

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Federal Extension Service
Washington, D. C.

ANNUAL REPORT OF COUNTY EXTENSION AGENTS

This form is for use by county extension agents in making an annual statistical report on all extension work done in the county during the year. Agents resigning or transferring should make out this report before leaving the county.

County Stafford State Virginia

REPORT OF

Name of Agent	Title	Period of Service	
		From	To
<u>Frank S. Lulow</u>	<u>County Agent</u>	<u>Dec. 1, 1953</u>	<u>Nov. 30, 1954</u>
<u>Kathleen Goodie</u>	<u>Home Econ. Agent</u>	<u>Dec. 1, 1953</u>	<u>Nov. 30, 1954</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____



READ CAREFULLY THE SUGGESTIONS ON PAGE 32, AND THE INTERPRETATION OF EACH ITEM, BEFORE FILLING OUT THIS FORM.

Approved: _____

Date _____

State Extension Director

Form ES-21
(Revised June, 1954)

EXTENSION TEACHING AND OTHER ACTIVITIES—*Interpretation*

Agents who devote more than one-half of their time to a line of work, as determined in item 20, should report ALL OF THEIR WORK in the column provided on pages 3 and 7. For example, an assistant agent devoting more than one-half of his or her time to 4-H Club work would use column B.

When two or more agents are engaged in the same line of work, i. e., agricultural, home demonstration, or 4-H Club work, and participate in the same extension activity, the information should be reported only once in their respective column and only once in the county total. For example, if an agricultural agent and his assistant, both of whom spend more than one-half of their time on agricultural work, participated in the same radio broadcast—it would be counted once in column C and once in the county total, column D.

When agents, engaged in different lines of work, participate in the same extension activity, the information is reported once in each of their respective columns, and only once in the county total. For example, the home demonstration and agricultural agents participate in the same radio broadcast. It would be reported once in column A, once in column C, and once in column D.

1. A single visit to both the farm and home is not to be counted as two visits.
2. An office call is a visit in person by an individual or a group in which information is given or received.
3. Telephone calls may be either incoming or outgoing.
4. Each news release is to be reported as one story or article. Material prepared for an extension column is to be counted as one item, even though several subjects are covered. The same release sent to several papers is to be reported as only one story. If the lead or the entire story is changed to make it different for each paper, then each is to be counted as a separate story. Do not report items relating to notice of meetings only or to news articles written in the State office and sent directly to the newspapers. However, articles sent to an agent for distribution to local papers are reported. Information given directly to reporters or writers as the basis for a story is also reported. News items prepared by local leaders should not be included.
5. A broadcast is a single presentation on the air. It may be given in person or by transcription. An agent does not have to appear on the program so long as he is responsible for its preparation. Information given to station announcers or writers and used as the basis for a broadcast, is also to be reported.
6. The number of copies of bulletins distributed includes circulars, leaflets, and other subject-matter and organizational materials. Commercial publications are not to be counted unless they are recommended by the college.

7. An adult result demonstration is a demonstration conducted by a farmer, homemaker, or other person under direct supervision of the extension worker, to show the value of a recommended practice. It involves a substantial period of time and records of results and comparisons. It is designed to teach others in addition to the person conducting the demonstration. Result demonstrations are definitely planned in advance and not "found." Include all result demonstrations IN PROGRESS during the year, regardless of when started or completed.

8. At leader-training meetings, project leaders, local leaders, or committeemen are trained to carry on extension activities. A project leader, local leader, or committeeman is a person who is selected by extension or the group they represent to lead some phase of the extension program in organization or subject matter.

8b. For the definition of young men and women's work (YMW) see items 132 through 135.

9. Includes general educational meetings, method-demonstration meetings, meetings held at result demonstrations, community-organization meetings, tours, achievement days, encampments, and all other meetings (except those for the training of local leaders) that you were responsible for holding.

Also includes meetings that you did not arrange but attended and actively participated in for the specific purpose of advancing the county extension program. Do not include meetings held by local leaders that you attended for observation or public-relations purposes only. Such meetings should be reported under item 10. Do not report county, district, or State conferences of extension personnel.

In reporting attendance, count the total number of DIFFERENT persons. For example, a farm tour makes three stops. Forty persons are at the first farm (7 of whom do not go to the second farm); 15 others join the tour at the second farm and continue on to the third farm, where 10 other persons join the group, making a total attendance of 65 different persons for the tour. Similarly, for an all-day institute-type of meeting, count the number of persons attending the morning session and the number of additional persons attending the afternoon session. Do not add together morning and afternoon attendance and report the total.

9c. In addition to the 4-H Club meetings you held or participated in, extension meetings for boys and girls who are not enrolled in 4-H Club work should be included.

10. Only those local-leader-held meetings that are a part of the extension program are to be reported. When a complete record of leader-held meetings is not available, it may be necessary to make a conservative estimate of these meetings based upon such records and information as are available.

EXTENSION TEACHING AND OTHER ACTIVITIES

Include all activities carried on this year that are related to extension work.

Item	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agricultural work	County total
	A	B	C	D
1. Farm or home visits.....Number.....	177		508	685
2. Office calls.....do.....	29		380	449
3. Telephone calls.....do.....	765		576	1341
4. News article: or stories prepared Number.....	34		14	48
5. Broadcasts made or prepared:				
a. Radio.....Number.....	9		14	23
b. Television.....do.....	0		0	0
6. Bulletins distributed.....do.....	1165		585	1690
7. Adult result demonstrations conducted.....Number.....	0		0	0
8. Training meetings held for local leaders:				
a. Adult work:				
(1).....Number.....	11		0	11
(2).....Attendance.....	127		0	127
b. YMW work:				
(1).....Number.....	0		0	0
(2).....Attendance.....	0		0	0
c. 4-H Club work:				
(1).....Number.....	0		0	0
(2).....Attendance.....	0		0	0
9. All other meetings agent held or participated in:				
a. Adult work:				
(1).....Number.....	152		66	218
(2).....Attendance.....	1720		1123	2843
b. YMW work:				
(1).....Number.....	3		3	6
(2).....Attendance.....	25		44	69
c. 4-H Club work:				
(1).....Number.....	36		31	67
(2).....Attendance.....	1122		860	1982
10. Meetings held or conducted by local leaders:				
a. Adult work:				
(1).....Number.....	58		27	85
(2).....Attendance.....	850		729	1579
b. YMW work:				
(1).....Number.....	3		3	6
(2).....Attendance.....	28		44	72
c. 4-H Club work:				
(1).....Number.....	0		0	0
(2).....Attendance.....	0		0	0

EXTENSION ORGANIZATION AND PROGRAM PLANNING

11. County organization, association, board, or committee sponsoring extension work in the county:

a. Name of citizens' organization or group having legal or quasi-legal status, if any.....

Stafford County Board of Supervisors

b. Name of board or group responsible for receipt and disbursement of extension funds in the county, if different

from "a".....

12. COUNTY-WIDE advisory COUNCILS or COMMITTEES assisting extension agents with organization, planning, and conduct of extension work in the county:

Item	Councils or committees		Meetings of such councils or committees held during the year	
	A	B	C	D
	Number	Number	Number	Attendance
a. Overall or general.....				
b. Agricultural.....	1	1	1	7
c. Home demonstration.....	1	4	3	5
d. Young men and women.....				
e. 4-H Club.....	1	17	3	31

13. MEETINGS (other than those involved in 12) held PRIMARILY for the PURPOSE of DETERMINING the extension program:

Item	A	B
	Number	Attendance
a. Community or local meetings.....	0	0
b. County meetings.....	0	0

14. Number of fact-finding surveys for program-planning purposes made during the year..... 2

15. Total number of different voluntary local leaders or committeemen (county, community and neighborhood) assisting extension agents with organization, planning, and conduct of extension work in the county:

Item	Men	Women	Older club	
			Boys	Girls
	A	B	C	D
a. In adult agricultural work.....	25	0	XXXX	XXXX
b. In adult home demonstration work.....	0	56	XXXX	XXXX
c. In young men and women's work.....	5	4	XXXX	XXXX
d. In 4-H Club work.....	8	3		
e. Total number of DIFFERENT leaders.....	38	63		

16. Number of organized clubs or other groups carrying on adult home demonstration work..... 14

17. Number of members in such clubs or groups..... 251

PROGRAM EMPHASIS

Item	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agricultural work	County total
	A	B	C	D
18. Calendar months of employment.....	12		12	24
19. Total days worked.....	226 295½		286½	582
20. Days devoted to—				
a. Adult work.....	240		216	456
b. YMW work.....	2		1½	3½
c. 4-H Club work.....	545½		69	122½ 123
21. Days devoted to—				
a. Extension organization and program planning.....	29		66 65½	105½ 154
b. In-service training of agents.....	11		5	11
c. Crops.....			18	18
d. Livestock.....			60	60
e. Marketing; distribution; and service organizations.....			44½	44½
f. Soil and water conservation and management.....			5	5
g. Forestry.....			9	9
h. Wildlife.....			1	1
i. Planning and management of the farm business.....	21½		17½	19
j. Farm buildings and farm mechanical equipment.....			5	5
k. House and surroundings, furnishings and equipment.....	42½		1	43½
l. Home management.....	3			3
m. Family economics.....	121½			111½
n. Clothing.....	11			11
o. Foods and nutrition.....	34½		4 3½	38
p. Health.....	16			16
q. Family life, child development, and parent education.....	1½			½ 1
r. Safety.....	3			3
s. Community development and public affairs.....	29		21½	50½
t. Days that cannot be charged specifically to one of items a through s.....	44		35	79

CROPS—Production and Marketing—Interpretation

This section deals with the work done with farmers and others in connection with the production and harvesting of specific crops or groups of crops, and with those aspects of marketing that take place ON THE FARM. Consideration should be given to both the TECHNOLOGICAL and ECONOMIC (decision-making) aspects when you report on the work done. Persons assisted in work relating to the following should also be included in the respective columns:

- B. Corn for silage and grain cut for hay.
- C. Cottonseed and flax in those areas where they are grown for fiber.
- E. Crops such as soybeans, flax (for oil), peanuts (both edible and for oil), sugar beets, sugarcane.
- F. Coffee.

G. Watermelons, cantaloups, and yams.
 H. Work done with commercial nurseries and greenhouses, as well as with farmers and urban people that relates to flowers, shrubs, and lawns.

22. The voluntary local leaders or committeemen who have ACTIVELY ENGAGED in furthering extension work with these crops are to be reported here. See also interpretation of local leaders in item 8.

23. This should be the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings agent held or participated in, in connection with the line of work, regardless of duplications. For example, in connection with cotton, an agent had 40 office calls, 15 telephone calls, wrote 10 letters, visited 60 farms, and had an attendance of 490 at meetings relating to cotton—a total of 615 contacts. This information should be readily available from office records. If such records are not available, a careful estimate will suffice based upon the information available.

24. In estimating the total number of DIFFERENT farmers and other persons assisted or influenced TO MAKE SOME CHANGE, either through adopting a new practice or improving an old practice, the following factors should be considered:

- (1) The number of DIFFERENT persons reached through direct contacts (item 23 with duplications removed).
- (2) Membership in related extension groups, such as 4-H projects and seed-improvement associations.
- (3) Probable number of other persons in the county reached with extension information through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other

mass media, including the passing on of extension information from one neighbor to another.

- (4) All other available evidence indicating the proportion of potential clientele in the county; for example, number of cotton growers who made use of extension information relating to that specific crop. Such evidence may be from sample surveys, reports of local leaders, bulletins requested, inquiries received after specific news stories or broadcasts, amount of recommended material sold by dealers, personal observation, and other sources.

Numbers reported in items 24, 25, and 26 should include only those who adopted or put recommended practices into use.

25. Include the total number of DIFFERENT persons helped with any production or management practices relating to a crop or group of crops. In addition to the specific practices listed ("a" through "f"), other practices emphasized in the extension program should be included. Item 25 cannot exceed item 24, but will normally be larger than any one of the subitems 25a through 25f.

b. Assistance given in the use of fertilizers on specific crops should be reported here. Use of fertilizers in terms of general soil improvement or long-run benefits should be reported under item 42i.

f. Those assisted in adopting more efficient ways of producing or handling crops; for example, in the transplanting or harvesting of tobacco, harvesting of hay, cutting seed potatoes, and harvesting of potatoes, fruits, and vegetables.

26. Include the total number of DIFFERENT producers helped with any FARM MARKETING problems relating to a specific crop or group of crops. Work done with "the trade" is to be reported in items 32 through 38. The total will normally be less than the number reported in item 24. It will also be likely to be larger than any one of subitems 26a, b, or c.

a. The number of persons assisted in the physical handling of the crop on the farm, through grading, packing, packaging, processing, or otherwise preparing for the market.

b. The use of market reports, supply and demand reports, outlook, etc.

c. Finding market outlets, contracting for the crop, price agreements, assembling or pooling shipments, or any other activity incident to transfer of crops from the farmer to the buyer or handler.

CROPS—Production and Marketing

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

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Item	Grain crops including rice, dry peas and beans	Hay and other forage, pasture, range	Cotton and other fiber crops	Tobacco	Oil and sugar crops	Fruits and nuts	Vegetables, including potatoes	Flowers, ornamental shrubs
	A	B	C	D	E	F	G	H
22. Number of voluntary local leaders assisting.....	2	2					2	16
23. Total number of personal contacts made individually or through meetings.....	600	300		1		160	300	225
24. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	400	500		1		160	300	175
25. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of production.....	250	150		1		75	200	50
Of this number how many were assisted with—								
a. Use of improved varieties and strains.....	200	150				25	200	50
b. Use of fertilizers.....	200	150		1			200	10
c. Control of injurious insects.....	200	150		1			200	25
d. Control of diseases.....	125	150				75	200	50
e. Harvesting, storing, and curing.....	250	150		1		25	150	
f. Efficient work methods.....	250	150				10	75	2
26. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of farm marketing.....	250	150		1		160	250	25
Of this number how many were assisted with—								
a. Preparation for market.....	75	95		1		25	250	25
b. Commodity outlook and market information.....	150	150		1		50	50	25
c. Arranging to sell and selling.....	250	100				50	150	25

LIVESTOCK—Production and Marketing—*Interpretation*

Work done with farmers and other persons in connection with the production of various kinds of livestock and livestock products, and with those aspects of marketing ON THE FARM, is grouped in this section. Consideration should be given to both the TECHNOLOGICAL and ECONOMIC aspects when reporting work done.

- F. Under "other livestock," persons assisted in work with horses and mules, rabbits for meat production, and far animals should be reported. Control of rabbits as rodents is to be reported in item 140.
27. Voluntary local leaders who have ACTIVELY ENGAGED in furthering extension work with each kind of livestock. See also interpretation of item 8.
28. This is the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings agent held or participated in, in connection with the line of work regardless of duplications. For example, there were 35 personal calls at the extension office relating to poultry, 18 telephone calls, 22 letters, 45 farm visits, and a total attendance of 376 at the 14 poultry meetings held during the year. This would make 496 contacts relating to poultry. This information should be readily available from office records. If records are not available, an estimate will suffice, based upon such information as is available.
29. The following factors should be considered in estimating the total number of DIFFERENT farmers and other persons in the county assisted or influenced TO MAKE SOME CHANGE, either through adoption of a new, or improvement in an old, practice—
- (1) Number of DIFFERENT persons reached through direct contacts (item 28 with duplications removed).
 - (2) Membership in related extension groups such as 4-H livestock projects, artificial-breeding, herd-improvement, and poultry- or dairy-marketing cooperatives.
 - (3) Probable number of other persons in the county reached through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other mass media utilized in livestock extension. Include also indirect spread of extension information from one person to another.
 - (4) All available evidence indicating the percentage of the potential clientele in the county: Number

of farms and other places that made use of extension information relating to specific kinds of livestock and livestock products. Such evidence may be from sample surveys, reports from local leaders and secretaries of organized livestock groups, requests for bulletins, inquiries received after the release of specific news articles or after broadcasts, amount of a product or of material handled by dealers, personal observations, and other sources.

Item 29 will normally be greater than either subitem 30a or 31a.

Numbers reported in items 29, 30, and 31 should include only those who adopted or put recommended practices into use.

30. Report the total number of DIFFERENT persons helped with any livestock production or management practice. Include the specific practices listed in 30a through 30e, plus other production and management practices emphasized in the county extension program. Item 30 cannot exceed item 29, but will usually be larger than any one of the specific practice items.
- a. Selection of male and female breeding stock, artificial breeding, selection of feeder animals.
 - e. Those assisted in adopting more efficient ways of handling livestock or livestock products. Examples: Easier ways to care for hogs, do dairy-barn and poultry chores.
31. Includes total number of DIFFERENT producers assisted with any FARM MARKETING problem connected with livestock and livestock products. Work done with the trade is to be reported in items 32 through 38.
- a. Persons helped with practices of grading, sorting, or classifying; farm processing; and otherwise preparing animals or animal products for the market.
 - b. Persons helped primarily with the economics of marketing, use of market news service, supply and demand outlook, etc.
 - c. Persons assisted primarily with those activities involved in arrangements incident to the actual selling of livestock and livestock products, such as market orders as they affect the individual producer, contract selling, market outlets, and delivery arrangements.

LIVESTOCK—Production and Marketing

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Dairy animals and products	Poultry and products	Beef cattle	Sheep, goats, and products	Swine	Other livestock and products
	A	B	C	D	E	F
27. Number of voluntary local leaders assisting.....	1	2	3	2	0	0
28. Total number of personal contacts made individually or through meetings.....	250	300	200	75	150	20
29. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	175	200	200	75	100	20
30. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of production and management.....	150	175	175	50	75	15
Of this number how many were assisted with—						
a. Selection and breeding.....	125	50	150	45	75	3
b. Feeding.....	150	175	150	45	75	5
c. Controlling external parasites.....	150	75	150	45	75	5
d. Controlling diseases and internal parasites.....	150	75	150	45	75	5
e. Efficient work methods.....	25	70	100	45	75	0
31. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of farm marketing.....	25	150	200		75	10
Of this number how many were assisted with—						
a. Preparation for market.....	25	75	200		75	5
b. Commodity outlook and market information.....	25	75	150		25	0
c. Arranging to sell and selling.....	20	75	150		50	3

MARKETING, DISTRIBUTION, AND FARM AND HOME SERVICE ORGANIZATIONS—*Interpretation*

32. Columns A through F to include—

- A. Only cooperatives that are incorporated under State law and have a place of business within the county are to be reported here. Do not report cooperatives whose place of business is outside the county.
- B. Members residing outside the county should not be included, but farmers in your county who are members of a cooperative with place of business in an adjoining county, provided such cooperative has been given extension assistance, are to be included.
- C. Cooperatives assisted in organizing or reorganizing during the year. Such assistance should include analyzing the needs for a cooperative, advisability of organizing a cooperative, procedure for organizing and incorporating, and other organizational information needed to get the cooperative started.
- D. Cooperatives assisted in an educational way to establish and develop a sound plan of financing, including handling of members' capital and borrowed funds. Such assistance would include establishing new and strengthening old associations.
- E. Cooperatives assisted in an educational way with problems of physical operations and running the business, including accounting.
- F. Cooperatives assisted in planning and conducting educational programs for members and employed personnel. Assistance should also include that given in developing better public relations through rural-urban programs, activities with civic clubs, and other means of improving the general understanding of the purposes of the cooperatives and their contributions to the community welfare.
- 32. Item should include—**
- b. Cooperatives for irrigation, livestock, dairy, crops, artificial breeding, grove care, hatcheries, credit and loan, insurance, electricity, telephone, health and hospitalization, frozen-food lockers, volunteer rural fire companies, etc.
33. Groups reported here are those to which assistance may have involved many of the things outlined for cooperatives in Item 32, column C, with the one difference that such groups have not yet incorporated as a cooperative. Assistance may also have been given to informally organized groups that do not contemplate formal organization.
34. Only surveys you made or in which you gave assistance when information on marketing or service facilities was obtained.
36. Item should include cooperatives and other private enterprises with which you worked.
- a. Elevators, country buyers, processors, millers, feed manufacturers, seed dealers and pro-

cessors, wholesalers, retailers, and others engaged in marketing grain.

- b. Country buyers, shippers, dehydrators, feed dealers, and others concerned with marketing hay and other forage crops.
- c. (1) Cotton ginner in selecting, installing, maintaining and/or operating cotton gins to obtain better grade cotton.
(2) Local buyers, oil mills, compressors, warehousemen, textile mills, and others engaged in processing (other than ginning), storing, and merchandizing raw cotton, cottonseed, and cottonseed products.
- d. Auction warehouse, country buyers, and others engaged in marketing and handling tobacco.
- e. Elevators, local buyers, oil mills, warehousemen, peanut processors, and other dealers.
- f. Sugar mills, contractors, and others engaged in handling and marketing sugarcane and sugar beets.
- g. Milk plants, pick-up and delivery routes, condenseries, cheese plants, ice-cream manufacturers, and bargaining groups.
- h. Assembling and processing plants, retailers of poultry and poultry products, grading stations, pick-up routes, and poultry and turkey auctions.
- i. Auction-market operators, terminal markets, processing plants including local locker plants, buyers of livestock and wool, lamb and wool pools, and feeder-calf and feeder-pig auction demonstrations.
- j and k. Cold-storage operators, transportation agencies, processors, wholesalers, retailers, and others engaged in moving agricultural products from the producer to the consumer.

37. This item is to include food retailers with whom work was done in quality preservation, display, supplies and disposition of different food items, and consumer preference. Information prepared for other groups, though of value to food retailers, should not be included.
38. Consumers who were given information regarding supply and relative price of agricultural products, to guide them in the purchase of food, are to be reported. Consumers given assistance in the selection of foods based upon individual or family needs should be reported in item 71b. Persons with whom you worked in consumer education on other than agricultural products should be reported under appropriate items in the respective sections, such as farm mechanical equipment (subitem 55a), home equipment (subitem 61a), and clothing (subitem 67a).

MARKETING, DISTRIBUTION, AND FARM AND HOME SERVICE ORGANIZATIONS U.S. DEPT. OF AGRICULTURE

32. Assistance given to FORMALLY organized cooperatives (those incorporated under State law):

Kind of cooperative	Cooperatives assisted	Members in county	Cooperatives in column A given educational assistance with—			
			Organizational problems	Financial problems	Operational problems	Public-relations and membership problems
			A	B	C	D
	Number	Number	Number	Number	Number	Number
a. Marketing and purchasing	2	106	2	1	2	2
b. Farm and home service	1	125	1	1	1	1

33. Assistance given to INFORMALLY organized groups (other than those reported under item 32) with organizational and operational problems:

Type of activity	Groups A	Members B
	Number	Number
a. Marketing and purchasing	2	60
b. Farm and home service	2	25

34. SURVEYS made during the year on specific problems of—

	Number
a. Marketing	1
b. Service facilities	0
35. Farmers, homemakers, and other individuals assisted in marketing products through roadside or other farm retail markets:	
a. Agricultural products	125
b. Home products (arts, crafts, etc.)	50
36. Buyers, sellers, handlers, processors, and transporters of farm products assisted with marketing problems:	
a. Grain, seed, dry beans and peas, etc.	25
b. Hay and other forage crops	75
c. Cotton: (1) Cotton ginner	0
(2) Other	0
d. Tobacco	0
e. Oil crops (soybeans, flax, peanuts, etc.)	10
f. Sugar crops	0
g. Dairy and dairy products	9
h. Poultry and poultry products	15
i. Meat animals and meat products	25
j. Fruits and nuts	15
k. Vegetables including potatoes	25
37. Food retailers assisted with merchandising problems	10
38. Persons assisted with CONSUMER information on agricultural products.....estimated total	150

SOIL AND WATER CONSERVATION AND MANAGEMENT, FORESTRY, AND WILDLIFE—*Interpretation.*

Consideration is to be given to the PLANNING and ECONOMIC aspects as well as to the technological problems incident to carrying out the practices listed on this page.

A. Soil-and-water conservation and management refers to all extension work incident to the improvement of soil fertility and the continuous productive capacity of the land. Practices, such as the application of fertilizer utilized PRIMARILY by the crop to which it is applied, should be reported under Crops. However, certain practices, such as fertilizer application, may contribute to both immediate crop-production gain and long-time soil improvement. Some duplication in the reporting of such practices is inevitable.

39, 40, and 41. See interpretation of corresponding items under Crops and Livestock.

41. Figures in columns A, B, and C will usually be larger than any one of the subitems in 42, 43, or 44, respectively.

42. Item—

e. Refers to development of water supplies, both gravity and underground; storage, reservoirs, tanks, distribution systems, and the like. Persons given assistance in determining the quality of water for crop purposes are to be included.

f. Refers to problems relating to the removal of excess water: Installation of tile, drainage-

ways, and ditches. Persons given assistance in saline-alkaline reclamation are to be included.

g. Reports assistance given with problems relating to the application of water to the land; water measurement; penetration duty of water, and the like.

h and i. Report only application of soil amendments and fertilizers that contribute to land protection and sustained productivity of the soil. Where such applications are made primarily for use of a crop currently grown, such assistance is to be reported under the appropriate crop.

44. Item—

a. Reports only those assisted in the construction or management of ponds for fish. Ponds constructed primarily for storage of water for use in irrigation should be reported in subitem 42e.

b. Refers to the planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders, and with other plantings for food and protection in wildlife areas.

c. Includes protection of such wildlife areas as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock.

SOIL AND WATER CONSERVATION AND MANAGEMENT, FORESTRY, AND WILDLIFE

In estimating, the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Soil and water conservation and management	Forestry	Wildlife
	A	B	C
39. Number of voluntary local leaders assisting.....	3	5	1
40. Total number of personal contacts made individually or through meetings.....	275	200	20
41. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	75	150	150
42. Farmers and other individuals reported in item 41-A assisted with—			Estimated number
a. Proper land use.....			75
b. Contour and strip cropping.....			1
c. Terracing.....			3
d. Grassing water ways.....			2
e. Water supply, storage, and distribution.....			25
f. Drainage.....			15
g. Irrigation.....			5
h. Use of soil amendments (lime, sulfur, gypsum, trace elements, etc.).....			0
i. Use of fertilizers (commercial and barnyard) (See subitem 25b).....			20
j. Production of soil-improvement crops.....			25
k. Crop rotations.....			30
l. Land clearing.....			20
43. Farmers and other individuals reported in item 41-B assisted with—			
a. Planting forest trees (windbreaks, shelterbelts, erosion control, Christmas trees, etc.).....			125
b. Timber-stand improvement (thinning, weeding, and pruning forest and woodland trees).....			25
c. Timber harvesting (includes selective and other recommended cutting for forest products).....			15
d. Estimating and appraising.....			12
e. Production of maple-sirup products or naval stores.....			0
f. Treating wood products with preservatives (fence posts and building timbers).....			20
g. Marketing of forest products (includes markets and timber-selling practices).....			50
h. Fire prevention.....			10
44. Farmers and other individuals reported in item 41-C assisted with—			
a. Construction or management of ponds for fish.....			125
b. Making food and cover plantings for wildlife.....			50
c. Protection of wildlife areas from fire or livestock.....			5

PLANNING AND MANAGEMENT OF THE FARM BUSINESS—Interpretation

47. This item is the total number of DIFFERENT farmers and other persons assisted in all lines of work concerning the business-management aspects of farming. It will, therefore, include subitems listed under item 48 as well as others. Subitems 48a through 48j are for reporting the different persons helped in various lines. The same person may be helped in several ways, hence the total of these items would ordinarily be greater than the total for item 47.
48. Assistance should include—
- All persons to whom information on the "outlook" ahead was given as an aid to making farm-business decisions. For example, a discussion of the dairy situation and outlook at a dairy meeting with the idea of helping the group to make a decision would be included, as well as any meetings or other efforts to discuss outlook as such.
 - Work done not only in getting persons to keep farm records but in explaining how to keep them; also in summarizing and analyzing farm records.
 - Special work done in helping farmers to make an over-all plan of the farm business for the most profitable use of resources over a period of years.
 - Work done to help farmers make yearly adjustments in size, combination of enterprise, and organization of business. Subitem 48e refers to long-time adjustments, 48d should include adjustments made from year to year.
 - Special work in helping farmers to develop new sources of income.
 - Assistance given to obtain and use credit for operating the farm business; for example, in the purchase of livestock, feed, fertilizer, and farm machinery, and in financing the purchase of the farm.
 - Help given persons in locating and/or appraising a farm for rental or purchase.
 - Help given in locating farm labor, instructing groups of workers in efficient work methods, and in acquainting employers of good farmer-worker relations.
 - Leases, partnerships, property transfers, and farm and liability insurance. (See subitem 66d.)
 - Work in acquainting farmers with income-tax provisions, including how to figure depreciation, handle capital expenditures, and divide joint farm and home costs.
49. This item should include work that may have been done with persons or firms doing business as farm planners, farm managers, as well as lawyers and others giving legal and income-tax assistance.
50. Should include also life-insurance companies, etc.

PLANNING AND MANAGEMENT OF THE FARM BUSINESS

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

45. Number of voluntary local leaders assisting	5
46. Total number of personal contacts made individually or through meetings	200
47. Estimated number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices	235
48. Estimated number of farmers and other individuals reported in item 47 assisted with—	
a. Information on the agricultural outlook	25
b. Keeping and analyzing farm records	20
c. Developing an over-all farm plan	10
d. Making needed adjustments in farm organization	16
e. Developing supplemental sources of income	31
f. Obtaining and using credit	25
g. Selecting a farm for rental or purchase	2
h. Obtaining, training, and using farm labor	10
i. Legal aspects of the farm business	50
j. Income-tax accounting and related problems	70
49. Number of individuals or firms assisted in rendering better planning, management, legal, tax, or other specialized services to farmers	5
50. Number of banks or other agencies assisted in adapting loan and credit policies and procedures to provide better service to farmers	3

FARM BUILDINGS AND MECHANICAL EQUIPMENT—*Interpretation*

53. Figures in columns A and B will usually be larger than any one of the subitems in 54 or 55 respectively.
54. The farmhouse should NOT be included. It should be reported under item 60.
- a. This subitem includes the planning and decisions relating to farm-building arrangement, for efficient work methods, and the like.
- b and c. Also include planning and decisions relating to efficient lay-out within a farm building.
- d. Also include equipment that may be constructed as part of the building.
55. Item—
- a. Refers to farm mechanical equipment used outside farm buildings, usually in connection with field work, such as tractor, hay loader, cotton picker, potato digger.
- b. Refers to labor-saving devices and equipment developed or built by the farmer.
56. Item should include the use of electricity in the farm business, such as electric brooders and motors for building equipment.

FARM BUILDINGS AND MECHANICAL EQUIPMENT

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Farm buildings	Farm mechanical equipment
	A	B
51. Number of voluntary local leaders assisting	0	0
52. Total number of personal contacts made individually or through meetings	100	20
53. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices	50	10 20
54. Farmers and other individuals reported in item 53-A, assisted with—		Estimated number
a. Arrangement of farm-building lay-out		20
b. Construction of farm buildings		10
c. Remodeling or repairing farm buildings		25
d. Selection or construction of farm-building equipment		5
55. Farmers and other individuals reported in item 53-B, assisted with—		
a. Selection of farm mechanical equipment		20
b. Developing labor-saving devices and equipment		10
c. Use, care, and repair of farm mechanical equipment		20
56. Farmers and other individuals assisted in the use of electricity for income-producing purposes		50

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT—*Interpretation*

This section deals with assistance given to homemakers, farmers, and other persons in connection with the house and surroundings, the furnishings and equipment.

- A. Covers specific practices listed under item 60 and other related work.
- B. Covers specific practices listed under item 61 and other related work.

57. This item relates to the voluntary local leaders or committeemen who have **ACTIVELY ENGAGED** in furthering those phases of extension work dealing with the house and surroundings, furnishings, and equipment. See also interpretation of item 8.

58. This is the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings agent held or participated in, in connection with the line of work, regardless of duplications. For example, in connection with the house and its surroundings, the agricultural agent and home demonstration agent had, together, 75 office calls, 55 telephone calls, wrote 25 letters, visited 60 homes, and had an attendance of 360 at the various types of meetings relating to this line of work—a total of 575 contacts. This information should be readily available from office records. If such records are not available, however, an estimate will suffice, based upon what information is available.

59. In estimating the total number of **DIFFERENT** homemakers and other persons in the county influenced **TO MAKE SOME CHANGE**, either through adopting a new practice or improving an old practice, the following factors should be considered:

- (1) Number of **DIFFERENT** persons reached through direct contacts (item 58 with duplications removed).
- (2) Membership in related extension groups, such as 4-H projects and home demonstration clubs.
- (3) Probable number of other persons in the county reached with extension information, through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other mass media, including the passing on of extension information from one neighbor to another.
- (4) All other available evidence indicating the proportion of potential clientele (number of occupied dwelling units in the county or number

of houses, depending upon the phase of extension work being reported) that made use of extension information relating to specific practices or groups of practices. Such evidence may be from sample surveys, reports of local leaders, bulletins requested, inquiries received after publication of specific news stories or after broadcasts, amount of recommended material sold by dealers, personal observation, and other sources.

The totals reported in columns A and B normally will be greater than those reported for any one of the subitems under items 60 and 61, respectively, as those totals will usually include practices in addition to the specific ones listed.

60. Item—

- c. Refers to space, work-saving arrangements, storage, surface finishes, and light and ventilation in the kitchen and laundry.
- d. Refers to storage space in any other area of house other than kitchen and laundry.
- g. Reports work done in planning a suitable electric system to meet present and future needs. This includes size of wiring to power load, number and location of outlets, and switches.
- h. Includes work done in planning as well as the actual landscaping and care of home grounds. Assistance given in insect or disease control of lawn, flowers, shrubs, or house plants should be reported in item 25-H.

The subitems listed under item 60 should not be added and reported in item 59-A, because the same person may have been assisted in adopting several of the practices listed.

61. Item should include—

- a. Electrical equipment in the home. Work done with sewing equipment should be reported under subitem 67d.
- c. Refinishing furniture, upholstering, chair seating, renovation of accessories.

The subitems listed under item 61 should not be added and reported in item 59-B, because the same person may have been assisted in adopting several of the practices listed.

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	The house and surroundings A	Furnishings and equipment B
57. Number of voluntary local leaders assisting.....	15	12
58. Total number of personal contacts made individually or through meetings.....	300	377
59. Estimated total number of DIFFERENT families, homemakers, or other individuals assisted directly or indirectly TO ADOPT recommended practices.....	215	301
60. Families, homemakers, and other individuals reported in item 59-A assisted with—		
a. Building a new house.....		Estimated number 62
b. Remodeling or repairing the house.....		11
c. Improving kitchen or laundry.....		40
d. Improving storage space.....		52
e. Selection, installation, use, and care of water and/or sewage systems.....		2
f. Selection, installation, use, and care of heating and/or cooling systems.....		0
g. Planning electrical systems.....		5
h. Landscaping home grounds.....		15
61. Homemakers and other individuals reported in item 59-B assisted with—		
a. Selection, use, and care of home equipment (other than sewing equipment).....		10
b. Selection, use, and construction of home furnishings.....		200
c. Repair, reconditioning, and care of home furnishings.....		11
d. Furniture arrangement and use of accessories.....		14
e. Color schemes and wall finishes.....		11
f. Floor finishes.....		4

HOME MANAGEMENT, FAMILY ECONOMICS, AND CLOTHING—*Interpretation*

64. See item 59 for interpretation of what to include here.
- 65a. Management may be defined as "using, as well as we can, what we have, to get what we want." Therefore, in helping people to improve their management we are concerned with "how," "what," "who," "when," and "where" decisions that will aid them in reaching their goals. For example, the management of dishwashing would include "who" and "when" decisions as well as the "how" decision. If only the "how" decision in dishwashing was improved, it should be reported under 65b as an improved housekeeping method. Management decisions have to do with the use of the family's available physical and human resources—time, energy, equipment, skills, knowledge, and money.
- Assistance includes work done—
- b. In improvement in the use of time and energy through job-methods training, work simplification, and time and motion study. (See example in 65a.)
- c. On laundering methods and use of new soaps and detergents. (Assistance related to laundering the new-type fabrics in connection with the care of clothing should be reported in subitem 67b.)
66. Includes work done—
- b. On that portion of financial affairs that deals with planning the use of family resources and making distribution to cover cost of food, clothing, shelter, transportation, and savings (thrift).
- d. On wills, inheritance, insurance, notes and installment-buying contracts. Subitem 48i covers legal affairs pertaining to the farm business.
67. Includes work done—
- a. In the selection of shoes, hats, accessories, men's and boys' clothing as well as jewelry accounts and inventories.
- b. With storage, dry-cleaning, and special laundering problems in connection with care of clothing. Work on control of moths and silverfish, and the like, as part of the care of clothing, should be reported here. Specific help given to control insect damage to clothing should be reported under item 137.
- c. On both new and remodeled clothing.
- e. On the influence of good grooming on development of the individual.

HOME MANAGEMENT, FAMILY ECONOMICS, AND CLOTHING

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Home	Family	Clothing
	management A	economics B	C
62. Number of voluntary local leaders assisting.....	13	13	0
63. Total number of personal contacts made individually or through meetings.....	200	75	15
64. Estimated total number of different homemakers and other persons assisted directly or indirectly TO ADOPT recommended practices.....	75	75	125
65. Homemakers and other individuals reported in item 64-A assisted—			<i>Estimated number</i>
a. In arriving at management decisions.....			15
b. In improving housekeeping methods.....			25
c. With family laundering.....			6
66. Homemakers and other individuals reported in item 64-B assisted—			
a. In the use of rural family outlook information.....			50
b. With family financial planning.....			15
c. With keeping and analyzing home records.....			25
d. With family legal matters.....			75
67. Homemakers and other individuals reported in item 64-C assisted—			
a. In selecting and buying clothing.....			10
b. With care and mending of clothing.....			2
c. With clothing construction.....			15
d. In selection, use, and care of sewing and pressing equipment and with sewing centers.....			8
e. With good grooming and posture (personal appearance).....			8

FOODS AND NUTRITION, HEALTH, FAMILY LIFE, AND SAFETY—*Interpretation*

Columns A, B, C, and D include the specific practices listed under items 71, 72, 73, and 74, respectively, as well as other related work.

68 and 69. See interpretations of items 57 and 58.

70. Consider factors outlined for item 59.

71. Assistance includes—

- a. All work done to encourage production and use of home-grown food: Fruits, vegetables, meats, poultry, eggs, dairy products.
- b. Selection on basis of quality, nutritional needs, amount to buy, variety, and form. Work done regarding price and supply should be reported in item 38.
- c. Also food preparation for special occasions, such as holidays and picnics, as well as for outdoor meals and meals for large groups.
- d. Freezing, canning, drying, brining; storage of fruits and root vegetables; curing of meats; and making jams, jellies, and pickles.
- e. Child feeding, maternal diet, food for the aged,

weight control, diets for special needs, as well as general nutrition for good health.

72. Assistance includes—

- a. Work relating to garbage disposal, screening for flies, sanitary outhouses, and other disease-preventive practices. Control of household insects through elimination of breeding places, use of sprays, and the like should be reported under item 137.
- c and d. Educational work done to encourage examinations for cancer, heart ailments, polio, and tuberculosis, to protect and/or improve the health of individual persons.

73. Work includes assisting families in—

- c. Willingness to work as a family member toward a family goal—family councils.
- d. Development of self-confidence and emotional stability; adjustments to life situations.

74. Work includes assisting families in—

- c. Safe driving, bicycle riding, safe practices for pedestrians, and other safety practices.

FOODS AND NUTRITION, HEALTH, FAMILY LIFE, AND SAFETY

In estimating the influence of extension teaching, be sure to consider all phases of the extension program. Agriculture, home demonstration, young men and women's work, and 4-H Club work

Item	Foods and nu- trition	Health	Family life	Safety
	A	B	C	D
68. Number of voluntary local leaders assisting	14	13	10	14
69. Total number of personal contacts made individually or through meetings	300	325	275	300
70. Estimated total number of DIFFERENT families assisted directly or indirectly TO ADOPT recommended practices	200	175	100	250
71. Families reported in item 70-A assisted—				<i>Estimated number</i>
a. With planning and/or producing the home food supply				25
b. In selecting food				40
c. With meal planning and food preparation				150
d. With preservation and storage of food				70
e. In improving diets				35
72. Families reported in 70-B assisted in—				
a. Sanitation practices and facilities				10
b. First aid and home nursing				25
c. Dental health education				10
d. Health education leading to physical examination by a physician				30
73. Families reported in item 70-C assisted with—				
a. Child development and guidance				25
b. Providing recommended play, clothing, and equipment suited to age of children				5
c. Understanding roles of family members and strengthening family relationships				50
d. Individual adjustments and personality development				5
e. Home and family recreation				15
74. Families reported in item 70-D assisted with—				
a. Fire prevention around the farm and home				90
b. Accident prevention around the farm and home				100
c. Accident prevention away from home place				100

COMMUNITY DEVELOPMENT AND PUBLIC AFFAIRS—*Interpretation*

Note that the nature of this section requires treatment quite different from that for regular subject-matter pages. Here we try to get a picture of the number of different educational projects or activities agents worked on, size of the area covered, number of groups assisted, and the like.

The general approach is to start with projects affecting the individual (item 75); then to move on to projects relating to the community and county (items 76 and 77); to the regional or area programs that may cover part of a county or several States (item 78); to the national program (item 79); and finally to world affairs (item 80). Item 81 covers emergency activities in which extension agents participated.

A. Educational projects, programs, or activities may be things such as making a survey of a community's need for telephone lines; promoting a dinner between a businessmen's service group and the farmers in the area, to improve rural-urban relations; planning for a hospital or a community health project of some kind; organizing a soil conservation district; or work done to get a bookmobile started in the county. Any community-improvement projects the 4-H Clubs engaged in should be reported in this column under the appropriate heading. Report only the projects, programs, or activities in which county extension agents participated, either alone or in cooperation with State specialists or others. Do not report in this section work done unofficially, such as school or church work.

B. Entries in this column should indicate the number of communities or groups within the county assisted in each project reported in column A. A community is a more or less well-defined group of people with common interests and problems. Such a group may include those within a township, trade area, or similar limit. For purposes of this report, a community is one of several units into which a county is divided for conducting organized extension work.

C. This column reports on those projects where local leaders assisted. Members of special committees appointed by other groups with whom you worked should be reported as local leaders. Include only those living within the county.

D. In addition to local leaders, include all others actively engaged in advancing the project or activity. For example, a community forum to discuss national or international problems would include adults and youths in attendance at the forum, local leaders, and all others who assisted in planning, arranging, or promoting the forum.

75. Item includes such things as developing an understanding of citizenship responsibilities and functions of government—local, State, or national; and study of public documents.

79. Includes improvement clubs, councils, committees for special purposes.

77. Item includes—
j. Music, drama, and art.

78. Item includes—
a. Such regional or area development programs or projects as river basin; watershed; soil conservation district; land use; land reclamation; flood control; and industrial development.

79. Item includes national programs or proposals such as those relating to prices, trade, taxation, labor, public welfare, and industry.

80. Includes things such as developing understanding of international problems, programs, and organizations, including work with foreign visitors and trainees; understanding of other peoples; and impact of world affairs on American life.

81. Includes emergency assistance in connection with fires, floods, drought, and other disasters, and special drives.

COMMUNITY DEVELOPMENT AND PUBLIC AFFAIRS

Item	Different educational projects, programs, or activities	Communities or groups assisted	Voluntary local leaders assisting	Persons participating
	A	B	C	D
	Number	Number	Number	Number
75. Citizenship activities.....	8	4	10	60
76. Developing and improving county or community organization.....	10	4	15	175
77. Local projects of a general public nature:				
a. General community problems; studies, surveys, etc.....	5	4	4	125
b. Improving health facilities, services, and programs.....	1	1	8	125
c. Improving schools.....	1	1	3	40
d. Improving churches.....	4	4	4	175
e. Bettering town-country relations.....	0	0	0	0
f. Libraries.....	2	2	8	175
g. Roads.....	1	10	4	35
h. Telephones.....	1	10	4	35
i. Community centers.....	4	4	10	173
j. Recreation programs and facilities.....	5	5	12	47
k. Community beautification.....	4	4	5	100
78. Regional or area development programs or projects.....	3	4	4	175
79. National programs and proposals affecting agriculture and rural life.....	1	4	4	200
80. World affairs.....	0	0	0	0
81. Emergency activities <i>Drought Aid</i>	1	4	4	79

SUMMARY OF 4-H CLUB PROJECTS—*Interpretation*

- A. 4-H Club members enrolled are the boys and girls who actually start the work outlined for the year.
- B. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.
- C. Where certain phases of a project cannot be measured in terms of the unit designated, the units for that phase of the project should not be answered. Report to the nearest whole unit for the completed projects only.
- The following items include projects in—
89. Home and market gardens as well as commercial canning crops.
91. Improvement and management of range and pasture. Also includes projects in identification of grasses and weeds, and the control of weeds.
92. All crops not falling in one of items 82 through 91. Note that pasture projects are reported separately (item 91).
95. Also includes game and fur-bearing animals.
102. Horses and mules, goats, and other livestock not listed in items 96 through 101.
104. Study of insects and insecticides.
- 105-C. Tractors maintained or serviced.
- 106-C. Articles that may be either made or repaired.
- 107-C. Articles that may be either made or repaired.
109. Farm records and accounts.
110. Farmstead and home improvement, landscaping, flowers. Improvement of the home deals with the exterior. Work on the interior is reported under item 118.
111. Also includes food selection.
- 113-C. Frozen foods should be entered as quarts or pounds. Do not duplicate entries by converting quarts to pounds or pounds to quarts.
117. 4-H personal accounts as well as time-and-energy management and other home-management problems.

SUMMARY OF 4-H CLUB PROJECTS

A club member may engage in more than one project. The sum of the projects may, therefore, be greater than the number of different club members enrolled.

Item	Members enrolled		Members completing		Units involved in completed projects
	A	B	C		
	Number	Number	Number		
82. Corn.....	1	1	1		acres
83. Other cereals.....	1				do.
84. Peanuts.....					do.
85. Soybeans, field peas, alfalfa, and other legumes.....					do.
86. Potatoes, Irish and sweet.....					do.
87. Cotton.....					do.
88. Tobacco.....					do.
89. Vegetable growing.....	28	10	4		do.
90. Fruits.....					do.
91. Range and pasture.....					do.
92. Other crops.....					do.
93. Soil and water conservation and management.....					do.
94. Forestry.....					do.
95. Wildlife and nature study.....				XXXXXXXXXXXXXX	
96. Poultry (including turkeys).....	29	20	2185		birds
97. Dairy cattle.....	9	5	19		animals
98. Beef cattle.....	5	1	1		do.
99. Sheep.....	3	2	24		do.
100. Swine.....	33	22	136		do.
101. Rabbits.....	6	4	52		do.
102. Other livestock.....					do.
103. Bees.....					colonies
104. Entomology.....				XXXXXXXXXXXXXX	
105. Tractor maintenance.....					tractors
106. Electricity.....	54	36	222		articles
107. Farm shop.....					do.
108. Other engineering projects.....				XXXXXXXXXXXXXX	
109. Farm management.....				XXXXXXXXXXXXXX	
110. Beautification of home grounds.....				XXXXXXXXXXXXXX	
111. Meal planning and preparation (include baking and food selection).....	100	76	5580		dishes prepared
112. Canning and preserving (other than freezing).....			447		meals served
113. Freezing of foods.....					quarts
114. Health, nursing, and first aid.....				xx	quarts frozen
115. Child care.....				XXXXXXXXXXXXXX	pounds frozen
116. Clothing.....	146	112	397		articles
117. Home management.....	1	0	104	xx	garments
118. Home furnishings and room improvement.....	14	6	16		articles
119. Home industries, arts, and crafts.....					rooms
120. Junior leadership.....				XXXXXXXXXXXXXX	articles
121. All other.....				XXXXXXXXXXXXXX	
122. Total.....	430	295		XXXXXXXXXXXXXX	

4-H CLUB MEMBERSHIP—*Interpretation*

- 123. The number of different 4-H Clubs in the county is to be reported under this item. Do not count the same club more than once. A 4-H Club is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture and home economics, and of providing desirable training for members.
- 124. 4-H Club members—
 - a. Enrolled are those boys and girls who actually start the work outlined for the year.
 - b. Completing are those boys and girls who satisfactorily finish the work outlined for the year.
- 125. Census definitions may be used as a guide in determining the kind of home in which 4-H Club members reside.
 - a. Bureau of the Census definition of a farm as used in the 1950 Census is:
 - In 1950, places of 3 or more acres were counted as farms only if agricultural products, exclusive of a home garden, with a VALUE of \$150 or more were produced in 1949. Also in 1950, places of less than 3 acres were counted as farms only if the value of agricultural products SOLD amounted to \$150 or more.
 - b. Rural nonfarm homes are located in open country and do not qualify as farms, or in centers having up to 2,500 population.
 - c. Urban homes are located in centers of 2,500 population and over, also in densely settled fringe areas around cities of 50,000 or more.
- 127. Age of club members at time of enrollment is to be used as basis for reporting.
- 128. Report only club members who received DEFINITE training in the subitems listed. Be sure to include those enrolled in corresponding 4-H projects. Do not count all members as having received training in broad subjects such as citizenship, personal improvement, and music appreciation, unless they were given specific training in such subjects.
 - e. Includes members who received training in how to keep and use personal accounts; development of money plans; arriving at decisions about savings; becoming familiar with life insurance; and in other ways to save.
- 130. A 4-H Club camp is conducted under the direction of a professional extension worker or voluntary local leader and provides a group of club members with the experience of being away from home overnight and participating in an organized educational, recreational, or nature-study program. Do not include "day camps," short courses, picnics, institutes, or other similar training or recreation events.

4-H CLUB MEMBERSHIP

123. Number of 4-H Clubs.....		6
124. Different 4-H Club members—	Boys	Girls
a. Enrolled.....	134	203
b. Completing.....	74	224 149
125. 4-H Club members from—		
a. Farm homes.....	47	61
b. Rural nonfarm homes.....	64	106
c. Urban homes.....	23	36
(For checking purposes; total equals 124a).....	134	203
126. 4-H Club members enrolled by years in club work:		
a. 1st year.....	76	61
b. 2d year.....	13	57
c. 3d year.....	25	36
d. 4th year.....	7	22
e. 5th year.....	6	15
f. 6th year and over.....	7	12
(For checking purposes; total equals 124a).....	134	203
127. 4-H Club members enrolled by ages:		
a. 10 years and under.....	22	33
b. 11 years.....	27	41
c. 12 years.....	20	43
d. 13 years.....	19	22
e. 14 years.....	9	31
f. 15 years.....	18	14
g. 16 years.....	11	10
h. 17-20 years, inclusive.....	8	9
(For checking purposes; total equals 124a).....	134	203
128. 4-H Club members who received definite training in—		Members
a. Judging.....		77
b. Giving demonstrations.....		40
c. Group recreation leadership.....		212
d. Music appreciation.....		50
e. Money management (thrift).....		212
f. Farm and home safety.....		227
g. Citizenship.....		90
h. Personality improvement.....		100
i. Soil and water conservation.....		50
j. Forestry.....		85
k. Health, nursing, and first aid.....		15
129. 4-H Club members having health examination because of participation in the extension program.....		202
130. Number of members attending a 4-H Club camp.....		17
131. 4-H Clubs engaging in community activities, such as improving school grounds, conducting local achievement programs, and fairs.....		6

MISCELLANEOUS—*Interpretation*

The following items should include work done—

136. In control of grasshoppers and any insects that feed on a number of crops or group of crops that are not reported under specific crops or livestock.
137. In control of insects in the home including ants, roaches, fleas, ticks, clothes moths, carpet beetles, silverfish, termites, cereal and bean pests, and insects affecting house plants. Control of flies, mosquitoes, and other insects through sanitation practices, is to be reported under subitem 72a.
138. With elevator people and other handlers and processors, as well as with farmers, in the control of insects in grains stored off the farm. Control of insects in crops stored on the farm is to be reported in subitem 25e.
140. In control of rats, mice, moles, squirrels, gophers, prairie dogs, ground hogs, coyotes, rabbits, and pestiferous birds.
141. With beekeepers and producers of seed and fruit crops when bees are used for pollination.
142. Other than those incident to foods, clothing, house-furnishings, etc., which are to be reported in their respective subject-matter sections. Assistance in the selling of arts and crafts is to be reported in subitem 35b.

MISCELLANEOUS

Item	Estimated number
136. FARMERS and other individuals assisted with control of general feeder insects.....	80
137. FAMILIES assisted with control of household insects.....	28
138. HANDLERS, PROCESSORS, and other individuals assisted with control of insects in off-farm storage of grain.....	75
139. FARMERS and other individuals assisted with control of noxious weeds.....	125
140. FARMERS and other individuals assisted with control of rodents and other predatory animals.....	150
141. BEEKEEPERS and other individuals assisted with problems in the care of bees, honey, and honey products.....	2
142. FAMILIES assisted with practices incident to production of arts and crafts.....	3

SUMMARY OF EXTENSION INFLUENCE—*Interpretation*

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 operation 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 conservative estimates based upon records, surveys, and such other sources of information as are available will be satisfactory.

ESTIMATES FOR THIS SECTION SHOULD BE CONSISTENT WITH THE MOST RECENT COUNTY STATISTICAL DATA. All agents should work together in trying to make these figures reflect as accurately as possible the situation in the county. Adaptation of the factors outlined for items 24 and 59 might be helpful in making these estimates.

A, B, and C. In determining the number of families to be reported in each column, it is suggested that the same approach be used as outlined for item 125.

143. In this section emphasis is only on the number of families assisted, whereas emphasis has been on individuals in earlier sections of the report. Therefore, it is going to be necessary to eliminate duplications in numbers assisted in changing agricultural practices. For example, when a farmer is assisted with crop-production problems and his son is in a 4-H dairy-calf club, the assistance would be reported as given to one farm family.

144. As outlined in item 143, care should also be exercised in estimating the number of families assisted directly or indirectly in changing homemaking practices.

145. This item should be a total of items 143 and 144 with duplications removed owing to the same farm or family's being assisted in both agricultural and homemaking practices.

SUMMARY OF EXTENSION INFLUENCE

Item	Farm A	Rural nonfarm B	Urban C
	<i>Estimated number</i>	<i>Estimated number</i>	<i>Estimated number</i>
143. Families assisted directly or indirectly, by the extension program, in making some change in AGRICULTURAL PRACTICES this year.....	200	185	50
144. Families assisted directly or indirectly, by the extension program, in making some change in HOMEMAKING (home economics) practices this year.....	100	300	75
145. Total DIFFERENT families assisted by extension programs (items 143 and 144, less duplication).....	250	325	75

COOPERATION WITH OTHER PUBLIC AGENCIES—*Interpretation*

The purpose of this section is to bring together in one place the cooperation given to other public agencies working with the people of the county. This information is used for public-relations purposes.

A, B, and C. Days devoted by agents to cooperating with the agencies listed below should already have been reported in the section on Program Emphasis under the appropriate program headings.

D. The meetings to be reported in this column are those devoted to programs of other agencies in the county that extension agents attended. In many instances these meetings will already have been reported under item 9, depending upon whether the extension agent held the meeting or attended and actively participated in the program. For example: The county agent is expected to attend the meetings of the Agricultural Stabilization and Conservation Program Committee. These meetings would be reported in this section. In contrast, the extension agent holds several meetings

in the county where he and the committeemen explain the agricultural program to farmers. Those meetings would also be reported in this section as well as in the Extension Teaching Activities section. "Days devoted" in both places would be reported in the appropriate column below and also in the Program Emphasis section.

148. This item should include work with production-credit associations, national farm-loan associations, and district banks for cooperatives; also participation in work with the other Farm Credit district personnel and representatives of its central office in Washington, D. C.

158. Line is left blank so that States, if they desire, may request information about a Federal agency not listed.

165. Line is left blank for State use.

168. Line is left blank for State use.

COOPERATION WITH OTHER PUBLIC AGENCIES

Public agency worked with	Days devoted by—			Number of meetings relating to program of agency attended by county extension workers
	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agricultural work	
	A	B	C	
FEDERAL AGENCIES				
146. Item discontinued.....				
147. Bureau of Land Management, Bureau of Reclamation.....			0	0
148. Farm Credit Administration.....			1 42	0
149. Farmers Home Administration.....			1	1
150. Fish and Wildlife Service.....			0	
151. Forest Service.....			1 45	
152. Bureau of Indian Affairs.....			0	
153. Agricultural Stabilization and Conservation Program Committee.....			7 64	20
154. Rural Electrification Administration.....			1 45	
155. Selective Service System.....			2	1
156. Soil Conservation Service.....			3	1
157. Valley authority (TYA, etc.).....			0	
158. Other (specify).....			0	
STATE AGENCIES				
159. Health department.....	2		0	
160. Highway department.....	0		1	
161. State departments of agriculture and forestry.....	0		1	
162. State department of education: General schools.....	0		0	
163. State employment service.....	0		1	1
164. Welfare department.....	1		0	
165. Other (specify) <i>CERTS. ST. Society</i>	2		0	4
COUNTY AGENCIES				
166. Soil conservation districts.....	0		1	4
167. Vocational-agriculture and home economics departments.....	2		2	
168. Other (specify) <i>J. O. A. J. O. C.</i>	2		0	1

YOUR ANNUAL REPORT

The preparation of an annual report setting forth the progress made in the county during the year is of greatest interest and value to you as an extension worker. It provides an opportunity to measure how far you have gone in relation to the goals set forth in the plan of work outlined at the beginning of the year; to check on the effectiveness of the extension program; to consider where improvements can be made; and to decide what things should be handled differently next year. The preparation of an adequate annual report is a stimulating experience.

In addition, your annual report offers an excellent means of building good will and support of the sponsoring group in the county, the county governing body, local extension leaders and other key people, the agencies with which you work or would like to work, and the general public—rural and urban. It helps to build good public relations.

Your annual report is also a record of the year's work put into convenient shape for future reference. It helps new persons joining the county staff to become acquainted with the extension program. It assists State specialists to develop effective supporting programs in their respective subject-matter fields. The State supervisory staff frequently uses the county annual report as a guide in determining an agent's readiness for promotion and suitability to fill vacancies that arise.

The annual report in reality is another chapter in the extension history of your county to be added to the permanent record maintained in the National Archives of the United States Government.

General Directions

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, D. C., office should be sent through the State extension office. When an assistant agent has been employed during a part of or all the year, the report of his or her work should be included with the report of the leader of that line of work. When an agent in charge of a line of work has left the county 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

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

A good narrative report should enable the reader to obtain, for EACH MAJOR line of work undertaken, a comprehensive picture of—

1. WHY the line of work was emphasized; what were the people's problems, situations, or needs warranting attention.
2. WHAT was attempted and what were the objectives and the major things the people were to learn, or do, in connection with this line of work.
3. HOW the work was carried on; principal and new extension teaching methods and activities used and their effectiveness; selection, training, and use of local leaders; and cooperation obtained from other extension workers, rural people, commercial interests, and other public agencies.
4. What RESULTS were obtained, not in terms of the activities carried on but in terms of objectives, or what was attempted at the beginning of the year.
5. HOW next year's work can be strengthened and improved in light of the current year's experience.

For minor lines of work, only the results need to be reported to complete the record of the year's work.

The following suggestions may help you prepare a better annual report:

1. Read last year's annual report again, and apply the criteria for a good narrative report discussed above.
2. Prepare an outline with main headings and subheadings.
3. Go over the information and data assembled from various office and field sources during the year.
4. Decide upon a few outstanding pieces of work to receive major emphasis.
5. Employ a newspaper style of writing, placing the more important information first.
6. Observe accepted principles of English composition.
7. Include only those photographs, circular letters, or other exhibits that help to emphasize the points you make in the text. Do NOT make the annual report a scrapbook. (Material of local value may be attached to or filed with your office copy, rather than being made a part of the official report.)

The Statistical Report

When 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. In some States a combined white and Negro report may also be requested by the extension director.

County totals are the sums 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, homemakers, 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 extension program in agricultural, home demonstration, young men and women's, or 4-H Club work. ONLY THE IMPROVEMENTS OR CHANGES TAKING PLACE DURING THE CURRENT YEAR AS THE RESULT OF EXTENSION EFFORT SHOULD BE REPORTED. Of necessity the information called for in the national statistical report schedule has broad application to extension work as it is conducted throughout the United States. In addition to the information provided for in this report form, some State extension services may need to obtain additional statistical information on programs and activities peculiar to their States.

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STAFFORD COUNTY

Stafford is situated at the head of the Northern Neck, bounded on the south by the Rappahannock River, on the east by the Potomac River, on the north by Prince William County, and on the west by Fauquier County. The total area of the county is 270 square miles with a total acreage of 173,440 acres. There are 800 farms with, according to the 1950 census, 26,971 acres of cropland and pastureland, 6,220 acres permanent pasture and 41,141 acres of woodland. The total population of the county is approximately 11,000. There is one consolidated white high school, five grammar schools, one colored training school and two elementary colored schools. The total school enrollment is 2,506.

The most productive section of the county lies along the Rappahannock River and large amounts of small grain are produced here.

The principal soil types found in the county are: Wickham, Caroline, Sassafras, Cecil, Lloyd and Iredell.

U. S. Number 1 Highway traverses the entire length of the county from north to south while U. S. Route 17 supplies the east-west route. The Richmond, Fredericksburg and Potomac Railroad furnishes rail transportation.

The city of Fredericksburg is the county's main market center.

III. TYPE OF AGRICULTURE

A general type of agriculture is practiced on a large majority of the farms in the county. Approximately 90 percent of the farms are owner-operated and the other 10 percent are farmed by tenants. More than one-half of the total number of the county's farms are operated by persons who are employed elsewhere and devote only a portion of their time to farming.

The type of agriculture consists mainly of a rotation of grain, hay and pasture. During the past several years much land has been converted into pasture and there is a definite trend toward increased productions of beef cattle and sheep. Grade A Dairying is on the increase, to some extent, and the production of Grade B milk and cream remains fairly steady.

In the southeastern part of the county truck crops, vegetables and fruits are produced for the open market. A majority of the farmers in this section of the county are, also, parttime fishermen and often market large quantities of fish and crabs during the early spring and summer.

IV. COUNTY ORGANIZATION

In Stafford County we have the Farm Bureau with a membership of approximately sixty-five, the Britans with a membership of about thirty-five and the Young Farmers Club with approximately twenty members. Each of these organizations have an agricultural committee which is very active and they depend to a large extent on the county representative of the Extension Service to secure specialists, films and other information for their programs. The County Farm agent is a member of each of these organizations and attends the meetings regularly. Specialists and films have been brought into the county to assist in carrying on the agricultural programs.

The County Professional Workers Council meets whenever the need arises. The following services are covered: The Department of Public Welfare, Public Health, The Extension Service, Soil Conservation Service, Agricultural Stabilization and Conservation, Home Economics Department, Vocational Agriculture and the Forestry Service. In this way, all county organizations are being kept advised as to the Extension Program in the county.

This agent attends meetings of, and cooperates with, the county Agricultural Stabilization and Conservation committee. He, also, works with the Tri-County Soil Conservation District.

The Drought Committee met three times and submitted reports covering conditions in Stafford County. Stafford was the first county to request drought aid. In requesting aid it was necessary to make a survey to determine the number of head of livestock, the amount of feed that was on hand and the amount of feed that would be needed. The various agencies were very cooperative and we were able to submit a complete report. This county also assisted several of the other counties in this area in working up their reports.

One of the strongest organizations in Stafford County, as far as Extension is concerned, is the Community Improvement League. We have four organized clubs in the county which meet monthly. The attendance at these meetings averages about 140 persons each month. This agent attends the majority of these meetings and we find it is one of the best ways of working with the county people.

In addition to our county organizations the civic organizations in Fredericksburg are very cooperative. These organizations include: The Rotary, Kiwanis, Junior Chamber of Commerce, Chamber of Commerce, Lions Club and the Isaac Walton League. The Junior Chamber of Commerce has been co-sponsor of the Community Improvement work ever since its beginning in 1950. One of the local banks, with the help of The Virginia Division of Markets and The Virginia Agricultural Extension Service have done a tremendous amount of work in surveying the needs for a Produce Market in Fredericksburg.

V. PROJECT ACTIVITIES

A. Agronomy

1. Pasture

a. Why Emphasized

Due to the large increase in livestock production, there has arisen a need to increase accordingly the county's acreage in grassland. In addition, the pasture situation in Stafford County has been aggravated by drought conditions existing during the past three years. Very few farm people in the county make adequate plans to assure sufficient grazing to take care of the livestock produced on their farms. The need for increased pasture acreage, taking into consideration livestock produced, was indicated on many farms in the county. Also, many existing pastures had not been properly fertilized and managed to create proper balance of livestock grazed per acre. Overgrazing has always been a problem, and has been a large factor in cutting down on potential income.

b. Objectives

The Agronomy Committee recommended that the following objectives should be worked on:

1. Reseed pastures were deemed necessary.
2. Increase top-dressing of existing pastures.
3. Increase the acreage of seedings of Ladino Clover and Orchard Grass.

It was decided to continue the one-acre pasture demonstrations now provided by the Plant Food Institute.

c. How the Work was Carried On

Field trips were organized and well attended. Printed pasture bulletins were sent to all farmers who expressed a desire to improve pastures or re-seed old pastures. Soil samples were taken by the agent in order that proper recommendations for necessary fertilization could be made.

Through the press and radio, discussions were carried on in which "top pastures" were the topic. Also, at public meetings and through correspondence the county farmer was advised as to the recommended steps for improving his pasture situation.

d. Results

Approximately 300 acres of new pasture were seeded in 1954 and approximately 150 acres of old pastures were improved. (The ASC

office helped us in arriving at these figures.) The farmer has become more pasture conscious this year, and readily fell in line with the program for necessary pasture improvement. While we can report more acreage of pastures seeded and improved, the final results were not too satisfactory due to a very serious drought condition this year.

Approximately 175 tons of fertilizer were used on new pasture in 1954 and about 50 tons were applied on old pastures. At least 4,000 tons of lime were applied during the year. This was applied to dropland as well as pastureland.

In our plan of work for 1955, we plan to carry on the same approach to the county farmers as in the past. We can say that the farmer was kept informed, but weather conditions prevented our accomplishing the ends we set out to reach. We hope to be more successful, weather permitting, in 1955.

2. Soybeans

a. Why Emphasized

Soybeans have become one of the main cash crops in Stafford County. There is a decided need for an increase in cash crops and soybeans do fit in well with a regular rotation and they can be used for hay and silage as well as be harvested for grain.

b. Objectives

In our plan of work for 1954 the Agronomy Committee recommended that soybean production be increased. Emphasis was placed on increased yield per acre rather than increasing the acreage planted.

c. How the Work was Carried On

Through farm meetings, radio talks, correspondence, printed material, newspaper items and individual farm visits, information was given to encourage the use better fertilization practices, recommended varieties of seed, seed treatment, better cultural methods and helpful marketing information.

d. Results

We feel that our efforts were rewarded by the fact that crops were considerably better than they would normally have been under the serious drought conditions that existed. While a large number of beans were not harvested, there was a large increase in soybean hay production and in soybean ensilage. For the latter there were a large number of pit and other type silos constructed as an emergency measure.

We feel that the fact that the farmers' attention was called to more diversified uses of soybeans will make it a more useful crop to him in the future. It, therefore, seems important for these efforts to be continued along these same lines in 1955.

3. Alfalfa

a. Why emphasized

For many years the Stafford County farmers have been plagued with their winter supply of hay being short of the expected harvest. This resulted in the fact that much hay had to be purchased for winter feeding. The hay shortage has been partially due to the fact that too much dependence on hays that would give only one cutting per harvest season.

b. Objectives

The Agronomy Committee felt this problem (hay shortage) would be helped if each farmer would put in some acreage in a hay crop that would give a succession of cuttings through the season, thus, reducing the chances of total failure of a winter hay supply. With this in mind the committee recommended that the acreage in alfalfa be increased with ample fertilization, inoculation, and proper land management, and also that old stands be topdressed and improved.

c. How the Work was Carried On

Every registered landowner was sent Bulletin No. 374 - "Alfalfa Production," which gives recommendations on the rates of seeding and fertilization. The farmers were advised of the value of these practices through letters, news items, at meetings and radio. Many farm visits were made and soil samples were taken.

d. Results

Approximately 150 acres of new alfalfa were seeded and approximately 200 acres of old alfalfa stands were topdressed. Due to drought conditions only one cutting was made on alfalfa stands this year; other cuttings were attempted but were practically total failures. Though the harvest of alfalfa was small, we feel that the value of the demonstration was established, as many of the other varieties failed completely. Most other hay did not yield even one cutting; lespedeza seeded, in many cases, did not even sprout, and herds grass and timothy cuttings were very sparse.

While the alfalfa was seriously damaged by the drought it is hoped that by top dressing the stands will be greatly improved and as a result will be brought into better production next year. It seems wise to continue the entire plan of work in this connection.

4. Small Grain

a. Why Emphasized

Emphasis was placed on increased production of small grains, such as oats, barley and rye by the Agronomy Committee because of the fact that more livestock is being fed out on farms.

b. Objectives

It was felt that more information on the profitable feeding of livestock should be made available to the farmers in order that they might derive more of his living from the land that he tends, and that a big help in this connection would be the raising and mixing of more of his grain feeds.

c. How the Work was Carried On

Public meetings were called in the four communities that have Community Improvement Organizations. Extension agronomists met with these groups, and discussions were held as to the feed and grain situation in the county. Farmers were encouraged to seed only certified or registered seed. Letters were written and radio talks were given by the agent, and pamphlets on the production of small grain were distributed. Farmers were encouraged to seed only certified or registered seed, and lists of recommended varieties were placed in all stores and farmer meeting places in the county. These activities were carried out to help meet the farmers' problems, and to make an effort to improve the county grain and feed situation, and to stress better practices for home feeding and marketing of feed grains.

d. Results

We feel these efforts had some part in the production of the largest small grain crop on record in this county. Rains and ideal growing conditions during winter and spring helped the per acre yield materially, and many farmers have large supplies of small grain on hand. The agent feels that the farmers have made good use of the advice and information given them, this being shown by the increase in topdressing of old stands and by increased fertilizer applications in new seedings.

In 1955 the farmers of the county should be kept informed as to new varieties, improved cultural practices, new and improved strains, and marketing facilities. We feel that the educational value of this year's work will be evident in next year's results.

5. Corn

a. Why Emphasized

Stafford County farmers rely on corn as one of their main cash crops and since a higher farm income is very desirable, the

corn situation was taken into consideration by the Agronomy Committee.

b. Objectives

The Agronomy Committee decided that more profit, with less cost and less labor, could be obtained if more emphases were placed on increased yields, with heavier applications of fertilizer, and wider use of proven varieties of hybrid corn. They, also, recommended that the producer should be given more information on livestock feeding as the best method of marketing his corn.

c. How the work was carried on

Circular letters were prepared and mailed to the farmer giving results of demonstrations that had been carried out in this connection. The farmers were also furnished with printed pamphlets furnished by The Extension Service giving recommendations on recommended varieties for this area, and rate of application of fertilizer recommended by the Extension Service to boost corn yields. In all the general stores and postoffices in the county a list of the recommended varieties was posted, in order that the farmer might be kept fully informed. At community meetings, Farm Bureau meetings, through the local newspaper and radio the higher per acre yield of corn was stressed by the agent and other farm leaders.

d. Results

The results of these efforts, except for the educational value, were not too outstanding because of the drought conditions. However, it is noted that where these practices were applied the per acre yields were better than from crops where they were not used, although few outstanding yields were obtained anywhere in this county.

We feel from this year's experience on this project that its continuation along the same lines in 1955 is advisable, and that the effects of this year's work will show up then if we have better weather conditions.

6. Certified Seed

a. Why Emphasized

The production of certified seed such as, corn, oats, wheat, lespedeza, and Kentucky 31 Fescue had been falling off for several years. Certified seed production is a good potential source of income for the farmer and availability of good seed, produced locally has decided advantages.

b. Objectives

To increase the production of certified seed.

c. How the work was carried on

Meetings were held throughout the county, at which time the requirements for having seed certified or registered, as well as, state laws pertaining to the marketing of seed. Information received from the Extension Service was furnished to persons who indicated any interest in seed production. Radio and other talks were made with regard to marketing seed, on costs of production, and on the profits that could be expected from the production of good seed.

d. Results

While some certified seed was produced in this county this year, the total results were very disappointing. Again the drought was the controlling factor. Approximately 45 acres of seed corn, 15 acres of Kentucky 31 Fescue, and 75 acres of wheat and oats, were produced with very good yields. The expected lespedesa and orchard grass seed crops were a total failure.

Increased production of certified seed will be stressed next year.

B. Livestock

1. Dairying

a. Why emphasized

As reported in our county plan of work for 1954, there seemed more interest on the part of county farmers in shifting from general farming to specialized farming, with more emphasis on milk production. This changeover was not encouraged unless it was felt that the particular farm interested was financially able to carry through, and that other conditions warranted the success of the project. One factor considered to be of prime importance was the availability of a satisfactory market. However, since the farmer was well aware that the dairy farmer had a cash income much higher than that of the general farmer, and that an income was assured if the local creameries would accept the milk, there were some farmers determined to go into dairy farming.

b. Objectives

An attempt was made by the professional workers to impress upon the farmers the fact that a need for more dairy products was not apparent and that Grade A milk production did require a large capital outlay. They were cautioned to line up a market

before they got into the business.

c. How the Work was Carried On

Meetings were called at which time the farmers were informed of the present dairy situation. Letters were written by the agent giving information as to current milk prices, the cost of construction of milk parlors and dairy barns, and the necessity for additional labor. Factual information was furnished in which the cost of operations and purchase of milk stock was stressed. Individual farm visits were made by the agent.

d. Results

We feel that our recommendations were followed to some extent and the result was no new dairy herds have been added this year. Of the eleven dairies operating in the county as of Jan. 1, now there are only ten. One large purebred guernsey owner went out of business due to financial reverses.

The agent plans to follow the same pattern of work for 1955 unless marketing conditions improve, and to carry out the same approach that was planned for 1954. Should the market for dairy products improve, then we will change our attitude. The general plan is to keep the prospective dairyman and those now in operation advised on the outlook for the dairy business.

2. Beef Cattle

a. Why Emphasized

The beef cattle picture at the beginning of the year showed too many part-time farmers producing beef cattle. Poor breeding, poor management, and very little knowledge with regard to proper finishing, were often evident. Local markets were not too satisfactory, no market information was being furnished producers, and consumers were not being encouraged to use locally produced beef.

b. Objectives

Our goals for 1954 were to cut down on herds which, at the time, were not being profitably managed, encourage better breeding and feeding practices, and assist herd owners in marketing livestock to better advantage.

c. How the Work was Carried On

Plans were made to list every beef cattle owner in the county; then they were to be contacted by letter, radio, and through planned meetings of various farm and rural groups. Meetings were called to acquaint the producers with sound management practices in feeding,

grading, and breeding, and also to caution them against overstocking. Letters were written and pamphlets and other printed information were sent out. Farm visits were made during which grading, feeding, pasture improvement, vaccination, etc., were discussed. Plans for self-feeders, catch pens, dehorning racks, pole barns and silos were furnished by the agent. Mr. Dan Kite, Associate Agricultural Extension Engineer, WPI, visited one farm with reference to farm buildings.

d. Results

Thirteen purebred sires were added to herds; fifteen farmers built self-feeders for calves; eleven farmers built pit silos; and thirteen herds were culled of undesirable cows. There were 75 calves consigned to the feeder calf sale, which is the largest consignment since the Fredericksburg Sale was organized. A total of 998 calves were sold at the 1954 sale which brought an average of \$17.45 per hundred weight.

It seems advisable to continue the same activities in 1955. The agent feels that the beef cattle situation in Stafford is on sound footing, much having been done in 1954 to improve the industry. There are now 11 angus, 26 hereford and 1 shorthorn herds in the county.

3. Sheep

a. Why Emphasized

In view of the fact that very few sheep flocks have been established in the county during the past few years, and since sheep can be profitably produced on the average farm in the county, and even on ones that are not suited for other livestock, the Livestock Committee has recommended and encouraged the establishment of new flocks in the county wherever the agent thought it economically sound to do so. Local markets have been good for lambs, and wool prices have stayed rather good. Sheep provide additional income for the small farmer who is not situated so he can raise cattle or other livestock.

b. Objectives

The Livestock Committee thought it wise to encourage the establishment of additional flocks in the county and that better breeding should also be practiced. The agent can render the producer a great service by helping him to market his wool.

c. How the Work Was Carried On

Bulletins and letters were written to each farmer who we felt was interested in sheep production. Demonstrations were

held on clipping, feeding, docking and castrating during the year. The agent, as a demonstration, castrated and docked about 90 percent of the lambs in the county in 1954. All sheep were treated for worms by use of Phenothiazine and salt, self fed. Arrangements for marketing the wool were made by the agent.

d. Results

Due to early castration lambs graded better and brought more per pound. The agent made arrangements for collecting the wool and taking it to Producers and Exchange in Richmond (the wool pool) in Richmond. Approximately 5,000 was sent from the county. The farmers cooperated well in marketing sheep and wool, thereby receiving better prices.

Five purebred rams were added to flocks in 1954. Approximately 1,200 lambs were marketed. Some flocks were culled and five 4-H club members learned to clip sheep. The majority of the sheep in the county were clipped by 4-H members. There are now twenty-eight sheep flocks in the county with approximately 1,000 breeding ewes. Four 4-H Club members are carrying sheep projects.

The agent feels that much has been accomplished on sheep work in the county. The present situation is very satisfactory and if we continue the work that was done in 1954 which consists of providing information in the way of printed material and personal contacts we believe the situation will improve still more in 1955. Extension Specialists can also assist us in our sheep promotion program.

4. Swine

a. Why Emphasized

In view of the fact that more hogs are now being fed out on the farm and marketed direct to terminal markets, the Livestock Committee recommended that the county goal should be better breeding, and increased production. More cattle are now being fed out on the farms and hogs fit in well with a cattle feeding program, since they can and will gain on grain wasted by cattle. Also, markets are within easy hauling distance, providing good marketing facilities.

b. Objectives

Our aims have been a better breeding program, more emphasis on bacon type hogs, more purebred sires added, and a still greater increase in the number of hogs fed out on the farm.

c. How the work was carried on

First, all cattle feeders were advised through radio, press and correspondence that feeding out of hogs would be profitable

where enough feed was grown on the farm to raise hogs economically. The farmer was encouraged to construct self-feeders, purchase good stock hogs of bacon type, arrange their schedule so that feeding cattle and hogs together would be feasible. Plans for self-feeders were obtained from the engineering department of WPI and furnished to each farmer upon request. Pamphlets were furnished on breeding and feeding. News items were prepared and information was given over the radio.

d. Results

The 4-H club projects did much to increase the amount of better breeding stock. Two pig chains have been started, which added to the county's available supply of feeder pigs. These are of a bacon type breed. The local bank was encouraged to sponsor an additional hog chain, so that the county is now very well supplied with well bred bacon type pigs. The pig chains were located in parts of the county where the most cattle feeding prevailed.

Eighteen purebred sows were placed and eight purebred boars added. No record was kept of the number of hogs fed out but we are of the opinion that the efforts of the agent, and others, have amply paid off. We know that many more feeder hogs have gone to market from Stafford County than in previous years. Market prices have remained favorable and the producers have realized substantial profits. Our county supply of feeder pigs has improved and a better breeding stock has been provided.

The agent will recommend that this project be continued through 1955. The methods used in 1954 proved very satisfactory.

Mr. Ralph Westing has been very helpful in giving the agent advice on hog production, and in making farm visits. (Mr. Westing is Assistant Extension Animal Husbandman at WPI.)

5. Poultry

a. Why Emphasized

The agent has been making an extra effort this year to increase the number of farm poultry flocks in Stafford County. The aim was to provide fresh eggs, fryers and broilers; to increase the family food supply; and to obtain additional income from surplus eggs and meat birds.

b. Objectives

To keep poultry producers informed as to good management practices, how to prevent diseases, and treatment of the flock when and if disease does strike, through meetings and distribution of printed materials.

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c. How the Work Carried On

In March an area poultry meeting was held in Fredericksburg. All known poultry producers in Stafford County were invited. Mr. Harry Moore and Mr. Lee Herrick, Poultry Specialists, WPI, attended this meeting and gave reports on poultry production (management, diseases, etc.). The meeting, however, was not too well attended. In addition to the meeting, every poultryman that could be contacted has been personally visited by the agent and instructed on the care and management of poultry flocks. Several radio talks and the newspaper were used to reach people with poultry information.

Denver Bragg and Lee W. Herrick, Associate Poultry Husbandmen, WPI, have visited the county six times and have given valuable help to the poultrymen. A number of culling demonstrations have been given at the poultry house.

d. Results

Many requests have been received by the agent for information as a result of this publicity. More interest is shown in proper management, more farm flocks are now being raised on local farms, and more requests for poultry house, brooder and lighting plans are being requested.

It is believed that the poultry situation can be improved by continued emphasis on home visits, providing outlook information, enlisting the aid of local leaders, and having more 4-H poultry projects. (Outstanding work has been done with the 4-H poultry members this year and this is reported in the 4-H section of this report.)

At the present time, a poultry letter "Hints for Tomorrow's Poultrymen" is prepared monthly by the Poultry Department at WPI for mailing to the 4-H poultry members. This agent would like to see a monthly letter prepared at the college for all poultry producers which would contain information on all aspects of poultry production, disease and management. The 4-H letter now published is very satisfactory, but there is no such letter for the home flock owners.

G. Forestry

a. Why Emphasized

The agent and other professional workers found a need for improvement in the forestry situation in this county. A decided lack of interest was being displayed in reforestation, over-cutting was a common practice, and no seed trees were being left

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~~the~~ re-seeding. Altogether too much dependence was being placed
~~in~~ ~~the~~ ~~so-called~~ timber cruisers of little experience and training.
~~It~~ seemed worthwhile to make an effort to correct these conditions.

b. Objectives

Encourage spot planting on cut-over areas. Eliminate scrub
hardwood so as to encourage rapid reproduction of more desirable
species. Have two one-acre forestry plot demonstrations.

c. How the work was carried on

Efforts were made to get local clubs, such as, Buritans, 4-H,
Young Farmers, and F.F.A. members to attend demonstrations and
forestry meetings. We also made use of the very helpful assistance
of the Extension Foresters and also the state and local foresters,
and provided more information on forestry management by letters,
movies, newspaper articles, and radio talks.

Mr. F. W. Patton, Associate Extension Forester, was very
valuable in forestry work in the county this year. He supervised
the planting of two forestry stands with loblolly pine, gave
demonstrations in killing scrub hardwoods and advised many property
owners as to good forestry practices.

d. Results

It is believed that more progress was made during 1954 in
good woodland management than in any previous year. The two lob-
lolly pine plantings were made. Tours were conducted for 4-H and
FFA members. All of the FFA boys attended. The Young Farmers
group attended these demonstrations 100%. Two landowners assisted
in these demonstrations. 42,500 forest tree seedlings were planted,
and the scrub hardwoods in each plot were killed. Mr. F. W. Pat-
ton, Associate Extension Forester, VPI, devoted about eight days
to forestry work in Stafford County. In addition to the above
work he was guest speaker at the Annual Farm Bureau Picnic and
at a Young Farmers Meeting.

The agent feels that all possible approaches were made use
of, and that like efforts in 1955 will result in the continued
improvement of our reforestation program.

VI. OTHER ACTIVITIES

A. Community Improvement

a. Why Emphasized

Community Improvement work was first started in Stafford County
in 1950 and has shown steady growth and development since that time.

our plan of work for 1954 we stated that one more club organized in the county would be our goal for the year.

It was felt by the agent that with these organized communities, holding regular meetings, it would be much easier to carry the Extension Program to a larger number of county people. It is much easier to get programs across to the people through these neighborhood meetings than it is to call county-wide meetings. Many times we have tried the county-wide meetings but usually they are very poorly attended.

b. Objectives

To attempt the organization of at least one more community club and to work closely with the clubs which are already organized.

c. How the Work was Carried On

Working with the Home Demonstration agent and Mr. Hummel, Extension Sociologist, VPI, meetings with local leaders in two designated communities were arranged. At these initial meetings the community improvement, its objectives and possibilities, was explained. Tentative community boundaries were set, and the leaders present planned a meeting to which all the residents of the community were to be invited, and at which time the group would decide whether they wished to organize.

This agent attended the majority of the meetings of the organized clubs and assisted them whenever possible. Mr. Hummel, Extension Sociologist, also worked closely with these organizations.

d. Results

Meetings were held with the people in the Garrisonville and Ramoth communities. Very little interest in the Garrisonville area was displayed, however, the people in the Ramoth community were very much interested and a club was organized there in April. The interest in the Ramoth community has continued to grow and the club has had a very successful year.

Each of the four clubs have done outstanding work in 1954. Many things have been accomplished that could not have been without the organized effort. Two of the clubs now own their community buildings. These organizations have resulted in a closer knitted community where a fine spirit of fellowship is enjoyed and each of the organizations are working closely for the common good of all. Not only is the community a better place but the county as a whole is affected by good community work.

The judging of the 1953 contest took place in January and on February 9th, the Annual Community Improvement Awards Dinner was

held at which time the results of the area contest were announced. The first two places went to communities in Stafford County. (Roseville Community was first and Hartwood second.) The Roseville Community entertained at "open house" in May from 10:00 a.m. until 2:00 p.m. The program consisted of a tour, lunch and a talk by Mr. Hummel.

Each of the clubs had an exhibit at the Fredericksburg Fair and took all of the prizes. First Place went to the Roseville Community. This exhibit was then entered in the Atlantic Rural Exposition where it won fourth place.

We will continue to encourage the organization of more communities in the county in the years to come. This agent would like to see the entire county organized in this way.

B. Woodchuck Control

a. Why Emphasized

Woodchucks have been causing considerable damage to crops of all kinds in this county for several years, and the agent has been carrying on a control program.

b. How the work was carried on

During 1954 eight hundred and fifty gas cartridges were purchased and distributed at cost. The farmer was advised of their availability and use through news items, radio talks, farm meetings and personal contacts.

c. Results

It is thought that this program did much to help control the destruction caused by these pests, and it is considered important enough to carry on again in 1955.

C. Marketing

a. Why Emphasized

For several years much discussion has been carried on in this area regarding improvement of the marketing facilities in Fredericksburg, our nearest town.

The local livestock market had become the source of much dissatisfaction due to a conflict of interests. Farmers were complaining and refusing to patronize it. Further, the city government had passed ordinances to the effect that farmers would not be allowed to sell their products on the streets at the city park, as

they had been doing for years. A new farmers' market was provided by the city, but the location was so inaccessible and isolated that not a single farmer has used it.

b. Objective

To provide marketing facilities that will be satisfactory to the farmers.

c. How the Work was Carried On

The county agents in the surrounding counties put their heads together in an attempt to work out a satisfactory solution. The farm representative of one of the local banks was ready to work with us on the problem. Meetings were called, letters were written to area leaders asking that they meet with us to discuss the market situation. The Department of Economics, The Virginia Division of Markets, The Fredericksburg Chamber of Commerce and the County Agents in this area joined together to make a study of the situation and see what could be done to remedy the situation.

d. Results

Dr. J. L. Maxton, Agricultural Economist, VPI, and Mr. Taylor Grizzard, Virginia Division of Markets, Richmond, cooperated with us and made a written report regarding the situation here. Dr. Maxton filed a very complete report and made recommendations as to just what would be necessary to provide a more satisfactory local market. The letter attached below will indicate that progress on this project is being made and we hope that within the next twelve to eighteen months we will have the type of market that is needed.

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VII. COOPERATION WITH OTHER AGENCIES

Excellent cooperation with other agencies has been enjoyed by the agent for the year 1954. He attends the meetings of the Agricultural Stabilization and Conservation Committee, Tri-County Soil Conservation District, and Farmers Home Administration. The local state forester and the vocational agriculture instructor in this county have been most cooperative. It seems likely that one of the reasons for this excellent cooperation is the location of our respective agencies. All agencies, except the forester and vo-ag. teacher, have their offices in the Post Office Building in Fredericksburg. We meet and discuss all problems as they come up, and every indication is that this has been decidedly advantageous.

The Soil Conservation Society of America, Washington, D. C. Chapter, invited the agricultural professional workers in Stafford County to present a panel discussion on, "how we do conservation work together in Stafford County." This program was presented at their November meeting. A representative of each agricultural agency took part in an informal discussion telling how we contribute to effective team work in meeting the needs of the farm people. After each member of the panel had made comments then questions were asked from the floor. (See copy of attached letter received from Mr. William J. Endersbee, Chairman of Chapter 1, Soil Conservation Society of America.) A newspaper clipping is attached below.

The agent is very happy to report this cooperation between all agencies in Stafford County and every effort will be made to continue this practice.

VIII. 4-H CLUB WORK

a. Goals

Due to the large number of rural farm children in Stafford County it is the agent's opinion that the county enrollment in 4-H should be increased, that there should be more completions in record books, more adult leaders should be used, that an active County Council should be organized and hold at least two meetings each year, than an increase in poultry flocks should be achieved, that 4-H poultry members should receive definite training in poultry judging, increase production of purebred hogs and get more 4-H'ers to attend 4-H Camp.

b. Why Emphasized

More rural families are reached by the Extension Service through 4-H club work. Adult leaders are necessary in order that individual help can be given the 4-H members in their project work and they can help the 4-H'ers in completing their records. Poultry and purebred swine projects will help the county situation since we are encouraging more farm poultry flocks and better breeding of swine.

c. How the work was carried on

Regular meetings were held in all county schools. Publicity was given to 4-H club work at Community Improvement Meetings, and Puritan Meetings. The press and radio were used to recognize outstanding work done by club members.

d. Results

(1) Swine

More purebred breeding hogs were produced and sold for breeders in this county. Through the 4-H clubs, breeding hogs were sold to County Agents for club work in the following counties: Westmoreland, Northumberland, King & Queen, Essex, Gloucester and Spotsylvania, not to mention that good breeding sows were placed in this county. A new pig chain project was established by the Peoples Bank of Stafford with the same prize money as is offered by Sears, Roebuck. Through club work, three registered boars and twelve breeding sows (registered) were placed in the county this year.

(2) Poultry

Over 3,000 chickens were placed with 4-H members for the brooding and rearing project. One boy, Bradley Burgess, received a scholarship to the Virginia State Poultry Federation

Convention in Roanoke. The local hatchery (Cherry Hill) made this possible.

Mr. Denver D. Bragg, Associate Poultry Husbandman, VPI, has given us much help and the poultry members have been trained in poultry judging.

(3) Beef Cattle

This agent made all arrangements for the annual 4-H and FFA Fredericksburg Baby Beef Show and Sale. We did not encourage the feeding of 4-H club beef calves for this sale because prices did not warrant it. Only one calf from Stafford was put in this year's show and sale. Our sale averaged \$28.20 per hundred.

(4) Dairy work

There is not much interest in 4-H dairy work, however, one boy, Samuel Green, has done outstanding work with his Holsteins. He has shown his animals in three dairy shows this year and has won a good many prizes.

The Fredericksburg Kiwanis Club was approached by this agent and as a result one needy boy was presented with a pure-bred guernsey heifer to raise for his project at no cost to him.

- (5) The County Council was very active this year. They were responsible for the observance of Rural Life Sunday throughout the county and a nice 4-H exhibit at the fair.

(6) 4-H Camp

Ten boys attended 4-H Camp at Jamestown. A Stafford boy was Big Chief.

(7) Participation in Fair

A larger group of 4-H members exhibited their livestock and handicraft at the Fredericksburg Fair. The hog entries were especially good. Twenty-five pens of feeder pigs and breeding gilts and boars were exhibited. We, also, had some good dairy animals there.

(8) Rural Electrification Projects

Twenty-three boys completed the Rural Electrification, Unit I, project. The records were judged and the boy winning first place attended the 4-H Electric Congress in Richmond on September 2-3.

Virginia Electric and Power Company personnel have been very cooperative in this work, working closely with the members.

To strengthen the 4-H work in this county some assistance is needed. It is impossible for one agent to do a good job in 4-H club work because he does not have time to devote to it.

PLAN OF WORK

1954

Frank S. Tulloss
County Agent

Stafford
County

DESCRIPTION OF COUNTY

Stafford is situated at the head of the Northern Neck, bounded on the south by the Rappahannock River, on the east by the Potomac River, on the north by Prince William County, and on the west by Fauquier County. The total area of the county is 270 square miles with a total acreage of 173,440 acres. There are 800 farms with, according to the 1950 census, 26,971 acres of cropland and pastureland, 6,220 acres of permanent pasture and 41,141 acres of woodland. The total population of the county is approximately 11,000.

The most productive section of the county lies along the Rappahannock River and large amounts of small grain are produced here.

The average size farm is about 80 acres. A general type of agriculture is practiced on a large majority of the farms in the county. Approximately 90 percent of the farms are owner-operated and the other 10 percent are farmed by tenants. More than one-half of the total number of farms in the county are operated by persons who are employed elsewhere and devote only a portion of their time to farming.

The principal soil types found in the county are: Wickham, Caroline, Sassafras, Cecil, Lloyd and Iredell.

The type of agriculture consists mainly of a rotation of grain, hay and pasture. During the past several years much land has been converted into pasture and there is a definite trend toward increased productions of beef cattle and sheep. Grade A dairying is on the upward trend also, and the production of Grade B milk and cream remains fairly steady.

In the southeastern part of the county truck crops, vegetables and fruits are produced for the open market. A majority of the farmers in this section of the county are also part-time fishermen and often market large quantities of fish and crab during the early spring and summer.

The city of Fredericksburg is the county's main market center.

How the county Extension Plan was Developed

In making up our plan of work for 1954 all agencies were contacted through meetings throughout the county. Needs were discussed at meetings of the three community improvement organizations, Farm Bureau, Young Farmers, the A-H and F.F.A. clubs and with members of our Agronomy Committee. The agent has also discussed this plan with the several governmental agencies, including the Soil Conservation Service, Agricultural Stabilization and Conservation Service, and

the forester with whom we work very closely.

I. Project Activities

A. Agronomy

1. Pasture (6,200 acres permanent pasture)

a. Situation

Due to the increase in the number of farmers going into the dairy business and an increase in the number of beef cattle herds it is felt that our pasture program has lagged in the past several years. Added to this the serious drought of 1953 seriously affected the present pastures, thereby requiring in many instances complete re-seeding and fertilization in order to have enough pasture to meet the needs of the present livestock population.

b. Goals

- (1) Increase the present acreage of ladino clover and orchard grass pastures.
- (2) Recommend top dressing of established pastures.
- (3) Reseed pastures where necessary.
- (4) Continue the present one acre pasture demonstration in cooperation with the Plant Food Institute.

c. Methods to be used

- (1) Furnish information to livestock producers through circular letters, radio, press and farm organizations. Hold two meetings devoted exclusively to pasture improvement. (One meeting to be held in late February and the other in August.) Have group of farmers attend the Middleburg meeting on February 23.

2. Soybeans

a. Situation

For the past several years soybean seedings have increased in Stafford County. Beans have been considered a good cash crop due to the favorable market here at Fredericksburg. Also, it is felt that more beans should be seeded to be turned under for succeeding crops. In the main it is the opinion of your agent and the various groups consulted that soybean seedings should be encouraged both as a possible cash crop which would be harvested for market and as a green cover crop to be turned under as a land improvement practice.

b. Goals

- (1) Seed approximately same acreage as in 1953.
- (2) Increase yields per acre.
- (3) Provide better markets.
- (4) Furnish latest information on cultural and fertilizing practices.
- (5) Keep farmers advised on improved varieties.

c. Methods to be Used

Attending Farm Bureau and community meetings, radio, newspapers, special letters and circulars. Also using specialists whenever possible.

3. Alfalfa

a. Situation

Stafford County has increased its acreage in alfalfa for the past several years but it is the opinion of this agent and our better farmers that we need more alfalfa. In fact, we feel that every livestock producer should have a plot of alfalfa. It has been observed that the farms having alfalfa in 1953 did not suffer as much drought damage as those who depend entirely on early and late hay such as timothy, herds grass and lespedesa. In 1953 1,460 pounds of Williamsburg Alfalfa was seeded. With an increase in the number of dairies being started or planned it becomes necessary that some planning has to be done to assure the county farmers of an ample supply of hay for their livestock.

b. Goals

- (1) Increase acreage of alfalfa.
- (2) Seed 150 acres of Williamsburg Alfalfa.
- (3) Top dress and improve old stands.
- (4) Encourage ample fertilization, inoculation, and proper land preparation.

c. Methods to be Used

1. Distribute literature to each farmer planning alfalfa seeding.
2. Take soil samples personally and also ask the farmer to do so before the seeding is made.
3. Obtain only certified seed and inoculate seed.

- (4) Have one field demonstration or tour.
- (5) Encourage farmers by use of the press, radio, correspondence and public meetings to visit his experiment station at least once each year.

4. Small Grain

a. Situation

Due to the increased use of small grain such as, oats and barley for home mixed feed, it has been determined that the county should increase the seedings of these grains. Also, due to local demand for certified home grown seed these grains should be produced by some of our better farmers to be sold for seed. Very little rye is grown for pasture and we feel that more green winter pasture should be seeded. As for the wheat, this crop is more or less controlled and production is limited. The wheat production in Stafford County in 1953 was estimated at 40,000 bushels.

b. Goals

- (1) Increase acreage on oats and barley.
- (2) Increase acreage of rye for pasture.
- (3) Increase per acre yield of these grains.
- (4) Encourage wider use of certified seed.

c. Methods to be used

- (1) Recommend increased fertilization through letters, radio, Extension bulletins and the press.
- (2) Encourage top-dressing of all fall seeded small grains.
- (3) Assist farmers in obtaining certified seed and promote seeding and promote seeding of new recommended varieties.

5. Corn

a. Situation

Stafford County produces, in addition to its own needs, a considerable amount of corn for market. If the corn now being marketed were fed to livestock for market, it is believed that a greater profit would be realized for the farmer. At the present not many farmers are following this practice.

b. Goals

- (1) Increase the amount of livestock now being fed out.
- (2) Increase per acre production by heavier applications of fertilizers.
- (3) Use recommended varieties of proven hybrids.

c. Methods to be Used

- (1) By demonstration using several varieties with proper fertilization.
- (2) Radio, press, correspondence and through public meetings.
- (3) Place in each meeting places and other public places (stores, etc.) a list of recommended varieties.

6. Certified Seed

a. Situation

The production of certified seed, such as corn, oats, wheat, lespedeza and fescue has fallen off in the last several years. In all probability this has been caused by a shortage of farm labor. The production of certified seed has paid our farmers well in the past.

b. Goal

- (1) Produce more certified seed for sale.

c. Methods

- (1) To encourage possible local producers to grow certified seed for market. This will be done through the press, radio, letters and at farm meetings.
- (2) Assist the Virginia Crop Improvement Association in making inspections.
- (3) Assist farmers in obtaining seed from Seed Stock of Virginia.
- (4) Furnish information to producers on the requirements for growing certified seed.

B. Livestock

1. Dairying

a. Situation

Stafford County, at the present time, has eleven Grade A and approximately 40 Grade B. Dairies. The present trend indicates that

more small general farmers are going into dairying as a specialty. With butterfat and milk prices dropping and surpluses mounting the wisdom of such a trend seems questionable. Synthetic icecream now coming on the market would seem to add still further to the risk involved.

b. Goals

- (1) To acquaint farmers with the risk involved.
- (2) To discourage the outlay of any sizeable amount of cash, or the procurement of a loan, at the present time in order to get in the dairying business.
- (3) To stress the necessity of assured markets before proceeding.

c. Methods to be Used

- (1) Furnish latest economic information as furnished by the college.
- (2) Hold meetings of an informational nature.
- (3) Through public meetings, correspondence, radio and the press.

2. Beef Cattle

a. Situation

Like many other counties Stafford County finds itself with many herds of beef cattle on farms not altogether suited to profitable beef cattle production as indicated by present market conditions. Due to the serious drought of 1953 many farmers have been forced to dispose of their cattle at prices lower after feeding them for one year than their original cost.

b. Goals

- (1) To cut down on herds to the point where they can be profitably maintained.
- (2) Encourage better breeding
- (3) Encourage better feeding practices.
- (4) Assist producers in marketing problems.

c. Methods to be Used

Discuss with breeders and producers better management problems through community meetings, visual aids, radio and the press. Keep

livestock owners advised as to better feeding practices by correspondence from the agent's office. Assist wherever possible in securing better sires through purebred sales and promote sales of feeder calves at the annual Fredericksburg Feeder Calf Sale.

3. Sheep

a. Situation

While the sheep breeding flocks in Stafford have increased the county livestock committee feels that the addition of more breeding flocks will be a wise step in 1954. There are approximately 1,000 breeding ewes in the county, an increase of about 23 percent over 1952. This program has been very successful and each year the producers have made money on their flocks. Due to other livestock prices falling off it is felt that it may be more profitable to go into the production of sheep.

b. Goals

- (1) Add five additional flocks.
- (2) Encourage better breeding.
- (3) Hold sheep shearing school.
- (4) Market all wool through the wool pool.

c. Methods to be Used

- (1) Assist in locating sheep for new flock owners.
- (2) Encourage the purchase of purebred rams.
- (3) Keep each flock owner advised, by correspondence and the radio, on the care and management of farm flocks.
- (4) Have one county demonstration on clipping, hoof trimming, and other management practices.

4. Hogs

a. Situation

Due to previous recommendations it is our feeling that for the present the production of more purebred breeding and feeder hogs would be advisable in Stafford County. More hogs are now being fed out on the farm for market and feeding out hogs tie in well with feeding cattle. Many local farmers have made good profit in this enterprise.

b. Goals

- (1) Encourage better breeding of the bacon type hog.
- (2) Produce more market hogs.

c. Methods

- (1) Better breeding will be encouraged through the purchase of pure-bred pigs from 4-H club members.
- (2) Emphasize the need of producing more farm fed hogs through public meetings, circular letters, radio, press and personal contacts.

5. Poultry

a. Situation

Stafford County has never been considered a poultry producing county and aside from the small family flocks consisting of 50 to 200 birds not much interest can be aroused. The major poultry work has been done with 4-H club members rather than with adults. More emphasis has been placed in the work with this group rather than with the farm family. We do, however, attempt to keep these small flock owners advised on proper management and diseases.

b. Goals

- (1) Have an area poultry meeting each year.
- (2) Send out more poultry information.
- (3) Have each farm family produce enough chickens for home use.

c. Methods

- (1) Encourage poultrymen to attend annual area poultry meeting.
- (2) Send each flock owner monthly poultry letter.
- (3) Furnish building plans where construction work is planned.

B. Other

1. Forestry

a. Situation

The forestry situation in this county, instead of improving, has been steadily getting worse each year. There seems to be little regard as to what is the proper size timber to cut or how

close it will be harvested. Practically none of the timberland has been replanted. This county does not have a seed tree law. One of the main causes of the timber being so wantonly destroyed has been the high prices received and so many small operators in the sawmill business. They are continually cruising the county looking for new sets. As a consequence many of these operators are now closing out due to lack of marketable timber. One can observe truck loads of lumber going to yards cut as small as 2 x 3 which means that the stands are really stripped.

b. Goals

- (1) Encourage spot planting on cut-over areas.
- (2) Eliminate scrub hardwood so as to encourage rapid reproduction of more desirable species.
- (3) Have two one-acre forestry plot demonstrations.

c. Methods to be Used

- (1) Assist in picking locations for demonstrations using services of Forestry Specialist.
- (2) Discuss at meetings, send forestry information by mail, also use radio and the press. Conduct tours for F.F.A. and 4-H members.

2. Community Improvement

a. Situation and Goals

Stafford County has at the present three community improvement organizations. Since these groups have been organized we find that Extension work in this county has improved. At these community centers attendance has improved each year and for 1953 the average attendance was about 40 adults. Stafford County was again declared the winner for 1953 in the area contest.

These community groups meet once each month and it is the custom for the county agent and home agent to attend these meetings. We assist whenever possible in arranging programs, furnish information on farm and home management, inform these people of farm meetings and other items of interest and very often secure the assistance of Specialists from the college.

We feel there is a need for more of these organized groups and plans are underway to contact recognized leaders in several communities with the idea of getting some new organizations started in 1954.

b. Methods to be Used

- (1) To personally contact key people in their respective communities.

- (2) Mr. Hummel, Extension Sociologist, will assist by visiting these key people in each community and will assist in the actual organization of these groups.
- (3) Leaders from the already organized groups will give assistance to the new groups.
- (4) The county Extension workers, the district agents and the Fredericksburg Jaycees will be ready to cooperate at all times.

3. Marketing

a. Situation

In preparing this Plan of Work much has been said in regard to increasing the number of head of livestock, poultry and other farm commodities but not too much stress has been placed on marketing. It is believed that for this coming year we will have to be more concerned with providing better local markets for our farm products. While livestock and other commodities show some signs of increase in price it will be necessary to plan to market better quality products by encouraging the producers to market cooperatively. Not enough of our feeder calves are being sold through the annual feeder calf sale. Sheep are now being produced in such quantity that we can get better prices if they are marketed at an earlier season of the year.

Other farm products could be marketed at a better advantage if there were a farmers' market in our county. The nearest one, Fredericksburg, has recently been closed to county farm people due to a controversy arising over "on-the-street" parking. This has hurt many of our truck farmers who have depended on the Fredericksburg market.

b. Goals

- (1) Hold annual Feeder Calf Sale at Fredericksburg.
- (2) Hold annual 4-H and F.F.A. Baby Beef Sale.
- (3) Promote the building of an up-to-date farm market.

c. Methods to Be Used

- (1) Secure plans from the college on farmers' markets.
- (2) Secure the assistance of a specialist in this work.
- (3) Call meetings of interested farm men and women.
- (4) The annual 4-H and F.F.A. Baby Beef Sale will be made possible through the cooperation of the 4-H and F.F.A. members, County Agents in nearby counties, the F.F.A. instructors, the Extension Specialists and local businessmen and farmers. A program will be prepared and printed and the event will be publicized through letters, the press and radio.

II. 4-H Club Work

a. Situation

There are 1,186 white boys and girls between the ages of 10 and 18 in Stafford County. Of this number 352 are enrolled as 4-H club members. With an enrollment of this size it is not possible for this agent to devote much supervision and time to these youngsters. The major trouble has been completion of club records which requires some individual attention and it is hard to give each member individual help in the larger schools. Another condition which tends to make our percentage of completions low is the fact that we have a lot of service families in the county and they keep pretty much on the move. A shortage of adult leaders is another problem we have facing us each year.

b. Goals

- (1) Get more record completions
- (2) Secure and train local leaders.
- (3) Hold two county council meetings.
- (4) Increase poultry production.
- (5) Encourage larger attendance at club camp.
- (6) Train a poultry judging team to compete in the district contest.

c. Methods to be Used

- (1) Work more closely with club members and see that they keep records all during the year. At each monthly meeting the agent will check to see that all boys have recorded the information for the past month.
- (2) Call meetings of possible leader candidates and train them to assist club members in their project work and records.
- (3) Hold two County Council Meetings. One has been held at which time the officers from the various clubs were trained in parliamentary procedure. Another meeting will be held at which time plans for the observance of National 4-H Week and Rural Life Sunday will be made.
- (4) The agent and Denver Bragg, 4-H Extension Poultry Specialist, will visit the 4-H poultry members and Mr. Bragg will score these projects. "Poultryman of Tomorrow" letters will be sent to each member. And the club members will be encouraged to enter their poultry in the Fredericksburg Fair.
- (5) Write letters to the parents of each child advising them of camp dates, requirements, cost, etc.
- (6) Hold week-end poultry camp and invite the agents of King George and

Spotsylvania, along with their club members, to take part. The Extension Specialist will assist with this training.

<p>JANUARY</p> <ol style="list-style-type: none"> 1. 4-H Club Meetings 2. Farm and Home Visits (adv. and 4-H) 3. Plans for a Farmers Market 4. Community Improvement Tours and Judging 5. Radio 	<p>JULY ●</p> <ol style="list-style-type: none"> 1. Home Visits to 4-H members 2. Inspect silves for Feeder Calf Sale 3. Farm Visits 4. Radio Work 5. Attend Rural Affairs with county group week. 6. Accompany 4-H to Jamestown Camp for
<p>FEBRUARY</p> <ol style="list-style-type: none"> 1. District Agents Meeting 2. Community Improvement Awards Dinner 3. Take group to Middleburg Pasture Meeting 4. Sears, Roebuck Area Meeting (4-H projects) 5. Attend ASCS committeemen training meeting 6. Radio 	<p>AUGUST</p> <ol style="list-style-type: none"> 1. Work on Fredericksburg Fair Entries and Securing Judge's 2. Farm Visits 3. Extension Agent's Conference 4. Radio
<p>MARCH</p> <ol style="list-style-type: none"> 1. Two forestry demonstration* with help of Ext. Specialist 2. Interest new groups in community improvement work with Help of Mr. Hummel. 3. Observe National 4-H Club Week. 4. Area Poultry Meeting 	<p>SEPTEMBER</p> <ol style="list-style-type: none"> 1. Organize 4-H Clubs 2. Attend and assist at Agricultural Fair. Extension Specialist will attend. 3. Farm Visits and radio work
<p>APRIL</p> <ol style="list-style-type: none"> 1. 4-H Club meetings (five) 2. 4-H and F.F.A. Baby Beef Show and Sale (Assoc. Extension Livestock Specialists to assist) 3. Farm Visits and radio work 	<p>OCTOBER</p> <ol style="list-style-type: none"> 1. 4-H Club Meetings, plans for projects, etc. 2. Attend Farm Bureau and other meetings. 3. Work on Fredericksburg Feeder Calf Sale 4. Radio and farm and home visits.
<p>MAY</p> <ol style="list-style-type: none"> 1. 4-H members to participate in poultry judging, (district contest). 2. Observance of Rural Life Sunday. 3. Start new 4-H pig chains. 4. Put out corn hybrid demonstration plot. 5. Make improvements to county 4-H camp. 	<p>NOVEMBER</p> <ol style="list-style-type: none"> 1. 4-H Club Meetings. 2. Community Improvement Meetings. 3. Farm and Home Visits. 4. Annual Report 5. A lot of office work.
<p>JUNE</p> <ol style="list-style-type: none"> 1. 4-H Club meetings 2. Attend Community Improvement and other meetings. 3. Sheep Clipping School. 4. Make plans to market the county's wool crop. 	<p>DECEMBER</p> <ol style="list-style-type: none"> 1. 4-H Club Meetings 2. Attend community improvement meetings. 3. Radio and other work in office.