

VIRGINIA

CHARLES CITY

NEW KENT

Agricultural agent

Annual report

1944

Counties

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RETURN TO
EXTENSION
DIVISION OF FIELD
STUDIES & TRAINING

NARRATIVE REPORT
of
AGRICULTURAL EXTENSION WORK
in
CHARLES CITY AND NEW KENT COUNTIES
from
DECEMBER FIRST, 1944
to
DECEMBER FIRST, 1945

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ANNUAL NARRATIVE REPORT - 1944

This is the twenty-second consecutive year that Agricultural Extension work has been carried on in Charles City and New Kent Counties under the same Agricultural Agent. In 1944, as in the two previous years, the program has been concerned primarily with what was necessary to further the conduct of the war. Some changes were made early in the year which reduced the amount of administrative work which had been carried during the previous year. The County Agent resigned as secretary of the Triple A and they employed a secretary of their own. From Washington practically all war work was transferred from the County War Boards to the Triple A Committees. These two changes alone relieved the County Agent of a great deal of responsibility. This brought the work back to the point where it was more largely educational than it had been for a long time.

The big job in 1944 was to maintain agricultural production at the 1943 level in spite of an increasing shortage of farm labor, and to divert production into those lines that were most needed. To do this the County Board of Agriculture, Community and Neighborhood organizations, and the Triple A organizations, were used. A planning meeting was held early in the year with representatives of the State Triple A, Extension, County and Community organizations. Goals were discussed and outlook information given out. A similar meeting was held during the Summer as a follow-up and to assist in planning the Fall planting schedule. These meetings were very beneficial in getting the program presented to the farmer and in getting him to thinking about his part in it.

Going into the topical detail, some of the main points are as

follows:

1. Farm Crops Demonstration Work:

- | | |
|------------------|--|
| Use of lime | - Farm delivery arranged with Triple A enabling the small farmers to get lime more easily. |
| Use of phosphate | - For soil improvement.
Encouraged but not increased in 1944. |
| Use of legumes | - Encouraged.
Some decrease due to seed shortage. |
| Use of boron | - On alfalfa and certain other crops.
Used as regular practice on all alfalfa and tried experimentally on certain truck crops, etc. |
| Better seed | - Certified seed production with soybeans started with several growers.
Increased use of hybrid corn for seed.
One farmer produced hybrid seed corn. |

Crop production for war program

- Attempted to hold soybean acreage at reasonable level. Peanut production increased. Corn and small grain production increased.

2. Livestock Demonstration Work:

Hogs

- Program put on to encourage better feeding for economical war time production. Parasite and disease control.

Beef cattle

- Better breeding. More and better pasture.

Dairy cattle

- Better feeding for dairy production.

Sheep

- Disease and parasite control. Wool pool.

Poultry

- More economical production. Disease control.

Livestock production for war program

- Reduced or limited production of hogs and poultry. Increased dairy production.

3. 4-H Club Program:

- Every member a garden clubber. Other projects - calf, pig and sow, and pig. Organization - by schools.

4. Farm Management Program:

- Advised farmers with reference to credit available for war time production. Warned against the danger of inflation and misuse of credit tending in that direction. Advised in favor of investing surplus funds in debt payments and war bonds in preference to expansion of business. Conducted schools and gave other assistance to farmers having to prepare income tax reports for the first time.

Farm Management Program
Continued:

- Assisted farmers, through schools, in keeping such accounts as are necessary in the conduct of their business.
Presented outlook, and other information, to farmers in such a way that it would be helpful to them in planning their operations.

- 5. Triple A:
 - Worked with the Triple A in an advisory capacity.
Assisted farmers to derive the full benefits of the Triple A program.

- 6. War Programs:
 - Worked with the County War Boards in securing information and making recommendations as to agricultural deferments for the Selective Service. Worked with the Triple A on increased and/or decreased agricultural production where needed.
Worked with the County Farm Labor Committee in assessing needs for farm labor and securing same.
Furnished information to farmers as to regulations issued by the OPA and WFA pertaining to their farm business.

- 7. Soil Conservation:
 - Held meetings.
Arranged for hearings, and for a referendum.
Did all the work necessary for setting up a soil conservation district comprised of Charles City and New Kent Counties.

- 8. Publicity:
 - Issued a news letter to all farmers at frequent intervals.
Furnished special information monthly to Community and Neighborhood Committeemen.
Sent out circulars on special items as needed.
Held meetings for special purposes as needed.
Made maximum use of newspaper and radio publicity.

Detailed Summary of 1944 Program

Taken as a whole the 1944 Extension program looks like that of most any other year. Work was carried on as previously noted, but there were a number of changes that call for some comment.

Up to November 1943, Triple A lime delivery had been on a railroad siding basis. Many farmers who wanted lime did not get it because they were only entitled to a few tons and they had no means of hauling. In November the County Agent located a man who was willing to contract to deliver this lime on a farmyard basis. This has been done during 1944 and as a result a great deal of lime has been put out where it has never gone before. There is one apparent defect in this program. The lime has not always gotten to the farmer when he wanted it, or when he could handle it. Some of it has laid in the field and gotten wet, and some of it is packed very hard making it difficult to handle.

Boron has been used on alfalfa in Charles City and New Kent for three or more years with excellent results. This year certain truck farmers and soybean growers who have very sandy soil, and marked signs of a plant food deficiency in growing crops previous years, were advised to try boron at the rate of ten to twenty pounds per acre. Results were so good that it indicates that some careful and extensive local experiments should be conducted in the use of boron.

The increased production of soybean seed received quite a stimulus this year. Basing the action on results achieved at the Williamsburg Experiment Station, and other nearby stations, the local cooperative was asked to purchase three hundred bushels of certified Ogden soybeans from Tennessee for resale to Charles City and New Kent, and other farmers. Of these three hundred bushels, one hundred and seventy-five bushels went into Charles City and New Kent. During an extremely dry season they have consistently held up with and outyielded other beans. They matured ahead of the main varieties now grown, and they did not pop, one of the difficulties experienced by soybean growers. Their analysis shows them to be 2% higher in oil content than any of the older oil producing soybean varieties. Six farmers are having these beans certified and will have beans for sale in 1945. These will be the only certified Ogden soybeans for sale in Virginia this year.

Also basing his action on results achieved at the Williamsburg Experiment Station, one farmer secured the required single crosses and started producing Illinois #448, the top yielding yellow hybrid corn in 1943 in eastern Virginia. This farmer has produced six acres of this corn and will have around one hundred and fifty bushels of good hybrid corn for sale this year. Next year he expects to continue producing and will have this corn certified.

A considerable acreage of certified and other seed corn is being produced for a Florida seed company. This is the second year of this work and the results achieved so far are pleasing to all parties. The seed company concerned is working very closely with the County Agent and the experiment station at Williamsburg.

Some comments should be made on the war production program on farm crops. A great deal of emphasis has been put on increased soybean and peanut acreage in 1942 and 1943, and both years, particularly in 1943, acreage went into beans that was not suitable and would not produce a profitable yield. This year all pressure was off. Farmers were frankly advised not to grow beans unless they could see their way clear to make a profit. Encouragement was given to the production of certain varieties for seed, and at the same time peanut production, which has not increased because it was a high man-power-requirement crop, was encouraged and went up due to the fact that in 1943 a very successful peanut digger was put on the market. Peanut acreage can be still further increased. Soybean acreage is now plenty high. All grain crops went up in 1944. This includes small grains seeded in the Fall of 1943 and corn planted in 1944. A higher percentage of the corn crop was planted to hybrid corn than ever before.

Livestock production, including poultry, had reached the point in January 1944 where it needed curtailment. The tendency appeared to be to curtail too much, particularly with hogs. Considerable effort was expended by radio, by circular, and by newspaper, etc., in pointing out various means of cheaper production. I think this program was helpful. At any rate, there are more hogs on hand at this time than I anticipated last year and it would appear that there is still too much poultry.

Disease control work with livestock was conducted along the usual lines. Use of phenothiazine for worming hogs greatly increased. There has been a big jump in the need for cholera control work during the past six months and it is still on the increase. The County Agent succeeded, during the year, in training two more farmers to use the hypodermic needle, which helps to some extent.

The 4-H Club program again laid emphasis on garden work. Every member was enrolled in the Garden Club and asked to produce something for home use. Practically all club members responded and some did surprisingly well. The boys who got the most out of the garden work seemed to be those who planned to raise something to make money. One boy sold between \$35.00 and \$40.00 worth of watermelons. Another boy sold ninety some dollars worth of vegetables, one-half of which went to him and the other half to his parents for expenses. No new pig club work was started due to the fact that pigs were not being born at the right time. An entirely fresh start is planned for 1945

Farm management work increased somewhat this year to take care of increasing needs. The change in income tax laws, requiring farmers to make an income tax report even though they had only received \$600.00 in total income, was very upsetting to many small farmers. To help these people out, several schools were held at which income tax forms were explained and farm accounting was stressed so that more accurate returns could be made in the future. Twenty-six farmers took account books and said they expected to keep records in 1944. Quite a number of farmers were assisted in the office in working up their farm reports for their income tax returns.

Securing farm labor looked like it would be one of the big problems for the farmer in 1944. There were two angles to work on. One was the deferment of draft age men who were needed on the farm. Data was worked up on all of these men by the County Agent early in the year, passed on by the County War Boards, and turned over to the Selective Service. With only one or two exceptions, recommendations made by the War Boards were followed by the local Selective Service Boards and the essential farm labor from this source was held on the farm. Meetings were held with the Labor Committees early in the year to see what could be done with reference to additional year round help and securing seasonal labor. It was decided that there was enough seasonal labor right at hand if it could be induced to work, and the committees did not feel that much could be done about the year round labor proposition as several sources which had been tapped in previous years had not proven very satisfactory. It was also anticipated that there would be a little seasonal labor available from a nearby naval camp. Farmers were given this information and advised to plan their work accordingly.

Looking back at the end of the year we find there has been no labor crisis. Practically all farmers have been able to put in and harvest all the crops they had planned. More local help has turned up than many of them thought possible. Camp Peary has been able to furnish additional hands when needed, but, as a matter of fact, less help has been used from this camp in 1944 than was used in 1943. The year round help situation continues tight with considerable shifting on the part of hired hands. Some additional farm machinery has also helped to replace unavailable farm labor; worth mentioning are the peanut diggers, and several new corn pickers and snappers.

A soil conservation district, comprising Charles City and New Kent Counties, and designated as the Colonial Soil Conservation District, was set up during the year. Some ground work on this was done in the Spring and early Summer. The first meeting, held specifically for the purpose of discussing the establishment of a soil conservation district, was at Charles City Courthouse under the auspices of the Charles City Citizens' Association, in June. At this meeting it was agreed by those

present that district should be set up as soon as possible. With this in view, a number of meetings were held in Charles City and New Kent Counties; a hearing was held in both counties followed by a referendum on August 8. The referendum carried in the two counties with only one dissenting vote, whereupon the State Soil Conservation Committee authorized the establishment of the district. At the regular election this Fall three supervisors were elected and two other supervisors were appointed by the State Committee to make up the board. The district is now set up and the supervisors will meet to work out a program during December.

In 1945 farmers will be faced with the problem of producing to carry on the war and in making plans to adjust the farming operations for peace. In doing this they will need all of the assistance they can get from every available source. The new agency which will enter into the picture, particularly with plans for an after-the-war program, will be the Soil Conservation Service. The County Agent will do his utmost to coordinate the work of the different agencies that are working for and with the farmer.

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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 CHARLES CITY - NEW KENT

REPORT OF

RUTH DEBVISIS
(Name) Home Demonstration Agent.

From Dec. 1, 1943 to Nov. 30, 1944

Assistant Home Demonstration Agent.

From _____ to _____, 194__

4-H Club Agent.

From _____ to _____, 194__

Assistant County Agent in charge of Club Work.

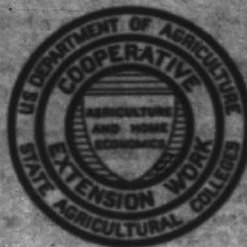
From _____ to _____, 194__

V. B. PERRY
Agricultural Agent.

From Dec. 1, 1943 to Nov. 30, 1944

Assistant Agricultural Agent.

From _____ to _____, 194__



READ SUGGESTIONS, PAGES 2 AND 16

Approved: _____

Date _____

State Extension Director.

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

See good systems 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 successor.
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 header 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 header 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 notebook.
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 summary additional information on problems and activities peculiar to the State or sections of the State.

GENERAL ACTIVITIES

Report only this year's activities that can be verified	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
1. Months of service this year (agents and assistants)	12		12	XXXXXXXX
2. Days devoted to work with adults *	228 1/2		257	XXXXXXXX
3. Days devoted to work with 4-H Clubs and older youth *	36		35	XXXXXXXX
4. Days in office *	111 1/2		107 1/2	XXXXXXXX
5. Days in field *	153		151 1/2	XXXXXXXX
6. Number of farms or home visits made in conducting extension work *	603		567	1170
7. Number of different farms or homes visited	220		270	490
8. Number of calls relating to extension work	(1) Office	339	1409	1748
	(2) Telephone	378	1153	1530
9. Number of news articles or stories published *	27		5	32
10. Number of bulletins distributed	6688		200	6888
11. Number of radio talks broadcast or prepared for broadcasting	(a) Number	4	12	14
	(b) Total attendance of:	7		7
12. Training meetings held for local leaders or committeemen	(1) Adult work			
	(b) Men leaders			
	(c) Women leaders	86		86
(2) 4-H Club and older youth	(a) Number	3		3
	(b) Total attendance of:			
	(b) Leaders	3		3
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12)	(1) Adult work	120	1	121
	(b) Total attendance	1053	6	1059
	(2) 4-H Club and older youth	20		20
	(b) Total attendance	385		385
14. Number of adult result demonstrations conducted	3		15	18
15. Meetings held at such result demonstrations	(1) Number	3		3
	(2) Total attendance	38		38
(1) Adult work	(a) Number	1	1	1
	(b) Total attendance	14	15	29
16. Tours conducted	(2) 4-H Club and older youth	0		0
	(b) Total attendance	0		0
(1) Adult work	(a) Number	0		0
	(b) Total attendance	0		0
17. Achievement days held	(2) 4-H Club and older youth	0		0
	(b) Total attendance	0		0

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

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

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

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

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

Miles traveled by County agent - 12,269
 Miles traveled by home agents - 8467

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agent (b)	Agricultural agents (c)	County total* (d)
18. Encampments held (report attendance for your county only) ¹	(1) Farm women	(a) Number	0			
		(b) Total members attending	0			
		(c) Total others attending	0			
	(2) 4-H Club and older youth	(a) Number	0			
		(b) Total boys attending	0			
		(c) Total girls attending	0			
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported.	(1) Adult work	(a) Number	32		71	93
		(b) Total attendance	1380		772	2152
	(2) 4-H Club and older youth	(a) Number	1		7	8
		(b) Total attendance	7		126	133
	(1) Adult work	(a) Number	20			20
		(b) Total attendance	163			163
(2) 4-H Club and older youth	(a) Number	6			6	
	(b) Total attendance	59			59	

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

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

² Does not include picnics, rallies, and short courses, which should be reported under question 18.

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)	<i>Charles City - 368</i>	<i>New Bank - 362</i>	730
22. Number of farms on which changes in practices have definitely resulted from the agricultural program			525
23. Number of farms involved in preceding question which were reached this year for the first time			32
24. Number of nonfarm families making changes in practices as a result of the agricultural program			10
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program			450
26. Number of farm homes involved in preceding question that were reached this year for the first time			25
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program			25
28. Number of other homes involved in preceding question that were reached this year for the first time			15
29. Number of farm homes with 4-H Club members enrolled			116
30. Number of other homes with 4-H Club members enrolled			18
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)			600
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)			25

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 Board of Agriculture (2) No. of members 14
- (b) Agricultural (1) Name County Board of Agriculture (2) No. of members 32
- (c) Home demonstration (1) Name Home Demonstration Committee (2) No. of members 24
- (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 32 (b) Home demonstration 24 (c) 4-H Club 0 (d) Older youth 0
35. Total number of communities in county. (Do not include number of neighborhoods.) 8
36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees. 8
37. Number of clubs or other groups organized to carry on adult home demonstration work. 10
38. Number of members in such clubs or groups. 199
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 _____ Men 32 Women 40 XXXXXXXXXX
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 32 (2) Women 113 (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 Same as # 33
43. Number of members of such county agricultural planning group:
- (a) Unpaid lay members: (1) Men 4 (2) Women 4 (3) Youth _____
- (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men 2 (2) Women 4
44. Number of communities with agricultural planning committee (over-all planning) 8
45. Number of members of such community planning committees: (a) Men 8 (b) Women 7 (c) Youth _____
46. Was a county committee report prepared and released during the year? (a) Yes _____ (b) No ✓

	Extension organization and planning ¹ (a)	County agricultural planning ¹ (b)	Total ¹ (c)
47. Days devoted to line of work by—			
(1) Home demonstration agents			<u>60</u>
(2) 4-H Club agents			<u>10</u>
(3) Agricultural agents			<u>23</u>
(4) State-extension workers			<u>7</u>
48. Number of planning meetings held	(1) County _____ (2) Community _____		<u>0</u>
49. Number of unpaid voluntary leaders or committeemen assisting this year			<u>72</u>
50. Days of assistance rendered by voluntary leaders and committeemen			<u>275</u>

¹ Where extension program planning and county agricultural planning (over-all planning) have been completely merged into a single program-planning activity, only column (c) should be filled out. 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).

CROP PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Corn (a)	Wheat (b)	Other cereals (c)	Legumes (d)	Pasture (e)	Cotton (f)	Tobacco (g)	Potatoes and other vegetables (h)	Fruits (i)	Other crops (j)
51. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	6	2	6	40	15		2930	4		
(4) State extension workers	1	1	1	2			8			
52. Number of communities in which work was conducted this year	23	1	4	8	4		4	1		
53. Number of voluntary local leaders or committeemen assisting this year										
54. Number of farmers assisted this year in—										
(1) Obtaining improved varieties or strains of seed	125	4	12	20			16			
(2) The use of lime				50	10					
(3) The use of fertilizers	50	10	20	25	10		40	2		
(4) Controlling plant diseases				10			35	12		
(5) Controlling injurious insects							45	16		
(6) Controlling noxious weeds							20			
(7) Controlling rodents and other animals										

LIVESTOCK PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Dairy cattle (a)	Beef cattle (b)	Sheep (c)	Pigs (d)	Horses and mules (e)	Poultry (including turkeys) (f)	Other livestock (g)
55. Days devoted to line of work by—							
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents	10	10	1	40		30	
(4) State extension workers							
56. Number of communities in which work was conducted this year	2	2	1	8		6	
57. Number of voluntary local leaders or committeemen assisting this year						2	
58. Number of breeding circles or clubs or improvement associations organized or assisted this year							
59. Number of members in such circles, clubs, or associations							
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals							
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males	2	1		4		5	
(2) Obtaining purebred or high-grade females	3	4		2		5	
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
(4) Improving methods of feeding		1		20		15	
(5) Controlling external parasites	2	1		25		15	
(6) Controlling diseases and internal parasites	4		5	65		42	
(7) Controlling predatory animals						2	

¹ Do not include rabbits, game, and fur 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) 1
62. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	10	5	
(4) State extension workers	2		
63. Number of communities in which work was conducted this year			
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	
(b) In the use of recommended crop rotations	5
(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 otherwise controlling wind or water erosion	
(h) In contouring pasture or range	
(i) In the use of cover or green-manure crops	75
(j) In summer-fallowing	
(k) In making depth-of-moisture tests	
(l) With drainage	
(m) With irrigation	
(n) With land clearing	
66. Number of soil-management associations organized or assisted during the year:	
(a) Legal soil-conservation districts	1
(b) Voluntary soil-conservation associations	
(c) Grazing associations	

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	4
(c) With selection cutting	2
(d) With production of naval stores	
(e) With production of maple-sirup products	
(f) In timber estimating and appraisal	1
68. Number of farmers cooperating this year in prevention of forest fires	

Wildlife Conservation—Continued

69. Number of farmers assisted this year in making specific improvements for wildlife	5
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¹ Include nature study.

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and older youth	General	Corn and hay	Livestock and wool ¹	Dairy products	Poultry and eggs ¹	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by—											
(1) Home demonstration agents											
(2) 4-H Club agents											
(3) Agricultural agents		10			12						
(4) State extension workers											
84. Number of communities in which work was conducted this year		2									
85. Number of voluntary local leaders or committeemen assisting this year											
86. Number of new cooperatives ² assisted in organizing during the year											
87. Number of established cooperatives ² assisted during the year											
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87)											
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year		30			10						
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
92. Number of private marketing and distributing agencies and trade groups assisted this year											
93. Number of programs ³ pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs ² participated in or conducted this year											
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs ² participated in or conducted this year											
97. Number of consumer information programs ² pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs ² relating to marketing services and costs of distribution conducted this year											
99. Number of programs ² relating to transportation problems conducted this year											
100. Number of programs ² relating to the specific use of market information conducted this year											
101. Number of other marketing programs ² conducted this year (specify)											

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

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

³ Organized pieces of work.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with adults, 4-H Club members, and older youth	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102. Days devoted to line of work by—				
(1) Home demonstration agents	58			
(2) 4-H Club agents				
(3) Agricultural agents			5	20
(4) State extension workers	3		2	1
103. Number of communities in which work was conducted this year	8		2	8
104. Number of voluntary local leaders or committeemen assisting this year	22			10

The House, Furnishings, and Surroundings—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings	
(b) Remodeling dwellings	
(c) Installing sewage systems	
(d) Installing water systems	
(e) Installing heating systems	
(f) Providing needed storage space	70
(g) Rearranging or improving kitchens	52
(h) Improving arrangement of rooms (other than kitchens)	19
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings	135
(j) Selecting housefurnishings or equipment (other than electric)	25
(k) Improving housekeeping methods	
(l) Laundry arrangement	19
(m) Installing sanitary closets or outhouses	
(n) Screening or using other recommended methods of controlling flies or other insects	
(o) Improving home grounds	
(p) Planting windbreaks or shelterbelts	

Rural Electrification—Continued

106. Number of associations organized or assisted this year to obtain electricity	
107. Number of families assisted this year in—	
(a) Obtaining electricity	
(b) Selection or use of electric lights or home electrical equipment	
(c) Using electricity for income-producing purposes	10

Farm Buildings—Continued

108. Number of farmers assisted this year in—	
(a) The construction of farm buildings	8
(b) Remodeling or repairing farm buildings	4
(c) Selection or construction of farm-building equipment	2

Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment	20
(b) Making more efficient use of mechanical equipment	15
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year	50
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	16	34	21	
(2) 4-H Club agents				
(3) Agricultural agents				
(4) State extension workers	1		1	
113. Number of communities in which work was conducted this year	8	8	8	
114. Number of voluntary local leaders or committeemen assisting this year	0	6	2	
115. Number of families assisted this year—	115(g) FOOD PRESERVATION BY ADULTS			
(a) In improving diets		Fruits (a)	Vegetables (b)	Meats and fish (c)
(b) With food preparation				
(c) In improving food supply by making changes in home food production ¹	125	15,797	9,713	1,332
(1) Of vegetables	92			250
(2) Of fruits	51	122	945	
(3) Of meats				19,756
(4) Of milk		3,200	25,809	8,312
(5) Of poultry and eggs				198
(d) With home butchering, meat cutting or curing				
(e) With butter or cheese making				
(f) With food preservation problems ¹		115(h) FOOD PRESERVATION BY 4-H CLUB MEMBERS		
(1) Canning	125	Fruits (a)	Vegetables (b)	Meats and fish (c)
(2) Freezing				
(3) Drying	95	1,536	1,088	20
(4) Storing	25	0	0	0
(g) In producing and preserving home food supply according to annual food-supply budget		12	8	0
(h) In canning according to a budget		0	0	0
(i) With child-feeding problems		0	0	0
(j) In the prevention of colds and other common diseases		0	0	0
(m) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				
(n) With first-aid or home nursing				
(o) In removing fire and accident hazards				
116. Number of schools assisted this year in establishing or maintaining hot school lunches				
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				

¹ Sum of the subtotals 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 Include contents of locker plants and home freezer units.
⁵ Do not include vine-matured peas and beans.

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			Acres
139. Other cereals					Acres
140. Peanuts					Acres
141. Soybeans, field peas, alfalfa, and other legumes					Acres
142. Soil conservation and pasture improvement				7	Acres
143. Potatoes, Irish and sweet					Acres
144. Cotton					Acres
145. Tobacco					Acres
146. Fruits					Acres
147. Home gardens	70		59		5 Acres
148. Market gardens, truck and canning crops					Acres
149. Other crops					Acres
150. Poultry (including turkeys)	4		2		1000 Birds
151. Dairy cattle	3		3		8 Animals
152. Beef cattle					Animals
153. Sheep					Animals
154. Swine	14		11		61 Animals
155. Horses and mules					Animals
156. Other livestock					Animals
157. Bees					Colonies
158. Beautification of home grounds					XXXXXXXXXXXXX
159. Forestry					Acres
160. Wildlife and nature study (rabbits, game, fur animals)					XXXXXXXXXXXXX
161. Agricultural engineering, farm shop, electricity					{ Articles made Articles repaired
162. Farm management					XXXXXXXXXXXXX
163. Food selection and preparation		60		38	{ 625 Meals planned 955 Meals served
164. Food preservation		20		12	{ 1645 Quarts canned
165. Health, home nursing, and first aid					XXXXXXXXXXXXX
166. Clothing		6		2	{ 8 Garments made 12 Garments remodeled
167. Home management					Units
168. Home furnishings and room improvement		15		3	{ 15 Rooms 10 Articles
169. Home industry, arts and crafts					Articles
170. Junior leadership					XXXXXXXXXXXXX
171. All others					XXXXXXXXXXXXX
172. Total (project enrollment and completion)					XXXXXXXXXXXXX

4-H CLUB MEMBERSHIP¹

173. Number of 4-H Clubs	9	
174. Number of different 4-H Club members enrolled	(a) Boys: 70	(b) Girls: 80
175. Number of different 4-H Club members completing	(a) Boys: 67	(b) Girls: 55
176. Number of different 4-H Club members in school	(a) Boys: 68	(b) Girls: 80
177. Number of different 4-H Club members out of school	(a) Boys: 2	(b) Girls: 0
178. Number of different 4-H Club members from farm homes	(a) Boys: 60	(b) Girls: 72
179. Number of different 4-H Club members from nonfarm homes	(a) Boys: 10	(b) Girls: 8

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	34	20	10 and under	9	13
2d	7	24	11	10	18
3d	9	19	12	12	16
4th	5	10	13	16	10
5th	8	5	14	12	14
6th	3	2	15	3	3
7th	2	0	16	6	4
8th	2	0	17	2	2
9th		0	18		0
10th and over		0	19		0
			20 and over	1	0

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	2	(g) Wildlife conservation	
(c) Recreational leadership	2	(h) Keeping personal accounts	20
(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

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

188. Number of meetings of older rural youth extension groups

189. Total attendance at such meetings

190. Number of other older rural youth groups assisted

191. Membership in such groups

192. Number of older rural youth not in extension or other youth groups assisted

193. Total number of different young people contacted through the extension program for older rural youth (Questions 186, 191, and 192, minus duplications)

194. Check column showing approximate portion of older youth program devoted to—

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

¹ All data in this section are based on the number of different boys and girls participating in 4-H Club work, not on the number of 4-H projects carried.
² Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 12, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in connection with the succeeding year's program.
³ Same as footnote 2, except that reference is to completion instead of enrollment.

MISCELLANEOUS

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

Include all work w. 3 adults, 4-H Club members, and older youth	Insects (a)	General-beneficial insects ¹ (b)	All other work (c)
195. Days devoted to line of work by—			
(1) Home demonstration agents			11
(2) 4-H Club agents			
(3) Agricultural agents			
(4) State extension workers			
196. Number of communities in which work was conducted this year			
197. Number of voluntary local leaders or committeemen assisting this year			

SUMMARY OF CONTRIBUTION TO WAR EFFORT

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

War programs	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)
198. Estimated number of days devoted to—			
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)	91		100
(2) Problems arising from new military camps, munitions plants, and war industries	0		0
(3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)	5		1
(4) Other war work (including collection of salvage material)	2		45

COOPERATION WITH OTHER FEDERAL AGENCIES

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

	War boards (a)	Civilian defense agency (b)	Employment service (c)	Agricultural Adjustment Agency (d)	WAR Food Distribution Administration (e)	Soil Conservation Service (f)	Farm Security Administration (g)	Rural Electrification Administration (h)	FARM CREDIT SYSTEM National Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)
199. Days devoted to line of work by—										
(1) Home demonstration agents		5								
(2) 4-H Club agents										
(3) Agricultural agents	15	3	10	45	15	15	2		10	
(4) State extension workers				3		3				
200. Number of communities in which work was conducted this year			3	8						
201. Number of voluntary local leaders or committeemen assisting this year			4							
202. Number of meetings participated in this year by extension workers	10		1	15		6				

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

TERMINOLOGY

If extension reports are to convey the intended information, it is important that the terminology employed be that generally accepted by members of the extension teaching profession everywhere. Precise use of extension terms is an obligation 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 those spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
 5. Demonstrations as contemplated in this report are of two kinds—method demonstrations and result demonstrations. A method demonstration is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry. A result demonstration is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, that the use of certified seed in growing potatoes is a good investment, or that a large farm business results in a more efficient use of labor.
- The adoption of a farm or home practice resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.
6. A demonstration meeting is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
 7. A result demonstrator is an 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 9 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 F-H Club is an organized group of boys and/or girls with the objective of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.
 13. F-H Club members completed are those boys and girls who actually start the work outlined for the year.
 14. F-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 offer call is a call in person by an individual or a group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an 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, when, where, and where the work is to be done.
 20. An extension program is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
 21. Records consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.
 22. The older rural youth group is generally a situation group, out of school, at home on farms, not married or started farming on their own account, and usually 16 to 25 years of age.