

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service  
Washington, D. C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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

State Virginia County Bedford

REPORT OF

Dorothy L. Coleman From Dec. 1, 1951 to Nov. 30, 1952  
(Name) Home Demonstration Agent.

Assistant Home Demonstration Agent. From 19 to 19

4-H Club Agent. From 19 to 19

Assistant County Agent in charge of Club Work. From 19 to 19

Agricultural Agent. From 19 to 19

Assistant Agricultural Agent. From 19 to 19



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 (e)	4-H Club agents (f)	Agricultural agents (g)	County total (d)
1. Months of service this year (agents and assistants)		12			XXXXXXXXXX
2. Days devoted to work with adults <sup>1</sup>		127			XXXXXXXXXX
3. Days devoted to work with 4-H Clubs, and young men and women (older youth) <sup>1</sup>		167			XXXXXXXXXX
4. Days in office <sup>2</sup>		80			XXXXXXXXXX
5. Days in field <sup>2</sup>		214			XXXXXXXXXX
6. Number of farm or home visits made in conducting extension work <sup>3</sup>		216			216
7. Number of different farms or homes visited		199			199
8. Number of calls relating to extension work	(1) Office	72			72
	(2) Telephone	94			94
9. Number of news articles or stories published <sup>4</sup>		18			18
10. Number of bulletins distributed		1729			1729
11. Number of radio talks broadcast or prepared for broadcasting		2			2
	(a) Number	3			3
	(b) Men of leaders				
12. Training meetings held for local leaders or committeemen	(1) Adult work	37			37
	(2) 4-H Club and young men and women (older youth)	2			2
	(a) Number	20			20
	(b) Total attendance of leaders				
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader-training meetings reported under Question 12)	(1) Adult work	67			67
	(2) 4-H Club and young men and women (older youth)	759			759
	(a) Number	136			136
	(b) Total attendance	2864			2864
14. Number of adult result demonstrations conducted		15			15
15. Meetings held at such result demonstrations	(1) Number	3			3
	(2) Total attendance	15			15
16. Tours conducted	(1) Adult work	✓			✓
	(2) 4-H Club and young men and women (older youth)	✓			✓
	(a) Number	✓			✓
	(b) Total attendance	✓			✓
	(1) Adult work	1			1
	(2) 4-H Club and young men and women (older youth)	100			100
17. Achievement days held	(1) Adult work	1			1
	(2) 4-H Club and young men and women (older youth)	100			100

<sup>1</sup> Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.  
<sup>2</sup> County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.  
<sup>3</sup> The sum of questions 2 and 3 should equal the sum of questions 4 and 5.  
<sup>4</sup> Do not count a single visit to both the farm and home as two visits.  
<sup>5</sup> 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 <sup>1</sup> (b)	Agricultural agents (c)	County total <sup>2</sup> (d)
18. Encampments held (report attendance for your county only) <sup>3</sup>	(1) Farm women	(a) Number	3				3
		(b) Total members attending	35				35
	(2) 4-H Club and young men and women (older youth)	(a) Number	3				3
		(b) Total boys attending	1				1
		(c) Total girls attending	5			5	
		(d) Total others attending	2			2	
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number	27				27
	(b) Total attendance	803				803	
(2) 4-H Club and young men and women (older youth)	(a) Number	13				13	
	(b) Total attendance	580				580	
20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere	(1) Adult work	(a) Number	21				21
		(b) Total attendance	200				200
	(2) 4-H Club and young men and women (older youth)	(a) Number	18				18
		(b) Total attendance	285				285

<sup>1</sup> Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.  
<sup>2</sup> County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.  
<sup>3</sup> Does not include picnics, rallies, and short courses, which should be reported under question 19.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

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

21. Total number of farms in county (1950 census)	359
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	✓
23. Number of farms involved in preceding question which were reached this year for the first time	✓
24. Number of nonfarm families making changes in practices as a result of the agricultural program	85
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	39
26. Number of farm homes involved in preceding question that were reached this year for the first time	114
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	58
28. Number of other homes involved in preceding question that were reached this year for the first time	139
29. Number of farm homes with 4-H Club members enrolled. (Related to question 178)	98
30. Number of other homes with 4-H Club members enrolled. (Related to question 179)	185
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	244
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	212

**EXTENSION ORGANIZATION AND PLANNING**

33. County organization, association, or committee sponsoring extension work. This may include agricultural councils, home demonstration councils, and 4-H councils, or similar advisory committees. It may also include farm and home bureaus and extension associations in those States where such associations are the official or quasi-official agency in the county cooperating with the college in the management or conduct of extension work:
- |  |                                     |                    |            |
|--|-------------------------------------|--------------------|------------|
| (a) Over-all or general.....               | (1) Name                            | (2) No. of members |            |
| (b) Agricultural.....                      | (1) Name <i>County Advisory Bd.</i> | No. of members     | <i>41</i>  |
| (c) Home demonstration.....                | (1) Name <i>Home Demonstration</i>  | No. of members     | <i>25</i>  |
| (d) 4-H Club.....                          | (1) Name <i>4-H Council</i>         | No. of members     | <i>108</i> |
| (e) Young men and women (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 <i>5</i> | (b) Home demonstration <i>25</i> | (c) 4-H Club <i>9</i> | (d) Young men and women (older youth) <i>3</i> |
|---------------------------|----------------------------------|-----------------------|--|
35. Total number of communities in county. (See definition of a community, item 1, on back cover.) (Do not include number of neighborhoods) *17*
36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees *7*
37. Number of clubs or other groups organized to carry on adult home demonstration work *9*
38. Number of members in such clubs or groups *117*
39. (a) Covered under question 173. (b) Covered under question 185.
40. Combined with question 41.
41. Number of different voluntary local leaders, committeemen, or neighborhood leaders actively engaged in forwarding the extension program.
- |                |                     |  |                     |                                |
|----------------|---------------------|--|---------------------|--------------------------------|
| (a) Adult work | (1) Men <i>3</i>    | (b) 4-H Club and work with young men and women (older youth) | (1) Men <i>18</i>   | (3) Older club boys <i>10</i>  |
|                | (2) Women <i>44</i> |  | (2) Women <i>18</i> | (4) Older club girls <i>12</i> |

**COOPERATIVE AGRICULTURAL PLANNING**

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service
43. Number of members of such county agricultural planning group:
- |   |   |   |   |
|---|---|---|---|
| (a) Unpaid lay members:   | (1) Men <input checked="" type="checkbox"/> | (2) Women <input checked="" type="checkbox"/> | (3) Youth <input checked="" type="checkbox"/> |
| (b) Paid representatives of public agencies or other agencies, or of organizations: | (1) Men <input checked="" type="checkbox"/> | (2) Women <input checked="" type="checkbox"/> |   |
44. Number of communities with agricultural planning committee (over-all planning)
45. Number of members of such community planning committees: (a) Men  (b) Women  (c) Youth
46. Was a county committee report prepared and released during the year? (a) Yes  (b) No

	Extension organization and planning <sup>1</sup> (a)	County agricultural planning <sup>1</sup> (b)	Total <sup>1</sup> (c)
47. Days devoted to line of work by—			<i>80</i>
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents			
(4) State extension workers			
48. Days of planning or meetings held	(1) County <i>2</i>		<i>2</i>
	(2) Community <i>37</i>		<i>37</i>
49. Number of unpaid voluntary leaders or committeemen assisting this year			<i>25</i>
50. Days of assistance rendered by voluntary leaders or committeemen			<i>25</i>

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

**CROP PRODUCTION (other than for family food supply.—See page 11, column (a) and items 115 (c), (1) through (6))**

Include all work with adults, 4-H Club members, and young men and women (older youth)	Corn	Wheat	Other cereals	Legumes	Pasture	Cotton	Tobacco	Potatoes and other vegetables	Fruits	Other crops
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
51. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents										
(4) State extension workers										
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 farmers assisted this year is—										
(1) Obtaining improved varieties or strains of seed										
(2) The use of lime										
(3) The use of fertilizers										
(4) Controlling plant diseases										
(5) Controlling injurious insects										
(6) Controlling noxious weeds										
(7) Controlling rodents and other animals										

**LIVESTOCK PRODUCTION (other than for family food supply.—See page 11, column (a) and items 115 (c), (1) through (6))**

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

<sup>1</sup> Do not include rabbits, guinea, and fur animals, which should be reported under wildlife.

CONSERVATION OF NATURAL RESOURCES<sup>1</sup>

Include all work with adults, 4-H Club members, and young men and women (older youth)

	Soil and water (a)	Forestry (b)	Wildlife (c)
62. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents			
(4) State extension workers			
63. Number of communities in which work was conducted this year			
64. Number of voluntary local leaders or committeemen assisting this year			

Soil and Water—Continued

Forestry—Continued

65. Number of farmers assisted this year—	
(a) With problems of land use	
(b) In the use of crop rotations	
(c) With strip cropping	
(d) In constructing terraces	
(e) In grassing waterways or otherwise preventing or controlling gullies	
(f) With contour farming of cropland	
(g) In contouring pasture or range	
(h) In the use of cover or green-manure crops	
(i) In otherwise controlling wind or water erosion	
(j) In summer-fallowing	
(k) In making depth-of-moisture tests	
(l) With drainage	
(m) With irrigation	
(n) With land clearing	

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	
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Wildlife—Continued

66. Number of farmers—	
(a) In soil-conservation districts which were assisted with education for organization or operations this year	
(b) Assisted in arranging for farm-conservation plans this year	
(c) Assisted in doing work based on definite farm-conservation plans this year	

69. Number of farmers assisted this year—	
(a) In construction or management of ponds for fish	
(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock	
(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders	
(d) With other plantings for food and protection in wild-life areas	

<sup>1</sup> Include nature study.

### FARM MANAGEMENT

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

### GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

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

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

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and young men and women (old youth)	General	Grain and hay	Livestock and wool <sup>1</sup>	Dairy products	Poultry eggs <sup>2</sup>	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by—											
(1) Home demonstration agents											3
(2) 4-H Club agents											✓
(3) Agricultural agents											✓
(4) State extension workers											✓
84. Number of communities in which work was conducted this year											7
85. Number of voluntary local leaders or committeemen assisting this year											✓
86. Number of new cooperatives <sup>3</sup> assisted in organizing during the year											✓
87. Number of established cooperatives <sup>3</sup> assisted during the year											✓
88. Number of members <sup>3</sup> in the cooperatives assisted during the year (questions 86 and 87)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
89. Question discontinued	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X
90. Number of farmers or families (not members of cooperatives) assisted during the year	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
91. Question discontinued	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X	X X X X
92. Number of private marketing and distributing agencies and trade groups assisted this year											✓
93. Number of programs <sup>3</sup> pertaining to marketing agreements, orders, or surplus removal purchases assisted in or conducted this year											✓
94. Number of marketing facilities improvement programs <sup>3</sup> participated in or conducted this year											✓
95. Number of marketing surveys assisted with or conducted this year											✓
96. Number of special merchandising programs <sup>3</sup> participated in or conducted this year											✓
97. Number of consumer information programs <sup>3</sup> pertaining to marketing and distribution participated in or conducted this year											3
98. Number of programs <sup>3</sup> relating to marketing services and costs of distribution conducted this year											✓
99. Number of programs <sup>3</sup> relating to transportation problems conducted this year											✓
100. Number of programs <sup>3</sup> relating to the specific use of market information conducted this year											✓
101. Number of other marketing programs <sup>3</sup> conducted this year (specify)											✓

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

<sup>2</sup> Where a cooperative association serves more than one county, include only the members living in the county covered by this report.

<sup>3</sup> Organized pieces of work.

BOCSIM' LYNWLEVD IRLSOAKHEM' VKD RÖCILNEM

### HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with adults, 4-H Club members, and young men and women (older youth)	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
<b>102. Days devoted to line of work by—</b>				
(1) Home demonstration agents.....	12	1	3	✓
(2) 4-H Club agents.....	✓	✓	✓	✓
(3) Agricultural agents.....	✓	✓	✓	✓
(4) State extension workers.....	9	4	4	✓
<b>103. Number of communities in which work was conducted this year.</b>	9	4	4	✓
<b>104. Number of voluntary local leaders or committeemen assisting this year.</b>	4	1	3	✓
<b>The House, Furnishings, and Surroundings—Continued</b>		<b>Rural Electrification—Continued</b>		
<b>105. Number of families assisted this year in—</b>		<b>106. Number of ASSOCIATIONS organized or assisted this year to obtain electricity. (Report associations, not individual members)</b>		✓
(a) Constructing dwellings.....		<b>107. Number of families assisted this year in—</b>		✓
(b) Remodeling dwellings.....	29	(a) Obtaining electricity.....		✓
(c) Installing sewage systems.....	✓	(b) Selection or use of electric lights or home electrical equipment.....	45	✓
(d) Installing water systems.....	✓	(c) Using electricity for income-producing purposes.....		✓
(e) Installing heating systems.....	17	(d) Obtaining new or improved telephone service.....		✓
(f) Providing needed storage space.....	14			
(g) Rearranging or improving kitchens.....	42	<b>Farm Buildings—Continued</b>		
(h) Improving arrangement of rooms (other than kitchens).....		<b>108. Number of farmers assisted this year in—</b>		
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings.....	32	(a) The construction of farm buildings.....	4	
(j) Selecting housefurnishings or equipment (other than electric).....	131	(b) Remodeling or repairing farm buildings.....	29	
(k) Improving housekeeping methods.....	85	(c) Selection or construction of farm-building equipment.....	✓	
(l) Laundry arrangement.....	✓	<b>Farm Mechanical Equipment—Continued</b>		
(m) Installing sanitary closets or outhouses.....		<b>109. Number of farmers assisted this year in—</b>		
(n) Screening or using other recommended methods of controlling flies or other insects.....	16	(a) The selection of mechanical equipment.....		✓
(o) Improving home grounds.....	93	(b) Making more efficient use of mechanical equipment.....		✓
(p) Planting windbreaks or shelterbelts.....	✓	<b>110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year.</b>		✓
		<b>111. Number of gin stands assisted this year in the better ginning of cotton.</b>		✓

NUTRITION AND HEALTH

Include all work with adult, 4-II Club members, and young men and women (older youth)	Home production of family food supply (a)	Food preservation and preparation (b)	Food selection and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by—				
(1) Home demonstration agents	5	19	32	27
(2) 4-II Club agents	✓	✓	✓	✓
(3) Agricultural agents	✓	✓	✓	✓
(4) State extension workers	✓	✓	✓	✓
113. Number of communities in which work was conducted this year	18	13	9	18
114. Number of voluntary local leaders or committeemen assisting this year	6	10	10	15
115. Number of families assisted this year—				
(a) In improving diets				69
(b) With food preparation				61
(c) In improving food supply by making changes in home food production—				51
(1) Of vegetables				✓
(2) Of fruits				13
(3) Of meats				3
(4) Of milk				69
(5) Of poultry and eggs				
(6) Total of subitems (1) through (5) minus duplications due to families making changes in production of more than one kind of food				69
Note.—This total should not be less than the largest subitem.				
(d) With home butchering, meat cutting or curing				✓
(e) With butter or cheese making				✓
(f) With food-preservation problems in—				114
(1) Canning				✓
(2) Freezing				4
(3) Drying				114
(4) Storing				
(5) Total of subitems (1) through (4) minus duplications due to families using more than one method of preserving				51
Note.—This total should not be less than the largest subitem.				
(g) In producing and preserving home food supply according to annual food-supply budget				✓
(h) In canning according to a budget				59
(i) With child-feeding problems				98
(j) In the prevention of colds and other common diseases				154
(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				
116. Number of schools assisted this year in establishing or maintaining hot school lunches				✓
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				✓

**CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE**

16-50074-9

Include all work with adults, 4-H Club members, and young men and women (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.	25 ✓ ✓ ✓	75 ✓ ✓ ✓	✓ ✓ ✓ ✓	31 ✓ ✓ ✓
119. Number of communities in which work was conducted this year.	1	11	✓	18
120. Number of voluntary local leaders or committeemen assisting this year.	✓	21	✓	14

**Home Management—Family Economics—Continued**

121. Number of families assisted this year—	
(a) With time-management problems	✓
(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. (Do not report individuals)	✓
(a) Food	✓
(b) Clothing	✓
(c) Housefurnishings and equipment	8
(d) General household supplies	9
123. Number of families assisted this year through cooperative associations <sup>1</sup> or individually, with the buying of—	
(a) Food	✓
(b) Clothing	51
(c) Housefurnishings and equipment	✓
(d) General household supplies	✓
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications)	51
125. Number of families assisted this year with "making versus buying" decisions	114
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living	51

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	289
(b) The selection of clothing and textiles	✓
(c) Care, renovation, remodeling of clothing	78
(d) Clothing accounts or budgets	2

**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	241
133. Number of communities assisted this year in improving community recreational facilities	18
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs	18
135. Number of communities assisted this year in establishing—	
(a) Club or community house	✓
(b) Permanent camp	✓
(c) Community rest rooms	✓
136. Number of communities assisted this year in providing library facilities	✓
137. Number of school or other community grounds improved this year according to recommendations	9

<sup>1</sup> The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 10.  
<sup>2</sup> Includes question 125, also families buying through marketing cooperatives, organized or assisted, column (i), p. 9.

16-50074-8

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)
138. Corn	✓	✓	✓	✓	✓ Acres
139. Other cereals	✓	✓	✓	✓	✓ Acres
140. Peanuts	✓	✓	✓	✓	✓ Acres
141. Soybeans, field peas, alfalfa, and other legumes	✓	✓	✓	✓	✓ Acres
142. Soil and water conservation	✓	✓	✓	✓	✓ Acres
143. Potatoes, Irish and sweet	✓	✓	✓	✓	✓ Acres
144. Cotton	✓	✓	✓	✓	✓ Acres
145. Tobacco	✓	✓	✓	✓	✓ Acres
146. Fruits	✓	✓	✓	✓	✓ Acres
147. Home gardens	37	✓	19	✓	8 Acres
148. Market gardens, truck and canning crops	✓	✓	✓	✓	✓ Acres
149. Other crops (including pasture improvement)	✓	✓	✓	✓	✓ Acre
150. Poultry (including turkeys)	3	1	3	1	150 Birds
151. Dairy cattle	✓	✓	✓	✓	✓ Animals
152. Beef cattle	✓	✓	✓	✓	✓ Animals
153. Sheep	✓	✓	✓	✓	✓ Animals
154. Swine	✓	✓	✓	✓	✓ Animals
155. Horses and mules	✓	✓	✓	✓	✓ Animals
155a. Rabbits	✓	✓	✓	✓	✓ Animals
156. Other livestock	✓	✓	✓	✓	✓ Animals
157. Bees	✓	✓	✓	✓	✓ Colonies
158. Beautification of home grounds	6	10	5	10	x x x x x x x x x x x x
159. Forestry	✓	✓	✓	✓	✓ Acres
160. Wildlife and nature study (game and fur animals)	✓	✓	✓	✓	x x x x x x x x x x x x
161. Agricultural engineering, farm shop, electricity, tractor	✓	✓	✓	✓	✓ Articles made Articles repaired
162. Farm management	✓	✓	✓	✓	x x x x x x x x x x x x
163. Food selection, preparation, and/or baking	22	51	6	47	130 Meals planned 47 Meals served
164. Food preservation. (Include frozen foods)	✓	44	✓	31	2,012 Quarts canned
165. Health, home nursing, and first aid	✓	✓	✓	✓	xx Quarts frozen <sup>1</sup>
165a. Child care	✓	✓	✓	✓	xx Pounds frozen <sup>1</sup>
166. Clothing	154	164	131	148	129 Garments made 161 Garments remodeled
167. Home management (housekeeping)	✓	✓	✓	✓	Units
168. Home furnishings and room improvement	✓	3	✓	1	3 Rooms
169. Home industry, arts and crafts	✓	✓	✓	✓	Articles
170. Junior leadership	✓	✓	✓	✓	Articles
171. All others	✓	✓	✓	✓	x x x x x x x x x x x x
172. Total (project enrollment and completion)	221	273	163	238	x x x x x x x x x x x x

<sup>1</sup> Enter frozen foods as quarts or pounds. Do not duplicate entries by converting quarts to pounds or pounds to quarts.

### 4-H CLUB MEMBERSHIP<sup>1</sup>

173. Number of 4-H Clubs (do not count the same club more than once).....	18
174. Number of different 4-H Club members enrolled.....	(a) Boys: 221 (b) Girls: 273
175. Number of different 4-H Club members completing.....	(a) Boys: 163 (b) Girls: 238
176. Number of different 4-H Club members in school.....	(a) Boys: 221 (b) Girls: 273
177. Number of different 4-H Club members out of school.....	(a) Boys: 0 (b) Girls: 0
178. Number of different 4-H Club members from farm homes.....	(a) Boys: 139 (b) Girls: 194
179. Number of different 4-H Club members from nonfarm homes.....	(a) Boys: 82 (b) Girls: 79

### Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	102	110	10 and under	63	83
2d	61	82	11	24	53
3d	36	48	12	39	54
4th	19	31	13	28	33
5th	3	10	14	24	26
6th	1	2	15	17	16
7th	1		16	4	3
8th			17	4	2
9th			18	1	
10th and over			19		
			20 and over		

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

(a) Judging.....	(f) Fire and accident prevention.....	✓
(b) Giving demonstrations.....	(g) Wildlife conservation.....	✓
(c) Recreational leadership.....	(h) Keeping personal accounts.....	✓
(d) Music appreciation.....	(i) Use of economic information.....	✓
(e) Health.....	(j) Soil and water conservation.....	✓
	(k) Forestry.....	✓

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..... 18

### WORK WITH YOUNG MEN AND WOMEN (OLDER RURAL YOUTH)

(Do not include work with 4-H Clubs)

The purpose of this section of the report is to bring together in one place all work done with young men and women (older rural youth), as defined in item 22 on back cover. It is recognized that some of the assistance given these young men and women may already have been reported under the respective subject-matter sections of the report.

#### A. Extension organized groups of young men and women:

185. Number of such groups worked with during the year..... 1
186. Membership in such groups { (a) Number of different young men  
(b) Number of different young women } 20
187. Distribution of these members by school and marital status and age groupings. The sum of (1)  $a+b+c$  = the sum of  $d+e+f$  = 186 (a). Also the sum of (2)  $a+b+c$  = the sum of  $d+e+f$  = 186 (b).

	Out of school			Under 21 years (d)	21-24 years (e)	25 years and older (f)
	In school (a)	Unmarried (b)	Married (c)			
(1) Young men	✓	✓	✓	✓	✓	✓
(2) Young women	✓	7	13	✓	4	16

188. Number of meetings these extension organized groups held..... 23

189. Total attendance at such meetings..... 132

#### B. Other groups of young men and women not organized by extension:

190. Number of such groups assisted during the year..... 2

191. Number in such groups { (a) Different young men..... 9  
(b) Different young women..... 27 }

#### C. Individual young men and women not members of groups "A" or "B":

192. Number of different individuals assisted { (a) Young men..... 3  
(b) Young women..... 16 }

#### D. Total number of young people worked with or assisted:

193. Number of different young people worked with or assisted. (Total of questions 186, 191, and 192 minus duplications due to membership in both groups "A" and "B") { (a) Young men..... 13  
(b) Young women..... 57 }

194. Question discontinued.

<sup>1</sup> 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.  
<sup>2</sup> 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 13, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in connection with the preceding year's program.  
<sup>3</sup> Same as footnote 2, except that reference is to completions instead of enrollments.

**MISCELLANEOUS**  
(Report here all work not properly included under any of the headings on preceding pages)

	Include all work with adults, 4-H Club members, and young men and women (older youth)	Insects (e)	General-leader Insects (b)	All other work (c)
195. Days devoted to line of work by—				
(1) Home demonstration agents				
(2) 4-H Club agents				
(3) Agricultural agents				
(4) State extension workers				
196. Number of communities in which work was conducted this year				
197. Number of voluntary local leaders or committeemen assisting this year				
198. Question discontinued.				

**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.

	Assistance to Veterans (a)	U. S. D. A. Councils (e)	Farm Credit Administration (c)	Employment Service (d)	Production and Marketing Administration (f)	Soil Conservation Service (7)	Farmers Home Administration (g)	Rural Electrification Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)	Other Agencies (k)
199. Days devoted to line of work by—											
(1) Home demonstration agents											
(2) 4-H Club agents											
(3) Agricultural agents											
(4) State extension workers											
200. Number of communities in which work was conducted this year											
201. Number of voluntary local leaders or committeemen assisting this year											
202. Number of meetings participated in this year by extension workers											

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

LEAFLET 15

### 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 agent, and records are not required, but reports on the success of the practices may be obtained.
3. *Days in field* should include all days spent on official duty other than "days in office."
4. *Days in office* should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
5. *Demonstrations* as contemplated in this report are of two kinds—method demonstrations and result demonstrations.
  - A *method demonstration* is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.
  - A *result demonstration* is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweights 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. Extension work with *young men and women* shall apply in general to those who are primarily rural and approximately 18 to 30 years of age. (Recommendation of Older Youth and Young Adult Planning Conference, Jackson's Mill, W. Va., February 21-25, 1949.)

*negro*

*Virginia*

*Agricultural Extension Service*



**ANNUAL REPORT  
HOME DEMONSTRATION WORK  
1952**

Dorothy L. Coleman

agent

asst. agent

Bedford

county

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FOREWORD

Home Demonstration work was conducted in eight districts in Bedford County from December 1, 1951 - November 30, 1952.

This report includes progress and accomplishments of the Rural Homemakers in eight communities who are members of organized Home Demonstration Clubs and other families assisted with special problems.

The work with youth includes seventeen 4-H Clubs, one older youth group and three special interest groups. The work conducted reached three-fourths of the girls and boys of 4-H club age and approximately one-half of the area for adults.

COUNTY SITUATION

The average family in Bedford County falls either in the middle or low income group. Opportunities for Negroes are very limited and public work pays very low salaries. Since very few Negroes are employed in the factories in this area the main sources of income is derived from the railroad, saw mills, rock mines, and farming industries. Approximately 30% of the men and 10% of the women are employed in the nearby towns and cities of Bedford, Roanoke, Vinton, Big Island, and Lynchburg.

About 50% of the 359 farm families in the county own their farms and operate on a very small scale, 40% are tenant farmers who do some public work, while about 10% are large scale farmers who depend mainly upon the farm products for their income. The main farm products raised here in Bedford County are beef, cream, dry and skim milk, sheep, swine, tobacco, tomatoes, and wheat. However, there are very few trucks farmers who progress enough to produce for the markets in this area.

In an effort to raise their standard of living, many of the homemakers here have sought employment outside the home which is mainly in the tomato factories and in private homes as domestic workers.

The desire for improved homes and better home and community life has drawn many women into the home demonstration clubs where they learn various ways of solving some of their problems. Though the cost of living has risen many families have been able to make major improvements in their homes and through working with the county and state organizations have improved their community life very much.

CONTRIBUTIONS OF THE 1952  
PROGRAM TO BETTER FAMILY LIVING

It is the aim of the Extension Program in Bedford County to assist homemakers and their families in improving their home and community life by recognizing and solving their problems.

The County Long-Time Goals which are "Better Homes and Better Nutrition" are progressing very rapidly as homemakers carry out their club work.

Approximately two-thirds of the community demonstrators have shown great progress in their work. Results show that homemakers are canning more food, providing more adequate space, preparing and planning better meals, and sewing more of the family clothing.

The Health Program has helped to motivate the thinking of the rural homemaker, towards working for better health and sanitary conditions in the home.

The foods and nutrition program has helped the families to become aware of their needs and the importance of planning to meet their needs.

The 4-H and Older Youth program has enabled the youth to plan and care for the family clothing. They also learned the necessity for planning meals from the basic seven.

Clothing and foods projects were presented so as to train the youth to assist the adults in carrying out the county nutritional program.

The adult and 4-H program has been a means of improving the home and community life of many people throughout the county.

Foods and Clothing were the most outstanding projects during the 1952 program. The program was planned so that 4-H'ers and adults could work together in some phases of the work.

Much emphasis was placed on the "Better Nutrition" program and as a result of the training received in Leader Training Meetings 75 homemakers improved their planning and preparation of meals. A total of 135 families were reached through the Foods Program. The figures show that 10% more of the women enrolled are participating in the Foods Program. All women were interested in the preparation of the Basic Cream Pie Mix and the Pastry Mix because they discovered that keeping the mix on hand saved half the time of mixing.

The Clothing Program included: restyling, general care, and construction. After being taught to use patterns, homemakers restyled simple garments. After remodeling the women constructed a garment with the assistance of the leaders and the agent. Leaders were very effective in the clothing program. As a result of the Leader training meetings both adults and 4-H'ers improved their basic skills and techniques. Mrs. Clara Williams the Clothing Result Demonstrator was successful in cutting her family clothing budget 40% by sewing for the family. Records show that 61 dresses were constructed during this year's program. 4-H members constructed 129 articles and remodeled 161 garments.

The Arts and Crafts program included the etching of trays. Because aluminum was not available the members made trays from old records. Records show that 52 trays were made. 1 of these trays belonging to Mrs. Nannie Turpin of Big Island, Virginia, won second prize at the Bedford County Fair.

The special interest activities included making slipcovers and

draperies. These activities were selected so that interested homemakers could improve their homes by making new slipcovers and draperies. Records show that 10 couch covers and 12 chair covers were made. 2 pairs of draperies were made.

The progress of the years program is encouraging. The rural families in the county are progressing toward their goals. However, the agent and the homemakers are striving to reach more people and by doing so strengthen the Extension Program. It is our hope and desire to eventually reach all of the people in the county through more and better trained leaders.

ADULT PROJECT WORK

FOODS - (Preparation, Planning, and Preservation)

Objectives:

1. To create among the rural homemakers a desire to learn about the Basic Seven Food Group and how it affects the body.
2. To develop among the rural homemakers a knowledge and understanding of how various foods should be prepared.
3. To help the rural homemakers plan better and more nutritious meals.

Procedures:

Method demonstrations were conducted in monthly meetings to members of organized groups. These were presented by the agent and project leaders from each club. Special emphasis was placed on home production and preservation and as a result of leader training meetings 20% more food was canned and frozen than last year. During the month of May 15 Foods leaders were trained in the canning of fruits and vegetables. Leaders were also very affective in giving the meal planning demonstrations. Booklets and special help were given wherever needed.

Results:

Approximately 87 homemakers made records of the canned foods needed to feed their families during the year. They also recorded the amount actually canned. 4 new pantries were built for storage of canned foods. 1 new home freezer was bought. 87 homemakers made use of the booklet, "Homemade Mixes". 15 homemakers kept homemade pastry and pie-filling mixes on hand all year.

As a result of the Pies and Pastry Demonstration homamakers

decided to make an exhibit for the Achievement Day program. The exhibit included: two posters giving points to consider in making cream pies, three pies, 1 jar of pastry mix, and 1 jar of cream pie filling mix. 45 bulletins were distributed to non-club members.

CLOTHING:

Objectives:

1. To create among rural homemakers a desire to be more tidy around the home.
2. To develop among the rural homemakers a knowledge and understanding of how to select fabrics as well as becoming and useful patterns.
3. To develop among rural homemakers a knowledge and understanding of how to cut out and assemble a garment.
4. To develop among rural homemakers skill in making buttonholes, putting in zippers, pockets, and other clothing finishes.

Procedures:

Method demonstrations and lectures were presented along with other materials during monthly meetings and special interest groups. Individual assistance, bulletins, and other materials were given wherever necessary.

Families were encouraged to make as much of the family clothing as possible so as to cut the family budget. Special emphasis was placed on learning the basic skills of sewing. During the month of May thirteen Clothing Leaders were trained in the Selection and Use of Patterns and cutting a garment.

Results:

This years clothing work includes 51 dresses made 9 of which were exhibited at the Clothing exhibit at the County Fair, 32 aprons

were made, 15 blouses were made, and 30 combination potholder-pincushion racks were made.

49 interested homemakers attended the special interest group meetings on making slipcovers and draperies. As a result of these meetings 10 couch covers were made; 7 chair covers were made; 10 pairs of draperies were also made.

ARTS AND CRAFTS

Objectives

- 1. To create among rural homemakers a desire to make their own service trays.
- 2. To develop among rural homemakers a knowledge, understanding, and skill of how to etch trays.

Procedure:

Method demonstrations were given by the agent to all groups. Written directions were also given each member.

Result:

Because of the inability to get aluminum the etching of trays was postponed. However, club members were taught to make trays from old records. Members enjoyed this handicraft very much. 52 trays were made. 1 tray won second prize at the Bedford County Fair.

SPECIAL INTEREST ACTIVITIES:

Objectives:

- 1. To assist rural homemakers in making slipcovers so as to keep the furniture clean and beautify the room.
- 2. To help rural homemakers make their draperies so as to cut down on the household budget.

Procedures:

After the agent received training three meetings were held in

Bedford where 1 pair of draperies was completed in one meeting and 1 slipcover was completed in two meetings. Booklets and directions were given to all seeking information.

During the month of October the clubs decided to work on Rugmaking as a club choice. Emphasis was placed on various types of Braided rugs. Braided rugs were made of wool rags, cotton rags, burlap bags, and felt hats. 1 rug made of cotton rags won third prize at the Bedford County Fair.

Other Activities:

Fore and Goodview Communities put on a community improvement program in which each home in the respective community would make as many home and community improvements as possible. Each community selected a committee to set up the goals they would work toward. The following goals were selected:

1. Each family would put at least one coat of paint on unpainted homes.
2. All homes be screened for flies and other insects.
3. All 4-H and adult members would get together and clean up church cemeteries.
4. All families would participate in the home improvement program. (County)

Procedures:

Motion pictures that were gotten from Blacksburg were shown to these groups to enable them to see what improvements could and should be made. The following pictures were shown:

1. Goodbye Fly
2. How does your garden grow
3. 4-H In Action

Results:

As a result of these two community projects 7 homes were painted for the first time, 14 homes were repainted, 2 new homes were built, 12 homes were screened, 5 homes received electricity, 2 days were devoted to cleaning the cemetery, 18 lawns reseeded, and 11 pieces of household furniture was bought with the guidance of the agent. These community projects were selected because the people saw a definite need for community improvement and were willing to work with supervision.

4th PROJECT WORK

Clothing - Looking Your Best

Objectives:

1. To train the rural boys and girls to be neat and clean at all times.
2. To teach rural boys and girls how to care for their hair and skin.
3. To teach rural boys and girls the importance of good posture and voice training.
4. To teach rural boys and girls to make minor repairs on their clothing.

Procedures:

Method demonstrations were given by the agent and leaders on all topics. Leaders trained the boys and girls in Washing Sweaters, Posture and Voice, and Putting in Hems. Demonstrations were given by capable club members.

Results:

65 sweaters were washed in club meetings and 132 were washed at home. 32 shoeshine kits were made; 75 hems were put in skirts and

dresses. 249 articles were made and remodeled.

Clothing - Make and Remake

Objectives:

1. To help 4-H girls acquire skills and techniques in making their own clothing so as to cut the family budget.

Procedures:

Method demonstrations were given on all topics. Girls were taught the basic fundamentals of sewing. Booklets were given to all students. Personal help was given whenever needed.

Results:

11 garments were remodeled and 19 garments were constructed. Garments were exhibited at the Fair and Achievement Day Program.

Foods

Objectives:

1. To help rural boys and girls develop a knowledge and understanding of the Basic Seven Food Group and its relation to good health.
2. To encourage rural boys and girls to form better food habits.
3. To teach and develop food preservation skills so that 4-H'ers may help during the home canning season.
4. To help the future homemakers learn to plan well balanced meals.

Procedures:

Method demonstrations were given on all topics by either agent or club leaders. Pamphlets and bulletins were given to all to help members with their projects. Individual home visits were also made. Special Canning meetings were held by Forest, Longwood, and Boonsboro 4-H clubs

during the month of June. The foods canned were beets, carrots, green peas, string beans, tomatoes, greens, and applesauce. Of the 4-H canned goods exhibited at the fair five pints of food were awarded prizes.

Home Gardening

Objectives:

- 1. To have families increase their home production of food in order to provide an adequate supply for the family.
- 2. To provide a variety of foods the whole year round.

Procedures:

Girls and boys were encouraged to enroll in this project. They were given instruction on care and preparation of the soil for planting, the use of insecticides, and planting seasonally.

Results:

18 boys had successful home gardens that were used mainly for home canning. William Braxton the Bedford County home garden winner had the most variety in his garden.

OTHER ACTIVITIES

National 4-H Club Week

12 4-H'ers from Longwood, Forest, and Boonsboro schools presented a radio program over WBLT in Bedford, Virginia. This program included 4-H songs, the 4-H pledge, the organization of 4-H work in Bedford County, a 4-H progress report by an outstanding 4-H member and comments by two leaders.

Rural Life Sunday

4-H club members observed Rural Life Sunday by attending service as a group in their respective communities.

4-H Regional Conference

For her excellent club work Miss Edna Marie Butler, daughter of Mr. and Mrs. John Butler of Rt. 5 Bedford, Virginia was elected to attend the Annual 4-H Regional Conference, which was held in Alabama from June 23- July 1. Miss Butler has won two trips to the State Short Course and has completed a Canning project, a Gardening Project, and a Clothing project.

As a Junior Leader of the Longwood 4-H club Miss Butler has worked very faithfully with all club members.

#### OLDER YOUTH PROJECT WORK

##### Clothing

##### Objectives:

1. To help rural older youth learn the skills and fundamentals of basic sewing.
2. To teach the use of the latest sewing aids and machine attachments.

##### Procedures:

The group began its work by studying the use of patterns and selection of materials. Each member made samples of various types of hemming and basting. They also learned to make the different types of seams. Mrs. Clara Williams who is a member of the Veteran's Wives Group made 18 garments for her family thus cutting her family budget 40%. In addition to this Mes. Williams won \$3.00 at the county fair for her first prize crochet counterpane.

##### Results:

In addition to some of the results mentioned above 4 women learned to use the sewing machine. 6 women learned to use some of the machine attachments. 10 learned to use patterns more wisely. All members re-

ported that they had a better knowledge of selecting patterns and fabrics for personal use. 7 garments were remodeled, and 6 children's dresses were made.

SCOPE OF WORK

	1950	1951	1952
No. Home Demonstration clubs and groups	7	7	9
Membership	193	193	114
No. 4-H Clubs	17	18	18
Membership	297	323	494
No. Older Youth Groups	1	1	1
Membership	14	14	20
No. other Families Reached	463	492	314
Total No. Families Reached	495	576	503

County Home Demonstration Committee:

The County Home Demonstration Committee is composed of two representatives from each home demonstration club and some leaders from unorganized committees.

The group made plans for the H.D. Projects, county-wide goals, and county activities. Four homemakers were selected from the group to attend the district meetings at Charlotte Court House during National Home Demonstration Week. Mrs. Carrie Rucker, Mrs. Lucy Saddler, Mrs. Jimmie Einsley, Mrs. Ollie Minnis, and the agent represented Bedford County at this meeting. Mrs. Ollie Minnis was elected Vice President of the Charlotte Court House Group.

County Advisory Board

This board which is the governing organization for the county is made up of 41 members. 6 meetings were held this year in an effort to carry out their program. The board owns two acres of land that they hope to build a recreation center on. 3 days were devoted to cleaning up this ground. The board also sponsored a bus trip to the State Farmer's Conference which was held at Virginia State College in Petersburg, Virginia.

4-H Council

The 4-H Council was reorganized with all 4-H club officers as members. In addition to this junior and adult leaders and sponsors are members.

Plans were made by the executive committee for the years work.

The council sponsored the radio program which was held during National 4-H Week.

ACTIVITIES OF LEADERS:

Adult Subject Matter Leaders:

Leaders to help with club and project work gave 26 demonstrations and 44 discussions were led by them. Training meetings were given to instruct leaders in planning meals, cutting out a garment, buying furniture, and food preservation. Leaders were also trained in the basic fundamentals of sewing.

4-H Club - Junior and Adult Leaders:

There are 20 adults and 20 junior leaders with 14 adult and 15 junior leaders actively engaged in this years work. Leaders were trained to give the demonstrations on washing sweaters, posture and

34  
72

RM  
34

voice, and packed lunches. Older 4-H members serves as project leaders in their respective clubs.

GROWTH OF HOME DEMONSTRATION LEADERS

	1950	1951	1952
No. Project Leaders and Goal Chairman	49	61	61
No. Training meetings held by Specialist	0	0	0
by Agent	5	4	3
by Other Agents	1	1	1
Attendance at all training meetings	47	10	37
No. Club meetings held without agent	18	5	26
No. Club meetings at which leaders assisted	34	9	28

GROWTH OF 4-H PROJECT LEADERS

	1950	1951	1952
No. Adult Project Leaders	21	18	20
No. Junior Project Leaders	4	4	20
No. Meetings held by Specialist	0	0	0
by Agent	15	1	4
Attendance at training Meetings	48	2	39
4-H Leaders Trained individually	4	9	11
No. Club Meetings Leaders held without Agent	17	3	16
No. Club Meetings with Leaders Assisting	40	12	59
No. Demonstrations given by leaders			
Adult	24	8	37
Junior	6	3	15

WORK WITH OTHER AGENCIES

Work with other agencies was again centered around health and sanitation. Rural families were informed about health services available through the Health Department. Leaders served at the blood donor centers in an effort to contribute to the Health Program. The Health Department gave booklets that were requested by club members.

EXTENSION PUBLICITY IN BEDFORD COUNTY

With 359 farm families in Bedford County it is personally impossible to reach each person. Therefore, we must have some method of reaching all persons. The agent has found that the two Bedford newspapers, The Bulletin and The Democrat are very eager to help the Extension people in their effort to advertise the program. A space is always available to the extension worker. In addition to these there is The Roanoke Tribune which always welcomes extension news.

There is also radio station WBLT in Bedford which always welcomes the 4-H and Home Demonstration groups to participate in a program or send in news and announcements of an extension nature. Bedford County 4-H and Home Demonstration members have participated in two radio programs this year during 4-H and H.D. Week. The Extension Program is being greatly advertised in Bedford County.

SIGNIFICANCE OF THE YEARS WORK

The 1952 program was centered around improving home and community life through a Better Nutrition and Health Program. Homemakers could see the need for developing skills in sewing. They saw the need to produce food at home and thus cut the family food budget. They also saw the need for better planned meals and more sanitary conditions.

As a result of this years program at least 45% of the families improving their practices were reached and influenced by the Extension Service. At least 50% of the homemakers belonging to home demonstration clubs made improvements in their homes. Adults and youth are taking greater interest in producing and conserving food for the family. As the various homes are visited it is evident that homemakers are practicing better sanitary conditions. It is also heartening to see the church and school yards clean.

Though there was a decrease in the H.D. enrollment this year there is definitely an upward progress. The Extension program will continue to help rural families raise their standard of thinking and living and by doing so help provide better community and home life.

Bedford

PLAN OF WORK-- 1952

MAJOR PROJECT ACTIVITIES

A. DAIRY PROGRAM

1. Goal:

- a. Develop and execute a strong, comprehensive dairy program, with special emphasis on breeding, disease control and marketing.

2. Methods to be Used:

- a. Encourage greater use of ensilage.
- b. Stress calf-hood vaccination for bangs.
- c. Hold dairy field day.
- d. Continue work with the artificial breeding, DHIA and features of a well rounded educational program.

3. General Educational Activities:

- a. Program to be effectuated through the use of demonstrations, local and state press, radio, dairy schools, general dairy meetings, organized dairy groups, circular letters, personal letters, bulletins, office and field visits.

B. 4-H CLUB WORK

1. Goal:

- a. Develop a 4-H club program throughout the county that will reach into every farm home with children of club age.

2. Methods to be used:

- a. Develop a work program for each month of the year to guide the clubs and agents in their work.
- b. Give boys in every section of the county an opportunity to do club work, either through organized clubs or individually.
- c. Hold 4-H achievement day program to analyze and measure results of the year's work.
- d. Place major emphasis on the following activities:
  - (1) Participate in local and district shows.
  - (2) Train judging and demonstration teams in dairy, livestock and poultry.
  - (3) Cooperate with Sears, Roebuck stores in Lynchburg and Roanoke in the Cow-Hog-Hen project.
  - (4) Encourage attendance at encampments and short courses.
  - (5) Hold county 4-H rally day.
  - (6) Hold tractor maintenance school, and participate in district and state contests.
  - (7) Participate in as many county, state and national contests as possible.

General Educational Activities:

- a. The 4-H club program will be carried on through organized monthly meetings, special meetings, achievement day and Council programs, local and district shows, method demonstrations in project work, newspaper and radio publicity, circular and personal letters home visits and assistance from civic organizations.

MINOR PROJECT ACTIVITIES

LIVESTOCK

Goal:

- a. Continued expansion of livestock, with special emphasis on breeding, Bangs control and marketing.

Methods to be used:

- a. The use of better registered sires in beef cattle, sheep and hogs.
- b. Keep beef cow herds true to breed. Stop cross breeding.
- c. Castrate animals within three weeks after birth.
- d. Start movement for 100% vaccinated herds (Bangs), through calf-hood vaccination.
- e. Get beef cow herds bangs accredited through testing.
- f. Creep feed calves.
- g. Market wool through Bedford Wool Pool.

3. General Educational Activities:

- a. This program to be developed through the use of newspapers, radio, meetings, sales, field days, shows, circular and personal letters, visits.

B. Agronomy

1. Goals:

- a. Develop a well rounded program including result demonstrations to meet the increased needs for an expanding livestock population.

2. Methods to Be Used:

- a. Utilize more home grown grains for feed mixtures.
- b. Advocate additional seeding of alfalfa.
- c. Conduct 100-bushel corn club program.
- d. Secure increased production of feed grains through increased fertilization and proper seeding methods, rather than through increased acreages.
- e. Educate farmers in value of soil testing, and getting them to do their own testing.
- f. Assist farmers in reclaiming and improving worn out pastures.
- g. Conduct tour to Chatham experiment station.

- h. Advocate the use of recommended varieties of hybrid corn.
- i. Conduct tobacco variety demonstrations.
- j. Better ground cover for fallow.

3. General Educational Activities:

- a. This program is to be conducted through the use of newspapers, radio, result demonstrations, meetings, tours, circular and personal letters.

C. SOIL CONSERVATION

1. Goal:

- a. Develop and execute a comprehensive program in soil and water conservation.

2. Methods To Be Used:

- a. Encourage mowing of pastures rather than burning.
- b. Encourage contour tillage.
- c. Establish sodded water ways, strip cropping and other practices to conserve soil and water.
- d. Refer requests for farm plans to the Soil Conservationist.
- e. Encourage greater use of fertilizer and lime for pasture improvement.

3. General Educational Activities:

- a. (Same as for Agronomy).

D. HORTICULTURE

1. Goal:

- a. Give special emphasis to pruning and spray service, as a means for producing larger and better colored fruit.

2. Methods To Be Used:

- a. Conduct pruning demonstrations.
- b. See that all apple and peach growers receive spray service information.
- c. Assist with rodent control.
- d. Assist with fertilizer program.

3. General Educational Activities:

- a. Make use of demonstrations, schools, meetings, letters or cards containing spray recommendations, radio, newspapers and orchard visits.

E. POULTRY

1. Goal:

POULTRY

1. Goal:

- a. To direct the rapidly expanding poultry industry into a more profitable source of farm revenue.

2. Methods to be Used:

- a. Assist farmers in securing plans for new buildings.
- b. Assist in disease and parasite control.
- c. Encourage ~~of~~ careful buying of chicks.
- d. Assist in culling non-producers.
- e. Furnish farmers with information on feeding.
- f. Furnish information on infra-red and other types of brooding.

3. General Educational Activities:

- a. Culling demonstrations, meetings, news articles, radio talks, circular letters, personal letters, office and farm visits, will be used extensively in putting over this program.

F. FORESTRY

1. Goal:

- a. Make farmers in the county more forestry conscious, thus creating a desire on their part ~~to~~ to adopt the necessary practices to conserve and improve their woodland.

2. Methods to be used:

- a. Encourage tree planting.
- b. More rigid fire control.
- c. Encourage farmers to have their timber cruised for sale.
- d. Encourage thinning undesirable trees for fuel wood.
- e. Keep cattle out of timberland.

3.

General Educational Activities:

- a. Cooperate with the Agricultural Council in conducting tree planting demonstrations in each magisterial district, cruising demonstrations, news articles, radio talks, letters, etc.

G. OTHER AGRICULTURAL AGENCIES

1. Goal:

- a. Coordinate the programs of all agricultural agencies to eliminate duplication of effort and enhance the value of the general agricultural program.

2. Methods to Be Used:

- a. Cooperate with the ~~XXXXXX~~ Agricultural Council.

b. Render assistance to other agencies when needed.

H . MISCELLANEOUS WORK

• Work with civic organizations, community groups, and others on problems of general interest that are not covered in the regular program of work.

3. Methods To Be Used:

- a. Cooperate with USDA Council.
- b. Render assistance to other agencies when needed.
- c. Refer farmers to other agencies when their assistance is needed.
- d. Assist with meetings of Council, and make use of radio, newspapers, presenting to the public information affecting all the agencies.

I. MISCELLANEOUS WORK

- Work with civic organizations and other groups on problems of general interest that are not covered in the regular program of work.