

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 Roanoke State Virginia

REPORT OF

Name of Agent	Title	Period of Service	
		From	To
<u>Charles H. Sanders</u>	<u>Co-Agri. Agent</u>	<u>12-1-53</u>	<u>12-1-54</u>
<u>Julia S. Carson</u>	<u>Home Agent</u>	<u>12-1-53</u>	<u>12-1-54</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	128		934	1062
2. Office calls..... do	190		1576	1766
3. Telephone calls..... do	729		1926	2055
4. News articles or stories prepared Number	69		99	168
5. Broadcasts made or prepared:				
a. Radio..... Number	16		15	31
b. Television..... do			1	1
6. Bulletins distributed..... do	2425		1774	4199
7. Adult result demonstrations conducted..... Number	3		4	7
8. Training meetings held for local leaders:				
a. Adult work:				
(1)..... Number	12			12
(2)..... Attendance	176			176
b. YMW work:				
(1)..... Number				
(2)..... Attendance				
c. 4-H Club work:				
(1)..... Number	4		2	6
(2)..... Attendance	62		23	85
9. All other meetings agent held or participated in:				
a. Adult work:				
(1)..... Number	114		31	145
(2)..... Attendance	1592		492	2084
b. YMW work:				
(1)..... Number				
(2)..... Attendance				
c. 4-H Club work:				
(1)..... Number	90		76	166
(2)..... Attendance	2475		1229	3704
10. Meetings held or conducted by local leaders:				
a. Adult work:				
(1)..... Number	88			88
(2)..... Attendance	2430			2430
b. YMW work:				
(1)..... Number				
(2)..... Attendance				
c. 4-H Club work:				
(1)..... Number	50		2	52
(2)..... Attendance	541		30	571

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.....

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

from "a" Board of Supervisors

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. Over-all or general.....				
b. Agricultural.....	1	41	3	58
c. Home demonstration.....	1	51	2	65
d. Young men and women.....				
e. 4-H Club.....	1	65	2	77

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

Item	A		B	
	Number	Attendance	Number	Attendance
a. Community or local meetings.....				
b. County meetings.....	11		196	

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

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 A	Women B	Older club	
			Boys C	Girls D
a. In adult agricultural work.....	15		XXXX	XXXX
b. In adult home demonstration work.....		76	XXXX	XXXX
c. In young men and women's work.....			XXXX	XXXX
d. In 4-H Club work.....	6	10		
e. Total number of DIFFERENT leaders.....	21	80		

16. Number of organized clubs or other groups carrying on adult home demonstration work..... 1517. Number of members in such clubs or groups..... 365

PROGRAM EMPHASIS

Item	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agri- cultural work	County total
	A	B	C	D
18. Calendar months of employment.....	12		12	24
19. Total days worked.....	300		282	582
20. Days devoted to—				
a. Adult work.....	162		177	341
b. YMW work.....				
c. 4-H Club work.....	138		103	241
21. Days devoted to—				
a. Extension organization and program planning.....	35 347		25 275	63 622
b. In-service training of agents.....	17		5	22
c. Crops.....			67	67
d. Livestock.....			93	93
e. Marketing; distribution; and service organizations.....			8	8
f. Soil and water conservation and management.....			9	9
g. Forestry.....			7	7
h. Wildlife.....				
i. Planning and management of the farm business.....			8	8
j. Farm buildings and farm me- chanical equipment.....			8.5	8.5
k. House and surroundings, furnish- ings and equipment.....	51		.5	51.5
l. Home management.....	10			10
m. Family economics.....				
n. Clothing.....	21			21
o. Foods and nutrition.....	45			45
p. Health.....	31		11.5	42.5
q. Family life, child development, and parent education.....	1			1
r. Safety.....	29		10	39
s. Community development and public affairs.....	15		5.5	20.5
t. Days that cannot be charged specifically to one of items a through s.....	45		20 14.5	65

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 42.

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.

Item	Grain crops including rice, dry peas and beans	Hay and other forage, pas- ture, 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 lead- ers assisting.....	5	7						
23. Total number of personal con- tacts made individually or through meetings.....	130	105		10	70	10	50	5
24. Estimated total number of DIF- FERENT farmers and other individuals assisted directly or indirectly TO ADOPT recom- mended practices.....	65	55		5	20	4	55	5
25. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of production.....	55	45		5	18	4	25	5
Of this number how many were assisted with—								
a. Use of improved varieties and strains.....	20	12			10		3	
b. Use of fertilizers.....	10	15		1	5	1	7	1
c. Control of injurious insects.....	12	12		3	3	2	10	2
d. Control of diseases.....	8	5		2		1	5	2
e. Harvesting, storing, and curing.....	5	3						
f. Efficient work methods.....								
26. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of farm marketing.....	10	10			2		10	
Of this number how many were assisted with—								
a. Preparation for market.....							2	
b. Commodity outlook and market information.....	2	7			2		5	
c. Arranging to sell and selling.....	2	3					3	

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 for 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 A	Poultry and products B	Beef cattle C	Sheep, goats, ¹ and products D	Swine E	Other livestock and products F
27. Number of voluntary local leaders assisting.....	3	2	2			2
28. Total number of personal contacts made individually or through meetings.....	115	75	130	25	150	50
29. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	70	40	80	15	90	25
30. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of production and management.....	60	25	65	8	70	20
Of this number how many were assisted with—						
a. Selection and breeding.....	15	5	15	2	20	5
b. Feeding.....	20	10	15	1	20	10
c. Controlling external parasites.....	5	5	10		5	2
d. Controlling diseases and internal parasites.....	20	5	20	5	25	3
e. Efficient work methods.....			3			
31. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of farm marketing.....	10	15	15	7	20	5
Of this number how many were assisted with—						
a. Preparation for market.....		3	2			
b. Commodity outlook and market information.....	8	12	5		15	3
c. Arranging to sell and selling.....	2		3	7	5	2

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.
35. Item should include cooperatives and other private enterprises with which you worked.
- a. Elevators, country buyers, processors, millers, feed manufacturers, seed dealers and processors, 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 ginners 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 warehouses, 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

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.....	1	3				1
b. Farm and home service.....						

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

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

Number

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

a. Marketing.....	
b. Service facilities.....	
35. Farmers, homemakers, and other individuals assisted in marketing products through roadside or other farm retail markets:	
a. Agricultural products.....	1
b. Home products (arts, crafts, etc.).....	
36. Buyers, sellers, handlers, processors, and transporters of farm products assisted with marketing problems:	
a. Grain, seed, dry beans and peas, etc.....	
b. Hay and other forage crops.....	
c. Cotton: (1) Cotton ginner.....	
(2) Other.....	
d. Tobacco.....	
e. Oil crops (soybeans, flax, peanuts, etc.).....	1
f. Sugar crops.....	
g. Dairy and dairy products.....	
h. Poultry and poultry products.....	
i. Meat animals and meat products.....	
j. Fruits and nuts.....	
k. Vegetables including potatoes.....	20
37. Food retailers assisted with merchandising problems.....	
38. Persons assisted with CONSUMER information on agricultural products..... <i>estimated total</i>	

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.....			
40. Total number of personal contacts made individually or through meetings.....	98	34	
41. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	27	12	

	Estimated number
42. Farmers and other individuals reported in item 41-A assisted with—	
a. Proper land use.....	5
b. Contour and strip cropping.....	1
c. Terracing.....	
d. Grazing waterways.....	1
e. Water supply, storage, and distribution.....	2
f. Drainage.....	2
g. Irrigation.....	1
h. Use of soil amendments (lime, sulfur, gypsum, trace elements, etc.).....	4
i. Use of fertilizers (commercial and barnyard) (See subitem 25b).....	
j. Production of soil-improvement crops.....	3
k. Crop rotations.....	2
l. Land clearing.....	
43. Farmers and other individuals reported in item 41-B assisted with—	
a. Planting forest trees (windbreaks, shelterbelts, erosion control, Christmas trees, etc.).....	6
b. Timber-stand improvement (thinning, weeding, and pruning forest and woodland trees).....	
c. Timber harvesting (includes selective and other recommended cutting for forest products).....	1
d. Estimating and appraising.....	
e. Production of maple-sirup products or naval stores.....	
f. Treating wood products with preservatives (fence posts and building timbers).....	2
g. Marketing of forest products (includes markets and timber-selling practices).....	5
h. Fire prevention.....	2
44. Farmers and other individuals reported in item 41-C assisted with—	
a. Construction or management of ponds for fish.....	
b. Making food and cover plantings for wildlife.....	
c. Protection of wildlife areas from fire or livestock.....	

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 48c refers to long-time adjustments, 48d should include adjustments made from year to year.
- e. 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 or 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.....	
46. Total number of personal contacts made individually or through meetings.....	23
47. Estimated number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	10
48. Estimated number of farmers and other individuals reported in item 47 assisted with—	
a. Information on the agricultural outlook.....	3
b. Keeping and analyzing farm records.....	7
c. Developing an over-all farm plan.....	
d. Making needed adjustments in farm organization.....	
e. Developing supplemental sources of income.....	
f. Obtaining and using credit.....	7
g. Selecting a farm for rental or purchase.....	
h. Obtaining, training, and using farm labor.....	
i. Legal aspects of the farm business.....	
j. Income-tax accounting and related problems.....	1
49. Number of individuals or firms assisted in rendering better planning, management, legal, tax, or other specialized services to farmers.....	
50. Number of banks or other agencies assisted in adapting loan and credit policies and procedures to provide better service to farmers.....	

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		
52. Total number of personal contacts made individually or through meetings	35	7
53. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices	15	4
54. Farmers and other individuals reported in item 53-A, assisted with—		<i>Estimated number</i>
a. Arrangement of farm-building lay-out		5
b. Construction of farm buildings		10
c. Remodeling or repairing farm buildings		
d. Selection or construction of farm-building equipment		
55. Farmers and other individuals reported in item 53-B, assisted with—		
a. Selection of farm mechanical equipment		
b. Developing labor-saving devices and equipment		3
c. Use, care, and repair of farm mechanical equipment		
56. Farmers and other individuals assisted in the use of electricity for income-producing purposes		1

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—

- e. 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.....		7
58. Total number of personal contacts made individually or through meetings.....	99	300
59. Estimated total number of DIFFERENT families, homemakers, or other individuals assisted directly or indirectly TO ADOPT recommended practices.....	260	290
60. Families, homemakers, and other individuals reported in item 59-A assisted with—		
a. Building a new house.....		5
b. Remodeling or repairing the house.....		3
c. Improving kitchen or laundry.....		250
d. Improving storage space.....		8
e. Selection, installation, use, and care of water and/or sewage systems.....		
f. Selection, installation, use, and care of heating and/or cooling systems.....		
g. Planning electrical systems.....		
h. Landscaping home grounds.....		1
61. Homemakers and other individuals reported in item 59-B assisted with—		
a. Selection, use, and care of home equipment (other than sewing equipment).....		180
b. Selection, use, and construction of home furnishings.....		280
c. Repair, reconditioning, and care of home furnishings.....		288
d. Furniture arrangement and use of accessories.....		200
e. Color schemes and wall finishes.....		140
f. Floor finishes.....		5

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—
- In improvement in the use of time and energy through job-methods training, work simplification, and time and motion study. (See example in 65a.)
 - 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—
- 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).
 - On wills, inheritance, insurance, notes and installment-buying contracts. Subitem 48i covers legal affairs pertaining to the farm business.
67. Includes work done—
- In the selection of shoes, hats, accessories, men's and boys' clothing as well as clothing accounts and inventories.
 - 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.
 - On both new and remodeled clothing.
 - 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.....	44	15	5
63. Total number of personal contacts made individually or through meetings.....	250	265	200
64. Estimated total number of different homemakers and other persons assisted directly or indirectly TO ADOPT recommended practices.....	250	265	200
65. Homemakers and other individuals reported in item 64-A assisted—			<i>Estimated number</i>
a. In arriving at management decisions.....			200
b. In improving housekeeping methods.....			230
c. With family laundering.....			200
66. Homemakers and other individuals reported in item 64-B assisted—			
a. In the use of rural family outlook information.....			265
b. With family financial planning.....			—
c. With keeping and analyzing home records.....			—
d. With family legal matters.....			—
67. Homemakers and other individuals reported in item 64-C assisted—			
a. In selecting and buying clothing.....			200
b. With care and mending of clothing.....			200
c. With clothing construction.....			—
d. In selection, use, and care of sewing and pressing equipment and with sewing centers.....			180
e. With good grooming and posture (personal appearance).....			200

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. Considers 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 nutrition	Health	Family life	Safety
	A	B	C	D
68. Number of voluntary local leaders assisting.....	32	33		21
69. Total number of personal contacts made individually or through meetings.....	500	320	200	500
70. Estimated total number of DIFFERENT families assisted directly or indirectly TO ADOPT recommended practices.....	400	300	200	400
71. Families reported in item 70-A assisted—				<i>Estimated number</i>
a. With planning and/or producing the home food supply.....				300
b. In selecting food.....				400
c. With meal planning and food preparation.....				350
d. With preservation and storage of food.....				50
e. In improving diets.....				400
72. Families reported in 70-B assisted in—				300
a. Sanitation practices and facilities.....				10
b. First aid and home nursing.....				250
c. Dental-health education.....				150
d. Health education leading to physical examination by a physician.....				
73. Families reported in item 70-C assisted with—				
a. Child development and guidance.....				
b. Providing recommended play, clothing, and equipment suited to age of children.....				
c. Understanding roles of family members and strengthening family relationships.....				200
d. Individual adjustments and personality development.....				
e. Home and family recreation.....				
74. Families reported in item 70-D assisted with—				
a. Fire prevention around the farm and home.....				400
b. Accident prevention around the farm and home.....				400
c. Accident prevention away from home place.....				300

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, includes 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.

76. 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
	<i>Number</i>	<i>Number</i>	<i>Number</i>	<i>Number</i>
75. Citizenship activities.....				
76. Developing and improving county or community organization.....				
77. Local projects of a general public nature:				
a. General community problems; studies, surveys, etc.....				
b. Improving health facilities, services, and programs.....				
c. Improving schools.....				
d. Improving churches.....				
e. Bettering town-country relations.....				
f. Libraries.....				
g. Roads.....				
h. Telephones.....				
i. Community centers.....				
j. Recreation programs and facilities.....				
k. Community beautification.....	2	1		26
78. Regional or area development programs or projects.....				
79. National programs and proposals affecting agriculture and rural life.....				
80. World affairs.....				
81. Emergency activities.....				

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.....	2	1	1	acres
83. Other cereals.....	3	3	3	do.
84. Peanuts.....				do.
85. Soybeans, field peas, alfalfa, and other legumes.....	1	1	1	do.
86. Potatoes, Irish and sweet.....				do.
87. Cotton.....				do.
88. Tobacco.....				do.
89. Vegetable growing.....	8	2	1 4/2	do.
90. Fruits.....				do.
91. Range and pasture.....				do.
92. Other crops.....				do.
93. Soil and water conservation and management.....				do.
94. Forestry.....	1			do.
95. Wildlife and nature study.....			XXXXXXXXXXXX	
96. Poultry (including turkeys).....	13	6	5700	birds
97. Dairy cattle.....	13	6	9	animals
98. Beef cattle.....	14	4	7	do.
99. Sheep.....				do.
100. Swine.....	25	16	61	do.
101. Rabbits.....	25	11	57	do.
102. Other livestock.....				do.
103. Bees.....				colonies
104. Entomology.....	3	0	XXXXXXXXXXXX	
105. Tractor maintenance.....				tractors
106. Electricity.....	12	3	7	articles
107. Farm shop.....				do.
108. Other engineering projects.....			XXXXXXXXXXXX	
109. Farm management.....			XXXXXXXXXXXX	
110. Beautification of home grounds.....			XXXXXXXXXXXX	
111. Meal planning and preparation (include baking and food selection).....	93	77	2082	dishes prepared
112. Canning and preserving (other than freezing).....			137	meals served
113. Freezing of foods.....	2	2	250	quarts
114. Health, nursing, and first aid.....	177	113	XX	quarts frozen
115. Child care.....			XXXXXXXXXXXX	pounds frozen
116. Clothing.....	50	36	212	articles
117. Home management.....	2	2	44	garments
118. Home furnishings and room improvement.....	5	5	17	articles
119. Home industries, arts, and crafts.....			7	rooms
120. Junior leadership.....			XXXXXXXXXXXX	articles
121. All other.....	571	324	XXXXXXXXXXXX	
122. Total.....	691	382	XXXXXXXXXXXX	

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 economies, 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 \$100 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 \$100 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 level 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.

123	Number of different 4-H Clubs in the county	
124	4-H Club members—	
124a	Enrolled	
124b	Completing	
125	Census definitions	
125a	Bureau of the Census definition of a farm	
125b	Rural nonfarm homes	
127	Age of club members	
128	DEFINITE training	
128e	Members with specific training	
130	4-H Club camp	

4-H CLUB MEMBERSHIP

		11	
123. Number of 4-H Clubs.....			
124. Different 4-H Club members—		Boys	Girls
a. Enrolled.....		194	260
b. Completing.....		100	156
125. 4-H Club members from—			
a. Farm homes.....		85	97
b. Rural nonfarm homes.....		106	160
c. Urban homes.....		3	3
	(For checking purposes; total equals 124a)	194	260
126. 4-H Club members enrolled by years in club work:			
a. 1st year.....		153	138
b. 2d year.....		26	63
c. 3d year.....		8	48
d. 4th year.....		2	12
e. 5th year.....		1	1
f. 6th year and over.....		1	4
	(For checking purposes; total equals 124a)	194	260
127. 4-H Club members enrolled by ages:			
a. 10 years and under.....		45	63
b. 11 years.....		43	57
c. 12 years.....		44	64
d. 13 years.....		27	43
e. 14 years.....		23	18
f. 15 years.....		10	14
g. 16 years.....		3	7
h. 17-20 years, inclusive.....		1	1
	(For checking purposes; total equals 124a)	194	260
128. 4-H Club members who received definite training in—			Members
a. Judging.....			47
b. Giving demonstrations.....			260
c. Group recreation leadership.....			1
d. Music appreciation.....			1
e. Money management (thrift).....			1
f. Farm and home safety.....			133
g. Citizenship.....			1
h. Personality improvement.....			1
i. Soil and water conservation.....			1
j. Forestry.....			1
k. Health, nursing, and first aid.....			106
129. 4-H Club members having health examination because of participation in the extension program.....			
130. Number of members attending a 4-H Club camp.....			57
131. 4-H Clubs engaging in community activities, such as improving school grounds, conducting local achievement programs, and fairs.....			23

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.....	
137. FAMILIES assisted with control of household insects.....	103
138. HANDLERS, PROCESSORS, and other individuals assisted with control of insects in off-the-farm storage of grain.....	
139. FARMERS and other individuals assisted with control of noxious weeds.....	5
140. FARMERS and other individuals assisted with control of rodents and other predatory animals.....	3
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.....	1

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 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 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.....	540	171	74
144. Families assisted directly or indirectly, by the extension program, in making some change in HOMEMAKING (home economics) practices this year.....	630	30	20
145. Total DIFFERENT families assisted by extension programs (items 143 and 144, less duplication).....	200	150	60

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. These 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.....				
148. Farm Credit Administration.....				
149. Farmers Home Administration.....			1	
150. Fish and Wildlife Service.....				
151. Forest Service.....			2 1/2	
152. Bureau of Indian Affairs.....				
153. Agricultural Stabilization and Conservation Program Committee.....			3	6
154. Rural Electrification Administration.....				
155. Selective Service System.....			1	
156. Soil Conservation Service.....				
157. Valley authority (TVA, etc.).....				
158. Other (specify).....				
STATE AGENCIES				
159. Health department.....	4			
160. Highway department.....				
161. State departments of agriculture and forestry.....				
162. State department of education: General schools.....			6	9
163. State employment service.....			1/2	
164. Welfare department.....	1			
165. Other (specify).....				
COUNTY AGENCIES				
166. Soil conservation districts.....			3	4
167. Vocational-agriculture and home economics departments.....	3		1	
168. Other (specify).....				

RECOMMEND 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.

1964 PLAN OF WORK

Hanover County

○
C. W. Sanders, County Agricultural Agent

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RM

Brief Discription of County

Hanover County lying just north of Richmond is on the fall line between the Piedmont and Tidewater sections. The topography varies from flat in the eastern end to rolling in the western section of the county. There is a considerable amount of livestock, poultry, mostly broilers, small grain, corn and soybeans raised in all parts of the county. In the western end sun cured tobacco is grown, and vegetables for the Richmond market are grown in the eastern section of the county.

Hanover County has a population of 21,985 of which 9,607 are rural farm people. There are 1,859 farms with the average farm consisting of 62.6 acres.

Situation

The emergency hay program which was put into effect because of the dry weather is continuing to be carried out through the County Agent's office. Thirty-two farmers have made application and have purchased hay through this program.

According to the 1960 census Hanover County has 9,253 acres of pasture, 11,126 acres of hay, and 5,120 head of beef, 4,597 dairy cattle, and 1,592 sheep. It is the opinion of many farmers that the number of beef cattle is now approximately 10,000. As can be seen from these figures the pastures in the county are over stocked. Hanover County livestock farmers felt this especially hard last year due to the severe dry weather.

Although crop yields in Hanover County do not seem to be excessively low, there is still considerable room for improvement in yields.

The control and prevention of insects and diseases of livestock and crops has and will continue to be an important part of the County

Agent's work. Proper management such as the worming and spraying of livestock, and vaccination of hogs for cholera, and cattle for blackleg will help greatly in the control of livestock parasites and diseases.

More attention should be paid to the control of weeds with chemicals. A number of farmers have tried this method and their success has demonstrated its advantages.

Livestock, grain and vegetable producers in the county are dissatisfied with the marketing facilities available in the vicinity of Hanover County. A livestock auction market, and a grain elevator have been considered by farmers from Hanover County in cooperation with groups from other counties. The vegetable growers have long been supporting the prospective Produce Market in Richmond.

People Making Plan of Work

The following plan of work was made with the cooperation of the County Board of Agriculture and members of the Agronomy Committee. The County Board of Agriculture is composed of leading farmers of Hanover County, and representatives of Farm and Civic organizations. The Agronomy Committee is composed of leading farmers of Hanover County who are producers of Agronomic Crops.

Agronomy Situation

No one in the Hanover County 100 Bushel Corn Club made 100 bushels to the acre in 1953 and only one in 1952. This was due to the extremely dry and hot weather of these two growing seasons. These two seasons have caused some farmers to question the advisability of planting corn as thick as recommended.

A considerable acreage of Williamsburg Alfalfa was planted last fall after a small demonstrational planting was made in Hanover County last Spring.

Approximately 8,900 acres of small grain, 329 acres of tobacco, 13,000 acres of corn, and 5,700 acres of soybeans are grown in Hanover County each year.

Goals and Methods

The 100 Bushel Corn Club will be continued in 1964 as in past years. This contest will be sponsored by the Independence Ruritan Club. There will also be a demonstration in several different parts of the county again this year on the maturity dates of corn hybrid varieties. The County Agent is also working with the two young farmers groups in the county in carrying out their corn contest. The losing club in this contest which has been going on for the last several years feeds the other club at their annual banquet.

Pasture

The Pasture Program and Contest is planned again for this year. The Ashland Businessmen's Club will again sponsor this program. A meeting of representatives of the sponsoring clubs, Mr. H. D. Dabney, Chairman of the Agronomy Committee, and the County Agent will meet in March to make future plans on the publicity, etc., for the contest.

Applications for the contest will be handled through the County Agent's office. Publicity will be jointly handled by the County Agent and the Agricultural Committee of the sponsoring club. Prizes will be given by the sponsoring club at a dinner meeting next winter.

Alfalfa

A demonstration on the chemical control of weeds in alfalfa has already been set up on a farm operated by George and Oliver Green in the Ashland district. This demonstration will also serve to show the results of a two year planting of Williamsburg Alfalfa. This demonstration will be publicized in the local and Richmond newspapers.

Horticulture Situation

The most important horticulture crop in Hanover County is vegetables produced mostly in the eastern end of the county, for the Richmond Market. There is also one commercial peach orchard. Most farmers have a vegetable garden and a small home orchard. Numerous requests for information come from gardeners who live in the small towns of Ashland and Mechanicsville.

Three nurseries are located in the county. These nurseries deal almost entirely with shrubs and flowers. The County Agent has worked closely with only one of these due to the location of requests for information on landscaping and the spraying to control insects and diseases.

Goals and Methods

The County Agent has made arrangements for a group of commercial vegetable growers to make a tour of the Virginia Vegetable Experiment Station in early June. Mr. Vernon Watts and Mr. John Leonard, President of the Hanover Young Farmers Club is working with the County Agent in this project.

Information on the prospective Produce Market in Richmond has been given by the County Agent to interested farmers. The County Agent believes this market will be of great value to vegetable growers in Hanover and other counties in marketing their produce, and has supported this market.

The County Agent will continue to give the recommendations on varieties, fertilization, cultivation, etc. of vegetables and other Horticultural products.

Disease and Insect prevention and control of Agronomic and Horticultural Crops.

Situation

Disease and insect infestation varies to a considerable

extent with climatic conditions of the particular year. However, certain diseases and insects are with us every year and vary only in intensity of infestation. Some of these diseases are late blight of tomatoes and potatoes, crown rot of alfalfa and clovers, fire blight on apples and pears, brown rot of peaches. Most of the insects of fruits and vegetables are encountered every year. The Japanese beetle is a relatively new commer to the county, but it is spreading fast. This insect seems to feed on weeds and wood plants so far and has not done very much damage.

Goals and Methods

The County Agent will continue to give information through publicity channels, personal contacts, and meetings on the control and prevention of insects and disease of horticultural and agronomic plants. He will visit the local dealers to talk over the recommended materials for controlling these insects and diseases. The requests for identification and recommended control measures will be handled as promptly and thoroughly as possible.

Livestock

Situation

The quality of the beef cattle, swine, and sheep in Hanover County is continuing to improve. Many farmers are inquiring as to the source of good purebred sires. Farmers are still planting more good pasture mixtures, and building farm ponds to better feed and water their stock. Livestock producers are becoming increasingly interested in the marketing of their livestock.

One of the main problems, especially this year has been the control of parasites in livestock in Hanover County. The loss in money has no doubt been considerable.

Goals and Methods

The County Agent will encourage the use of recommended practices for the control of internal and external parasites.

The group of farmers organized to work for the livestock market in the county will be assisted as much as possible.

Farmers interested in obtaining pure bred sires will be helped to locate these animals and given as much information as possible on the selecting of a good animal.

We plan to have at least five sheepproducers entered in the "More Returns Per Ewe" contest. Letters and personal contacts will be used to accomplish this objective.

Hanover County will have calves in the spring and fall feeder calf sales. Mr. George Hudgins, Feeder Calf Sale Director, and the County Agent will give publicity to the sale and help to inspect calves submitted for entry.

Disease Prevention and Control in Livestock and Dairy Animals Situation

The County Agent has done considerable veterinarian work as well as educational work in this field. During the past year there was very little hog cholera, but blackleg of cattle increased over the past year. Many farmers are now vaccinating their own livestock. The closest veterinarians are in Richmond about 15 miles to the nearest farmers, and about 40 miles to the farthest corner of the county.

Goals and Methods

After two years of cooperative effort of the County Agent and the Ruritan Clubs of the County, Mr. H. S. Harley, a senior veterinarian student at the University of Georgia, has informed the County Agent that he plans to locate in Ashland to practice in Hanover and surrounding Counties. It is the hope of the County Agent that this will relieve him of some of the veterinarian work and allow more

time for educational projects. The County Agent will give Mr. Harley as much cooperation as possible.

Information on the control of parasites and diseases will continue to be given by the County Agent through all publicity channels and by personal contacts.

Dairy

Situation

Dairying is an important farming industry in Hanover County. The productivity of our herds is fairly high as shown in the DHIA reports. However we still need to raise our production. The use of better bulls, more efficient feeding methods are two methods of accomplishing this. A large part of Hanover County is not in a Artificial breeding Association Service area. An enlargement of this program would help us to improve the breeding of our animals.

Goals and Methods

The County Agent will continue to send the results of the Hanover-Chesterfield DHIA Monthly Report to DHIA members, County Agents concerned, and others interested. He will also give publicity to the advantages of this program. The County Agent plans to study the reports to be better able to assist farmers in using the information obtained.

Artificial Breeders Association

A number of small farmers have been assisted in joining the artificial breeders association, and the County Agent will continue to promote this service to farmers in Hanover County. He plans to attend at least two of the Richmond Association meetings and the State meeting. Publicity will be given through the newspaper and radio.

Forestry

Situation

More than 50% of the land area of Hanover County is in forest. Several lumbermen in the county own large tracts of timber, but most of the woodland is owned by farmers. In spite of this most of the planting of seedlings has been done by lumbermen. Some planting has been done by farmers and 4-H club members. There are large areas of cutover land in which hardwoods such as oak, gum, maple, etc. are coming in. In the area in which Hanover County is located these trees are not as valuable as pine.

Goals and Methods

The County Agent will continue to give information, through newspapers, personal contact and other available sources, on the advantages and methods of planting, thinning and management of timber. He will also give information on the source of seedlings, and the estimation and marketing services of the Virginia Forestry Service.

Information on the use of 2-4-5T, and ammatatfor killing undesirable hardwoods has been requested by a number of farmers in the county. The results from the use of these materials will be publicized in a localized way by the County Agent.

Work With Other Agencies

Situation

The County Agent plans to continue the good cooperation between his office and the other agencies working in the agricultural field in Hanover County. This cooperation has been helpful in carrying out the overall agriculture program in the county.

E. O. Hatcher, Soil Conservationist, and the County Agent will meet in the spring to make plans to stimulate more interest in the State Soil Conservation Essay and Poster Contests. We will also

lay plans to give more publicity to the Natural Resources Conservation Week.

The County Agent will attend all the ASC meetings possible. He will also assist in making out the list of eligible practices for the county. He will assist in giving recommendations on the amount of lime needed in a field based on the soil samples.

The Vocational Agricultural teachers and the County Agent will hold several meetings this spring and summer in the process of planning and holding the Hanover County Youth Fair.

The County Agent will assist the Progressive Young Farmers Club in carrying out their corn contest. He will also work with the Hanover Young Farmers Club in making a tour of the Virginia Vegetable Experiment Station. Several speakers will be gotten by the County Agent to discuss agricultural subjects with these groups.

Publicity

The two weekly newspaper columns written by the County Agent will continue, as will the monthly radio program. In addition there is a possibility a television program will be given approximately every 6 weeks.

The County Agent will report any new development in crop varieties, fertilizer, methods of production, marketing, etc. He will continue to publicize recommended practices since many farmers are still not making full use of these.

THE 4-H CLUB PROGRAM

4-H Situation in Hanover County

Ten 4-H Clubs are organized in the schools of Hanover County. There are also a dairy club, and a community 4-H Club organized outside the schools. The total enrollment of boys is 190.

Among the many activities of the 4-H clubs are monthly meetings of each club, a Sears-Roebuck pig chain, and a dairy calf chain just started. 4-H members attended camp, a state short course at VPI, and Conservation Camp. Club members also exhibited their projects at the Hanover County Youth Fair. Club members also help to improve their community.

We have five men 4-H adult leaders. All are young farmers. Only two have been really active. These two leaders, Mr. Frank Hazard, and Mr. Melton Wickham, have held dairy Club meetings in the County. We have held one leader training meeting to which all of these men came. Other meetings should be held, it would add to the effectiveness of these leaders.

4-H Club Goals

1. Have a completion of record books of 60%.
2. Meet all clubs once each month.
3. Have a 4-H visiting day in which each club member is visited by a leader.
4. Hold training meetings with 4-H leaders.
5. Have instructional meetings for poultry and dairy judging teams, and have teams in the judging contests.
6. Send five boys to the 4-H Club State Short Course at VPI.
7. Have at least 15 boys attend 4-H camp.
8. Send one boy to Conservation Camp.
9. Continue Sears-Roebuck pig chain and the calf project started by Mr. E. C. C. Woods.
10. Encourage each 4-H Club to select a community project.
11. Have exhibits at the Hanover Youth Fair and the Atlantic Rural Exposition.
12. Hold at least one leader training meeting.

Methods

The County Agent will visit each leader at least twice during the year to assist him in 4-H leader work. Working through these leaders the County Agent hopes to encourage and assist 4-H Club members to complete their project and increase their interest in club work.

Poultry and dairy judging will be given with the cooperation of Mr. Denver Bragg, Poultry Specialist, Mr. William Patterson, 4-H Dairy Specialist, and 4-H Club Leaders.

• Annual Report

COUNTY EXTENSION WORK

Virginia Agricultural Extension Service



Charles W. Sanders

agent

1954

● assistant agent

Henover

county

ANNUAL NARRATIVE REPORT

Hanover County

Virginia

1954

Charles W. Sanders
County Agricultural Agent

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III. ADULT WORK

1. County Board of Agriculture

41 Hanover County men and women representing farmers and professional, business and civic organizations compose the Hanover County Board of Agriculture. This organization assists the county agricultural agent and home demonstration agent in developing and carrying out the agricultural program in the county. Although membership in this organization changes from time to time, the turnover is very small. The members of the Hanover County Board of Agriculture are as follows: Dr. C. E. Myers, chairman, John A. Hall, Page Buckols, J. B. Wickham, A. C. Dabney, H. D. Toler, C. C. Cochran, L. E. England, Tom Stanley, Jr., Rev. J. P. H. Mason, E. C. C. Woods, Joe Johnson, Mr. and Mrs. T. H. Dougherty, W. R. Shelton, C. W. Smith, J. P. Billingsley, Cabell Luck, Mrs. J. McG. Thompson, Mrs. Julia Carson, Mrs. J. B. Noel, D. B. Webb, J. Edward Stanley, W. E. Jones, Dan Talley, Leonard Burnette, J. C. Stiles, secretary, Charles W. Sanders, George Green, John D. Hutchinson, Jr., Mr. and Mrs. H. D. Dabney, Mrs. Paul Swasey, T. M. Waldrop, Mrs. C. G. Jones, Bob Pemberton, M. C. Wm. Grayson Brown, W. V. Fielder, Mrs. J. Paul McConnell,

The Hanover County Board of Agriculture has been the chief sponsor of the Hanover County Farmers Picnic which has been held for 11 years.

2. Type of Agriculture

Farming in Hanover County is of the diversified nature. The climatic and geographical location permits a production of a wide variety of crops and livestock. The western end of the county, composed largely of Piedmont soils, is excellent for the production of small grain, pasture, soybeans, corn, livestock, etc. The eastern end of the county, having largely Tidewater soils, produces all those named above. Vegetable production is also of considerable importance in the eastern end of the county.

3. Project Activities

A. Livestock, Dairying, Poultry

1. Prevention and Control of Diseases and Parasites

One of the most important objectives reached in this part of the county agricultural program was the locating in Hanover County of Dr. H. S. Harley, veterinarian. Following is an account of the methods employed to ascertain the need of the people in the county to contact the veterinarian and encouraging him to locate in Hanover County.

(a) Situation in the County

The county agent was called upon to do considerable veterinarian work in the county. This was due to several factors. Among them were: (1) Veterinarian were some distance away, both in time

and distance. (2) Travel and time consumed by the veterinarian in reaching the farmer ran up the cost so as to discourage the farmer. (3) A veterinarian often could not be obtained in time to properly treat the animal.

Dr. John D. Hamner, Hanover County Health Officer, felt that a veterinarian would be of considerable value in promoting a compulsory rabies vaccination or at least be readily available for pet owners who wanted to vaccinate for rabies. The situation mentioned above prevailed for the most part in the central and western areas of the county since a veterinarian located in Henrico County and just over the Henrico County line in the eastern end of the county pretty well took care of that area.

(b) Ascertaining Need and Locating Veterinarian

The county agent thinking that a veterinarian was needed in the county talked with several leading farmers and other men in the county. They included Mr. Cabell Luck, dairyman, Mr. Fairfax Davis, president of the Independence Ruritan Club. Both of these men agreed that a veterinarian was needed.

About this time, February 1953, Mr. David C. Forbes, a senior in veterinarian medicine wrote Dr. Hamner in regards to his establishing a veterinarian practice in Ashland, a town located in the geographical center of Hanover County. This letter was turned over to the county agent for reply. The county agent then drafted a letter, a copy of which is enclosed with this report, which was sent to the farm, business and civic organizations in the county. The 7 Ruritan Clubs in the county then took locating a veterinarian in the county as one of their 1953 objectives. Approximately 10 letters were received from these organizations expressing the opinion that a veterinarian was needed in the county. These letters were forwarded to Mr. Forbes; however, Mr. Forbes decided not to locate in Hanover County.

November 1953 the county Agent spoke to Independence Ruritan Club, to which he belongs, informing them that Mr. Forbes had decided not to locate in Hanover County. The county agent was then asked to write a letter to several veterinarian schools informing them that we were interested in a veterinarian locating in the county. As a result, Dr. H. S. Harley, who was then a senior at University of Georgia, contacted us. Dr. Harley came to Hanover County, looked the situation over and decided to locate in Ashland.

COPY

Box 108
Univ Sta.
Athens, Ga.
Jan 8, 1954

Mr. C. W. Sanders
County Agent
Ashland, Virginia

Dear Chas.:

Regarding the Mr. Andrews who visited there before me, I haven't been able to get any satisfaction out of him regarding his plans. Mr. Simon isn't interested so with the situation as it is I'm going ahead with my plans of coming there. Ashland suits me better than any place I have visited.

Please ask the real estate agency to look for me a house and a building which I can use for a small hospital. If they have any questions regarding this please have them write me. I would prefer this office building on the main street out as near No. 1 as possible. Of course, if there are business restrictions or zoning in Ashland that will have to be considered. I believe you know my desires on the type of building I will need. I'll need at least a 2-bedroom house for residence.

I will graduate about June 9th or thereabouts and would like to move in about the middle of June. Of course I won't be able to practice until after the State Board Exam which is late in June.

If you have any questions on this, please write me.

Thanks for the assistance you've been.

Respectfully,

(Signed)

H. S. Harley

November 12, 1953

COPEY

Dear Sir:

A number of farm organizations are interested in getting a veterinarian located here in Hanover County, and one of these, the Independence Ruritan Club has asked me to write to you concerning this matter.

We would appreciate your informing your students of our desire.

Hanover County is 512 square miles in area. It has approximately 10,000 beef cattle, 6,000 dairy cattle, 13,000 hogs, 1,800 sheep, and a considerable number of cats and dogs. The largest town is Ashland with 2,500 people. The county has about 22,000 population. Ashland is located 15 miles north of Richmond, and is in the center of the county. From Ashland, Hanover County runs Northwest, and Southwest.

If any of your students are interested, we will be glad to hear from them, or for them to come and take a look at the county.

Thanking you for your cooperation, I am

Yours truly,

(Signed)

Charles W. Sanders
County Agricultural Agent

CWS/hpl

COPY

Ashland, Virginia
February 7, 1953

Dear Mr.

Mr. David C. Forbes, a senior in veterinarian medicine at the University of Georgia, has written a letter to the Hanover County Board of Health in regards to his (Mr. Forbes) establishing a veterinarian practice in Ashland. This letter has been turned over to me for further investigation.

I have talked with several leading farmers in the county and they indicate the desirability of having a veterinarian establish a practice in or around Ashland to work with livestock and pets in Hanover and surrounding counties.

• According to the 1950 Census, we have 24,000 head of livestock in Hanover County, including 5,000 head of beef cattle, 4,500 head of dairy cattle, 1,500 head of sheep and 13,500 head of hogs. I do not know the number of cats and dogs in the Ashland area or in the county, but I have written to the Census Bureau to try to get this figure. I refer to cats and dogs due to the fact that, as you probably know, veterinarians seem to have to have these animals to work with as well as livestock.

I believe that a veterinarian located in this area would be of considerable value in helping to control some of our livestock diseases. He would also be of benefit from a health standpoint. A considerable number of farmers and other folks would call on him for veterinarian work on livestock and for such other purposes as vaccinating dogs for rabies.

If the members of your organization are interested in having a veterinarian located in Hanover County, I would appreciate very much a letter from your secretary stating that you believe a veterinarian would be of value to you and that the members would patronize him as much as possible.

I do not want to convey the idea that we are trying to pin the members of your organization down, but we want to let the prospective veterinarian know that we will know he is here and will use him as much as we can as his ability allows. Any statement to this effect will be appreciated. I will be glad to supply any other information concerning this matter that I possibly can.

Mr. Forbes says he may be able to visit Hanover County in early March and I would appreciate having a letter as soon as possible so that I could tell him the opinion of livestock and pet owners as to whether they could use his services.

Thanking you for your consideration, I am

Yours very truly,

(Signed)

Charles W. Sanders

(c) Situation Now

The county agent is now doing only about half as much veterinarian work as he formerly did and believes this will decrease more as Dr. Harley's practice grows. This has resulted in the county agent being able to devote more office time to educational phases of livestock, dairying and poultry production and marketing. The county agent does not contemplate a drastic reduction in the number of farm visits made to livestock producers, but he believes he will be able to be of more benefit to the farmer by working with him in the phases in which the county agent is better trained and more experienced.

2. Livestock

a. Cattle

5 Hanover County farmers--T. H. Sydnor, Beaverdam; E. W. Andrews, Ellerson; Harry W. Selden, Rt. 1, Richmond; Dr. C. E. Myers, Studley; George R. Hudgins, Beaverdam--sold approximately 100 feeder calves and stocker calves in the spring and fall sales. The county agent worked with Mr. Harry Selden, Secretary of the Richmond Feeder Calf Sale Association, and Mr. George R. Hudgins, director, in promoting and carrying out these sales.

Approximately 55 dairy animals were vaccinated or tested for Bangs or TB. A considerable number of animals were also vaccinated for blackleg. Several demonstrations on vaccinating calves for blackleg were given by the county agent during the year. Timely information on the production and marketing of cattle was given to farmers in Hanover County through bulletins, letters, news articles, radio and personal contacts. Three cases of parasitic infestation was diagnosed by the county agent and control measures recommended.

b. Dairying

The county agent has arranged for a veterinarian to vaccinate and test cows under the State Bangs Control program twice during 1954. Approximately 60 cows were vaccinated or tested.

Considerable information on the Artificial Breeding program has been given to farmers through the county agent's office. Robert and Bob Axelle and W. C. Blanton, Jr., three dairymen who now have artificially bred cows in their milking herds, are very well pleased with the showing of their artificially bred animals.

Summaries of the Hanover-Chesterfield DHIA report is sent to each dairymen in the Association every month.

c. Swine

Approximately 11 demonstrations on the vaccination of swine was given by the county agent during the past year. A number of farmers in Hanover County are now doing their own vaccination. Nothing but rabbit-origin vaccines has been used by the county agent or recommended by him during the past year. As far as the county agent knows, there has been no cholera reported in Hanover County during the past year. Several veterinarians have told us that probably the use of the rabbit-origin vaccines have had some influence in bringing this about. Considerable information on the use of sodium flouride has been given by the county agent. We have recommended phenothiazine where we thought this was more advisable.

d. Sheep

Page Nuckols, Beaverdam; Harry Selden, Rt. 1, Richmond; T. H. Dougherty, Hanover; and Fred Rueger, of Doswell, sold lambs at a special spring lamb sale organized by the county agent and representatives of the Tidewater Virginia Sheep Producers Association. This sale was held on April 12th. We believe that by selling in larger groups a better price could be gotten for the lambs. Approximately 150 were sold in the sale. The top price received was about \$28.50. This was not an unusually high price; however, the farmers were very well pleased and felt that this was better than if each one had tried to sell his alone. We believe that a larger, well-advertised sale will attract more buyers and therefore mean a higher price to the farmer.

The county agricultural agent has worked closely with the Tidewater Sheep Producers Association in helping them with their programs. He has also worked through this organization and through news articles, radio and personal contact in supplying information on the control of internal parasites which is one of our main problems in the production of sheep.

The county agent arranged for a professional sheep shearer, Mr. Billy Ramsey, to come to the county and shear sheep during the spring of 1954. Mr. Ramsey sheared approximately 500 sheep in Hanover County. Our farmers were very well pleased and plan to get a professional shearer in the county next year.

e. Poultry

Information on the production and marketing of poultry has been supplied through the county agent's office during the past year. The county agent has also made a number of farm visits to poultry producers to render what assistance he could. Supplying poultry housing plans has been one of the main means of assisting poultry producers during the past year.

B. Agronomy

1. Pastures and Hay

Due to the extreme dry weather, the pasture tour which has been held in Hanover County for the last three years was not held during the summer, 1954. Supplying information on fertilization, mixtures, and seeding of pastures has been one of the main activities of the county agent during the past year. This information has been supplied by letter, newspaper, radio, personal contact, telephone, office calls and bulletins. Considerable acreage of Williamsburg alfalfa has been seeded in the county. We believe the publicity given to this variety by the county agent and the demonstrational plantings made in 1953 encouraged this activity.

The county agent gave considerable assistance to farmers who had trouble in getting their stands of alfalfa started due mainly to the dry weather last fall. Samples of the soil and plants were sent to V.P.I. for information and this information passed to the farmer.

2. Corn and Small Grains

Four demonstrational plantings of the new Hudson barley variety has been planted in the county this fall. These plantings have been made on the farms of A. J. Mayer, Jr., Rockville; Frank Hazard, Beavordam; Charles F. Derr, Rockville; Lechard and John Burnette, Rt. 3, Richmond.

A demonstration on the application of Pyrethrons to wheat for protection against grain insects was applied on the farm of Mr. T. H. Dougherty, Hanover, Va. The county agent thought this demonstration was necessary due to the variety of results obtained through the use of this product.

Two corn data maturity demonstrations were planted during the past year. These demonstrations were seeded on the farms of Floyd Lane, Ashland, Va. and Tom Louny, Ellersoon, Va. Corn varieties of three different maturity dates were used in the demonstrations.

Requests from farmers for information on production and marketing of corn and small grain has been furnished by the county agent through his office. Mr. Dan Kite, of the V.P.I. Engineering Department, came to Hanover County at the county agent's request visiting a number of farms to supply information on construction of grain storage. Farmers who were visited included T. H. Sydnor, Beavordam, Va.; A. J. Mayer, Jr., Rockville, Va.; Charles Derr, Rockville; Eugene Peace,

Hanover; Leroy Rice, Ellerson; and Dr. C. E. Myers, Studley.

3. Soil Sampling

The county agent has publicized the importance of taking soil samples during the past year. He has also given a no. demonstrations and information on taking soil samples. He has also supplied boxes and instruction sheets. The use of soil samples for determining the proper fertilization of soils in Hanover County has increased considerably in the past year. It is the belief of the county agent that the program of the ASC requiring a soil sample before a farmer is eligible for lime has helped in bringing this improvement about.

4. Plant Disease and Insect Control and Prevention

The identification and recommended control of plant disease and insects has been an important phase of the county agent's work during 1954. A number of insect and plant specimens have been taken by the county agent or brought to him to be sent to the VPI entomology or plant pathology departments for information.

C. Horticulture

1. Vegetables

Members of the Hanover Young Farmers Club received some valuable information on their trip to Virginia Truck Experiment Station at Norfolk in June. Mr. Vernon Watts, vegetable specialist at Virginia Truck Experiment Station, came to Hanover County at the county agent's request to visit tomato growers and talk with them on the production and marketing of vegetables. The county agent has supplied information on the production and marketing of vegetables and also assisted 3 farmers in finding markets for some of their vegetables.

Permits for selling vegetables on the Richmond and other large markets by farmers were issued through the county agent's office.

2. Fruits and Ornamentals

All the information given on fruits and ornamentals by the county agent or through his office has been given to gardeners or people who have home orchards, as there is only one commercial orchard in Hanover County. Many home owners in small town's, such as Ashland, have requested and received information on the control of insects or diseases on ornamental shrubs or trees. Several demonstrations on pruning of grape

vines and one on apple trees were given during the past year.

D. Forestry

News article and the radio have been used by the county agent to publicize the need for planting desirable trees on some of the land in Hanover County. The county agent also has talked with a number of farmers in the county concerning this matter. Applications for 18,000 trees were processed through the county agent's office during 1954.

E. Work With Other Agencies and Organizations

1. ASC

The county agent worked with the ASC office and other agricultural agencies concerned in planning the Hanover County ACP program. Meetings of the ASC County Committee studying the eligibility of applicants for assistance under the ACP program were also attended by the county agent. The county agent also worked with the ASC office and committeemen in regards to the drouth emergency program for Hanover County. Recommended applications of lime based on soil samples sent in through the ASC office have been made by the county agent.

2. Soil Conservation Service

A special news article on observing National Resource Conservation Week was prepared by the county agent with the assistance of Mr. Ed. Hatcher, of the Soil Conservationist, and Mrs. Evelyn Hughes, of the Herald-Progress. The county agent is secretary of the Tidewater District Board of Supervisors and has attended the four meetings during the year and assisted in making up this Board's program.

3. Virginia Forestry Service

Foresters of the Virginia Forestry Service have come to the county 3 times during the past year at the county agent's request to assist in forestry management and problems. Mr. R. T. Hale, Chief Fire Warden located in Hanover County, has worked with us in our 4-H Club program. Mr. Hale has received referrals from us in regards to forestry problems related to his department.

4. Department of Education

a. Vocational Agriculture

The Hanover County Youth Fair is jointly held by 4-H, FHA,

and FFA boys and girls. Vocational agriculture teachers, home economics teachers, home demonstration agent and the county agent all work together in organizing and putting over the Fair.

b. Young Farmers Clubs

Assistance has been given the Young Farmers Clubs in the county by helping to organize their program, obtain speakers, and appearing on the programs. The county agent's office also helped to organize and to carry through the corn contest which the two Young Farmers Clubs in the county have each year.

5. Work With Farm and Civic Organizations

a. Farm Bureau

County and community meetings of the Farm Bureau are attended by the county agent. The Board of Directors usually hold their meetings in the county agent's office. Speakers for meetings are obtained through the county agent's office.

b. Ruritan and Other Civic Organizations

Speakers for programs have been obtained through the county agent's office for a number of these organizations. The county agent also assisted in carrying out some of the objectives of these clubs. Pig chains are one of these objectives with which the county agent has worked. Meetings of most of the Ruritan Clubs have been attended by the county agent. The 100 Bushel Corn Club and Pasture Club were sponsored during the past year by two of these civic organizations.

c. Treasury Department

Letter stuffers informing farmers and 4-H Club members of the importance and value of buying bonds have been mailed through the county agent's office.

F. Publicity

a. Press

99 newspaper articles were prepared by the county agent during the past year. In addition, the county agent worked with newspaper reporters from Richmond in preparing 4 special articles on farmers in Hanover County. We have had numerous requests for bulletins or other information as a result of our articles. We believe that our news articles in the local paper does a good job in publicizing better farming methods as recom-

mented by the Extension Service.

b. Radio

15 radio programs were prepared and given over Station WRNL, Richmond, Va., during the past year. 4-H Club members and local farmers appeared on several of these programs. Among these were Frank Hazard, Jack Mayer, and Johnny Gilman.

c. Television

1 television program was prepared by the county agent informing the public of the Hanover County Youth Fair. Due to the fact that the county agent's duties did not permit him to appear on the program, Mr. Leonard Burnette, of Cold Harbor, and Jane Ruffin, a 4-H Club member of Tunstall, gave a program.

IV. 4-H CLUB WORK

A. Organization

196 boys were organized in 11 4-H Clubs during 1954. Most of these clubs were in schools of the county; however, a dairy club and a rabbit club were organized as community groups. A poultry judging team was also organized as a community group. A total of 293 projects were carried by these club members.

The 4-H County Council organized in the county has met 2 times during the past year. The County Council gives the county agent an opportunity to meet with the officers of each of the clubs several times a year. He believes this results in a stronger 4-H program.

B. Volunteer Leaders

6 4-H Adult volunteer leaders assisted with the 4-H Club program during the past year. These leaders were: Robert Axelle, Frank Hazard, Harry Selden, Leonard Burnette, Milton Wickham and W. A. Fees.

2 4-H adult meetings were held during the past year.

It is the belief of the county agent that the work of these 4-H Club leaders and the 2 meetings held to train them and inform them of the 4-H Club program is partially responsible for the increase in the number of completed projects during the past year.

C. 4-H Club Activities

The Washington-Henry Jr. and Sr. A-H Clubs completed a project of beautifying their school grounds. These clubs helped to finance the purchase of treated posts to put around the school lawns. Boys of these clubs dug the holes and set the posts. This project has resulted in a better working relationship with the school principal. This relationship was already very good.

Jimmy Hurt, of the Washington-Henry A-H Club, won a trip to the A-H Short Course at V.P. I. This trip was sponsored by the Hanover County A-H Council.

- 100 boys and 11 girls completed A-H projects under the supervision of the county agricultural agent and turned in completed record books. In completing their projects, these boys and girls grew 1 acre corn, 1 acre oats, 2 acres wheat, 1/2 acre garden, 5700 broilers and layers,
- 9 dairy animals, 4 heads of beef animals, 61 swine and 57 rabbits. These A-H boys also worked on "Safety" and "Health" projects.

Jane Ruffin, of Battlefield Park A-H Club, appeared on a TV program prepared by the county agent, and Johnny Gilman, of the Ashland A-H Club appeared on a radio program. Both of these programs were concerned with the Hanover County Youth Fair.

40 A-H Club members exhibited their projects at the Hanover County Youth Fair and 5 club members exhibited at the Atlantic Rural Exposition.

Hanover County dairy and poultry teams participated in judging contests during the past year. Members of the poultry team were: Allan Miller, Edwin Moran, Jane Ruffin, Lucy Selden, and Kathleen Graves. Members of the dairy judging team were: Carlyle Luck, John Luck, Ryland Clements and Phyllis Clements.

15 A-H boys attended Jamestown A-H Camp.

The A-G Sears, Roebuck pig chain was continued in Hanover County last year. The winners in the contest were: Robert Moran, 1st; Melvin Chensault, 2nd; Edwin Moran, 3rd; Charles Madison, 4th; and Elwood Kelly, 5th. Those who received the Sears, Roebuck pigs during 1954 were: Elmo Cross, and Larry Madison, of the Washington-Henry A-H Club; and Coleman Taylor and Jaeide Yorke of the Battlefield Park A-H Club.

V. Evaluation of Work

The continuing increase of requests for information and assistance from the county agricultural agent indicates that the Extension Service, as reported by the county agricultural agent, has become known as a source of agricultural information and educational assistance. Information supplied through the county agent's office resulted during the past severe drought in the saving of soybeans for hay and corn for silage. The county agent believes that information supplied through his office and other Extension media has resulted in a wider use by Hanover County farmers or recommended

varieties, rates of fertilizer and lime application. The use of recommended methods of the control of internal parasites of livestock has resulted in a noticeable change in the appearance of the animals and the rate of growth.

During the past year, 3 new adult leaders have worked with the 4-H Club program in Hanover County. ^{CRECH 221} The number of 4-H members completing their records increased from 70 to 100 during the same period and completed projects increased from 36 to 136.