

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 Lee State Virginia

REPORT OF

Name of Agent	Title	Period of Service	
		From	To
<u>Joe P. Lyle</u>	<u>County Agent</u>	<u>Dec. 1, 1953</u>	<u>Dec. 1, 1954</u>
<u>George A. Lee</u>	<u>Assistant County Agent</u>	<u>Dec. 1, 1953</u>	<u>Dec. 1, 1954</u>



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

Approved: _____

Date _____

State Extension Director

Form ES-21
(Revised June, 1954)

EXTENSION TEACHING AND OTHER ACTIVITIES—*Interpretation*

Agents who devote more than one-half of their time to a line of work, as determined in item 29, 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..... <i>Number</i>			860	860
2. Office calls..... <i>do</i>			2669	2669
3. Telephone calls..... <i>do</i>			3142	3142
4. News articles or stories prepared <i>Number</i>			155	155
5. Broadcasts made or prepared:				
a. Radio..... <i>Number</i>			0	0
b. Television..... <i>do</i>			0	0
6. Bulletins distributed..... <i>do</i>			2978	2978
7. Adult result demonstrations conducted..... <i>Number</i>			78	78
8. Training meetings held for local leaders:				
a. Adult work:				
(1)..... <i>Number</i>				
(2)..... <i>Attendance</i>				
b. YMW work:				
(1)..... <i>Number</i>				
(2)..... <i>Attendance</i>				
c. 4-H Club work:				
(1)..... <i>Number</i>				
(2)..... <i>Attendance</i>				
9. All other meetings agent held or participated in:				
a. Adult work:				
(1)..... <i>Number</i>			101	101
(2)..... <i>Attendance</i>			3408	3408
b. YMW work:				
(1)..... <i>Number</i>			5	5
(2)..... <i>Attendance</i>			80	80
c. 4-H Club work:				
(1)..... <i>Number</i>			71	71
(2)..... <i>Attendance</i>			2350	2350
10. Meetings held or conducted by local leaders:				
a. Adult work:				
(1)..... <i>Number</i>			10	10
(2)..... <i>Attendance</i>			217	217
b. YMW work:				
(1)..... <i>Number</i>				
(2)..... <i>Attendance</i>				
c. 4-H Club work:				
(1)..... <i>Number</i>			1	1
(2)..... <i>Attendance</i>			8	8

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.....

Lee County Board of Supervisors

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

from "a".....
Same

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.....	1	16	1	12
b. Agricultural.....				
c. Home demonstration.....				
d. Young men and women.....				
e. 4-H Club.....	1	12	1	11

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

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

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

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

Item	Men	Women	Older club	
			Boys	Girls
	A	B	C	D
a. In adult agricultural work.....	142	138	xxxx	xxxx
b. In adult home demonstration work.....			xxxx	xxxx
c. In young men and women's work.....			xxxx	xxxx
d. In 4-H Club work.....	12	6	12	10
e. Total number of DIFFERENT leaders.....	154	144	12	10
16. Number of organized clubs or other groups carrying on adult home demonstration work.....				4
17. Number of members in such clubs or groups.....				325

PROGRAM EMPHASIS—*Interpretation*

18. This item should show the total number of months each agent or group of agents was employed in the county during the report year. In addition to the time actually worked, it should include the time spent on LEAVE WITH PAY for vacation, sickness, and study other than sabbatical leave. Agents employed in more than one county should report only that portion of the year spent in the county. For example, an agent employed all year, equal time in two counties, would report 6 month's service for each. Report months of service to the nearest whole month.
19. This is the number of days actually worked during the report period. Include Sundays and holidays, if worked; also days in in-service training as defined for item 21b. Do not include days spent on vacation or for sickness or holidays not worked. Each column should contain the total number of days worked by the group of agents designated by that column. Report all days worked to the nearest whole day.
20. The sum of subitems a, b, and c will equal or be slightly less than the total number of days worked as reported in item 19. The difference, if any, between the two totals will depend upon the amount of work done that cannot be charged to one of the three phases of extension work listed. Time should be reported to the nearest whole day.
21. The purpose of this item is to obtain a picture of the relative emphasis each line of work received during the year. Where records are not available, an estimate will suffice, if the days reported are a reasonably accurate reflection of the total time of the agents

engaged in the respective lines of work. Time should be reported to the nearest whole day. Information as to what is included in each line of work can be obtained by studying the respective sections of the report schedule. For example: 21c pertains to the time spent on the crop work as reported on page 9; 21d to the livestock work on page 11; and similarly through 21i; 21t covers the miscellaneous items reported on page 29, as well as time not accounted for elsewhere. Time in training local leaders in extension organization, and program planning should be reported under 21a. Training of local leaders in subject matter should be reported under one of the appropriate subject headings 21c through 21t. Additional information is given below.

Days devoted to cooperation with other agencies (items 146 through 169) should also be reported under the appropriate lines of work. Work with these agencies that does not fall within one of the subject-matter areas (subitems "a" through "s") should be included in subitem "t".

21a. Time devoted to general administrative work such as county staff conferences, preparation of plans of work and reports, and program planning should be included.

21b. This is to include days spent attending summer extension courses, workshops, district and State extension conferences, and other training activities organized primarily for the purpose of the professional development of extension personnel.

The sum of subitems "a" through "t" should equal the total reported in item 19.

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.....			24	24
19. Total days worked.....			546	546
20. Days devoted to—				
a. Adult work.....			393	393
b. YMW work.....			67	67
c. 4-H Club work.....			86	86
21. Days devoted to—				
a. Extension organization and program planning.....			76	76
b. In-service training of agents.....			2	2
c. Crops.....			105	105
d. Livestock.....			118	118
e. Marketing; distribution; and service organizations.....			63	63
f. Soil and water conservation and management.....			52	52
g. Forestry.....			4	4
h. Wildlife.....			3	3
i. Planning and management of the farm business.....			69	69
j. Farm buildings and farm me- chanical equipment.....			9	9
k. House and surroundings, furnish- ings and equipment.....			3	3
l. Home management.....				
m. Family economics.....				
n. Clothing.....				
o. Foods and nutrition.....				
p. Health.....				
q. Family life, child development, and parent education.....				
r. Safety.....				
s. Community development and public affairs.....			40	40
t. Days that cannot be charged specifically to one of items a through s.....			2	2

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.

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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.....	6	39	-	10	-	3	17	-
23. Total number of personal con- tacts made individually or through meetings.....	1200	1400		2000		700	2500	280
24. Estimated total number of DIF- FERENT farmers and other individuals assisted directly or indirectly TO ADOPT recom- mended practices.....	1150	1300		1800		550	1950	180
25. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of production.....	1100	1200		1700		260	1400	160
Of this number how many were assisted with—								
a. Use of improved varieties and strains.....	1025	1130		1600		120	1300	70
b. Use of fertilizers.....	875	1100		1500		100	1000	130
c. Control of injurious insects..	750	500		1350		60	1100	160
d. Control of diseases.....	475	200		1475		70	1100	150
e. Harvesting, storing, and curing	450	500		1400		90	1000	
f. Efficient work methods.....	120	250		800		40	450	30
26. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of farm marketing.....	275	120		1000		180	1300	10
Of this number how many were assisted with—								
a. Preparation for market.....	75	30		700		145	950	
b. Commodity outlook and market information.....	260	120		800		170	600	
c. Arranging to sell and selling	60	40		200		150	450	10

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 fur 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 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, and products D	Swine E	Other livestock and products F
27. Number of voluntary local leaders assisting.....	60	5	18	3	14	
28. Total number of personal contacts made individually or through meetings.....	1100	500	1250	45	275	40
29. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	475	325	900	56	175	20
30. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of production and management.....	400	300	720	35	150	15
Of this number how many were assisted with--	300	110	630	20	48	10
a. Selection and breeding.....	275	200	700	18	70	8
b. Feeding.....	375	175	500	22	50	5
c. Controlling external parasites.....	160	110	200	25	60	
d. Controlling diseases and internal parasites.....	120	40	225	8	20	
e. Efficient work methods.....						
31. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of farm marketing.....	280	210	500	48	160	4
Of this number how many were assisted with--	60	65	225	40	20	
a. Preparation for market.....	210	180	350	45	125	
b. Commodity outlook and market information.....	70	10	175	45	18	4
c. Arranging to sell and selling.....						

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

32. Columns A through F to include—

- A. Only cooperatives that are incorporated under State law and have a place of business within the county are to be reported here. Do not report cooperatives whose place of business is outside the county.
- B. Members residing outside the county should not be included, but farmers in your county who are members of a cooperative with place of business in an adjoining county, provided such cooperative has been given extension assistance, are to be included.
- C. Cooperatives assisted in organizing or reorganizing during the year. Such assistance should include analyzing the needs for a cooperative, advisability of organizing a cooperative, procedure for organizing and incorporating, and other organizational information needed to get the cooperative started.
- D. Cooperatives assisted in an educational way to establish and develop a sound plan of financing, including handling of members' capital and borrowed funds. Such assistance would include establishing new and strengthening old associations.
- E. Cooperatives assisted in an educational way with problems of physical operations and running the business, including accounting.
- F. Cooperatives assisted in planning and conducting educational programs for members and employed personnel. Assistance should also include that given in developing better public relations through rural-urban programs, activities with civic clubs, and other means of improving the general understanding of the purposes of the cooperatives and their contributions to the community welfare.
- 32. Item should include—**
- b. Cooperatives for irrigation, livestock, dairy, crops, artificial breeding, grove care, hatcheries, credit and loan, insurance, electricity, telephone, health and hospitalization, frozen-food lockers, volunteer rural fire companies, etc.
33. Groups reported here are those to which assistance may have involved many of the things outlined for cooperatives in item 32, column C, with the one difference that such groups have not yet incorporated as a cooperative. Assistance may also have been given to informally organized groups that do not contemplate formal organization.
34. Only surveys you made or in which you gave assistance when information on marketing or service facilities was obtained.
36. Item should include cooperatives and other private enterprises with which you worked.
- a. Elevators, country buyers, processors, millers, feed manufacturers, seed dealers and 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
	<i>Number</i>	<i>Number</i>	<i>Number</i>	<i>Number</i>	<i>Number</i>	<i>Number</i>
a. Marketing and purchasing	2	425		2	2	2
b. Farm and home service	1	1000				1

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

Type of activity	Groups A	Members B
	<i>Number</i>	<i>Number</i>
a. Marketing and purchasing	1	600
b. Farm and home service		

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

	<i>Number</i>
a. Marketing	2
b. Service facilities	
35. Farmers, homemakers, and other individuals assisted in marketing products through roadside or other farm retail markets:	
a. Agricultural products	
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.	18
b. Hay and other forage crops	15
c. Cotton: (1) Cotton ginner	
(2) Other	22
d. Tobacco	
e. Oil crops (soybeans, flax, peanuts, etc.)	
f. Sugar crops	
g. Dairy and dairy products	3
h. Poultry and poultry products	4
i. Meat animals and meat products	110
j. Fruits and nuts	15
k. Vegetables including potatoes	120
37. Food retailers assisted with merchandising problems	6
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.....	15	3	8
40. Total number of personal contacts made individually or through meetings.....	900	300	180
41. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	850 350	170	60
42. Farmers and other individuals reported in item 41-A assisted with—			Estimated number
a. Proper land use.....			825
b. Contour and strip cropping.....			50
c. Terracing.....			-
d. Grassing waterways.....			30
e. Water supply, storage, and distribution.....			45
f. Drainage.....			80
g. Irrigation.....			8
h. Use of soil amendments (lime, sulfur, gypsum, trace elements, etc.).....			400
i. Use of fertilizers (commercial and barnyard) (See subitem 25b).....			800
j. Production of soil-improvement crops.....			550
k. Crop rotations.....			450
l. Land clearing.....			20
43. Farmers and other individuals reported in item 41-B assisted with—			
a. Planting forest trees (windbreaks, shelterbelts, erosion control, Christmas trees, etc.).....			40
b. Timber-stand improvement (thinning, weeding, and pruning forest and woodland trees).....			16
c. Timber harvesting (includes selective and other recommended cutting for forest products).....			14
d. Estimating and appraising.....			12
e. Production of maple-sirup products or naval stores.....			-
f. Treating wood products with preservatives (fence posts and building timbers).....			7
g. Marketing of forest products (includes markets and timber-selling practices).....			12
h. Fire prevention.....			90
44. Farmers and other individuals reported in item 41-C assisted with—			
a. Construction or management of ponds for fish.....			5
b. Making food and cover plantings for wildlife.....			20
c. Protection of wildlife areas from fire or livestock.....			40

PLANNING AND MANAGEMENT OF THE FARM BUSINESS—*Interpretation*

47. This item is the total number of DIFFERENT farmers and other persons assisted in all lines of work concerning the business-management aspects of farming. It will, therefore, include subitems listed under item 48 as well as others. Subitems 48a through 48j are for reporting the different persons helped in various lines. The same person may be helped in several ways, hence the total of these items would ordinarily be greater than the total for item 47.
48. Assistance should include—
- All persons to whom information on the "outlook" ahead was given as an aid to making farm-business decisions. For example, a discussion of the dairy situation and outlook at a dairy meeting with the idea of helping the group to make a decision would be included, as well as any meetings or other efforts to discuss outlook as such.
 - Work done not only in getting persons to keep farm records but in explaining how to keep them; also in summarizing and analyzing farm records.
 - Special work done in helping farmers to make an over-all plan of the farm business for the most profitable use of resources over a period of years.
 - Work done to help farmers make yearly adjustments in size, combination of enterprise, and organization of business. Subitem 48e refers to long-time adjustments, 48i should include adjustments made from year to year.
- e. Special work in helping farmers to develop new sources of income.
- f. 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.
- g. Help given persons in locating and/or appraising a farm for rental or purchase.
- h. Help given in locating farm labor, instructing groups of workers in efficient work methods, and in acquainting employers of good farmer-worker relations.
- i. Leases, partnerships, property transfers, and farm and liability insurance. (See subitem 66d.)
- j. 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.....	7
46. Total number of personal contacts made individually or through meetings.....	700
47. Estimated number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	440
48. Estimated number of farmers and other individuals reported in item 47 assisted with—	
a. Information on the agricultural outlook.....	400
b. Keeping and analyzing farm records.....	40
c. Developing an over-all farm plan.....	45
d. Making needed adjustments in farm organization.....	420
e. Developing supplemental sources of income.....	300
f. Obtaining and using credit.....	60
g. Selecting a farm for rental or purchase.....	25
h. Obtaining, training, and using farm labor.....	12
i. Legal aspects of the farm business.....	15
j. Income-tax accounting and related problems.....	35
49. Number of individuals or firms assisted in rendering better planning, management, legal, tax, or other specialized services to farmers.....	10
50. Number of banks or other agencies assisted in adapting loan and credit policies and procedures to provide better service to farmers.....	3

S AND MECHANICAL EQUIPMENT—*Interpretation*

usually be larger than 5 respectively.

included. It should

the planning and de-
arm-building arrange-
work methods, and the

planning and decisions
dent lay-out within a
relation farm building.

d. Also include equipment that may be con-
structed as part of the building.

55. Item—

a. Refers to farm mechanical equipment used
outside farm buildings, usually in connec-
tion 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	70	110
53. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices	60	70
54. Farmers and other individuals reported in item 53-A, assisted with—		<i>Estimated number</i>
a. Arrangement of farm-building lay-out		26
b. Construction of farm buildings		45
c. Remodeling or repairing farm buildings		20
d. Selection or construction of farm-building equipment		22
55. Farmers and other individuals reported in item 53-B, assisted with—		
a. Selection of farm mechanical equipment		55
b. Developing labor-saving devices and equipment		50
c. Use, care, and repair of farm mechanical equipment		40
56. Farmers and other individuals assisted in the use of electricity for income-producing purposes		60

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 practices being reported) that made possible the extension information relating to specific practices or groups of practices. Such evidence may be obtained from sample surveys, reports of local news bulletins requested, inquiries received, publication of specific news stories, radio broadcasts, amount of recommended literature sold by dealers, personal observation, and other sources.

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

60. Item—

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

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

61. Item should include—

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

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

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT

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

Item	The house and surroundings A	Furnishings and equipment B
57. Number of voluntary local leaders assisting.....		
58. Total number of personal contacts made individually or through meetings.....	60	20
59. Estimated total number of DIFFERENT families, homemakers, or other individuals assisted directly or indirectly TO ADOPT recommended practices.....	35	12

60. Families, homemakers, and other individuals reported in item 59-A assisted with—	Estimated number
a. Building a new house.....	4
b. Remodeling or repairing the house.....	10
c. Improving kitchen or laundry.....	4
d. Improving storage space.....	6
e. Selection, installation, use, and care of water and/or sewage systems.....	20
f. Selection, installation, use, and care of heating and/or cooling systems.....	4
g. Planning electrical systems.....	-
h. Landscaping home grounds.....	12
61. Homemakers and other individuals reported in item 59-B assisted with—	
a. Selection, use, and care of home equipment (other than sewing equipment).....	6
b. Selection, use, and construction of home furnishings.....	4
c. Repair, reconditioning, and care of home furnishings.....	8
d. Furniture arrangement and use of accessories.....	4
e. Color schemes and wall finishes.....	4
f. Floor finishes.....	6

HOME MANAGEMENT, FAMILY ECONOMICS, AND CLOTHING—Interpretation

64. See item 59 for interpretation of what to include here.

65a. Management may be defined as "using, as well as we can, what we have, to get what we want." Therefore, in helping people to improve their management we are concerned with "how," "what," "who," "when," and "where" decisions that will aid them in reaching their goals. For example, the management of dishwashing would include "who" and "when" decisions as well as the "how" decision. If only the "how" decision in dishwashing was improved, it should be reported under 65b as an improved housekeeping method. Management decisions have to do with the use of the family's available physical and human resources—time, energy, equipment, skills, knowledge, and money.

Assistance includes work done—

- b. In improvement in the use of time and energy through job-methods training, work simplification, and time and motion study. (See example in 65a.)
- c. On laundering methods and use of new soaps and detergents. (Assistance related to laundering the new-type fabrics in connection with the care of clothing should be reported in subitem 67b.)

66. Includes work done—

- b. On that portion of financial affairs that deals with planning the use of family resources and making distribution to cover cost of food, clothing, shelter, transportation, and savings (thrift).
- d. On wills, inheritance, insurance, notes and installment-buying contracts. Subitem 48i covers legal affairs pertaining to the farm business.

67. Includes work done—

- a. In the selection of shoes, hats, accessories, men's and boys' clothing as well as clothing accounts and inventories.
- b. With storage, dry-cleaning, and special laundering problems in connection with care of clothing. Work on control of moths and silverfish, and the like, as part of the care of clothing, should be reported here. Specific help given to control insect damage to clothing should be reported under item 137.
- c. On both new and remodeled clothing.
- e. On the influence of good grooming on development of the individual.

HOME MANAGEMENT, FAMILY ECONOMICS, AND CLOTHING

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

Item	Home management A	Family economics B	Clothing C
62. Number of voluntary local leaders assisting.....			
63. Total number of personal contacts made individually or through meetings.....		2	
64. Estimated total number of different homemakers and other persons assisted directly or indirectly TO ADOPT recommended practices.....		2	1
65. Homemakers and other individuals reported in item 64-A assisted—	<i>Estimated number</i>		
a. In arriving at management decisions.....			
b. In improving housekeeping methods.....			
c. With family laundering.....			
66. Homemakers and other individuals reported in item 64-B assisted—			
a. In the use of rural family outlook information.....			
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.....			
b. With care and mending of clothing.....			
c. With clothing construction.....			
d. In selection, use, and care of sewing and pressing equipment and with sewing centers.....			
e. With good grooming and posture (personal appearance).....			

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.
- e 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—

- e. 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—

- e. 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.....				
69. Total number of personal contacts made individually or through meetings.....	400	60	30	25
70. Estimated total number of DIFFERENT families assisted directly or indirectly TO ADOPT recommended practices.....	350	40	25	45
71. Families reported in item 70-A assisted—				<i>Estimated number</i>
a. With planning and/or producing the home food supply.....				350
b. In selecting food.....				
c. With meal planning and food preparation.....				
d. With preservation and storage of food.....				70
e. In improving diets.....				
72. Families reported in 70-B assisted in—				
a. Sanitation practices and facilities.....				20
b. First aid and home nursing.....				40
c. Dental-health education.....				
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.....				
d. Individual adjustments and personality development.....				
e. Home and family recreation.....				25
74. Families reported in item 70-D assisted with—				
a. Fire prevention around the farm and home.....				25
b. Accident prevention around the farm and home.....				18
c. Accident prevention away from home place.....				

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.....	14	4	25	320
77. Local projects of a general public nature:				
a. General community problems; studies, surveys, etc.....	1	1	10	95
b. Improving health facilities, services, and programs.....	1	1		50
c. Improving schools.....	3	3	12	12
d. Improving churches.....	3	3	6	45
e. Bettering town-country relations.....	3	3	10	400
f. Libraries.....				
g. Roads.....	1	1	4	4
h. Telephones.....				
i. Community centers.....				
j. Recreation programs and facilities.....	12	5	5	375
k. Community beautification.....	4	4	15	350
78. Regional or area development programs or projects.....	1	1	25	90
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.....	17	11	27.0	acres
83. Other cereals.....				do.
84. Peanuts.....				do.
85. Soybeans, field peas, alfalfa, and other legumes.....				do.
86. Potatoes, Irish and sweet.....				do.
87. Cotton.....				do.
88. Tobacco.....	30	25	10.0	do.
89. Vegetable growing.....	83	64	24.0	do.
90. Fruits.....				do.
91. Range and pasture.....				do.
92. Other crops.....				do.
93. Soil and water conservation and management.....				do.
94. Forestry.....				do.
95. Wildlife and nature study.....			XXXXXXXXXXXXXX	
96. Poultry (including turkeys).....	40	34	1431	birds
97. Dairy cattle.....	10	9	9	animals
98. Beef cattle.....	19	14	18	do.
99. Sheep.....	1	1	6	do.
100. Swine.....	26	26	110	do.
101. Rabbits.....	5	3	10	do.
102. Other livestock.....				do.
103. Bees.....				colonies
104. Entomology.....			XXXXXXXXXXXXXX	
105. Tractor maintenance.....				tractors
106. Electricity.....	54	35	81	articles
107. Farm shop.....				do.
108. Other engineering projects.....			XXXXXXXXXXXXXX	
109. Farm management.....			XXXXXXXXXXXXXX	
110. Beautification of home grounds.....	49	41	XXXXXXXXXXXXXX	
111. Meal planning and preparation (include baking and food selection).....				dishes prepared
112. Canning and preserving (other than freezing).....				meals served
113. Freezing of foods.....				quarts
114. Health, nursing, and first aid.....			xx	quarts frozen
115. Child care.....			XXXXXXXXXXXXXX	pounds frozen
116. Clothing.....				articles
117. Home management.....			xx	garments
118. Home furnishings and room improvement.....				articles
119. Home industries, arts, and crafts.....				rooms
120. Junior leadership.....			XXXXXXXXXXXXXX	articles
121. All other.....			XXXXXXXXXXXXXX	
122. Total.....	334	263	XXXXXXXXXXXXXX	

4-H CLUB MEMBERSHIP

123. Number of 4-H Clubs.....		8
124. Different 4-H Club members—	<i>Boys</i>	<i>Girls</i>
a. Enrolled.....	155	128
b. Completing.....	140	112
125. 4-H Club members from—		
a. Farm homes.....	133	104
b. Rural nonfarm homes.....	18	20
c. Urban homes.....	4	4
(For checking purposes; total equals 124a).....	155	128
126. 4-H Club members enrolled by years in club work:		
a. 1st year.....	37	23
b. 2d year.....	47	37
c. 3d year.....	29	29
d. 4th year.....	22	18
e. 5th year.....	14	17
f. 6th year and over.....	6	4
(For checking purposes; total equals 124a).....	155	128
127. 4-H Club members enrolled by ages:		
a. 10 years and under.....	15	7
b. 11 years.....	24	20
c. 12 years.....	32	26
d. 13 years.....	28	18
e. 14 years.....	22	13
f. 15 years.....	19	17
g. 16 years.....	10	16
h. 17-20 years, inclusive.....	5	11
(For checking purposes; total equals 124a).....	155	128
128. 4-H Club members who received definite training in—		<i>Members</i>
a. Judging.....		4
b. Giving demonstrations.....		
c. Group recreation leadership.....		75
d. Music appreciation.....		36
e. Money management (thrift).....		
f. Farm and home safety.....		15
g. Citizenship.....		38
h. Personality improvement.....		24
i. Soil and water conservation.....		26
j. Forestry.....		10
k. Health, nursing, and first aid.....		
129. 4-H Club members giving health examination because of participation in the extension program.....		26
130. Number of members attending a 4-H Club camp.....		26
131. 4-H Clubs engaging in community activities, such as improving school grounds, conducting local achievement programs, and fairs.....		8

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 25c.

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, housefurnishings, 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.....	300
137. FAMILIES assisted with control of household insects.....	75
138. HANDLERS, PROCESSORS, and other individuals assisted with control of insects in off-farm storage of grain.....	
139. FARMERS and other individuals assisted with control of noxious weeds.....	40
140. FARMERS and other individuals assisted with control of rodents and other predatory animals.....	75
141. BEEKEEPERS and other individuals assisted with problems in the care of bees, honey, and honey products.....	30
142. FAMILIES assisted with practices incident to production of arts and crafts.....	25

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.....	1950	120	40
144. Families assisted directly or indirectly, by the extension program, in making some change in HOMEMAKING (home economics) practices this year.....	25	8	12
145. Total DIFFERENT families assisted by extension programs (items 143 and 144, less duplication).....	1965	124	46

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.....			2	2
149. Farmers Home Administration.....			1	1
150. Fish and Wildlife Service.....				
151. Forest Service.....			4	
152. Bureau of Indian Affairs.....				
153. Agricultural Stabilization and Conservation Program Committee.....			8	10
154. Rural Electrification Administration.....			6	11
155. Selective Service System.....				
156. Soil Conservation Service.....				
157. Valley authority (TVA, etc.).....			85	3
158. Other (specify) Social Security			2	3
STATE AGENCIES				
159. Health department.....			1	1
160. Highway department.....				
161. State departments of agriculture and forestry.....			1	
162. State department of education: General schools.....				
163. State employment service.....				
164. Welfare department.....				
165. Other (specify).....				
COUNTY AGENCIES				
166. Soil conservation districts.....			8	10
167. Vocational-agriculture and home economics departments.....			4	5
168. Other (specify).....				

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 described 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.

Annual Report

COUNTY EXTENSION WORK

Virginia Agricultural Extension Service



JOE P. LYLE

agent

1954

GEORGE A. LEE

assistant agent

LEE

county

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TYPE OF AGRICULTURE

Lee County is the extreme southwest county of Virginia. It is bordered on the north by Kentucky and on the south by Tennessee. The Kentucky and Tennessee lines come to a point on the west with Wise and Scott Counties of Virginia making the eastern boundary.

The type of agriculture in Lee County varies due to the soil types, topography, size of farms and their location in regard to markets. The soils and topography of most of the county make it more suitable to grass and pasture production than to grain and row crops. The main soil types are: Fullerton, Dewey, Hayter, Elliber, Clarks-ville and Westmoreland or combinations of these types of soils.

From the 1950 census report, there are 3,166 farms in the county with an average size of 59.3 acres. Many of the large and medium size farms have beef cattle as a main enterprise, with tobacco as the main cash crop. The main beef cattle enterprise is cow and calf herds which produce feeder calves that are sold to feeders in Virginia and adjoining states.

There were 2612 acres of burley tobacco allotted to 3391 farms in 1954. Two tobacco warehouses established in Pennington Gap since 1949 make marketing of the crop more convenient and less expensive for Lee County farmers.

Dairying has been on the increase for the past seven or eight years in the county. There was a large increase in grade A milk in 1950, and has continued to expand since that time. A grade C milk route was established in the county during 1952 which covers a good portion of the western end of the county.

Poultry and hogs are produced on practically all farms, chiefly for home use.

Many of the small farms are operated by part time farmers to produce farm products for home use. Then several of the larger, but still small, farms which are located near towns and mining communities produce fruits and vegetables for sale.

COUNTY ORGANIZATION

Flatwoods Community
Club
Max Yeary
Russell Gregory

Midway Community Club
Bernard Scott
Clyde Wandeventer

York Community
Club
Burley Newman
Paris Burke

Tobacco Farmers
B. P. Slamp
B. C. Fugate

Livestock Farmers
Robt. S. Orr
W. D. McHiel

County Committee
A. S. C.

Powell Valley
Electric Coop.
C. R. Barnes

Daniel Boone Soil
Cons. District Technician
J. R. B. Williamson

Farm Home
Administration
Supervisor
C. E. Hobbs

F. F. A. Instructors
S. L. Carpenter

Veterans Instructors
Denver Browning

A. E. A. Technician
Roy M. Rasnic

D. H. I. A.
Supervisor
K. O. Frazier

The County Board of Agriculture as listed above met in Jonesville on February 23 to work out a county Plan of Work for 1954. At this meeting Mr. Max Yeary was re-elected chairman and Mr. S. L. Carpenter, vice-chairman.

The extension workers briefly discussed progress made during 1953 and outlook information for 1954 at the beginning of the planning meeting. In order to give the members of the board something to work from, a copy of the Plan of Work for 1953 on which a number of changes had been made by the extension workers, was given to each member about one week before the planning meeting for his use as a working copy. At the meeting each phase of the plan was taken up and discussed and many changes were made. Plans and goals were set up for the year by the board. After the changes and additions were made, the board adopted the plan by vote.

This type of planning has been used in the county for the past six years and has proved effective. It helps to tie the efforts of the extension workers, community clubs, livestock farmers, tobacco farmers, commodity groups, and other agricultural agencies together on many important projects throughout the year.

The Plan of Work was used by the county extension workers as a guide for the agricultural program during the year.

•
COMMUNITY ORGANIZATIONS

A. Situation and Needs at Beginning of Year

The extension personnel has worked with three organized communities on community improvement projects since 1948. Each of these clubs have meetings at which time educational and recreational programs are put on by club members, extension personnel and others.

One of the communities participates in the Bristol Area Community Improvement Contest, sponsors a community fair, has an annual banquet and picnic, and sponsors fund raising projects. One of the clubs enter an educational exhibit at the county fair and has an annual Christmas party. Other activities of the clubs include folk games, bingo, wiener roasts, covered dish suppers and parties after the regular meetings.

The community organizations are a great help to the communities that are organized in that they help to co-ordinate the efforts of all organizations in the community for one aim, which is better living.

The club officers and committees in the communities need help during the year with planning programs, securing program material, speakers, judges, and providing recreation programs for their club. They need help in training members as leaders so they will take responsibilities and carry on their own club activities.

B. Goals

Continue to work with the organized community clubs and assist in organizing similar clubs in other communities if sufficient interest is shown.

© C. Methods

The community clubs elect their officers and appoint or elect program and recreation committees and other committees. These committees, along with the club members, decide on their programs and activities for the year. These committees were assisted with planning their programs and securing information, speakers and films for their meetings.

The clubs were assisted with planning and putting over special activities such as their community fair, banquets, picnics, wiener roasts, parties, covered dish suppers, fund raising activities and other things that come up during the year.

One of the communities was assisted with plans for their community improvement program in connection with the Bristol Area Improvement Contest sponsored by the Bristol Chamber of Commerce.

The extension workers showed their interest in the community clubs by attending most of the meetings.

④ D. Results

The three clubs organized by the extension workers in previous years continued active during the year and sponsored many worth while community improvement projects and recreational activities. One community organization not organized by extension workers was assisted with programs.

The Flatwoods Community was judged in the Bristol Area Community Improvement Contest on November 5 and won first place over communities in eight other southwest Virginia counties and communities in Sullivan County Tennessee. Twelve club members and the executive secretary of the Lee County Chamber of Commerce attended the Awards Luncheon. The prize won was a check for \$500. This community will compete with the winning community in the Roanoke Area Contest for first place of the two area contests.

One of the clubs held a community fair and gave prizes on winning exhibits and developed a community picnic and recreational area in the community. Other activities of the clubs included a harvest banquet, folk games, bingo games, picnics, wiener roasts, covered dish supper, parties after the regular meetings, and members competed in the county Round Up on July 4.

The clubs' educational programs were on health, tobacco production, crops and fertilizers, soil conservation, flower arrangements and Christmas decorations.

As well as being active in the above mentioned projects, a few highlights from the Flatwoods Community check sheets show the following: 33 families reporting; average size farm 96.3 acres; 350 tons of fertilizer used; 323 acres of permanent pasture seeded; 36 cows bred artificially; 8 registered bulls purchased; 3 rams and boars purchased; 10,655 quarts food canned; 5,890 pounds food frozen; 5 new water systems; 3 new bathrooms; 7 new refrigerators purchased; walls improved on 40 rooms; 11 new buildings constructed; \$6,847 spent for home equipment and furnishings; \$10,222 for farm equipment and fencing; \$6950 for trucks and automobiles, as well as many other improvements too numerous to mention.

During the year the club spent \$260.00 on school improvements; sponsored a boy to Boys State and two members to the Institute of Rural Affairs at V. P. I.

There is no way to measure the most important accomplishments in each of the communities such as better community cooperation, more neighborly feeling, community pride and interest, development of leadership in youth and adults and better living in a better community.

AGRICULTURE AND HORTICULTURE

Cover Crops, Small Grain and Corn

A. Situation and Needs at Beginning of Year

Most of the farmers use a three year rotation of corn, small grain and meadow. In spite of all efforts that have been made there are a number of row crop fields left bare each winter. Some of these fields are seeded to oats in late winter or early spring. Most of the farmers sow a cover crop on their tobacco fields.

The farmers are paying more attention to small grain and hybrid corn varieties than they did a few years ago. This may be due partly to the small grain and hybrid corn variety tests that have been conducted in the county in cooperation with the Experiment Station for the last eight years.

There are four hybrid seed corn growers in the county that are doing a good job growing, grading and marketing hybrid seed.

All county agricultural workers meet annually to work up a county crop variety recommendation sheet for the year.

More farmers should be taking soil samples for test and using fertilizer according to needs.

More certified small grain and hybrid corn seed should be grown in the county to help meet county needs.

Up to date information on best adapted varieties of small grain and corn for the county is very important to help increase yields and lower cost of production.

B. Goals

Encourage farmers to seed a cover crop on all row crop land, prepare good seed beds for cover crops and grain crops, take soil tests, and use lime and fertilizer according to needs and use good adapted seed.

C. Methods

A meeting of all professional agricultural workers was held in January at which time the latest information from the county variety tests and experiment station recommendations were discussed and a county Crop Variety Recommendation Sheet was prepared and distributed.

The small grain and hybrid corn variety tests planted in cooperation with the experiment station were continued.

Farmers were encouraged to sow cover crops, use recommended varieties, treat small grain seed, take soil samples and fertilize according to soil needs, and cultivate shallow, through community meetings, field meetings, bulletins, office calls, home visits and the press.

Farmers with labor and facilities were encouraged to grow certified seed. Those interested were assisted in securing seed, requesting certification, and all farmers were encouraged to get their small grain and corn harvested on time and stored in good condition.

D. Results

There was definite evidence from the number of farmers requesting the county Crop Variety Recommendation Sheet during the year that it is serving a definite need and is being used by a large number of farmers as well as seed dealers when buying seed.

Good results were obtained from the spring oat variety test and the two hybrid corn variety tests conducted in the county. Field meetings were held at the corn tests and as soon as the experiment station completes the results they will be made available to agricultural workers and farmers. The winter oats, barley and wheat tests froze out due to the drought in the fall of 1953 and were not harvested.

Farmers were assisted in securing certified small grain seed and single cross hybrid corn seed for seed crops. One meeting was held at which time the production of certified seed was discussed, which stimulated some interest.

Due to the season, the fall seeded small grain crop was rather short, but the spring oat crop was one of the best in several years and the corn crop was below normal but good considering the season. There is no doubt but what cover crops, good seed, soil tests and fertilizing according to the soil needs, seed treatment and more shallow cultivation helped to increase the small grain and corn yields in 1954.

A large number of farmers took soil samples which were sent in for test and fertilizer recommendations were made for each field and sent to the farmer.

Forage Crops - Pasture and Hay

A. Situation and Needs at Beginning of Year

A county Pasture Improvement Committee was organized in 1951. This committee is made up of farmers, seed and fertilizer dealers, representatives of civic clubs, press, bankers and professional agricultural workers.

The local banks, fertilizer dealers and businessmen have been active in sponsoring the pasture improvement program in the county.

The acreage of ladino - tall grass pasture in the county is estimated at 3000 acres. Several hundred acres of pasture is clipped, fertilized and reseeded each year.

The droughts during 1952 and 1953 caused poor stands on new seeded pastures and made it necessary for many farmers to overgraze their pastures.

Several farmers use alfalfa and legume grass meadows for hay but the majority of the farmers depend on lespedeza as their main hay crop.

A better year-round forage program is needed on a number of farms in the county.

More farmers need to use lime and fertilizer according to soil tests, prepare better seedbeds, use seed inoculant, clip, spray and rotate grazing on their pastures.

B. Goals

More farmers using a planned forage program that will provide a year-round feed supply.

C. Methods

Worked with the county pasture committee during the year and encouraged farmers to use soil samples, adapted seed, prepare good seedbeds and carry out a good pasture management program.

A number of farmers were assisted with planning a forage program for their farm to provide a year-round feed supply and storage for same.

There were 22 timely news articles published in the local newspapers on pasture improvement and hay during the year.

A Lee County Pasture Improvement Awards Banquet sponsored by the local banks was held on December 11.

Slides made locally were used in community meetings and veterans classes during the year. Five community meetings were held to discuss the A. S. C. program so farmers could select practices most needed on their farms. The pasture seeding and improvement practices were explained in detail at each meeting.

Farmers were encouraged to attend the Field Day at the Greeneville, Tennessee Experiment Station, at which time pasture improvement was discussed.

D. Results

Probably the largest one event of the year was the County Awards Banquet sponsored by the local banks at which time Mr. F. B. Douglas, District Agent, presented the National Fertilizer Association trophy to Mr. R. D. Hyatt, Chairman of the Lee County Pasture Committee. There were 65 farmers, bankers, seed dealers and professional workers present. Mr. John Shoulders, pasture specialist, V.P.I., discussed a year-round forage program with those present. Mr. John Grabeel, Lebanon, Virginia, provided the entertainment for the evening.

The county was well represented at the Greeneville Experiment Station Field Day with over 60 farmers and professional workers attending.

Evidently the educational program on the A. S. C. program was effective as the county spent the original allotment for payments and applied for more and got an additional \$3,000. Assistance with pasture improvement was one of the major expenditures of the program.

News articles, slides and personal contacts seem to be effective in stimulating interest in pasture improvement during the year. It is estimated that between 400 and 500 acres of new pasture was seeded and about 8,000 acres top dressed during the year.

Early hay yields and quality were good, but late hay was cut in both quality and yield by the drought. More farmers are planning and using a year-round forage plan on their farms.

LIVESTOCK

Beef Cattle

A. Situation and Needs at Beginning of Year

Cow and calf herds are the main livestock enterprise, however, there are a few men feeding steers.

The price-cost squeeze has hit the beef cattle men probably harder than any other farmers in the county.

The county feeder calf sales have been held each fall since 1939. These sales have helped to draw buyers from other counties and states.

Most of the commercial calf producers are using good beef type cows with registered sires. Each year a number of sires are needed to replace old sires and those that are related to heifers being kept for replacements.

There are around 27 purebred breeders in the county.

A number of the farmers should castrate, dehorn, and vaccinate their calves at an earlier age and do a better job spraying their cattle for lice and flies.

More farmers need to breed cows for early calving and build holding and loading chutes.

B. Goals

Assist farmers with locating sires and females for replacements and to do a better job on feeding and management of their herds.

Cooperate with Lee Farmers Cooperative, Inc. in putting on a feeder calf sale.

Qualify feeder calves for interstate shipment.

Assist farmers with registering purebred calves, culling their cow herds, encourage farmers to vaccinate, dehorn and castrate their calves early.

C. Methods

Farmers were assisted with culling their cow herds and locating purebred bulls and good females for replacements.

A county livestock school was held in January, at which time specialists from V.P.I. discussed feeding and management of beef cattle, marketing of livestock, good pastures and the control of internal and external parasites.

The feeder calf sale committee was assisted with the educational phase of the feeder calf sale. Farmers were encouraged to castrate, dehorn and vaccinate their calves at an early age and test their herds for Bang's and T B.

Information was distributed and published on breeding, feeding, management, and marketing of livestock all during the year.

Purebred breeders were assisted with their special problems such as registration, marketing, fitting and showing, and buying replacements.

D. Results

Sires and female replacements were located for a number of farmers both locally and at cattle sales. A number of the needed sires and females were available from local purebred and commercial breeders.

The livestock school held in January was well attended and the farmers seemed interested in the information presented by the specialists from V. P. I.

⊙ A successful feeder calf sale was held on October 1. Detailed information on the sale is given under the Marketing section of this report.

One purebred breeder sold 54 head of cattle at an auction sale on his farm in August at a satisfactory price. Other purebred breeders sold cattle through the Tri-State purebred sales at Bristol.

A number of farmers were assisted during the year with plans for self feeders and rations for calves, plans for holding and loading chutes, spray mixtures for lice, and advised on their herd health program.

⊙ Dairying

A. Situations and Needs at Beginning of Year

Dairying is comparatively new in Lee County but considerable progress has been made. Most of the 57 grade A dairies have been established since 1948, with a grade C route established in 1952.

An active D.H.I.A. has served the dairymen since 1949. An artificial breeding association serving all of the county was organized in 1953. Being rather new in dairying, the farmers are rather slow to recognize their problems and take steps to correct them.

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A number of dairymen need higher producing cows, more rigid culling of herds, better feeding and management for higher year-round milk production.

More farmers should be using the services of the D.H.I.A. and A. B. A. in the county.

Some type county dairymen's organization was needed.

E. Goals

Increase quantity and quality of milk produced. Assist farmers in setting up a county dairy organization and increase participation in D.H.I.A. and A. B. A.

Furnish farmers all information possible on Federal Milk Order proposed for area.

C. Methods

All dairymen in the county were invited to a county producers organizational meeting early in February at Jonesville. This meeting was called as a result of a dairy meeting held in December, 1953, at which time the dairymen voted they thought a county organization was needed.

The extension personnel worked with the members of the A.B.A. and D.H.I.A. to promote an aggressive dairy program for the county. The A. B. A. and D.H.I.A. were assisted with their annual meetings, educational meetings, publicity and other activities during the year. Pictures were taken of two of the first heifer calves sired through the A. B. A. which was used in publicity. A news article was prepared on the county D.H.I.A. herd summary sheet in December.

A car load of dairymen were taken to Knoxville to discuss the operation of the Federal Milk Order on that market with the county agent, market administrator and association manager.

A meeting of all dairymen was held at which time representatives of the Tri-State Milk Producers Association discussed the proposed Federal Milk Marketing Order with the dairymen.

Dairymen were assisted with locating replacements, feeding and management of their herds and marketing problems during the year.

D. Results

Annual meetings of the Lee-Wise D.H.I.A. and A. B. A. were held early in the year. Representatives from the dairy department at V.P.I. and the breeding center at Rocky Mount attended the meetings and assisted with an educational program at each meeting.

About the same number of cows were on D.H.I.A. test in 1954 as in 1953, but more cows were bred artificially in 1954 than in 1953. A number of heifers that were sired artificially are coming along nicely and should help to stimulate interest.

Pictures of the first Holstein and Guernsey heifers born through services of the A. B. A. were taken, and with news stories run in the local paper.

Farmers were furnished information on feeding and management of their herds, assisted with finding replacements, furnished information on the Federal Milk Order at a county wide dairy meeting held in February and through personal contacts later during the year. The Federal Milk Order was voted in and went into effect on November 1. The price set by the order will mean an increase in price to the producer.

A county milk producers association was organized in February. Each of the five magisterial districts elected two directors, who in turn elected officers of the association from the group. To date the association has made very little progress, which is probably due to a number of things that took place during the year. One of which was the question of the Federal Milk Order that some of the members of the association were against, while others were for the order. Meetings were not called by the president during the year.

SWINE

There are very few commercial hog breeders or feeders in the county but most farmers keep hogs for home use and a number of farmers keep a sow.

Many of the hogs kept for home use are kept under rather poor conditions. More farmers need to provide pasture, better rations and housing for their hogs. Internal and external parasites cause losses to many farmers.

The feeding and management of swine was discussed at the county livestock school held in January and information on swine was furnished to farmers and 4-H members all during the year.

Farmers were assisted in locating breeding stock during the year. The 4-H purebred pig chain furnished a source of purebred breeding stock.

Due to the price of hogs, farmers are taking more interest in breeding and feeding hogs than they did when hogs were cheap.

SHEEP

Until 1954 the number of sheep in the county had decreased each year for a number of years. The interest in sheep changed in 1954 with several new breeders starting in the business. It is estimated that between 400 and 500 young ewes were purchased by new breeders during the year.

The feeding and management of sheep was discussed at the county livestock school and timely information was sent to the sheep producers during the year.

Farmers were notified of the two purebred ram sales held in Abington through which seven purebred rams were purchased.

One case of sheep scab developed in the county during the year which was reported to the State Department of Agriculture, who in turn sent a veterinarian to treat the sheep at no expense to the farmer. The extension personnel assisted the veterinarian with dipping the sheep.

The local cooperative was assisted with marketing the wool through the county wool pool, which is discussed under marketing in this report.

It looks as though the trend has definitely turned to an increase in sheep in the county.

POULTRY

There are only a few commercial poultry flocks in the county and most of them range from 200 to 1000 hens. Most every farm family keeps poultry for home use. Some of the farm flocks are well cared for and are profitable, while many of the flocks are not housed, fed and cared for as they should be and as a result are unprofitable.

During the year information on housing, brooding, feeding and management of poultry was made available to farmers through the office, meetings, and by personal visits to the farm.

Farmers were encouraged to buy their chicks from disease free hatcheries and from high producing strains.

Farmers with disease problems were assisted during the year.

MARKETING FARM PRODUCE AND LIVESTOCK

A. Situation and Needs at Beginning of Year

In 1953 feeder calves, wool and strawberries were sold through definite marketing programs in Lee County. Extension agents assisted with the educational phase of these marketing programs. Demands for a vegetable market developed early in 1954 and took time which was not planned for when the annual Plan of Work was set up.

The farmers and businessmen of the county are demanding increased assistance with marketing the various farm commodities produced here in Lee County. A part of this interest has been brought about by more plentiful supplies of farm products. The drastic reduction in mining operations has caused business people, as well as farmers, to search for other sources of income for the county.

Feeder calves have been sold cooperatively in Lee County since 1939. Calves are sold according to grade and weight. All calves come from Bang's and T.B. free herds, were sired by purebred sires, steers castrated, vaccinated for blackleg and shipping fever and could be shipped anywhere in the United States.

Wool has been marketed cooperatively for many years. It is sold according to standard U. S. grades.

Strawberries, once an important crop in Lee County, have decreased in acreage over the past four to five years. Scarcity of labor, bad weather and low prices are blamed for this decrease. A big cooperative marketing project at one time, this crop is now marketed locally. Increased plantings this year will increase the volume of strawberries for sale in the county next year.

Fresh vegetables were marketed through an organized effort in 1954 for the first time in Lee County in recent years. With the reduction in mining operations, truck farmers were faced with the difficult job of locating new buyers for their products. Businessmen were also looking for a source of county income to replace the business of the miner who had moved away or was out of a job.

The Chamber of Commerce called a meeting in February to discuss the possibility of establishing a vegetable market at Pennington Gap. Approximately 300 people from Lee and surrounding counties attended. Committees were selected and plans made and carried out for a survey of prospective producers and what they would grow this season. A general meeting was then called. Marketing and vegetable specialists from V.P.I. were present to discuss problems and plans for such a market. Following a general discussion the group, including farmers from Lee, Wise, Scott, Russell and Hancock Counties and interested local businessmen, voted to establish a vegetable market at Pennington Gap. A local tobacco warehouse was offered free of charge for a market place. The local Chamber of Commerce agreed to put up a limited amount of money to get the market under way.

B. Goals

Continue cooperative marketing of feeder calves, wool and strawberries.

The need for a cooperative fruit and vegetable market came up in January and efforts were started early in the year to assist farmers and businessmen to establish such a market.

C. Methods

The feeder calf sale committee was assisted with holding a meeting of all calf producers, at which time plans and requirements for the sale were decided on. The local cooperative was assisted with the

educational phase of the sale and a representative from the animal husbandry department at V. P. I. was secured to help with the sale. Assistance was given the committee with advertising the sale and securing buyers.

The local cooperative was assisted with the county wool pool and individual farmers were assisted with marketing their strawberries.

A committee of two farmers from Lee, Wise and Scott Counties was elected by the farmers at a general meeting to work out necessary steps to set up and operate a vegetable market at Pennington Gap. The extension workers worked with this committee and secured assistance from specialists at V. P. I. when needed to help work out plans for the market.

The Lee County Chamber of Commerce took the responsibility of securing buyers for the market. The extension workers secured lists of prospective buyers from every source possible and turned them over to the Chamber of Commerce and worked with them on the promotion program.

The extension workers made a special effort to keep the public informed on all phases of the market through letters, newspapers, radio and meetings.

Local merchants were contacted relative to handling new vegetable containers.

The market manager and committee were assisted with plans for operating the market and keeping records of the produce handled through the market.

D. Results

The county feeder calf sale was held on October 1, with 534 calves being sold. The steers, including medium grade up, averaged \$20.03, with the heifers of the same grades bringing \$15.13. The farmers were well pleased with the sale. For the first time this year all calves entered in the sale were dehorned. All calves were vaccinated for blackleg, shipping fever, castrated and from herds that had passed negative tests for T B and Bang's. The calves were graded by state graders and sold according to grade and weight.

The Lee County wool pool handled 4400 pounds of wool which was sold through the United Wool Growers Association at an advanced price of 45¢ for clear tied wool. The final payment is expected to be 10¢ to 15¢ per pound.

The acreage of strawberries was small this year due to dry seasons, prices of strawberries previous two years and labor for picking berries. The growers with berries had no trouble selling them at the farm at a good price in 1954.

The vegetable marketing committee set up to run the affairs of the vegetable market functioned during the year. With the assistance of the extension workers, F.F.A. Teachers, Chamber of Commerce and specialists from V. P. I., all phases of the organization and operation of the market was worked out and the committee hired a market manager to operate the market.

The Chamber of Commerce took the lead in securing buyers for the market. The extension workers and others assisted in every way possible in securing buyers.

The extension workers took the lead in furnishing information on production and preparing vegetables for market. (See Agronomy and Horticulture Section for what was done). Letters, news articles, meetings and radio were used to publicize the market and keep all interested parties informed.

One or more extension representatives was on hand almost every market day to assist the market manager.

The market operated from July 6th on each Tuesday and Friday through September. From records kept and knowledge of the market, the market manager estimated that around \$14,000.00 worth of fruits, vegetables and other farm produce were sold through the market.

⊙ A charge of 50¢ for farm trucks and \$1.00 or more for commercial trucks for rental on stalls was made. The market manager received 80% of the income from rent of stalls. There were around 500 trucks on the market during the season.

Market records show that the market did not pay its way this year. The Chamber of Commerce put \$140.00 into getting the market started. After the manager received 80% of the rental for his share of operating the market, a balance of \$52.00 was turned over to the Chamber of Commerce.

4-H CLUB PROGRAM

A. Situation and Needs at Beginning of Year

There were eight organized 4-H clubs with 283 members carrying 334 projects. Four of these clubs had active local leaders. All clubs met in schools.

Business organizations in the county were sponsoring the 4-H program through awards and prize money. Medals from the National Foundation were also used in recognizing outstanding members.

A registered Duroc Jersey pig chain was being sponsored by a local bank.

Projects and activities for girls are limited because of no home agent.

With over 3000 farms in Lee County, there is a definite need for leadership training for the boys and girls on these farms. 4-H club and project activities help to meet these needs.

B. Goals

Work with the county council, local leaders and organized clubs to keep club members active in county, district and state 4-H activities.

Work out arrangements for members to attend a 4-H summer camp, the State Short Course at V.P.I., Farm & Home Electric Congress, Conservation Camp and Fat Calf Show at Bristol.

Continue the registered pig chain, annual county junior livestock show, annual county picnic and annual 4-H Achievement Day Program.

Encourage members to complete projects and secure local sponsors to give prizes on project and club work.

C. Methods

Regular monthly meetings were held during the school year and the clubs were assisted with educational and recreational programs.

Arrangements were made for members to attend a summer camp, the State Short Course, State Conservation Camp, Farm and Home Electric Congress and Bristol Fat Calf Show.

The annual junior livestock show, annual picnic and annual 4-H Achievement Day Program were held during the year.

The registered breeding pig chain sponsored by the local bank was continued.

Business organizations were contacted and asked to sponsor local livestock shows and project work.

Members were assisted and encouraged to complete projects.

D. Results

The eight organized clubs met regularly through the year and will be reorganized for the coming year.

The members completed 263 projects. The four local leaders assisted with the club work during the year and are still active.

Twenty-two members, along with the county agent, attended a summer camp at Clyde Austin 4-H Club Camp, Greeneville, Tennessee. Lee County camped with Grayson, Tazewell, Russell, Smyth, Washington and Scott Counties.

Three members attended the State Short Course at V.P.I. One member was taken into the All Star Chapter.

Four members attended the State Conservation Camp at Virginia Beach.

Four members attended a tour sponsored by Southern States Cooperative of their feed mill, warehouse and V. P. I. campus.

Lee County held a local baby beef show on April 10, at which time four members showed four baby beeves. Local businessmen contributed \$82.50 for prizes.

The calves were entered in the district show and sale at Bristol on April 21. A Lee County calf was champion of the fat steer show.

The registered Duroc Jersey pig chain was continued by moving seven sow pigs from the Flatwoods Club to the Blackwater Club. A boar was purchased and placed in the chain.

About sixty 4-H members, parents and friends attended a county wide picnic held during August at Cumberland Bowl Park.

A 4-H float was entered in the Lee County Tobacco Festival parade.

During the year \$406.25 was contributed by eighteen businessmen for prizes, trips and other 4-H activities.

An Achievement Day program was held in November, at which time awards and county medals were made to winning 4-H club members and clubs.

Club, project, county, district and state activities provided valuable leadership training for those members participating.

FARM AND HOME UNIT DEMONSTRATIONS

A. Situation and Needs at Beginning of Year

The farm and home unit demonstrations were started in 1935. This was a joint effort between T.V.A. and the Extension Service. High analysis phosphates at very little cost, plus planning assistance helped to sell most farmers in Lee County on the value of heavy fertilization when tied in with other sound farm practices.

From almost unlimited amounts of phosphate fertilizers ranging from 26% to 65% available to demonstration farmers at very little cost, the program has gradually changed. At the present time Lee County's quota of demonstration farmers is 21. Now instead of receiving phosphate alone, all demonstrators will get phosphate mixed with potash at considerably less than retail price.

Seventeen unit demonstrators are active at this time. Four more will be added in the near future, bringing the total to 21.

In 1954 unit demonstrators in Lee County used 83.70 tons of calcium meta phosphate.

All demonstrators are members of the Lee County Soil Conservation Association. The directors of this association, who are elected by the members, make all decisions concerning the program at county level. This includes selecting new demonstrators and deciding and making plans for all county activities.

There are two farm and home unit demonstrations in the county. This number is limited to two because we have no home agent.

Farm and home planning is definitely needed over the county on most farms. Successfully operated farm and home demonstrations show others the value of making sound plans and carrying them out.

B. Goals

The goal of the demonstration program is to demonstrate to others the value of using high analysis fertilizers along with other up-to-date farm practices. In order to do this records must be kept on each demonstration farm. Annual and long time plans are also necessary.

To make the most of these demonstrations, meetings will be held on the outstanding ones from time to time, thus giving the deserving demonstrators recognition for his accomplishments.

Coordinated farm and home planning is desirable. Lack of a home agent in Lee County limits the home planning to two or three farms.

C. Methods

Assistance with farm planning and record keeping was given all demonstration farmers. High analysis phosphate was requested for every demonstration farmer according to his needs. Every demonstrator was encouraged to use potash with the demonstration phosphate.

Farm and home specialists from V. P. I. were called on when special problems came up.

Certain outstanding demonstrations were publicized and pointed out to other farmers.

D. Results

The unit demonstrations have been worth while. They have demonstrated to farmers of all types and sizes all over Lee County that heavy applications of high analysis fertilizer pays. Records kept by the demonstrators have proven the value of high analysis fertilizers when used along with other good farming practices.

Convincing farmers that putting long time plans on paper pays, is still a difficult job. However, many farmers have found it is sound business and profitable in the long run. More intensive planning is being undertaken with the long-time demonstrators.

The Lee County Soil Conservation Association meets annually. This organization has done considerable to encourage farmers to save and build the soil.

FORESTRY

About one-fifth of the land in the county is in forest, but a part of this is in mountains and rough land.

There are many acres of idle land in the county that should be planted to forest. For the past several years free seedlings have been available from the T.V.A. each spring. Each year the extension personnel and other agricultural workers assist the county forest warden with taking orders for seedlings. Orders were taken for 90,500 seedlings which were delivered in March. The total number of seedlings received from T.V.A. for planting in Lee County to date is 4,144,338.

During the year several farmers were assisted with forest problems. Farmers interested in selling timber were encouraged to have the timber marked by the State Forester and sell only the trees that should be sold, which some of them did and seemed well pleased with the results.

All farmers were encouraged to protect their timber from grazing and fire.

COOPERATION WITH OTHER AGRICULTURAL AGENCIES

During the year the extension personnel cooperated with other agricultural agencies which provided an effective means of reaching more people.

The county agent served as a supervisor of the Daniel Boone Soil Conservation District during the year. The regular monthly meetings were attended and farmers were told of the help the technician could give them during the year.

In cooperation with the Soil Conservation District three contour plowing demonstrations were held in the county. Local farm machinery dealers cooperated by demonstrating two-way plows to turn the soil uphill.

The Soil Conservation District Supervisors, S. C. S. personnel, and extension personnel cooperated in holding a tile ditching demonstration in the county. A ditching machine dug the ditch, tile was laid and covered with a blade on a tractor. This meeting was well attended by farmers in the county as well as a few from other counties in Virginia and Tennessee.

The Agriculture Stabilization and Conservation Administration was assisted with selecting practices for the 1955 A. C. P. program. Educational meetings were held in four communities at which time personnel from the Extension Service, A. S. C., S. C. S. and Forestry Service discussed the 1955 A. S. C. program with the farmers.

The F.F.A. and Veterans Instructors were assisted with securing information, films and speakers for their classes during the year. A number of demonstrations were conducted during the year convenient for the classes to attend and in cooperation with the instructors.

GENERAL ROUTINE WORK

Routine work takes up quite a bit of the agents' time but it is considered an important phase of the extension program. In 1954, 860 farm and home visits were made; 155 news articles or stories written; 3142 telephone calls; 2978 bulletins distributed and 2669 office calls taken care of.

Time spent on business calls and visits at home, on the street and after hours is not included above.

Questionnaires and reports from the various departments at V. P. I., crop and weather reports and other information requested by other agencies require time if done justice.

Conferences and other out of county meetings, while necessary, often conflict with work in the county.

PLAN OF WORK
AGRICULTURAL EXTENSION SERVICE
LEE COUNTY, VIRGINIA
1954

SUBMITTED BY

JOE P. LYLE - - - - COUNTY AGENT
GEORGE A. LEE - - - - ASSISTANT COUNTY AGENT

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COUNTY ORGANIZATION

Flatwoods Community
Club
Max Yearry
Russell Gregory

Midway Community Club
Bernard Scott
Clyde Vandeventer

York Community
Club
Burlley Newman
Paris Burke

Tobacco Farmers
B. F. Slemp
B. C. Fugate

Livestock Farmers
Robt. S. Orr
W. D. McNeil

County Committee
A. S. C.
C. L. Burnette

COUNTY AGRICULTURAL
ADVISORY BOARD

Powell Valley
Electric Coop.
C. R. Barnes

Daniel Boone Soil
Cons. District Technician
J. R. B. Williamson

Farm Home
Administration
Supervisor
Sam Waddell

F. F. A. Instructors
S. L. Carpenter

Veterans Instructors
Denver Browning

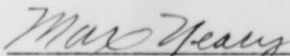
A. B. A. Technician
Roy M. Rasnic

D. H. I. A.
Supervisor
K. O. Frazier

The above representatives of the agricultural interests of Lee County are elected annually by their special groups to serve on the county Advisory Board, along with a representative from the other agricultural agencies in the county.

Long-time goal: To assist rural and urban families to attain a higher standard of living and more productive soil.

The above group met on February 23 and worked up the following plan. Its purpose being to meet the current needs of the county based on conditions at this time.


Chairman Lee County Agricultural
Advisory Board

DESCRIPTION OF LEE COUNTY

Lee County is located in the extreme southwest tip of the State. The steep to rolling topography makes the county well suited to livestock farming. Beef cow and calf herds make up the major portion of the livestock, with a few men feeding steers. Dairying has made a big increase since 1948. Sheep are profitable, but the numbers continue to decline. Many farmers raise a few hogs for their own use and for sale. Commercial poultry flocks, both laying hens and broilers, are few in number and comparatively small in size. 42.5% of the farm income is from livestock.

Crops account for over half of the farm income. Most of the crop acreage is devoted to producing feed for livestock, although tobacco is the big cash crop bringing to the farmers of the county \$2,475,244.00 in 1952.

Lee County farms average about 60 acres in size. Census figures show 91 persons per square mile in Lee County in 1944 and 83 persons per square mile in 1949.

CHANGES THAT WILL INFLUENCE 1954 PLANS

1. Price cost squeeze, especially affecting the beef cattle farmers.
2. Drought conditions 1952 and 1953.
3. Financial situation of farmers.
4. Outlook for 1954.
5. Reduced county income from the mines.
6. More people returning to farms from industry.

GENERAL PROBLEMS, NEEDS AND GOALS OF THE COUNTY

1. Greater interest and participating in community organization over the county.
2. Increase the county's average yield of small grain and corn with all crop land protected with cover crops.
3. A good year-round forage program on every farm.
4. Increase quality and yield of tobacco.
5. More well cared for year-round gardens.
6. Higher percentage of beef calves that will grade prime, choice or good.
7. Better breeding, feeding and management of swine.
8. More sheep with a higher return per ewe.

9. More efficient dairy management and higher production.
10. Better care and management of farm poultry flock.
11. More adult leadership for 4-H club members.
12. Demonstration farmers make greater efforts to influence others to do a better job of farming.
13. More attention given to management of timberland and marketing of forest products.

COMMUNITY ORGANIZATIONS

A. Situation

The extension personnel has worked with three organized communities on community improvement projects since 1948. Each of these clubs have meetings at which time educational and recreational programs are put on by club members, extension personnel and others.

One of the communities participates in the Bristol Area Community Improvement Contest, sponsors a community fair, has an annual banquet and picnic, and sponsors fund raising projects. One of the clubs enter an educational exhibit at the county fair and has an annual Christmas party. Other activities of the clubs include folk games, bingo games, wiener roasts, covered dish suppers and parties after the regular meetings.

B. Needs

1. Greater interest and participation from all people living in the communities.
2. In some cases more people should be given work to do that would make them feel more a part of the organization.
3. More organized communities with active improvement programs.
4. Greater participation from communities in the county in the Bristol Area Contest.
5. The programs should contain more topics of interest to the women.
6. Invite representatives from communities not participating in community improvement contest to the Awards Banquet in Bristol.

C. Plans

The community clubs elect their officers and appoint or elect program and recreation committees and other committees. These committees, along with the club members, decide on their programs and activities for

the year. These committees will be assisted with planning their programs and securing information, speakers and films for their meetings.

The clubs will be assisted with planning and putting over special activities such as their community fairs, exhibits at county fair, banquets, picnics, wiener roasts, parties, covered dish suppers, fund raising activities and other things that come up during the year.

Communities that show interest in community organizations will be assisted in every way possible with setting up an active organization. All organized communities will be encouraged to participate in the Bristol Area Improvement Contest, and those that do participate will be assisted with plans and details of carrying out their program.

AGRONOMY

Cover Crops, Small Grain and Corn

A. Situation

Most of the farmers use a three year rotation of corn, small grain and meadow. In spite of all efforts that have been made there are a number of row crop fields left bare each winter. Some of these fields are seeded to oats in late winter or early spring. Most of the farmers sow a cover crop on their tobacco fields.

The farmers are paying more attention to small grain and hybrid corn varieties than they did a few years ago. This may be due partly to the small grain and hybrid corn variety tests that have been conducted in the county in cooperation with the Experiment Station for the last seven years.

There are four hybrid seed corn growers in the county that are doing a good job growing, grading and marketing hybrid seed.

All county agricultural workers meet annually to work up a county crop variety recommendation sheet for the year.

B. Needs

1. More row crop fields seeded to a cover crop in the fall.
2. Continue the small grain and corn variety tests in order to keep up on best varieties for the county.

3. Hold annual meeting of the agricultural workers to work out a County Crop Variety Recommendation Sheet.
4. More farmers should treat small grain for seed borne diseases.
5. Increased acreage of certified seed on farms with labor and facilities to do a good job.
6. Encourage farmers to take soil samples and fertilize according to soil needs and cultivate row crops shallow.
7. Better care of small grain and corn at harvesting time.

C. Plans

Hold annual meeting of agricultural workers to work out a County Crop Variety Recommendation Sheet in January.

Continue the small grain and corn variety test and hold field meetings before harvesting or at harvesting time so farmers can observe the different varieties.

Farmers will be encouraged to sow cover crops, use recommended varieties, treat small grain seed, take soil samples and fertilize according to soil needs and cultivate shallow, through community meetings, field meetings, bulletins, office calls, home visits and the press.

Farmers with labor and facilities will be encouraged to grow certified seed. Those interested will be assisted in securing seed, requesting certification, and all farmers will be encouraged to get their small grain and corn harvested on time and stored in good condition.

Forage Crops - Pasture and Hay

A. Situation

A county Pasture Improvement Committee was organized in 1951. This committee is made up of farmers, seed and fertilizer dealers, representatives of civic clubs, press, bankers and professional agricultural workers.

⊙ Since the pasture committee was organized, an active Pasture Improvement Promotional Program has been carried out in the county. The local banks have sponsored two pasture banquets, a county pasture leaflet and furnished refreshments on pasture tours. The fertilizer dealers have set up six pasture fertilization demonstrations. Members of the pasture committee and extension personnel have talked to community clubs, civic clubs, bankers, commodity groups and veterans classes on improving pastures.

The acreage of Ladino - tall grass pasture in the county is estimated at 3000 acres. Several hundred acres of pasture is clipped, fertilized and reseeded each year.

The droughts during 1952 and 1953 have caused poor stands on new seeded pastures and made it necessary for many farmers to overgraze their pastures.

Lee County won a trophy awarded by the National Fertilizer Association in 1953 for doing the best job in the Southwest Virginia Extension District on pasture improvement.

Several farmers use alfalfa and legume grass meadows for hay but the majority of the farmers depend on lespedeza as their main hay crop.

B. Needs

1. A good year-round forage program on every farm using a variety of mixtures.
2. Continued pasture promotional work by Pasture Improvement Committee.
3. Wise use of lime and fertilizer, making use of soil tests.
4. Wider use of adapted varieties, seed inoculants, better seedbed preparation, more timely seeding and harvesting.
5. Pasture irrigation systems on dairy farms where pastures and animals will justify this expense.
6. Better pasture management including rotational grazing, clipping, spraying and bushing.
7. Pasture tours and fertilizer demonstration.

C. Plans

Work with the pasture committee during the year on promoting pasture improvement through pasture tours to visit the fertilization demonstrations and Ladino - tall grass pastures in the spring and fall. Encourage farmers to use soil sample service with fertilizer recommendations, use adapted varieties, inoculate legume seed and prepare good seedbeds, stress the importance of pasture management including rotational grazing, topdressing, clipping, bushing, spraying and reseeding pastures when needed.

Farmers will be assisted with planning a forage program that will so far as possible include bluegrass pastures, Ladino clover - tall grass, winter pastures, meadows and mixtures that can be used for supplementary pasture or meadow.

Assist interested farmers with suitable situations to secure assistance from an engineer in planning an adequate irrigation system.

Assist farmers with securing plans for adequate forage storage and curing equipment including sheds, barns, hay driers and silos.

Tobacco

A. Situation

There were about 3000 acres of burley tobacco allotted to 3322 farms in 1953. There were 2582 acres actually planted and harvested. The 1952 crop averaged 1795 pounds per acre.

On an average the farmers are doing a good job on their tobacco but there is still a need for improvement on many farms.

For the past three years a tobacco variety test has been conducted in the county in cooperation with the Experiment Station.

Two demonstrations were conducted in the fall of 1953 on preparing the soil and applying cyanamid for weed control in tobacco beds.

B. Needs

1. More disease free plants for early setting.
2. More farmers should take soil samples and fertilize according to needs shown by test.
3. More shallow cultivation and not too late in season.
4. Better care of tobacco during cutting, housing, stripping and sorting and marketing.
5. Encourage farmers to turn manure and cover crops under at least 60 days before planting time.
6. Encourage priming.

C. Plans

Hold field meetings at the two tobacco beds that were treated with cyanamid; distribute leaflets and other information on care and management of the plant beds on the control of tobacco diseases and insects. Send soil samples in for test and make fertilization recommendations on the fields. Cutting and Stripping Demonstrations will be held if the assistance of a specialist can be secured. The tobacco variety tests will be planted on M. J. Coomer's farm in cooperation with the Experiment Station, and

field meetings will be held for farmers to observe the varieties in the field and at the warehouse the day the tobacco is sold so the farmers can see the quality of the different varieties. Encourage producers to prepare their tobacco neatly for market.

Fruits and Vegetables

A. Situation

There are a few small commercial strawberry and vegetable growers in the county. Most every farm and town family has a garden, but in many cases do a rather poor job on late summer, fall and winter gardens.

B. Needs

1. Stress the value of a good year-round garden with a wide variety of vegetables to use fresh and for canning and freezing.
2. Better preparation, fertilization and cultivation of the garden along with good insect and disease control.
3. Better varieties, fertilization, cultivation and marketing of strawberries.
4. Encourage farmers to keep bees to increase the pollination of all crops as well as produce honey.

C. Plans

Leaflets, bulletins and monthly garden suggestions will be made available to all farmers through the office. People in the county will be assisted in every way possible with their garden problems and encouraged to plant summer and fall gardens through office calls, farm visits, community club garden programs, news articles and telephone calls.

Information will be sent to strawberry growers on new varieties and they will be assisted with locating plants, fertilization, cultivation and marketing problems.

Hold a field meeting on bee keeping with the assistance of a specialist from V. P. I.

LIVESTOCK

Beef Cattle

A. Situation

Cow and calf herds are the main livestock enterprise, however, there are a few men feeding steers.

The price-cost squeeze has hit the beef cattle men probably harder than any other farmers in the county.

The county feeder calf sales have been held each fall since 1940. These sales have helped to draw buyers from other counties and states.

Most of the commercial calf producers are using good beef type cows with registered sires. Each year a number of sires are needed to replace old sires and those that are related to heifers being kept for replacements.

There are around 27 purebred breeders in the county.

B. Needs

1. Continue feeder calf sales and qualify the calves for interstate shipment.
2. Cull beef cow herds and continue to use better bulls.
3. Castrate, dehorn and vaccinate calves at an early age.
4. A number of farmers need to use better pastures and winter rations, spray cattle for flies and lice and build holding and loading chutes.
5. Breed cows for early spring calving.

C. Plans

Farmers will be assisted with culling their cow herds and locating purebred bulls and good females for replacements.

A county livestock school will be held in January, at which time specialists from V.P.I. will discuss feeding and management of beef cattle, sheep and swine, marketing of livestock, good pastures and the control of internal and external parasites.

The feeder calf sale committee will be assisted with the educational phase of the feeder calf sales. Farmers will be encouraged to castrate, dehorn and vaccinate their calves at an early age and test their herds for Bang's and T B.

Information will be distributed and published on breeding, feeding, management, and marketing of livestock all during the year.

Purebred breeders will be assisted with their special problems such as registration, marketing, fitting and showing, and buying replacements.

Swine

A. Situation

There are very few commercial hog breeders and feeders in the county but a number of farmers keep sows and fatten hogs for their own use with a few extra to sell.

Due to the price of hogs there has been a heavy demand for pigs in the last few months.

Through the interest of a few purebred swine breeders and the 4-H breeding pig chain the number of purebred hogs has increased in the last three or four years.

B. Needs

1. Better pastures, proper rations and adequate housing for swine.
2. Electric brooders for pigs where possible.
3. More purebred swine.
3. Internal and external parasite control, along with disease control.

C. Plans

A discussion on feeding and management of swine will be included in the county livestock school in January.

Farmers and 4-H club members will be assisted with locating breeding stock, feeding and management, registering, marketing and housing of swine all during the year.

Sheep

A. Situation

The number of sheep in the county has decreased during the past several years. The 1950 census shows 850. The decrease is probably due

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to poor fencing, dog problem and high income from dairy and beef cattle during the war years.

Some of the sheep owners do a good job on feeding and management while others do a poor job.

The wool is sold cooperatively through the local cooperative.

B. Needs

1. Increased number of sheep.
2. Better feeding and management of many of the sheep flocks.
3. Culling of ewes and make replacements with early ewe lambs.
4. Good purebred rams when replacements are made.

C. Plans

Furnish sheep producers with information on rations, winter pastures, internal and external parasites, equipment for sheep and other management problems.

Assist sheep producers with culling flocks and selecting females and rams for replacements.

Help the local cooperative with marketing of the wool.

Dairying

A. Situation

Dairying is comparatively new in Lee County but considerable progress has been made. Most of the 57 grade A dairies have been established since 1948, with a grade C route established in 1952.

An active D.H.I.A. has served the dairymen since 1949. An artificial breeding association serving all of the county was organized in 1953. Being rather new in dairying, the farmers are rather slow to recognize their problems and take steps to correct them.

B. Needs

1. County dairy producers organization.
2. Greater participation of dairymen in A. B. A. and D.H.I.A.
3. Higher producing cows and keep best heifers for replacements.
4. Better breeding, culling, feeding and management for higher year-round milk production and better developed heifer replacements.
5. More dairymen need to provide silage for winter feed.
6. Dairymen not using D.H.I.A. testing should keep production records on individual cows.

C. Plans

All dairymen in the county will be invited to a county producers organizational meeting early in February at Jonesville. This meeting is being called as a result of a dairy meeting held in December, 1953, at which time the dairymen voted they thought a county organization was needed.

The purpose of this organization will be to promote dairying in the county with special emphasis given to a good year-round milk supply and marketing of same.

The extension personnel will work with the members of this organization, as well as the members of the A. B. A. and D.H.I.A., to promote an aggressive dairy program for the county. The A. B. A. and D.H.I.A. will be assisted with their annual meetings, educational meetings, publicity and other activities during the year. Pictures will be taken of one or two of the first heifer calves sired through the A. B. A. to be used in publicity. A news article will be prepared on the county D.H.I.A. herd summary sheet in December. Dairymen not participating in D.H.I.A. will be encouraged to weigh milk from each cow at least once per month.

Poultry

A. Situation

There are only a few commercial poultry flocks in the county and most of them range from 200 to 1000 hens. Most every farm family keeps poultry for home use. Some of the farm flocks are well cared for and are profitable, while many of the flocks are not housed, fed and cared for as they should be and as a result are unprofitable.

B. Needs

1. Proper housing, feeding and management of commercial and farm poultry flocks so as to make them profitable.
2. Pastures for poultry.
3. Encourage poultrymen to purchase chicks that come from disease free and high producing strains.

C. Plans

Information on housing, brooding, feeding and management of poultry will be made available to farmers through the office, meetings, and by personal visits to the farm, and will be given to 4-H poultry project members.

Farmers with disease problems will be assisted, and if necessary, birds sent to the diagnostic laboratory for post-mortem examination.

4-H Clubs

A. Situation

There are eight organized 4-H clubs in the county with around 285 members enrolled. There are four local adult leaders.

Arrangements are made each year with assistance from local leaders for members to attend a 4-H summer camp, the State Short Course at V.F.I., Fat Calf Show at Bristol, county picnic, All Star Conference, Electric Congress, Conservation Camp and county Achievement Day.

A registered Duroc Jersey pig chain, with seven females and a boar, is sponsored by a local bank.

Business organizations in the county have been very liberal with contributions for county awards and prizes.

Projects and activities for the girls are limited because of no home agent.

B. Needs

1. Continue the organized clubs and work out arrangements for 4-H club activities during the year as listed above for previous years.
2. More active county council, more local and project leaders.
3. Continue rotation of pig chain from club to club.
4. Closer cooperation between parents and members on 4-H projects.
5. Higher percentage of members completing projects and records.

C. Plans

Continue the organized clubs and organize others if interest is shown at other schools. Urge parents of 4-H members and other local adults to take a more active part in the 4-H program. Encourage members to keep good records on their projects.

Make arrangements for a summer 4-H camp at Greeneville, Tennessee; arrange for members to attend the State Short Course and All Star Conference at V.F.I., Conservation Camp and Electric Congress; assist with the Junior Livestock Show and Sale; hold a county picnic and have a county Achievement Day.

Farm and Home Unit Demonstrations

A. Situation

Demonstrations started in 1935, when T.V.A. and the Extension Service teamed up with farmers to demonstrate the value of high analysis fertilizers used with other up-to-date farming methods. Demonstrators, located in all sections of the county, are selected by a farmer committee. At one time there were 76 demonstrations in the county. Present plans call for an average of about 20 such demonstrations. Most demonstration periods run for 5 years. Demonstrators receive high analysis fertilizer at reduced cost for pastures and meadows. They, in return, attempt to demonstrate the latest farming methods applicable to their farming situation. Home demonstrations are limited because of no home agent in the county.

B. Needs

1. Every demonstrator feel his responsibility as such and make every effort to influence others to do a better job of farming.

2. Make better use of farm records in planning a well balanced farm business with every demonstrator.
3. More field meetings on demonstration farms.
4. Limited number of new demonstrators physically and financially able to carry out a good farming program.
5. More assistance in working with the homemakers on their problems.
6. More get-togethers for demonstrators when something worth-while can be accomplished.
7. More publicity for outstanding demonstrations.

C. Plans

1. Keep each demonstrator supplied with latest information concerning his type of farming.
2. Provide each demonstrator with record book in January and assist with keeping accurate records and analyzing them at end of year.
3. Work with each demonstrator in keeping his farm plans up-to-date.
4. Watch for outstanding demonstrations where worth-while field meetings can be held and hold such meetings when practical.
5. Explain procedure for making application to become a demonstrator to any farmer interested. Refer all applications to farmer committee for consideration.
6. Assist with plans for dinner meeting of Lee Soil Conservation Association (all demonstrators are members) to be held in April.
7. Order demonstration fertilizer for all demonstrators on basis of T.V.A. allocations. Attempt to get material to farmers by early February of each year.
8. When requested, attempt to secure assistance for home demonstrations from specialists at V. P. I.
9. Request that chairman of Lee County Soil Conservation Association call meeting of directors when any decisions concerning county demonstration program need to be made.
10. Publicize and promote activities of demonstrations through reports, pictures, magazine articles, news articles, meetings, field meetings and farm visits.

Forestry

A. Situation

About one fifth of the land in the county is in forest. A part of this is in mountains and rough land. Many acres of forest land burns over each year.

There are many acres of idle land in the county that should be planted to forest. For the past several years free seedlings have been available from the T.V.A. each spring. During the last few years the county Forest Warden and other agricultural workers have ordered a total of 4,055,838 seedlings for people in the county.

The State Forester has marked timber for a number of farmers in the county.

B. Needs

1. Better care and management of forests.
2. More idle land set in trees.
3. Greater use of marking service and selling of timber according to measurements and on selective cutting basis.

C. Plans

Assist the county Forest Warden in taking orders for seedlings, contact the State Forester when farmers want timber marked and encourage all farmers to sell timber on marked selective cutting plan.

Encourage all farmers to protect their woodland from fire and grazing.

Other Activities

The other agricultural agencies in the county will be assisted with the over-all agricultural program all during the year. New bulletins, leaflets, and results of experiments will be forwarded on to them as soon as they are received from the Experiment Station.

The county agent will serve as supervisor of the Daniel Boone Soil Conservation District and assist the A. S. C. Committee when requested to decide on practices suitable to the county.

A Land Appreciation School was held in 1953 with all agricultural agencies cooperating. Another school will be held in 1954.

Farmers will be assisted with water systems, farm building plans, farm plans and rotations and other problems all during the year.

CALENDAR OF WORK FOR EXTENSION PERSONNEL LEE COUNTY 1954

January

Livestock School.
A. B. A. Directors' Meeting.
Professional Agricultural Workers Meeting.
Marketing tobacco variety tests.
Closing Farm Account Books for T. V. A. Demonstrators.

February

Feeder Calf Sale Producers Meeting.
Dairy Producers Organizational Meeting.
County Agricultural Advisory Board Meeting.
Hold Contour Strip Plowing Demonstrations at Denver Brownings and Bill Barnes.

March

Tri-State Purebred Sale - Bristol.
D. H. I. A. Annual Meeting.
A. B. A. Annual Meeting.
Seed spring oat variety test at M. J. Coomer's.
Tobacco meetings in communities (Midway and York).

April

Hold vegetable production meetings in three communities. (Flatwoods, Midway and York).
County Junior Livestock Show.
District Junior Livestock Show and Sale.
Southwest Virginia Agricultural Association Meeting at Abingdon.
County Meeting of T.V.A. Demonstrators.

May

Field meetings at tobacco plant beds treated with Cyanamide at M.J. Coomer's and W. E. Parsons.
Plant hybrid corn variety test at J. H. Wheeler's.
Place pigs in 4-H pig chain.
Marketing strawberries.

June

Hold field meeting at small grain variety test at M. J. Coomer's farm.
Help with county wool pool.
4-H Summer Camp at Clyde Austin 4-H Camp, Greeneville, Tenn.
Pasture Tour.

July

State All-Star Conference at V. P. I.
State 4-H Short Course at V. P. I.
Institute of Rural Affairs.
County Roundup.
Land Appreciation School near central part of the county.

August

Field meeting at tobacco variety test.
County 4-H picnic at Cumberland Bowl Park.
Community fairs.
4-H Conservation Camp.
Extension Conference.

September

Tobacco Cutting Demonstrations.
Farm and Home Electric Congress, Richmond, Va.
County Fair.
Plant winter oat and barley variety tests at M. J. Coomer's farm.
First feeder calf sale.

October

Tri-State Purebred Cattle Sale Bristol.
Tobacco stripping and sorting demonstrations.
Hold field meeting at hybrid corn variety test on J. H. Wheeler's farm.
Community judging in Bristol Area Community Improvement Contest.
Plant wheat variety test at M. J. Coomer's farm.
Second feeder calf sale.
Directors meeting of local T. V. A. Association.
Collect 4-H Record Books.

November

Annual Extension Report.
County 4-H Achievement Day.
Fertilizer Requisitions for T.V.A. Demonstrators.

December

News Articles on D.H.I.A. Yearly Summary.
Assist County Forest Warden with orders for T. V. A. seedlings.