housefurnishings and equipment	
(d) General household supplies	
123. Number of families assisted this year through cooperative associations ¹ or individually, with the buying of—	
(a) Food	375
(b) Clothing	320
(c) Housefurnishings and equipment	350
(d) General household supplies	190
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications)	375
125. Number of families assisted this year with "making versus buying" decisions	420
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living	420

Note.—Individual families and groups assisted with selling problems should be reported in column (j), page 9.

Clothing and Textiles—Continued

127. Number of families assisted this year with—	
(a) Clothing-construction problems	195
(b) The selection of clothing and textiles	225
(c) Care, renovation, remodeling of clothing	220
(d) Clothing accounts or budgets	10

Family Relationships—Child Development—Continued

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

Recreation and Community Life—Continued

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

¹ The home—its arrangement, equipment, and furnishings, including kitchen improvements and care of the home—is reported under "The home, furnishings and surroundings," p. 18.
² Includes question 122, also families buying through marketing cooperatives, organized or unorganized, column (d), p. 9.

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)
138. Corn	1		0		Acres
139. Other cereals					Acres
140. Peanuts					Acres
141. Soybeans, field peas, alfalfa, and other legumes					Acres
142. Soil conservation and pasture improvement					Acres
143. Potatoes, Irish and sweet					Acres
144. Cotton					Acres
145. Tobacco					Acres
146. Fruits					Acres
147. Home gardens	1	3	0	3	Acres
148. Market gardens, truck and canning crops (Pumpkins)	8	0	5	0	4 1/2 Acres
149. Other crops					Acres
150. Poultry (including turkeys)	12	4	5	4	533 Birds
151. Dairy cattle	5	0	3		3 Animals
152. Beef cattle					Animals
153. Sheep	13	1	8	1	9 Animals
154. Swine					Animals
155. Horses and mules					Animals
156. Other livestock					Animals
157. Bees					Colonies
158. Beautification of home grounds					XXXXXXXXXXXX
159. Forestry					Acres
160. Wildlife and nature study (rabbits, game, fur animals)					XXXXXXXXXXXX
161. Agricultural engineering, farm shop, electricity					{ Articles made Articles repaired
162. Farm management					XXXXXXXXXXXX
163. Food selection and preparation					{ Meals planned Meals served
164. Food preservation		67		51	1560 Quarts canned
165. Health, home nursing, and first aid					XXXXXXXXXXXX
166. Clothing		39		28	{ 39 Garments made 61 Garments remodeled
167. Home management		1		1	Units
168. Home furnishings and room improvement		45		36	{ 36 Rooms 35 Articles
169. Home industry, arts and crafts					Articles
170. Junior leadership					XXXXXXXXXXXX
171. All others					XXXXXXXXXXXX
172. Total (project enrollment and completion)	40	160	21	124	XXXXXXXXXXXX

4-H CLUB MEMBERSHIP*

173. Number of 4-H Clubs. 4
174. Number of different 4-H Club members enrolled. (a) Boys 43 (b) Girls 80 *
175. Number of different 4-H Club members completing. (a) Boys 21 (b) Girls 166
176. Number of different 4-H Club members in school. (a) Boys 43 (b) Girls 80
177. Number of different 4-H Club members out of school. (a) Boys _____ (b) Girls _____
178. Number of different 4-H Club members from farm homes. (a) Boys 43 (b) Girls 80
179. Number of different 4-H Club members from nonfarm homes. (a) Boys _____ (b) Girls _____

Number of Different 4-H Club Members Enrolled:

180. By years	Boys		Girls		181. By ages	Boys		Girls	
	(a)	(b)	(a)	(b)		(a)	(b)	(a)	(b)
1st year	25	39	10 and under	12	17				
2d	8	22	11	12	13				
3d	5	18	12	9	24				
4th	4	5	13	4	28				
5th	-	-	14	3	7				
6th	1	1	15	-	4				
7th			16	3	1				
8th			17		1				
9th			18						
10th and over			19						
			20 and over						

* *Some members were enrolled during the year but did not complete a year's work.*

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—
- (a) Judging _____ (f) Fire and accident prevention _____
- (b) Giving demonstrations 4 (g) Wildlife conservation _____
- (c) Recreational leadership _____ (h) Keeping personal accounts 95
- (d) Music appreciation _____ (i) Use of economic information _____
- (e) Health _____

183. Number of 4-H Club members having health examination because of participation in the extension program _____
184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs _____

WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth _____
186. Membership in such groups (a) Young men _____ (b) Young women _____

187. Number of members by school status and age	In school (a)	Out of school		Under 21 years (b)	21-31 years (c)	32 years and older (d)
		Unmarried (e)	Married (f)			
(1) Young men						
(2) Young women						

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

194. Check classes showing approximate portion of older youth program devoted to—	Under 20 percent (a)	20-29 percent (b)	30-39 percent (c)	40 percent or more (d)
(1) Citizenship, democracy, and public problems				
(2) Vocational guidance				
(3) Family life and social customs				
(4) Social and recreational activities				
(5) Community service activities				
(6) Technical agriculture				
(7) Technical home economics, including nutrition and health				

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

* 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 12, unless duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in connection with the succeeding year's program.

* Same as Institute 2, except that reference is to participation instead of enrollment.

MISCELLANEOUS

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

	Days (1)	General number meetings (2)
185. Days devoted to line of work by—		
(1) Home demonstration agents		
(2) 4-H Club agents		
(3) Agricultural agents		
(4) State extension workers		
186. Number of communities in which work was conducted this year		
187. Number of voluntary local leaders or committeemen assisting this year		

U. H. [unclear] Agent

SUMMARY OF CONTRIBUTION TO WAR EFFORT

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

War program	Home demonstration agents (1)	4-H Club agents (2)	Agricultural agents (3)
188. Estimated number of days devoted to—			
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)			40
(2) Problems arising from new military camps, munitions plants, and war industries			3
(3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)			
(4) Other war work (including collection of salvage material)			12

COOPERATION WITH OTHER FEDERAL AGENCIES

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

War branch	Fabro Bureau of Soil Conservation	Substance Administration	Agricultural Adjustment Agency	Food Distribution Administration	Soil Conserva- tion Service	Farm Security Administra- tion	Rural Electrifi- cation Administration	Rural Utility Administration	Social Security, Public Health, Children's Bureau
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
189. Days devoted to line of work by—									
(1) Home demonstration agents						4			2
(2) 4-H Club agents									
* (3) Agricultural agents	2	7	7		10 1/2		3	1	
(4) State extension workers									
190. Number of communities in which work was conducted this year	5	5	5		5	5	5	5	5
191. Number of voluntary local leaders or committeemen assisting this year									
192. Number of meetings participated in this year by extension workers	4								

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

* Days are included in total days worked for Agricultural Agent

TERMINOLOGY

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

DEFINITIONS OF EXTENSION TERMS

1. A *community* is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report, a community is one of the several units into which a county is divided for conducting organized extension work.
2. A *cooperator* is a farmer or homemaker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent, and records are not required, but reports on the success of the practices may be obtained.
3. *Days in field* should include all days spent on official duty other than "days in office."
4. *Days in office* should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
5. *Demonstrations* as contemplated in this report are of two kinds—method demonstrations and result demonstrations.
A *method demonstration* is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.
A *result demonstration* is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer in certain will result in more profitable yields, that underweight of certain children can be corrected through proper diet, that the use of certified seed in growing potatoes is a good investment, or that a large farm business results in a more efficient use of labor.
The *adoption of a farm or home practice* resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.
6. A *demonstration meeting* is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
7. A *result demonstrator* is an adult, a boy, or a girl who conducts a result demonstration as defined above.
8. An *extension school* is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college.
9. An *extension short course* differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
10. A *farm or home visit* is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
11. *Farmers (or families) assisted this year* should include those directly or indirectly influenced by extension work to make some change during the report year as indicated by:
 - (1) Adoption of a recommended practice.
 - (2) Further improvement in a practice previously accepted.
 - (3) Participation in extension activities.
 - (4) Acceptance of leadership responsibility.
 - (5) Or by other evidence of desirable change in behavior.
12. A *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.
13. *4-H Club members enrolled* are those boys and girls who actually start the work outlined for the year.
14. *4-H Club members completing* are those boys and girls who satisfactorily finish the work outlined for the year.
15. A *project leader, local leader, or committeeman* is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.
16. A *leader-training meeting* is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.
17. *Letters written* should include all original letters on official business. (Duplicated letters should not be included.)
18. An *office call* is a call in person by an individual or a group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an office call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.
19. A *plan of work* is a definite outline of procedure for carrying out the different phases of the program. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.
20. An *extension program* is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
21. *Records* consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.
22. The *elder rural youth group* is primarily a situation group, out of school, at home on farms, not married or started farming on their own account, and mostly 16 to 25 years of age.