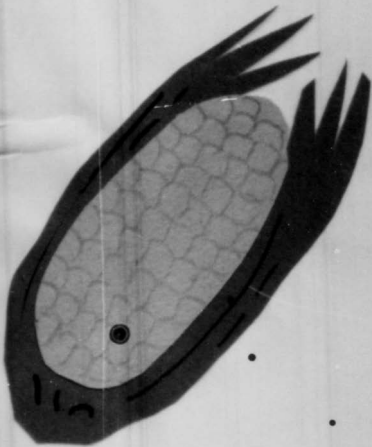


Annual Narrative Report of County Agent's Work
For Caroline County

December 1, 1948 through November 30, 1949

R. G. Eag●.....County Agent
Garland S. Gravatt.....Assistant County Agent
Katherine Wright.....Stenographer

CAROLINE



100 Bushel Corn Club

CAROLINE

100 BUSHEL CORN CLUB BANQUET

TOWN HALL

Bowling Green, Virginia

December 1, 1949

PROGRAM

Toastmaster - R. L. T. Beale, President
Caroline Farm Bureau

Invocation - Rev. James A. Cales

Dinner - Bowling Green Home Demonstration

Introduction of Speaker -
Senator Thomas H. Blanton

Speaker - L. M. Walker, Jr., Commissioner
Agriculture, Richmond, Va.

Introduction of prizes and certificates -
P. H. DeHart, Agronomist,
Virginia Agriculture Extension
Service, Blacksburg, Va.

Brief statement from the winner of the
100 Bushel Corn Club Contest

The following will receive a certificate
for producing 100 bushels or more corn per
acre:

Maurice Allen, Sparta
M. G. Broadus, Jr., Sparta
H. W. Carter, Milford
J. Carter, Sparta
H. L. Carneal, Penola
Raymond Jones, Shumansville
James Norment, Sparta
Welford Orrock, Thornburg
F. D. Pitts, Sparta
L. G. Pitts, Bowling Green
V. O. Smith, Ladysmith
E. R. Thomas, Woodford
John Treblic, Woodford
O. E. Taylor, Penola
O. D. Upshaw, Lauraville

Prizes and Expenses were made possible
by contributions from the following:

Alliance Fertilizer Corporation,	
Milford, Va.....	\$20
Ashland Roller Mills, Ashland, Va.....	25
Bradley & Boswell, Ellerson, Va.....	25
A. B. & R. L. Brown,	
Fredericksburg, Va.....	25
Caroline Supply Company, Inc.	
Milford, Va.....	20
M. S. Chancellor, Fredericksburg, Va....	10
W. D. Foster, Central Point, Va.....	25
A. W. Mitchell & Company,	
Fredericksburg, Va.....	25
Richmond Guano Company,	
Richmond, Va.....	15
Union Bank & Trust Company,	
Bowling Green, Va.....	25
T. W. Wood & Sons, Richmond, Va.....	5

Caroline County Junior
Agricultural and Home Economics

F A I R

Caroline High School

Friday & Saturday

OCTOBER 14-15, 1949

Everyone Invited

Admission Free

Door Prize - Electric Iron

PROGRAM

FRIDAY

2:00 p.m. to 9:00 p.m.

Exhibits on display for public

SATURDAY

10:30-12:00 Judging Dairy Cattle

1:00 Assembly (Auditorium)

Freda Chilton, Presiding

Songs—

Reports of 4-H Clubs, FFA Chapters

FHA Chapters and Home Demonstration Clubs.

Play—Sparta Elementary School

Movie

Announcement of prizes

Awarding County 4-H Medals

Drawing of door prize.

Admission Free

Everyone Invited

Door Prize - Electric Iron

RULES FOR BOOTHS

- All exhibits will be from club members home or farm.
- The booths will be judged on educational value and arrangement.
- The club's name may be shown in the booths.
- Eighth Grade pupils will exhibit their projects with the elementary clubs.
- Booth decoration will be left to the individual clubs.
- All entries for booths must be completed by 1:00 p.m. Friday, October 14.

FIRST PRIZE	\$15.00
SECOND PRIZE	\$10.00
THIRD PRIZE	\$ 5.00

In addition to above prizes each organization displaying a booth will receive \$2.00 as expense money.

RULES FOR INDIVIDUAL ENTRIES

- Individual entries must be from his or her project.
- All crop exhibits, except soybeans, lespedeza, must be from this year's crop.

PREMIUM LIST

I. CANNING

MRS. BERTHA BARLOW, MRS. MARTHA WYATT, Superintendents

1. Best can of whole Tomatoes \$1.00, \$.75, \$.50
2. Best can of halves Peaches \$1.00, \$.75, \$.50
3. Best can of yellow Corn \$1.00, \$.75, \$.50
4. Best can of String Beans \$1.00, \$.75, \$.50
5. Best can of Apple Sauce \$1.00, \$.75, \$.50
6. Best can of Whole Cucumber Pickle \$1.00, \$.75, \$.50
7. Best can of Whole Beets \$1.00, \$.75, \$.50
8. Best can of Peas \$1.00, \$.75, \$.50
9. Best can of Soup Mixture \$1.00, \$.75, \$.50

II. SEWING

MRS. HERVEY HOCKADAY, MRS. LYNN SNELL, Superintendents

A. YARD GOODS

1. Best School Dress (girl over 14 yr.) \$1.00, \$.75, \$.50
2. Best School Dress (girl under 14 yr.) \$1.00, \$.75, \$.50
3. Best Play Clothes \$1.00, \$.75, \$.50
4. Best Apron \$1.00, \$.75, \$.50
5. Best Skirt & Blouse Combination \$1.00, \$.75, \$.50

B. FEED BAG

1. Best School Dress (girl over 14 yr.) \$1.00, \$.75, \$.50
2. Best School Dress (girl under 14 yr.) \$1.00, \$.75, \$.50
3. Best Play Clothes \$1.00, \$.75, \$.50
4. Best Apron \$1.00, \$.75, \$.50

C.

1. Best Stuffed Toy \$1.00, \$.75, \$.50
2. Best Pin Cushion \$1.00, \$.75, \$.50

III. HOUSE FURNISHINGS

MRS. ERVIN FARMER, Superintendent

1. Best Laundry Bag \$1.00, \$.75, \$.50
2. Best Tea Towel made from Feed Bag \$1.00, \$.75, \$.50
3. Best Scatter Rug \$1.00, \$.75, \$.50
4. Best Pair of Pillow Cases \$1.00, \$.75, \$.50
5. Best Bed Spread \$1.00, \$.75, \$.50

IV. FOODS

MRS. JAMES CALES, MRS. BERMAN BAKER, Superintendents

1. Best 6 Cookies \$1.00, \$.75, \$.50
2. Best 6 Sweet Milk Biscuits \$1.00, \$.75, \$.50
3. Best 6 Butter Milk Biscuits \$1.00, \$.75, \$.50
4. Best 6 Wheat Muffins \$1.00, \$.75, \$.50
5. Best 6 Yeast Rolls \$1.00, \$.75, \$.50
6. Best Butter-Iced Cake \$1.00, \$.75, \$.50

V. FLOWERS

MRS. JAMES CALES, Superintendent

1. Best arrangement of fall flowers \$1.00, \$.75, \$.50
2. Best arrangement of wild flowers \$1.00, \$.75, \$.50
3. Best Potted Plant \$1.00, \$.75, \$.50

VI. GARDENS

BOB ALLEN KAY, Superintendent

1. Best basket of garden vegetables \$1.00, \$.75, \$.50
2. Best gallon red peppers \$1.00, \$.75, \$.50

CROPS

VII. GRAIN

LEWIS CHENAULT, ELWOOD THOMAS, Superintendents

1. Best gallon wheat \$1.00, \$.75, \$.50
2. Best gallon rye \$1.00, \$.75, \$.50
3. Best gallon oats \$1.00, \$.75, \$.50
4. Best gallon barley \$1.00, \$.75, \$.50
5. Best 10 ears corn (white) \$1.00, \$.75, \$.50
6. Best 10 ears corn (yellow) \$1.00, \$.75, \$.50

VIII. TOBACCO

1. Best bundle wrappers \$1.00, \$.75, \$.50

IX. POTATOES

1. Best peck Nancy Halls (Sweet) \$1.00, \$.75, \$.50
2. Best peck Porto Ricos (Sweet) \$1.00, \$.75, \$.50
3. Best peck any variety (Irish) \$1.00, \$.75, \$.50

X. LEGUMES

1. Best gallon soybeans \$1.00, \$.75, \$.50
2. Best 3 stalks soybeans \$1.00, \$.75, \$.50
3. Best gallon lespedeza seed \$1.00, \$.75, \$.50

LIVESTOCK

XI. POULTRY

ROGER HART, BILLY PERSING, Superintendents

(Best Individual of Each Breed)

1. Laying hen, B. R., N. H. R., and W. L. \$1.00, \$.75, \$.50
2. Pullet B. R., N. H. R., and W. L. \$1.00, \$.75, \$.50
3. Best dozen white eggs \$1.00, \$.75, \$.50
4. Best dozen brown eggs \$1.00, \$.75, \$.50

XII. DAIRY CATTLE

Registered Guernseys

(To be entered Saturday by 10:00 a.m.)

- | | | | |
|---|----------|---------|--------|
| 1. Heifers—Born July 1, 1948 to July 1, | | | |
| 1949 | \$10.00, | \$6.00, | \$5.00 |
| 2. Heifers—Born July 1, 1946 to July 1, | | | |
| 1948 | \$10.00, | \$6.00, | \$5.00 |
| Best fitted heifer | \$10.00 | | |
| Best showmanship | \$10.00 | | |
| Grand Champion Heifer | Rosette | | |

VII. TOBACCO

IX. POTATOES

X. LEGUMES

LIVESTOCK

XI. POULTRY

ROGER BART BULLY FEEDING

(That finished at last year)

- | | | | |
|--|--------|--------|--------|
| 1. Laying hen, R. H. E. and W. L. | \$1.00 | \$.75 | \$.50 |
| 2. Laying hen, R. H. E. and W. L. | \$1.00 | \$.75 | \$.50 |
| 3. Best down white eggs | \$1.00 | \$.75 | \$.50 |
| 4. Best down brown eggs | \$1.00 | \$.75 | \$.50 |

This Fair has been made possible through the contributions of the following business firms, the

PROFESSIONAL WORKERS,

THE CAROLINE RURITAN CLUB,

and the CAROLINE FARM BUREAU.

RUSSELL J. ELLIOTT, Bowling Green
THE TRAVIS SHOP, Bowling Green
BORKEY & SOUTHWORTH, Bowling Green
L. A. BODINE, Bowling Green
TEXACO SERVICE STATION, Bowling Green
J. W. DEJARNETTE, Bowling Green
GARRETT'S SUPPLY STORE, Bowling Green
WEBB'S MOTOR COURT, Bowling Green
CRABTREE'S SERVICE CENTER & DINER, Bowling Green
AMOCO SERVICE STATION—ROUTE 301, Bowling Green
S & K SERVICE STORE, Bowling Green
KIDWELL'S FOODLAND, Bowling Green
WOODWARD'S RESTAURANT, Bowling Green
BROOK'S BARBER SHOP, Bowling Green
H. M. DAVIS, Bowling Green
L. B. ELLIOTT'S SERVICENTER, Bowling Green
H. E. BLEVINS, Bowling Green
JOE PAYNE, Bowling Green
BRUCE SHOE SERVICE, Bowling Green
J. W. SMITH, Bowling Green
HOTEL SERVICE STATION, Bowling Green
CHANCE'S GARAGE, Bowling Green
STEIGLEDER & SON, Bowling Green
BOWLING GREEN GRILL, Bowling Green
HOMES PHARMACY, Bowling Green
MANNIE'S READY-TO-WEAR, Bowling Green
UNION BANK & TRUST COMPANY, Bowling Green
WOODWARD RADIO COMPANY, Bowling Green
SAFeway STORES, INC., Bowling Green
RICHMOND GUANO COMPANY, Richmond
T. W. WOOD & SONS, Richmond
CARTER VENABLE COMPANY, Richmond
DAIRYMAN'S SUPPLY, Richmond
PRODUCERS COOPERATIVE EXCHANGE, Richmond
SOUTHERN STATES RICHMOND SERVICE, Richmond
MCDUGAL & COMPANY, Richmond
HOENNIGER & SIZEMORE COMPANY, INC., Richmond

BRADLEY & BOSWELL, Ellersson
S. E. BALL, Lauraville
EMMETT BEAZEY, Sparta
F. D. PITTS, Sparta
BROOKS & PARKER, Sparta
JOHN W. SEAL, Alps
C. M. PITTS, Alps
SMITH & ALLEN, Ladysmith
C. R. VAUGHAN, Cedon
TICK TOCK SERVICE STATION, Hewlett
FRED SERVAIS, Ladysmith
HILLCREST GARAGE, Golansville
STEEVENS GROCERY & SERVICE STATION, Golansville
CLARK'S STORE, Milford
ALLIANCE FERTILIZER COMPANY, Milford
J. A. BLATT, Milford
PITT'S STORE, Milford
BEAZLEY BROTHERS, Milford
BEAZLEY'S LUNCH, Milford
BLATT'S CHEVROLET, Milford
BLANTON'S STORE, Milford
MILFORD DRIVE-IN THEATER, Milford
CAROLINE SUPPLY COMPANY, Milford
H. L. TAYLOR, Milford
C. L. HAMMACK, Port Royal
PORT ROYAL MOTOR COMPANY, Port Royal
LINWOOD KAY, Port Royal
E. C. DAVIS MOTOR COMPANY, Port Royal
HELWIG & LEITCH, INC., Port Royal
G. G. BANKS GROCERY, Port Royal
BRUCE'S RESTAURANT, Port Royal
THE FARMERS SUPPLY, Port Royal
LEITE SERVICE STATION, Port Royal
CHRISTIE'S LODGE—CABINS, Port Royal
JOHNSON & JOHNSON, Port Royal
F. E. BOWIE LUMBER COMPANY, INC., Lorne
H. E. COVINGTON, Kidds Fork
P. T. SCHOOLS, Shumansville

CONTENTS OF NARRATIVE REPORT

TITLE	PAGE
County Organization.....	1
Type of Agriculture.....	2
Project Activities	
Agronomy.....	2
Poultry.....	6
Dairying.....	6
Beef Cattle.....	7
Swine.....	8
Vegetables.....	8
Extension T.V.A. Demonstrations.....	9
Agricultural Planning.....	9
Cooperatives.....	10
Forestry.....	10
Veterans.....	10
4-H Club Work	
4-H Club Organization.....	11
Project Work.....	11
Achievements.....	12
Cooperation With Other Agencies	
Production and Marketing Administration.....	12
Credit and Lending Agencies.....	13
District Soil Conservation Program.....	13

34
72

This annual narrative report contains results of the Caroline Extension Program as carried out by the County Agent and Assistant County Agent with the cooperation of the Extension Service Specialists and county agricultural workers for the period December 1, 1948 to November 30, 1949.

County Organization

The county agent used the County Board of Agriculture in planning the Agricultural Extension Program for the county.

Leaders in each community served to carry new and important information to members of their respective communities.

The Professional Workers Council proved very successful in promoting the Agricultural Extension program in Caroline County. The council held two meetings during the year. The meetings were devoted to planning a Junior Agricultural and Home Economics Fair and a 100 Bushel Corn Club. Professional workers were kept informed of new developments through news letters, circulars and bulletins.

The Caroline Farm Bureau is the most active organization in the county promoting the Extension program. The agent served as chairman of the program committee and a good many meetings were devoted to some phase of Extension work. The following Extension programs were discussed at Farm Bureau meetings during the year:

- Tobacco Marketing - by County Agent
- Poultry Production - by Marshall E. Coe, Extension Poultryman
- Corn Grading Demonstration - by E. W. Sadler and Agent
- Corn Production - by P. H. DeHart, Extension Agronomist and County Agent
- Tobacco Grading Under Fluorescent Light - by G. R. Mathews

The Caroline Farm Bureau helped with the Caroline County Junior Agricultural and Home Economics Fair.

The agronomy committee of the Caroline Farm Bureau planned the Caroline 100 Bushel Corn Club.

The county agent worked with the Caroline Ruritan Club in promoting the Agricultural Extension Program. The agent served as chairman of the agricultural committee, and the organization assisted in promoting the Junior Agricultural and Home Economics Fair and the 100 Bushel Corn Club.

Type of Agriculture

General farming is the chief type of farming in Caroline County with corn, wheat, oats, barley, soybeans, lespedeza for hay and seed, alfalfa, tobacco and commercial vegetables being the chief crops.

Improved pastures and heavy demands for beef have caused beef cattle numbers to increase in the county during the past few years. Hog and poultry numbers have also increased in Caroline County since 1940 census despite the fact that the Federal Government purchased one-third of the county for A. P. Hill Military Reservation.

About fifty farmers are producing grade A milk throughout the county. A local cream receiving plant is located in the county and about 125 farmers are producing cream for the market.

Sun-cured tobacco and commercial vegetables such as cucumbers, sweet potatoes, tomatoes, peppers, cantaloupes, cabbage and sweet corn are the chief cash crops grown in the county. This year there were five pickle companies buying cucumbers in the county. This demand caused our cucumber acreage to increase considerably. Peppers were introduced into the county several years ago and the acreage has continued to grow. Two tomato caneries are located in the county and heavy demands for tomatoes have caused the tomato acreage to almost double since the 1940 census.

About 79% of the surface area in Caroline County is in forest trees. Every year a considerable sum is added to the farm income from forest products. The chief products being excelsior wood, lumber and cross ties.

Project Activities

A. Agronomy

1. Corn Production

- a. Goal
 - (1) To conduct 100 Bushel Corn Club
 - (2) To conduct a corn fertilization program.
 - (3) To encourage farmers to plant recommended hybrids.

B. Methods used to obtain goal:

The county agent invited P. H. DeHart to a Farm Bureau meeting to discuss corn production and the 100 Bushel Corn Club. An agronomy committee was appointed at this meeting with the agent serving as chairman to plan a Caroline 100 Bushel Corn Club and a corn fertilization program. The committee met in the county agent's office to set up rules and make final plans for the organization.

2.

Five community meetings were held to explain the 100 Bushel Corn Club and fertilization program and to encourage farmers to join the corn club. Professional workers and civic organizations were asked to assist with the educational program. Six news articles pertaining to the 100 Bushel Corn Club were published. A circular letter and application for membership in the 100 Bushel Corn Club was sent to all farmers in Caroline County requesting them to join the organization. A banquet was held at the end of the year to award prizes and certificates to the corn club members producing 100 or more bushels of corn per acre. The following prizes were awarded: first, \$50.00; second, \$35.00; third, \$30.00; fourth, \$25.00; fifth, \$20.00. Two hundred people were present at the banquet. A banquet program is enclosed.

The Barrett Division made available three cars (90 tons) of nitrogen to be used by the county agent for a corn fertilization demonstration program. Thirty-three farmers received this nitrogen for the demonstration program.

Through community meetings, circular letters and news articles, farmers were encouraged to plant recommended hybrids.

- c. Results: Forty-five people entered the 100 Bushel Corn Club contest and fifteen produced 100 or more bushel per acre. The highest yield was 121.8 bushels per acre and the average yield for the members having their corn measured was 100.5 bushels per acre. The agent is confident that the corn yield in Caroline County was increased considerably as a result of the contest.

Thirty-three farmers used the nitrogen allotted Caroline County by the Barrett Division for a corn fertilization demonstration.

Approximately 85% of the corn planted in the county was a corn hybrid.

2. Pasture Fertilization and Management

- a. Goal - To conduct 9 TVA demonstrations to show the value of high analysis fertilizer for pasture.

b. Methods used to obtain goal:

Nine TVA demonstrations were used to demonstrate the value of pasture fertilization. The agent discussed pasture fertilization and seeding at five community meetings. P. H. DeHart, Extension Agronomist, discussed pasture production at a farmer's meeting. News articles and circular letters were used to promote pasture fertilization. When the agent visited a farmer for pasture production, he would take soil samples and make fertilizer recommendations. The agent also made

fertilizer recommendations for pasture when farmers visited the office.

- c. Results: Nine TVA demonstrations were conducted and pasture fertilization increased approximately 10%. Pasture acreage was increased by approximately 10%. Mr. W.J. Nuckolls, Farm Management Specialist, visited the county to assist the T. V. A. demonstrators with their farm records. Six farmers completed their record books.

3. Ladino Clover and Orchard Grass

- a. Goal - To set up 15 new demonstrations.
- b. Methods used to obtain goals:

- Three key farmers were selected in each of the five communities to seed a Ladino Clover and Orchard grass pasture. The soil was analyzed and the proper amount of fertilizer and lime was used. A mimeograph on Ladino Clover and Orchard Grass pasture was sent to farmers in Caroline County. Several news articles were written on Ladino Clover and Orchard Grass pasture. Ladino Clover and orchard grass pasture was discussed at five community meetings by the agent and by P. H. DeHart, Extension Agronomist, at a Farm Bureau meeting.

- c. Results: Fifteen Ladino Clover-Orchard Grass pasture demonstrations were started this year and the acreage increased from 250 acres to 400 acres.

4. Alfalfa Establishment and Maintenance

- a. Goal - To get 200 additional acres seeded in the county this year.
- b. Methods used to obtain goal:

- A leaflet on alfalfa production was sent to farmers in Caroline County. The agent assisted farmers by taking soil samples for alfalfa, and giving them detailed information on establishing alfalfa. Publicity was also given to alfalfa through the newspaper and meetings.

- c. Results: Alfalfa acreage increased by 10% and farmers are using a heavier application of fertilizer to maintain the alfalfa stand.

5. Tobacco

- a. Goal - (1) Have 75% of the tobacco growers spray their tobacco beds to control Blue Mold.

h.

- (2) To encourage farmers to join the Virginia Sun-Cured Tobacco Marketing Cooperative.

b. Methods used to obtain goal:

Blue mold was discussed at a farmers meeting by the agent and dealers were encouraged to stock Fermate. Information on Blue mold control was sent all county tobacco farmers and a news article was published in the county paper. The agent discussed the government price support program at a farmers meeting and urged the farmers to join the cooperative and take advantage of the price support program. The agent also published several news articles on the price support program.

G. R. Mathews, Extension Tobacco Specialist, was invited to the county to assist the agent with a method demonstration on grading tobacco under fluorescent lights.

- c. Results: Approximately 80% of the tobacco growers sprayed their tobacco beds to control Blue mold and approximately 90% of the growers joined the Virginia Sun-Cured Tobacco Marketing Cooperative.

6. Increase the use of Lime:

- a. Goal - To increase the use of lime by 25%.

b. Methods used to obtain goal:

The agent encouraged the FMA lime contractor to build up a stock pile in order that farmers in the county can get lime during the rush season. Local dealers were encouraged to sell ground limestone to farmers. Several news articles were published on the use of lime and the agent discussed its value at farm meetings and when the agent made farm visits.

- c. Results: A stock pile was established by the FMA contractor, and two other local dealers are equipped to sell and spread lime for the farmers.

7. Small Grains

- a. Goal - (1) To encourage farmers to plant new varieties
(2) To make new varieties available.
(3) To improve grain marketing in this area.

b. Methods used to obtain goals:

Vahart and Thorne wheat were grown as certified seed and distributed to farmers throughout the county. A list of recommend-

ed varieties was sent to all farmers in the county and this information was discussed by the agent at a farmer's meeting and also published in the local paper. The agent held a county-wide farmer's meeting to discuss the price support program for small grains and encouraged farmers to store their grain in one of the elevators approved by the FMA.

A circular letter was also sent to all grain farmers in the county advising them of the support price for small grains and to encourage them to use the government storage. The agent and a group of farmers made a trip to Baltimore in an effort to locate public storage for barley. The agent is working with the agents in counties surrounding Fredericksburg in an effort to have a 300,000 bushel grain elevator constructed to relieve the storage shortage in this area.

- c. Results: Ninety per cent of the wheat grown in Caroline County was stored in public storage and the farmer received the government price support. 50% of the wheat planted was either Thorne or Vahart varieties.

B. Poultry

- A. Goal - To keep poultry producers informed.
- B. Methods used to obtain goal:

The county agent invited Marshall E. Coe, Extension Poultryman, to discuss new developments in poultry production at a county-wide poultry meeting. The agent conducted a "grow healthy pullet and turkey" program with fifteen poultry producers. Circular letters and news articles were used to inform the poultry producers. The agent visited individual farms and helped with culling, disease and insect control and other management practices. The agent worked with a four county poultry committee and planned a Caroline, Spotsylvania, Stafford, and King George poultry meeting held in Fredericksburg.

- c. Results: Approximately 50% of the poultry producers in the county applied improved practices to their poultry production.

C. Dairying

- a. Goal (a) To place purebred animals.
- (b) To encourage better management and feeding practices.
- (c) Have 100% of the Dairy farmers spray with DDT to control flies.

(d) To encourage farmers to install hay driers.

2. Methods used to obtain goal:

The agent assisted with the organization of the Fredericksburg Artificial Breeding Association. Several meetings were held in the county and news articles were published explaining artificial breeding and encouraging farmers to join the Artificial Breeding Association. Dairy farmers were also written letters and asked to join the association. Eight h-h club members purchased purebred Guernsey calves for their project work and they were shown at the Caroline County Junior Agricultural and Home Economics Fair. Seventy dollars in prizes were given to the h-h club members showing calves at this fair. News articles were published in the county paper on dairy production. The agent also sent Dairy information to all dairy farmers and assisted them by farm visits. The agent published a news article in the county paper on the use of Methoxochloro in controlling flies. Farmers were encouraged to spray their cattle and barns with methoxochloro at a county wide farmer's meeting. The agent also encouraged farmers to spray their cattle and barns when he made farm visits.

The agent assisted two dairy farmers install hay driers which were used for demonstrational purposes.

3. Results: An artificial breeding association was organized to serve the counties adjoining Fredericksburg. Two barn hay driers were installed. Approximately 75% of the dairy farmers adopted improved practices on the farm. Fifteen purebred dairy cattle were purchased. Approximately 50% of the dairy farmers sprayed with methoxochloro.

D. Beef Cattle

1. Goal (a) To have 50% of the beef cattle sprayed with DDT to control flies.
(b) To encourage better management and feeding practices.
(c) To help promote a Feeder Calf Sale at Fredericksburg.
(d) To help promote a Baby Beef Show and Sale at Fredericksburg.
(e) To have 6 h-h club baby beef projects.

2. Methods used to obtain goals:

Beef cattle farmers were advised through circular letters, meetings, news articles and farm visits of better management and feeding practices and to spray cattle with DDT or methoxochloro to control flies. The agent served on committees and helped to

34
72

promote the Fredericksburg Feeder Calf Sale. Caroline farmers were encouraged to market their feeder calves through the Fredericksburg Sale. The agent also helped to promote the Baby Beef Show and Sale held at Fredericksburg and encouraged 4-H Club members to raise baby beeves for this sale.

3. Results: Six baby beeves were shown and sold at Fredericksburg Feeder Calf Sale. Approximately 50% of the beef cattle farmers sprayed their cattle and used better feeding and management practices.

E. Swine

1. Goal (a) To vaccinate hogs to prevent hog cholera.
(b) To place purebred pigs in the county.
(c) To encourage better feeding and management for hogs.

2. Methods used to obtain goals:

Whenever called the county agent vaccinated pigs to prevent the spread of cholera.

A pig chain with five registered gilts was conducted by 4-H club members. Other 4-H club members were encouraged to select registered gilts for their project work.

Farm meetings and visitations were used to encourage better feeding and management.

3. Results: Forty-five days were spent vaccinating 1000 pigs. Ten 4-H club members selected registered gilts for project work.

F. Vegetables

1. Goal: (a) To conduct two demonstrations, showing the value of copper as a method of preventing Downy Mildew on cucumbers and cantaloupes.
(b) To conduct two demonstrations with cucumbers by growing a Downy Mildew resistant variety.
(c) To conduct two demonstrations with cantaloupes by growing a Downy Mildew resistant variety.
(d) To encourage farmers to spray their vegetables to control diseases and insects.
(e) To encourage farmers to change from growing the Nancy Hall variety of sweet potatoes to the Porto Rico variety because there is more demand for the Porto Rico variety on the market today.

2. Methods used to obtain goals:

Result demonstrations were set up on two fields of cantaloupes to demonstrate the value of copper and calcium arsenate in controlling Downy Mildew and cucumber beetles.

News articles and circular letters were used to keep vegetable growers informed.

Sweet potato growers were encouraged to select good seed of the Porto Rico and have them certified in order that the farmers in Caroline County can grow the variety of potatoes which will meet the market demands.

Mr. F. A. Scott, Extension Horticulturist, visited the county and assisted with the selection of seed stocks.

- 3. Results: Approximately 75% of the sweet potatoes grown in the county are the improved Porto Rico variety. 75% of the cantaloupes grown for market were dusted with copper to control Downy Mildew.

G. Extension TVA Demonstrations

- 1. Goal: To conduct nine (9) TVA unit demonstrations to show the value of high analysis phosphate on pasture and legumes.

2. Methods used to obtain goal:

Nine TVA demonstrations were conducted by farmers in the county. W. J. Nuckolls, Extension Farm Management Specialist, visited the county to help the TVA demonstrators with their records.

The agent visited these demonstrations and encouraged other farmers to visit them. Publicity was given the program through the county paper.

- 3. Results: Approximately 10% more fertilizer was used on pasture.

H. Agricultural Planning

- 1. Goal: To use the County Board of Agriculture, Farm Bureau, and Ruritan Club in planning the agricultural program for the county.

2. Methods used to obtain goals:

The County Board of Agriculture acted as the chief agricultural planning group in the county. Leaders in the communities helped to carry the information to the farmers. The Farm Bureau and the Ruritan Club helped in planning and carrying information to farmers.

3. Results: The results are listed under county organization on page 1 of this report.

I. Cooperatives

1. Goal (a) The agent will assist the Virginia Sun-Cured Tobacco Marketing Cooperative, Inc.

2. Methods used to obtain goal:

The agent held a county-wide meeting and urged farmers to join the Virginia Sun-Cured Tobacco Marketing Cooperative.

3. Results: Approximately 90% of the tobacco growers in the county joined the Virginia Sun-Cured Tobacco Marketing Cooperative.

J. Forestry

1. Goal: To teach and encourage farmers and 4-H club members to carry out a sound Forestry program.

2. Methods used to obtain goal:

Forestry was discussed to 4-H club members and to adult farmers and news articles were published in the county paper on forestry.

3. Results: Landowners in the county are becoming more conscious of forest conservation and are learning how to conserve the forest.

K. Veterans

1. Goal: The agent will assist veterans by advising them on locating farms, borrowing money, planning the farm business, new developments, in farming, etc.

2. Methods used to obtain goals:

The agent served as chairman of the committee for Veterans Training in Vocational Agriculture. The agent discussed agricultural topics at several class meetings for veterans training in, "on the job training in

vocational agriculture." The agent sent agricultural information to veterans in the county.

3. Results: Veterans were kept informed of new and improved practices in agriculture.

4-H Club Work

A. Organization

1. Goal :
 - a. To organize five 4-H clubs.
 - b. To enroll 100 members.
 - c. To organize a 4-H club County Council.
 - d. To hold a County Council meeting to plan program.
 - e. To have six 4-H club leaders.
 - f. To hold meetings once each month.
2. Methods used to obtain goals:

A 4-H club was organized at each of the five schools in the county with an enrollment of 124 boys. A county fair, baby beef show and sale, and news articles were used to give publicity to the program.
3. Results:
 - (1) Five clubs were organized
 - (2) The enrollment was 124 boys
 - (3) A County Council meeting was held to plan the county 4-H program.
 - (4) Nine 4-H meetings were held for each of the clubs.

B. Project Work

1. Goal: (a) To have the following projects:

15 corn projects	6 baby beef projects
5 tobacco projects	10 purebred dairy calf projects
5 sweet potatoes	10 breeding gilts projects
25 garden projects	5 breed sows projects
4 cucumbers projects	15 fat pig projects
2 pepper projects	5 poultry projects

 - (b) To enter 6 baby beeves in the Fredericksburg Baby Beef Show and Sale this spring.
 - (c) Sears Roebuck Company cow-pig-hen project will be continued.
2. Methods used to obtain goals:

Six (6) county 4-H baby beeves were exhibited and sold at the 4-H Baby Beef Show and Sale held in Fredericksburg.

Eight registered Guernsey calves were purchased by L-H club members for their project work. Six calves were exhibited at the Junior Agricultural Fair and won \$70.00 worth of prizes.

The Sears-Roebuck Pig project is being conducted in the county. Sears-Roebuck and Company placed five purebred gilts and one boar with five club members. Five pigs will be returned to five more club members next year. Three prizes as follows were given to the boys doing the best job with their pigs: first, \$60.00 in livestock; second, \$25.00 in poultry and third, \$15.00 in poultry.

3. Results: (1) The following projects were completed:

13 Corn	7 Breeding gilts
6 Tobacco	19 Fat Pigs
4 Sweet Potatoes	16 Poultry
4 Gardens	1 Rabbits
1 Cucumbers	4 Cow & Calf
6 Baby Beef	1 Watermelons
1 Dairy Calf	1 Tomatoes
7 Dairy Heifer	1 Soybeans

(2) Six baby beeves were exhibited and sold

(3) The Sears-Roebuck Pig Contest was completed.

C. Achievements

L-H club members, FFA members and FHA members in the county cooperated in putting on a Caroline County Junior Agricultural and Home Economics Fair. The Caroline Ruritan Club, Farm Bureau, and the local business men made this fair a success financially. The five L-H clubs, 2 Home Economics Clubs, two FFA clubs and Home Demonstration Clubs displayed booths at the fair. A total of 304 entries were made by the pupils in individual exhibits. An electric iron was awarded as a door prize. Reports on accomplishments were given by L-H clubs, FFA Chapters, FHA Chapters and Home Demonstration Clubs.

A L-H club baby beef show and sale was held in Fredericksburg.

Eleven L-H club members attended the Jamestown L-H Club Camp.

V. Cooperation With Other Agencies

A. Production and Marketing Administration

The county agent took the lead in the educational program for the FFA. The county and community committees helped to carry the information to the people. The agent held meetings and sent information to farmers on the price support program for corn and

34
72

small grain and other agricultural products.

B. Credit and Loaning Agencies

The agent met with FMA clients at the beginning of the year and discussed the agricultural outlook for 1949. The FMA supervisor was invited to all county meetings held by the agent. The agent sent circular letters and bulletins to the FMA supervisor.

The agent attended the Banker-Farmer meeting held at Natural Bridge. The agent also assisted with a survey conducted by the Virginia Banker's Association.

C. District Soil Conservation Service

The agent made a list of farmers requesting help from the Soil Conservation Service and turned it over to the Soil Conservationist in the county. The agent attended two district board of supervisors meetings in Tappahannock. The county agent visited farmers with the soil conservationist and assisted him in making recommendations.

The agent sent up to date information to the local soil conservationist and he was invited to extension meetings.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS
AGENT'S ANNUAL REPORT

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

Extension Service
Washington, D. C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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

State Virginia County Caroline

REPORT OF

Walter Walker From Dec. 1, 1941, to Feb. 28, 1942
(Name) Home Demonstration Agent

Emoria Sharp From Feb. 14, 1942, to Mar. 30, 1942
Assistant Home Demonstration Agent

4-H Club Agent

Harland S. Strawther From Mar. 16, 1942, to Mar. 30, 1942
Assistant County Agent in charge of Club Work

Robert Egan From Dec. 1, 1941, to Mar. 30, 1942
Agricultural Agent

Assistant Agricultural Agent



READ SUGGESTIONS, PAGES 2 AND 16

Approved: _____
Date _____
State Extension Director

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

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

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

NARRATIVE SUMMARY

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

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

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

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

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

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

STATISTICAL SUMMARY

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

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

GENERAL ACTIVITIES

Report only this year's activities if they can be verified		Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
1. Months of service this year (agents and assistants)		12 1/2	5 1/2	12	XXXXXXXXXX
2. Days devoted to work with adults ¹		18 1/2	0	232 1/2	XXXXXXXXXX
3. Days devoted to work with 4-H Clubs, and young men and women (older youth) ²		131 1/2	43	56 1/2	XXXXXXXXXX
4. Days in office ³		14 1/2	7	90	XXXXXXXXXX
5. Days in field ³		168	36	199	XXXXXXXXXX
6. Number of farm or home visits made in conducting extension work ⁴		352	121	727	800
7. Number of different farms or homes visited		175	41	436	500
8. Number of calls relating to extension work	(1) Office	98	2	774	874
	(2) Telephone	147	1	601	749
9. Number of news articles or stories published ⁵		70	0	92	162
10. Number of bulletins distributed		207	25	610	842
11. Number of radio talks broadcast or prepared for broadcasting					
	(a) Number	16		1	12
12. Training meetings held for local leaders or committeemen	(1) Adult work			5	5
	Total attendance (b) Men of leaders	107			107
	(c) Women				
	(2) 4-H Club and young men and women (older youth)				
	(a) Number	1			1
	(b) Total attendance of leaders	5			5
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader-training meetings reported under Question 12)	(1) Adult work			5	11
	(b) Total attendance	106		156	1492
	(2) 4-H Club and young men and women (older youth)				
	(a) Number	52			52
	(b) Total attendance	932			932
14. Number of adult result demonstrations conducted		2		139	141
15. Meetings held at such result demonstrations	(1) Number				
	(2) Total attendance				
16. Tours conducted	(1) Adult work				
	(b) Total attendance				
	(2) 4-H Club and young men and women (older youth)				
	(a) Number	3	3		3
	(b) Total attendance	48	48		48
17. Achievement days held	(1) Adult work				
	(b) Total attendance	1			1
	(2) 4-H Club and young men and women (older youth)				
	(a) Number	500			500
	(b) Total attendance	500	500	500	500

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

GENERAL ACTIVITIES—Continued

16-58074-1

Report only this year's activities that can be verified		Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
18. Encampments held (report attendance for your county only) ¹	(1) Farm women.	(a) Number 353			353
		(b) Total members attending.			
		(c) Total others attending.			
19. 4-H Club and young men and women (older youth)	(1) 4-H Club and young men and women (older youth)	(a) Number 7	7	1	1
		(b) Total boys attending.			7
		(c) Total girls attending.			6
		(d) Total others attending.	1	1	4
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported.	(1) Adult work.	(a) Number 18		36	54
		(b) Total attendance.		790	948
	(2) 4-H Club and young men and women (older youth).	(a) Number 9	12	37	52
		(b) Total attendance.	245	650	969
20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere.	(1) Adult work.	(a) Number 54			54
		(b) Total attendance.			1002
	(2) 4-H Club and young men and women (older youth).	(a) Number 9			9
		(b) Total attendance.			102

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

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

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

21. Total number of farms in county (1945 census)	12,720
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	700
23. Number of farms involved in preceding question which were reached this year for the first time	100
24. Number of nonfarm families making changes in practices as a result of the agricultural program	25
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	375
26. Number of farm homes involved in preceding question that were reached this year for the first time	30
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	55
28. Number of other homes involved in preceding question that were reached this year for the first time	35
29. Number of farm homes with 4-H Club members enrolled	100
30. Number of other homes with 4-H Club members enrolled	30
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	750
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	75

16-58074-7

EXTENSION ORGANIZATION AND PLANNING

33. County organization, association, or committee sponsoring extension work. This may include agricultural councils, home demonstration councils, and 4-H councils, or similar advisory committees. It may also include farm and home bureaus and extension associations in those States where such associations are the official or quasi-official agency in the county cooperating with the college in the management or conduct of extension work:
- | | | | |
|---------------------------------------|--|--------------------|-----------|
| (a) Over-all or general | (1) Name <i>Board of Agriculture</i> | (2) No. of members | <i>14</i> |
| (b) Agricultural | (1) Name <i>Board of Agriculture</i> | (2) No. of members | <i>14</i> |
| (c) Home demonstration | (1) Name <i>Home Demonstration Committee</i> | (2) No. of members | <i>32</i> |
| (d) 4-H Club | (1) Name <i>County 4-H Council</i> | (2) No. of members | <i>35</i> |
| (e) Young men and women (older youth) | (1) Name | (2) No. of members | |
34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):
- | | | | | | | | |
|------------------|-----------|------------------------|-----------|--------------|--|---------------------------------------|--|
| (a) Agricultural | <i>50</i> | (b) Home demonstration | <i>30</i> | (c) 4-H Club | | (d) Young men and women (older youth) | |
|------------------|-----------|------------------------|-----------|--------------|--|---------------------------------------|--|
35. Total number of communities in county. (See definition of a community, item 1, on back cover.) (Do not include number of neighborhoods) *5*
36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees. *5*
37. Number of clubs or other groups organized to carry on adult home demonstration work. *11*
38. Number of members in such clubs or groups. *230*
39. (a) Covered under question 173. (b) Covered under question 185.
40. Combined with question 41.
41. Number of different voluntary local leaders, committeemen, or neighborhood leaders actively engaged in forwarding the extension program.
- | | | | | | | | |
|----------------|-----------|-----------|----------------------------------|-----------|----------|----------------------|----------|
| (a) Adult work | (1) Men | <i>40</i> | (b) 4-H Club and work with young | (1) Men | <i>4</i> | (3) Older club boys | |
| | (2) Women | <i>16</i> | men and women (older youth) | (2) Women | <i>6</i> | (4) Older club girls | <i>4</i> |

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service *Board of Agriculture*
43. Number of members of such county agricultural planning group:
- | | | | | | | |
|---|---------|----------|-----------|----------|-----------|--|
| (a) Unpaid lay members: | (1) Men | <i>7</i> | (2) Women | <i>6</i> | (3) Youth | |
| (b) Paid representatives of public agencies or other agencies, or of organizations: | (1) Men | | (2) Women | | | |
44. Number of communities with agricultural planning committee (over-all planning) *5*
45. Number of members of such community planning committees: (a) Men *37* (b) Women *24* (c) Youth
46. Was a county committee report prepared and released during the year? (a) Yes (b) No

47. Days devoted to line of work by		Extension organization and planning ¹	County agricultural planning ¹	Total ¹
		(a)	(b)	
(1) If home demonstration workers:	(1) Home demonstration agents	<i>99</i>		<i>99</i>
	(2) 4-H Club agents	<i>30</i>		<i>129</i>
	(3) Agricultural agents	<i>34</i>		<i>163</i>
	(4) State extension workers	<i>3</i>		<i>166</i>
(2) If home demonstration workers:	(1) County	<i>33</i>		<i>33</i>
	(2) Community			
48. Number of planning meetings held		<i>131</i>		<i>131</i>
49. Number of unpaid voluntary leaders or committeemen assisting this year		<i>131</i>		<i>131</i>
50. Days of assistance rendered by voluntary leaders or committeemen		<i>131</i>		<i>131</i>

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

CROP PRODUCTION (other than for family food supply)

(1) Days devoted to line of work by—	(2) Includes all work with adults, 4-H Club members, and young men and women (older youth)										
	(3) Corn	(4) Wheat	(5) Oiler crops	(6) Legumes	(7) Pasture	(8) Cotton	(9) Tobacco	(10) Potatoes and other vegetables	(11) Fruits	(12) Other crops	
51. Days devoted to line of work by—											
(1) Home demonstration agents									1		
(2) 4-H Club agents					2			3		1	
(3) Agricultural agents	5	1		13 1/2	24 1/2		12	12	1/2		
(4) State extension workers	5			1			2 1/2	1	1		
52. Number of communities in which work was conducted this year	5	5	5	5	5		5	3	3		
53. Number of voluntary local leaders or committeemen assisting this year	21	5		4	10		6	5	7		
54. Number of farmers assisted this year in—											
(1) Obtaining improved varieties or strains of seed											
(2) The use of lime											
(3) The use of fertilizers											
(4) Controlling plant diseases											
(5) Controlling injurious insects											
(6) Controlling noxious weeds											
(7) Controlling rodents and other animals											

LIVESTOCK PRODUCTION (other than for family food supply)

(1) Days devoted to line of work by—	(2) Includes all work with adults, 4-H Club members, and young men and women (older youth)							(8) Poultry (including turkeys)	(9) Other livestock
	(3) Dairy cattle	(4) Beef cattle	(5) Sheep	(6) Swine	(7) Horses and mules	(10) Other			
55. Days devoted to line of work by—									
(1) Home demonstration agents									
(2) 4-H Club agents	7 1/2	1		1 1/2			2		
(3) Agricultural agents	27 1/2	25 1/2		45 1/2			20		
(4) State extension workers	15	15		5			2		
56. Number of communities in which work was conducted this year	15	15		5			5		
57. Number of voluntary local leaders or committeemen assisting this year	6	8		5			5		
58. Number of breeding circles or clubs or improvement associations organized or assisted this year	1								
59. Number of members in such circles, clubs, or associations	19								
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals									
61. Number of farmers assisted this year in—									
(1) Obtaining purebred males		5		2					
(2) Obtaining purebred or high-grade females	10	20		15					
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	15	XXXXX	
(4) Improving methods of feeding	15	20		40			65		
(5) Controlling external parasites	25	35		40			50		
(6) Controlling diseases and internal parasites		15		15			15		
(7) Controlling predatory animals									

* Do not include rabbits, game, and fur animals, which should be reported under wildlife.

17. You will be asked to make a report on the work done during the year. This report should be made in the form of a report on the work done during the year. It should be made in the form of a report on the work done during the year. It should be made in the form of a report on the work done during the year.

CONSERVATION OF NATURAL RESOURCES¹

Include all work done by adults, 4-H Club members, and young men and women (older youth)	Soil and water (a)	Forestry (b)	Wildlife (c)
62. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	26	1	
(4) State extension workers			
63. Number of communities in which work was conducted this year	5	5	
64. Number of voluntary local leaders or committees assisting this year	1	2	
Soil and Water—Continued	Forestry—Continued		
65. Number of farmers assisted this year—	67. Number of farmers assisted this year—		
(a) With problems of land use	(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings)		
(b) In the use of crop rotations	(b) In making improved thinnings, weedings or pruning of forest trees		
(c) With strip cropping	(c) With selection cutting		
(d) In constructing terraces	(d) With production of naval stores		
(e) In grassing waterways or otherwise preventing or controlling gullies	(e) With production of maple-sirup products		
(f) With contour farming of cropland	(f) In timber estimating and appraisal		
(g) In contouring pasture or range	68. Number of farmers cooperating this year in prevention of forest fire	25	
(h) In the use of cover or green-manure crops	Wildlife—Continued		
(i) In otherwise controlling wind or water erosion	69. Number of farmers assisted this year—		
(j) In summer-fallowing	(a) In construction or management of ponds for fish	10	
(k) In making depth-of-moisture tests	(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock		
(l) With drainage	(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders		
(m) With irrigation	(d) With other plantings for food and protection in wild-life areas		
(n) With land clearing			
66. Number of farmers—			
(a) In soil-conservation districts which were assisted with education for organization or operations this year			
(b) Assisted in arranging for farm-conservation plans this year			
(c) Assisted in doing work based on definite farm-conservation plans this year			

¹Include nature study.

FARM MANAGEMENT

Include all work with adults, 4-H Club members, and young men and women (older youth)	Farm accounts, cost records, inventories, etc.	Individual farm planning, adjustments, tenancy, and other management problems	Farm credit (short and long time)	Outlook information
(1)	(2)	(3)	(4)	(5)
70. Days devoted to line of work by— (1) Home demonstration agents (2) 4-H Club agents (3) Agricultural agents (4) State extension workers	3	4	4	1/2
71. Number of communities in which work was conducted this year	5	5	5	1
72. Number of voluntary local leaders or committeemen assisting this year				
73. Number of farm-survey records taken during the year: (a) Farm business (b) Enterprise (c) Other		75. Number of farmers assisted this year—Continued. (e) In getting started in farming, or in relocating (f) With credit problems (debt adjustment and financial plans) (g) In using "outlook" to make farm adjustments		66
74. Number of farmers assisted this year in keeping— (a) Farm inventory (b) General farm records (c) Enterprise records		(h) With a farm-income statement for tax purposes (i) With farm-labor problems (j) In developing supplemental sources of income		10
75. Number of farmers assisted this year: (a) In developing a farm plan only (b) In developing a farm and home plan (c) In analyzing the farm business (d) In improving landlord-tenant relations and leasing arrangements	12			3

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

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

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

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H club members, and young men and women (older youth)	Marketing and Distribution										
	General	Grain and hay	Livestock and wool	Dairy products	Poultry and eggs	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by—											
(1) Home demonstration agents				110							
(2) 4-H Club agents											
(3) Agricultural agents		472									
(4) State extension workers											
84. Number of communities in which work was conducted this year		5									
85. Number of voluntary local leaders or committeemen assisting this year		5									
86. Number of new cooperatives ¹ assisted in organizing during the year											
87. Number of established cooperatives ² assisted during the year											
88. Number of members ³ in the cooperatives assisted during the year (questions 86 and 87)											
89. Question discontinued	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
90. Number of farmers or families (not members of cooperatives) assisted during the year		50									156
91. Question discontinued	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
92. Number of private marketing and distributing agencies and trade groups assisted this year											5
93. Number of programs ⁴ pertaining to marketing agreements, orders, or surplus removal purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs ⁵ participated in or conducted this year											
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs ⁶ participated in or conducted this year											
97. Number of consumer information programs ⁷ pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs ⁸ relating to marketing services and costs of distribution conducted this year											
99. Number of programs ⁹ relating to transportation problems conducted this year											
100. Number of programs ⁹ relating to the specific use of market information conducted this year											
101. Number of other marketing programs ⁹ conducted this year (specify)											

¹ Include livestock, poultry, and hatching eggs purchased for breeding, replacement, or feeding purposes.
² Where a cooperative association serves more than one county, include only the members living in the county covered by this report.
³ Organized pieces of work.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with adults, 4-H Club members, and young men and women (not youth)				The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102.	Days devoted to line of work by—						
100	(1) Home demonstration agents			39 1/2	2 1/2		
100	(2) 4-H Club agents						
100	(3) Agricultural agents						
100	(4) State extension workers						
103.	Number of communities in which work was conducted this year			3	1		
104.	Number of voluntary local leaders or committeemen assisting this year						
The House, Furnishings, and Surroundings—Continued				Rural Electrification—Continued			
105.	Number of families assisted this year in—	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
	(a) Constructing dwellings			16			
	(b) Remodeling dwellings			7			
	(c) Installing sewage systems						
	(d) Installing water systems						
	(e) Installing heating systems						
	(f) Providing needed storage space						
	(g) Rearranging or improving kitchens			5			
	(h) Improving arrangement of rooms (other than kitchens)			15			
	(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings			36			
	(j) Selecting housefurnishings or equipment (other than electric)			195			
	(k) Improving housekeeping methods			40			
	(l) Laundry arrangement			5			
	(m) Installing sanitary closets or outhouses						
	(n) Screening or using other recommended methods of controlling flies or other insects						
	(o) Improving home grounds			70			
	(p) Planting windbreaks or shelterbelts						
106.	Number of associations organized or assisted this year to obtain electricity. (Report associations, not individual members)						
	(a) Obtaining electricity						
	(b) Selection or use of electric lights or home electrical equipment						
	(c) Using electricity for income-producing purposes						
Farm Buildings—Continued				Farm Mechanical Equipment—Continued			
108.	Number of farmers assisted this year in—						
	(a) The construction of farm buildings						
	(b) Remodeling or repairing farm buildings						
	(c) Selection or construction of farm-building equipment						
109.	Number of farmers assisted this year in—						
	(a) The selection of mechanical equipment						
	(b) Making more efficient use of mechanical equipment						
110.	Number of farmers following instructions in the maintenance and repair of mechanical equipment this year						
111.	Number of gin stands assisted this year in the better ginning of cotton						

U.S. DEPARTMENT OF AGRICULTURE, BUREAU OF EXTENSION, NUTRITION AND HEALTH SECTION

NUTRITION AND HEALTH

Include all work with adults, 4-H Club members, and young men and women (older youth)	Home production of family food supply (a)	Food preservation and storage (b)	Food substitution and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by—				
(1) Home demonstration agents				
(2) 4-H Club agents			37	3
(3) Agricultural agents				1
(4) State extension workers				1
113. Number of communities in which work was conducted this year				1
114. Number of voluntary local leaders or committeemen assisting this year			18	34
115. Number of families assisted this year—				
(a) In improving diets				
(b) With food preparation				71
(c) In improving food supply by making changes in home food production—				357
(1) Of vegetables				
(2) Of fruits				
(3) Of meats				
(4) Of milk				
(5) Of poultry and eggs				
(6) Total of above subitems minus duplications due to families making changes in production of more than one kind of food				
(d) With home butchering, meat cutting or curing				
(e) With butter or cheese making				
(f) With food-preservation problems in—				
(1) Canning				
(2) Freezing				125
(3) Drying				22
(4) Storing				27
(5) Total of above subitems minus duplications due to families using more than one method of preserving				174
(g) In producing and preserving home food supply according to annual food-supply budget				15
(A) In canning according to a budget				12
(i) With child-feeding problems				
(j) In the prevention of colds and other common diseases				
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				30
(l) With first aid or home nursing				
(m) In removing fire and accident hazards				
116. Number of schools assisted this year in establishing or maintaining hot school lunches				
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

Include all work with adults, 4-H Club members, and young men and women (older youth)	Home management—family economics (B)	Clothing and textiles (C)	Family relationships—child development (D)	Recreation and community life (E)
117. Days devoted to line of work by:				
(1) Home demonstration agents	10	76%		14
(2) 4-H Club agents				
(3) Agricultural agents				
(4) State extension workers	1	2		
118. Number of communities in which work was conducted this year	2	5		1
119. Number of voluntary local leaders or committeemen assisting this year		30		

(V) Home Management—Family Economics—Continued

121. Number of families assisted this year—	
(a) With time-management problems	
(b) With home accounts	
(c) With financial planning	
(d) In improving use of credit for family living expenses	
(e) In developing home industries as a means of supplementing income	
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying (Do not report individuals):	
(a) Food	
(b) Clothing	
(c) Housefurnishings and equipment	
(d) General household supplies	
123. Number of families assisted this year through cooperative associations* or individually, with the buying of—	
(a) Food	
(b) Clothing	
(c) Housefurnishings and equipment	
(d) General household supplies	
124. Total number of different families assisted this year with consumer-buying problems (Includes question 123 (a), (b), (c), and (d) minus duplications).	
125. Number of families assisted this year with "making versus buying" decisions	
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living	

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

Clothing and Textiles—Continued

127. Number of families assisted this year with—	
(a) Clothing-construction problems	233
(b) The selection of clothing and textiles	200
(c) Care, renovation, remodeling of clothing	225
(d) Clothing accounts or budgets	10

Family Relationships—Child Development—Continued

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

Recreation and Community Life—Continued

132. Number of families assisted this year in improving home recreation	29
133. Number of communities assisted this year in improving community recreational facilities	1
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs	1
135. Number of communities assisted this year in establishing—	
(a) Day or community base	
(b) Permanent camp	3
(c) Community rest rooms	1
136. Number of communities assisted this year in providing library facilities	
137. Number of school or other community grounds improved this year according to recommendations	1

* The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 10.
 † Includes question 122, also families buying through marketing cooperatives, organized or assisted, column (k), p. 9.

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)
138. Corn	13		9		9 Acres
139. Other cereals					Acres
140. Peanuts					Acres
141. Soybeans, field peas, alfalfa, and other legumes	1		1		Acres
142. Soil and water conservation					Acres
143. Potatoes, Irish and sweet	4		3		3 Acres
144. Cotton					Acres
145. Tobacco	6		5		2 1/2 Acres
146. Fruits	1				Acres
147. Home gardens	41		29		44 Acres
148. Market gardens, truck and canning crops	2				Acres
149. Other crops (including pasture improvement)					Acres
150. Poultry (including turkeys)	16		13		370 Birds
151. Dairy cattle	10	3	7	3	11 Animals
152. Beef cattle	3	3	3	3	6 Animals
153. Sheep					Animals
154. Swine	26		21		30 Animals
155. Horses and mules					Animals
155a. Rabbits	1		1		8 Animals
156. Other livestock					Animals
157. Bees					Colonies
158. Beautification of home grounds					XXXXXXXXXXXXXXXXXX
159. Forestry					Acres
160. Wildlife and nature study (game and fur animals)					XXXXXXXXXXXXXXXXXX
161. Agricultural engineering, farm shop, electricity, tractor					Articles made Articles repaired
162. Farm management					XXXXXXXXXXXXXXXXXX
163. Food selection, preparation, and/or baking		48		44	Meals planned 465 Meals served
164. Food preservation. (Include frozen foods)		11		9	842 Quarts canned
165. Health, home nursing, and first aid					xx Quarts frozen 1
165a. Child care					xx 935 Pounds frozen 1
166. Clothing		79		64	128 Garments made 21 Garments remodeled
167. Home management (housekeeping)		80		7	Units
168. Home furnishings and room improvement		7		7	Rooms
169. Home industry, arts and crafts					36 Articles
170. Junior leadership					XXXXXXXXXXXXXXXXXX
171. All others		5		5	XXXXXXXXXXXXXXXXXX
172. Total (project enrollment and completion)	124	158	94	54	XXXXXXXXXXXXXXXXXX

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

4-H CLUB MEMBERSHIP¹

173. Number of 4-H Clubs (do not count the same club more than once) 5
174. Number of different 4-H Club members enrolled (a) Boys 124 (b) Girls 91
175. Number of different 4-H Club members completing (a) Boys 94 (b) Girls 80
176. Number of different 4-H Club members in school (a) Boys 124 (b) Girls 91
177. Number of different 4-H Club members out of school (a) Boys _____ (b) Girls _____
178. Number of different 4-H Club members from farm homes (a) Boys 113 (b) Girls 80
179. Number of different 4-H Club members from nonfarm homes (a) Boys 9 (b) Girls 11

Number of Different 4-H Club Members Enrolled:

180. By years	181. By ages	
	Boys (a)	Girls (b)
1st year	52	49
2d year	32	22
3d year	18	9
4th year	10	6
5th year	6	5
6th year	1	
7th year		
8th year		
9th year		
10th and over		

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—
- (a) Judging (f) Fire and accident prevention
- (b) Giving demonstrations (g) Wildlife conservation
- (c) Recreational leadership (h) Keeping personal accounts
- (d) Music appreciation (i) Soil and water conservation
- (e) Health (k) Forestry
183. Number of 4-H Club members having health examination because of participation in the extension program
184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs 5

WORK WITH YOUNG MEN AND WOMEN (OLDER RURAL YOUTH)²

(Do not include work with 4-H Clubs)

A. Extension organized groups of young men and women:

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

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

188. Number of meetings these extension organized groups held _____
189. Total attendance at such meetings _____

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

190. Number of such groups assisted during the year _____
191. Number in such groups (a) Different young men _____ (b) Different young women _____

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

192. Number of different individuals assisted (a) Young men _____ (b) Young women _____

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

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

¹ All data in this section are based on the number of different boys and girls participating in 4-H Club work, not on the number of 4-H projects carried.

² Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 13, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in connection with the succeeding year's program.

³ Same as footnote 2, except that reference is to completed instead of enrollments.

REPRINTED BY THE 4-H CLUB BOYS AND GIRLS PROJECTS

MISCELLANEOUS

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

	Team (a)	General sector insects (b)	All other work (c)
195. Days devoted to line of work by—			
(1) Home demonstration agents			20
(2) 4-H Club agents			4
(3) Agricultural agents			2
(4) State extension workers			5
196. Number of communities in which work was conducted this year.			
197. Number of voluntary local leaders or committeemen assisting this year.			

198. Question discontinued.

COOPERATION WITH OTHER FEDERAL AGENCIES

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

	Assistance to Veterans (a)	U. S. D. A. Councils (b)	Farm Credit Administration (c)	Employment Service (d)	Production and Marketing Administration (e)	Soil Conservation Service (f)	Farmers Home Administration (g)	Rural Electrification Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)	Other Agencies (k)
199. Days devoted to line of work by—											
(1) Home demonstration agents											
(2) 4-H Club agents					10	7	1/2		6		
(3) Agricultural agents			7								
(4) State extension workers					5	5			5		
200. Number of communities in which work was conducted this year.			5			5			5		
201. Number of voluntary local leaders or committeemen assisting this year.							1				
202. Number of meetings participated in this year by extension workers.	5				3		2	1			

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

12

TERMINOLOGY

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

DEFINITIONS OF EXTENSION TERMS

1. A *community* is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report, a community is one of the several units into which a county is divided for conducting organized extension work.
2. A *cooperator* is a farmer or homemaker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent, and records are not required, but reports on the success of the practices may be obtained.
3. *Days in field* should include all days spent on official duty other than "days in office."
4. *Days in office* should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
5. *Demonstrations* as contemplated in this report are of two kinds—method demonstrations and result demonstrations.
A *method demonstration* is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.
A *result demonstration* is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, that the use of certified seed in growing potatoes is a good investment, or that a large farm business results in a more efficient use of labor.
The adoption of a farm or home practice resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is set in itself a demonstration.
6. A *demonstration meeting* is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
7. A *result demonstrator* is an adult, a boy, or a girl who conducts a result demonstration as defined above.
8. An *extension school* is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college.
9. An *extension short course* differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
10. A *farm or home visit* is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
11. *Farmers (or families) assisted this year* should include those directly or indirectly influenced by extension work to make some change during the report year as indicated by:
 - (1) Adoption of a recommended practice.
 - (2) Further improvement in a practice previously accepted.
 - (3) Participation in extension activities.
 - (4) Acceptance of leadership responsibility.
 - (5) Or by other evidence of desirable change in behavior.
12. A *4-H Club* is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.
13. *4-H Club members enrolled* are those boys and girls who actually start the work outlined for the year.
14. *4-H Club members completing* are those boys and girls who satisfactorily finish the work outlined for the year.
15. A *project leader, local leader, or committeeman* is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.
16. A *leader-training meeting* is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.
17. *Letters* written should include all original letters on official business. (Duplicated letters should not be included.)
18. An *office call* is a call in person by an individual or a group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an office call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.
19. A *plan of work* is a definite outline of procedure for carrying out the different phases of the program. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.
20. An *extension program* is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
21. *Records* consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.
22. Extension work with *young men and women* shall apply in general to those who are primarily rural and approximately 18 to 30 years of age. (Recommendation of Older Youth and Young Adult Planning Conference, Jackson's Mill, W. Va., February 21-25, 1949.)

CHECK SHEET FOR ANNUAL STATISTICAL REPORT FORM ES-21

Exhibit B

County Caroline

Year 1949

Type: White (X) Negro () Combined ()

Home Demonstration agents		4-H Club agents		Agricultural agents	
2(a) <u>180a</u>	4(a) <u>144</u>	: 2(b) <u>0</u>	4(b) <u>7</u>	: 2(c) <u>232</u>	4(c) <u>90</u>
3(a) <u>117</u>	5(a) <u>168</u>	: 3(b) <u>43</u>	5(b) <u>36</u>	: 3(c) <u>562</u>	5(c) <u>199</u>
Total* <u>312</u>	Total* <u>312</u>	: Total* <u>43</u>	Total* <u>43</u>	: Total* <u>289</u>	Total* <u>289</u>
47c(1) <u>91</u>		: 47c(2) <u>10</u>		: 47c(3) <u>50</u>	
51(1) <u>1</u>		: 51(2) <u>2</u>		: 51(3) <u>91</u>	
55(1) <u></u>		: 55(2) <u>14</u>		: 55(3) <u>113</u>	
62(1) <u></u>		: 62(2) <u></u>		: 62(3) <u>3</u>	
70(1) <u></u>		: 70(2) <u></u>		: 70(3) <u>14</u>	
76(1) <u></u>		: 76(2) <u></u>		: 76(3) <u></u>	
83(1) <u>10</u>		: 83(2) <u></u>		: 83(3) <u>4</u>	
102(1) <u>42</u>		: 102(2) <u></u>		: 102(3) <u>1</u>	
112(1) <u>2</u>		: 112(2) <u></u>		: 112(3) <u>6</u>	
118(1) <u>8</u>		: 118(2) <u></u>		: 118(3) <u></u>	
195(1) <u>20</u>		: 195(2) <u></u>		: 195(3) <u>4</u>	
Total* <u>312</u>		Total* <u>43</u>		Total* <u>289</u>	

*The above three totals must be identical * The above three totals must be identical *The above three totals must be identical

4-H CLUB MEMBERSHIP - page 14. Boys

176a <u>12h</u>	178a <u>115</u>	Sum of 180a <u>12h</u>	equals 174a <u>12h</u>
177a <u></u>	179a <u>9</u>		
174a <u>12h</u>	* 174a <u>12h</u>	Sum of 181a <u>12h</u>	equals 174a <u>12h</u>

(* Above four totals should be identical)

4-H CLUB MEMBERSHIP - page 14. Girls

176b <u>91</u>	178b <u>80</u>	Sum of 180b <u>91</u>	equals 174b <u>91</u>
177b <u></u>	179b <u>11</u>		
174b <u>91</u>	* 174b <u>91</u>	Sum of 181b <u>91</u>	equals 174b <u>91</u>

(* Above four totals should be identical)

WORK WITH YOUNG MEN AND WOMEN (OLDER RURAL YOUTH) - page 14. Young men

187(1)a <u></u>	187(1)d <u></u>	: 186a <u></u>	
187(1)b <u></u>	187(1)e <u></u>	: 191a <u></u>	
187(1)c <u></u>	187(1)f <u></u>	: 192a <u></u>	
186a <u></u>	*186a <u></u>	: Total <u></u>	equals or is greater than
		: 193a <u></u>	

(* Above two totals should be identical)

WORK WITH YOUNG MEN AND WOMEN (OLDER RURAL YOUTH) - page 14. Young women

187(2)a <u></u>	187(2)d <u></u>	: 186b <u></u>	
187(2)b <u></u>	187(2)e <u></u>	: 191b <u></u>	
187(2)c <u></u>	187(2)f <u></u>	: 192b <u></u>	
186b <u></u>	*186b <u></u>	: Total <u></u>	equals or is greater than
		: 193b <u></u>	

(* The above two totals should be identical)

CONSISTENCY OF REPORT

If correct (-)

- Page 3. Items 6 through 20, column d is not greater than the sum of column (a) plus column (b) plus column (c) and is not less than column (a), or column (b) or column (c) (X)
- Item 7, column (a), (b), (c) or (d) is not greater than Item 6, column (a), (b), (c) or (d) (X)
- Page 4. Item 22 is not greater than item 21 (X)
- Item 23 is not greater than item 22 (X)
- Item 26 is not greater than item 25 (X)
- Item 28 is not greater than item 27 (X)
- Item 22 plus item 25 plus item 29 equals or is greater than item 31 (X)
- Item 24 plus item 27 plus item 30 equals or is greater than item 32 (X)
- Page 5. The sum of item 34 is not greater than the sum of item 41 (X)
- The number of leaders reported for any project does not exceed item 41 (X)
- The total number of leaders reported for all projects is not less than item 41 (X)
- Item 36 does not exceed item 35, nor does the number of communities reported for any item exceed item 35 (X)
- Item 33 is filled in if item 37 is filled in. (X)
- Pages 6-12 If days devoted are shown, number of communities should be shown. (X)
- Page 9 Item 38 is filled in if item 36 or item 37 is filled in (X)
- Page 12 Item 123 is filled in if item 124 is filled in. (X)
- Page 13 Column (c) for items 138 through 172 does not exceed column (a) (X)
- Column (d) for items 138 through 172 does not exceed column (b) (X)
- When column (c) or column (d) shows boys or girls completing a project, column (e) should be filled in for that project except for xxx (X)
- Item 172 column (a) equals or is greater than item 174(a) (X)
- Item 172 column (b) equals or is greater than item 174(b) (X)
- Item 172 column (c) equals or is greater than item 175(a) (X)
- Item 172 column (d) equals or is greater than item 175(b) (X)
- Page 14 Item 182 - None of the subheads (a) through (k) is greater than the sum of items 174(a) plus 174(b) - (number of members enrolled) (X)
- Item 183 is not greater than item 174(a) plus 174(b) (X)
- Item 184 is not greater than item 173 (X)

We hereby certify that we have checked the items on this sheet with the items in Form ES-21.

R. B. Eagar
County Agent

Emma Gough
Home Demonstration Agent

Attach one signed copy of this check sheet to ES-21, Statistical Report.