

NARRATIVE REPORT
OF
ELIZABETH CITY, WARWICK & YONK COUNTIES
VIRGINIA
1948

J. A. VOHRINGER, COUNTY AGENT
MABLE COX, STENOGRAPHER

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COUNTY ORGANIZATIONS

York, Warwick and Elizabeth City Counties are advancing rapidly in organizations.

We still have three very active A.C.A. committees and the chairmen of these committees form a most efficient County Board. This Board meets regularly to discuss our problems.

The Agricultural Committee of the Lower Peninsula Planning Commission was organized last winter at the request of the Commission, with the County Agent as chairman and the Soil Conservationist as vice-chairman. The remainder of the committee is made up of nine representative farmers, three from each county - and it meets regularly once a month with the chairman of the Planning Commission, to consider specific agricultural problems. The Peninsula Industrial Commission has recently asked for the services of the committee also, and the request was granted.

Warwick County now has a full-time Home Demonstration Agent and York and Elizabeth City Counties each have a half-time agent, and these ladies are rapidly and efficiently organizing the women of the three counties into Home Demonstration Clubs.

Our very capable and efficient Soil Conservationist was transferred to Washington last September and, to date, a successor has not been secured. However, Mr. Mason made such a fine start in organizing this work that his successor will find plenty of work all laid out for him. The State Soil Conservation program is becoming very popular and should accomplish a great deal next year, if a new Conservationist can be secured.

Other county organizations will be discussed under their proper headings.

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TYPE OF AGRICULTURE

There are numerous types of agriculture, probably no one of which can be listed as the most important. Dairying, vegetable growing, fruit, and poultry are of the greatest importance, probably in the order listed. Large numbers of hogs are raised, chiefly in lots of from two to six and are mostly used for home consumption.

There is also a large class of part-time farmers who make part of their living off the farm. This includes those who live adjacent to the inland waterways and who derive a considerable income from fish, oysters, crabs, etc. Then, many of the shipyard and Government employees own small farms and operate on a part-time basis. These two groups confine their efforts mostly to fruit, vegetables and poultry, and many of them have quite creditable projects.

Finally, a large urban and suburban population go in strong for home gardens, ornamental trees and shrubbery, lawn planting and care and small poultry units, so time never hangs heavy on our hands.

AGRONOMY

Farmers enjoyed a good year on the whole. Heavy rains in May delayed the planting of corn and soybeans somewhat, and in numerous cases, drowned out earlier planted crops. However, a very favorable season followed and corn, wheat, oats, barley, soybeans, alfalfa, and truck crops were above average. In addition, an exceptionally favorable fall planting and harvesting season was of immense benefit. Alfalfa, clovers, pastures, small grains and truck crops were all planted under ideal conditions and 80% of the corn was harvested and in the crib by November 1st. Soybean yields are heavy, but recent heavy rains have prevented harvesting but about 20% of the crop as yet.

Seventy percent of the farmers are now planting hybrid corn and we have been able to get our seed dealers to carry the varieties recommended by V.P.I. for this area. We are carrying on an intensive campaign to get farmers to plant only these varieties, and successfully conducted one hybrid corn demonstration.

Ladino clover for pastures is now an accepted must. Kentucky 31 Fescue is also rapidly gaining in popularity, but this office is advising the farmers to go a little slow until it has been given a better trial.

Insects have been unusually troublesome during the past season, but largely through the liberal use of D.D.T., the losses have not been heavy. Probably the two worst infestations were Japanese beetles and fall army worms. These two insects were herein unheard of numbers, especially the army worm, but were kept under control by constantly using the D.D.T. spray whenever they appeared.

Goals set for the proper planting of recommended varieties of hybrid corn, small grains, pastures and soybeans, with resultant heavy applications of commercial fertilizer, are much nearer realization than ever before, but much work still remains to be done.

POULTRY

The poultry situation still remains very favorable for this area. Quantities of both eggs and dressed poultry are still being shipped in, although in smaller amounts than last year.

We are discouraging numerous amateurs, who have been attracted by the high prices which poultry products are bringing from starting in business but have encouraged experienced growers to expand and increase their output. We feel that relatively good prices are assured for the coming year, and that prospects for an abundance of lower priced feeds will offset any considerable drop in the price of the product, should that occur.

Through newspapers, radio and demonstrations, the frequent culling of laying flocks has becoming a common practice and we have the high price of feed to thank for a lot of this, as people were not only willing, but anxious to cull in order to save high priced feed.

The high feed prices have also played an important part in influencing growers to buy only the best baby chicks obtainable and this is most important, for once they see how much better the high grade chicks grow out, they never again buy inferior ones. In short, efforts to promote a better practice in poultry raising are meeting with very satisfactory results.

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DAIRYING

Since the organization of the Artificial Breeding Association and the Dairy Herd Improvement Association over two years ago, the dairy situation has shown a very decided improvement, and this is just the beginning. We will discuss this more in detail further on in this report, but as these are two of the most important goals set for dairy improvement, we felt they should be mentioned here.

This being a large industrial area and military center, the big problem is to produce enough milk to supply the demand, and this is not likely to occur for several years yet, if then. There are very few large farms in these three counties and consequently, the size and number of dairies must be limited. Therefore, it is imperative that our dairying be of the highest type, and we are bringing this state of affairs about through the two above mentioned cooperatives, better feeding practices such as artificially cured alfalfa and clover hay, and proper pasture care and fertilization.

LIVESTOCK

Hogs still comprise the greater part of the livestock raised in this area, although the high price and ready market for almost any kind of meat has temporarily upset plans for improvement of existing conditions.

For example, we had hopes of persuading farmers to do away with the practice of raising their hogs in the customary small, filthy pens and adopt the system of pastures and self feeders. However, high feed prices scared them away from self feeders and pastures, as they still believe that the hog should not get exercise if it is to take on weight, and they also felt that the hog would eat too much high priced feed if they used the self feeder.

High meat prices have interested a number in raising beef cattle and sheep. The number of herds of pure-bred cattle has increased from four last year to twelve this year. In addition, a number are buying feeder calves of all kinds, and raising veals to butcher, and this is proving very profitable. This may possibly change the general attitude toward the raising of beef, even in later years, although the problem of small pastures will scarcely permit this on a large scale.

The raising of rabbits for meat is becoming more popular recently, and while it is yet only in its infancy, it would well become a very profitable enterprise with the proper encouragement, and this we propose to give.

HORTICULTURE

This was a decidedly good small fruit season and a poor apple and peach one. Strawberries, raspberries, boysenberries, blackberries, etc., were of fine quality and yielded heavily, and prices were good. Peaches and apples, however, did not fare so well. From mid-season on, brown rot destroyed practically all of the peaches and bitter rot hit apples pretty hard. Up to that time, weather conditions were ideal for fruit, but later, scarcely a day passed that did not bring at least one heavy shower, which washed off the spray before it could take effect. Result, practically half of the peach crop was destroyed and many of the apples, also.

A great many people are planting small lots of fruit trees, mainly apple and peach, but no large plantings have been made this year due largely to scarcity of labor. However, there is no doubt as to the future importance of fruit in this area, due to the freezing protection of the bodies of water, and the high quality of the fruit.

Truck growing also occupies a most favorable position, and great quantities of vegetables of all kinds are grown. Favorable climate, good soil and good markets make this a paying proposition. The past year was not too favorable for tomatoes, fall white potatoes and sweet potatoes, however. Late blight hit tomatoes and fall white potatoes hard, in spite of spraying, and a very dry September caught sweet potatoes at a critical stage and reduced the yield about 40%.

Owing to inflationary high prices, more people planted home gardens than during any period of the war, and large quantities of vegetables of all kinds were produced.

The tremendous building program has been a gold mine for nurserymen who raise ornamentals, as they could not begin to supply the demand. There have been countless requests for assistance in controlling insect and disease enemies, and

and it has been a constant battle this past season as insects, especially, have been unusually abundance. However, good results were obtained in practically every case.

FARM LABOR

The farm labor situation is no different from last year. High wages paid by the industries and military installations eliminate any chance of securing farm labor. Such requests as have come in for work on farms have been from inefficient and trustworthy applicants and have proven unsatisfactory without exception. Therefore, with the exception of the dairymen, about nine tenths of farm labor has been of the family and community nature, and since more and more industries are being brought in, it does not look as though much of a change would occur in this respect. Dairymen manage to secure help, but pay from \$35 to \$50 per week, with considerations. This is the labor picture.

AGRICULTURAL PLANNING

Agricultural planning is necessarily along the lines of soil conservation, better farm practices and a properly planned program.

The State and national Soil Conservation programs have been in operation sufficiently long to have proven their value. This is especially true of the State program in this area. This program has been instrumental in arousing the farmers to the necessity for drainage, soil classification, soil testing, and making out a practical, workable farm plan.

Pasture treatment; the use of heavy fertilizer applications to all crops; the use of legume cover crops to supplement fertilizers and supply organic matter; hybrid corn; Ladino Clover, etc., are just a few of the improved farm practices resulting from farm planning of an intelligent nature, and are becoming more popular with farmers every year.

The planned program as presented to our farmers is designed to eliminate the use of too many expensive and seldom used machines, adopting a planting system suited to the location, kind, and type of soil, and other considerations applicable to his particular situation. Farmers are particularly pleased with the farm plans and overall picture of their individual farms is prepared for them by the Soil Conservationist in cooperation with this office, and there is a long waiting list on hand, just waiting for the arrival of a man to replace our former Conservationist who was transferred to Washington. We are expecting more and more to ask for this planning assistance in the near future.

COOPERATIVES

There is little, if any, change in the cooperative picture over last year. The truck growers, who are most in need of this service, still refuse to organize. Out of one hundred letters sent to the larger growers asking for their opinion as to the advisability of organizing, only seven took the trouble to answer, and personal contact brought no better results.

The D. H. I. A. and Artificial Breeding Associations are still functioning well. The D. H. I. A. still has a waiting list but the number of cows has been restricted to 1,100 in order to permit efficient work by the tester, who also has nearly one hundred cows on official test.

The Artificial Breeding Association artificially bred eleven hundred cows during the past year and out of this number, dairymen have saved approximately 300 heifer calves for herd replacement. This is a big step forward. However, due to several unfavorable factors at the bull barn, the number of repeater breedings was much too large, but the Association Directors have taken steps to correct these conditions and it is hoped that there will be a much higher percentage of first catches next year.

The Farmers' Union in York County, Colony Farms Dairy and Colony Farmers' Cooperative Market are still doing extremely well, and prospering accordingly.

FORESTRY

The forestry situation is far from good. The high price paid for lumber has encouraged the owners of timber to permit saw mill operators to cut trees which should be left to grow for years yet, and if this practice is not discontinued, there will be very little large timber to cut during the next fifty years. The woods are also being left in a deplorable condition, with the slashings left where they fall, thus preventing the seedling pines from growing, and greatly adding to the fire hazard.

To try to offset these conditions, the Lower Peninsula Planning Commission has established an Agricultural and Reforestation Committee composed of the County Agent, Soil Conservationist and nine representative farmers - three from each county. This committee is promoting an educational campaign to try to get woodland owners to limit the cutting of lumber trees to an 18" butt, use selective cutting under the supervision of the Extension or State Forestry Service, require saw mill operators to clean up the slashings, and to carry out the practices necessary to re-seeding, and growth of young pines. Scarcity of labor and high wages are not conducive to making the latter part of the program popular as yet; but, we are achieving some success and are determined to continue in our efforts along these lines.

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4-H CLUB WORK

(a.) On the whole, 4-H Club work is generally satisfactory, but we look for a much better year in 1949, as we now have Home Demonstration Agents to assist in all three counties. However, our problem is to keep the boys interested, as about 80% of our club members live in suburban areas and there are few projects which interest the boys. We also have the added handicap of too many other activities being available to young people in suburban areas. Two clubs disbanded during the past year, both for this very reason. However, three new clubs have been organized which brings the total number to nine, and all of these clubs are doing satisfactory work.

For various reasons, the formation of the Honor Club was postponed until next January, but thirty 4-H Club members and seven ex-4-H Club adults who are assisting us, have been given Certificates of Recognition, and we expect to have a good Honor Club to assist us with this year's work.

At their own request, the 4-H Club Council met five times during the past year, to discuss various problems connected with the work. This Council is very active and is a wonderful help in every way.

The situation with respect to Local Leaders is very satisfactory. Six of the nine clubs have a leader and assistant leader and the other three all have leaders. Lack of any leader at all was largely responsible for the disbanding of the Progressive and Back River Clubs. Five of the older clubs also have a boy and girl Junior Leader, which is something we have not been able to have before.

In September, we held a Leader Training Meeting and were much gratified to have every Leader present. Other meetings of this nature are

now being scheduled.

(b.) With the appointment of a Home Demonstration Agent for York and Elizabeth City Counties last September, project completions among the girls improved greatly but are still unsatisfactorily. We look for much better results the coming year. Last year, 227 projects were carried by girls with only 155 completions. However, this number of incomplete projects would not have been so great if the two clubs had not disbanded last summer. Forty-one of the fifty-six projects carried by boys were completed and we hope to do even better during the coming year.

The size of the boys projects were necessarily limited as none of them live on a large farm. However, the quality of their work was good. Total receipts for the 56 projects were \$3,722.40 with total profits amounting to \$1,048.54.

(c.) The Annual Rally Day picnic was a great success and was attended by twelve parents and 136 club members. Achievement Day had to be postponed until early in December, but extensive preparations are already being made, leaders and club members alike, are enthusiastic, and there is every reason to expect that this program will be as good or better than those of preceeding years.

Tours of educational interest were conducted at least twice for each club and are very popular. These tours included a visit to a model dairy, large creamery, bakery, pure-bred beef cattle herd, large hog feeding project, garment fastner factory, farm implement display, rabbit breeders exhibit, hybrid corn and pasture demonstrations, etc.

On the whole, we feel that our showing, while not too good, promises much better results in the future.

U. S. D. A. COUNCIL

Our aim this year was to encourage grain, tomato, sweet and white potatoes, home gardens and milk production. It was felt that food and feed for poultry and livestock constituted the greatest need and therefore should receive the greatest amount of attention. It was further decided that no definite amount would be set as a goal with the exception of the number of home gardens. This was set at 4,000, or 1,000 more than the preceding year's goal, and it is our opinion that the number planted was nearer 5,000 than 4,000.

A good crop year resulted in very large yields of wheat, barley, oats, corn, white potatoes, tomatoes and other truck crops, and while total figures are not yet available, reports indicate that yields in the above commodities were the greatest on record.

Milk production went up, according to records, by 175,000 gallons for the year; egg production increased by approximately 10,000 dozen; broilers, 50,000; small grain, 20,000 bu.; white potatoes, 10,000 bu.; and most other commodities accordingly. However, unfavorable weather cut the sweet potato crop below normal and held the hay crop to average. Soybeans grew and yielded well, but wet weather in November stopped combining and about 80% are still in the field and may possibly be a total loss.

On the whole, it has been a very good year for the farmers and we appreciate the cooperation of those who followed our recommendations, as a large percentage of them did.

COOPERATION WITH THE PRODUCTION & MARKETING ADMINISTRATION

Having three counties, our organization consists of a five-member County Committee from each county and an Agricultural Board consisting of the chairman of each County Committee. The Agent meets with these boards whenever they get together and assists in every way possible.

Meetings are not scheduled regularly but are held as often as needed. Some months no meetings are held at all, while in others, two or more may be held, depending on what matters need attention.

Owing to the action of Congress in cutting down the funds available to counties to pay for conservation practices, and the resulting cut which had to be made in size of payments to farmers, the committees unanimously agreed that no effort would be made to interest new members in the program. They felt that to get in more might tend to make these payments even smaller and thus cause greater dissatisfaction than is already evident, among the participants in the program. However, we are all working to hold those who are participants now, and are hopeful that more assistance will be forthcoming soon.

COOPERATION WITH CREDIT AND LOANING AGENCIES

(a.) Local - Without exception, bankers in our locality are very much interested in the welfare of our farmers, and are willing and anxious to extend credit whenever possible, and the County Agent has been assured that they will cooperate with the Extension Service 100%. The Virginia State Bankers Association is doing a splendid work along this line by scheduling Farmer - Banker meetings, and the Agent gladly works with them in all of their enterprises.

(b.) Meetings held - The Agent has attended three of the Farmer - Banker meetings and has met with representatives of the Farmers Home Administration twelve times, concerning farm credit, during the past year. He finds the Government loaning agencies as anxious to cooperate as the local bankers are.

(c.) Farmers Home Administration - As stated above, representatives of this organization have met with the Agent on twelve different occasions, once to discuss and explain various forms of farm credit, and the rest of the time, to investigate and consider farm loans.

COOPERATION WITH DISTRICT SOIL CONSERVATION PROGRAM

This work got off to a fine start with the coming of a Soil Conservationist, and we visited and drew up farm plans for twenty-two farms and did preliminary work on eighteen others before the Conservationist was transferred, and we were left without one. While with us, he secured the use of a private tile trenching machine at a very low cost; surveyed and laid plans for 50,000 feet of tile drain systems and did preliminary work on several other farms. He also had soil classification work done in all three counties and laid an excellent foundation for future work. The County Agent serves on the District Board of Supervisors, and does a considerable amount of field work with the Conservationist. The State Committee recently notified him that they have now secured a Conservationist for this end of the District and we hope to take up where we had to leave off last September when our other Conservationist left us.

OTHER MEANS OF REACHING PEOPLE

Newspaper articles rank first on this list, as the Agent has determined, from conversing with farmers. They give as the reason for this preference that letters are often misplaced or go astray; they are often at work when a radio program comes on, and that often times when they are listening to such a program they may miss the most important part. They argue that, with a newspaper article, they can sit down at night and read and study it at their leisure, and often cut out and save the articles for future reference if it is of particular interest.

The Agent has noted, also, that dozens of people will tell him they have read his article on some topic, in the newspaper, whereas comparatively few ever remark about listening to a radio program.

The Agent does not intend to convey the meaning that he does not think radio and letters are not of value in getting information to farmers, as he most certainly does think them important. However, he considers the newspaper articles first in importance. Of course, the personal contact is of the greatest benefit to the individual as he is thereby enabled to discuss his own personal problem at length, and ask questions, but the number reached in this way is so few compared with any of the other methods listed, that it cannot be classed as of too much importance, although it undoubtedly does play a very important part in Extension work.

Next to newspaper articles, the Agent believes the most important means of publicity are County Agricultural Boards and Community Leaders. These two groups are actually one and the same, as the County Boards are necessarily made up very largely of Community Leaders. Such groups as the U. S. D. A. Council, County Agricultural Committees, County Agricultural

Board and Lower Peninsula Planning Commission Agricultural Committee are going good work in getting the latest information to those who need it, and their value to the Service cannot be overestimated.

Special meetings, if they fall on days when weather conditions are too bad for farm work, are usually well attended, but when working conditions are good, the number of farmers who attend is often small.

Consequently, while they are of importance in bringing specialists into direct contact with farmers, they cannot be depended on to reach any large number of individuals unless conditions, as described above, are favorable.

EVALUATION OF YEAR'S WORK

In summing up the year's work, the picture is encouraging.

The work being carried on by the D. H. I. A. and Artificial Breeding Association is getting results and these will continue to improve from year to year. Pasture improvement is universally recognized by our dairymen as a necessary practice and is being satisfactorily carried out. On the whole, we feel that goals set for our dairymen are well on the way to attainment in the not too distant future.

Considerable progress has also been made in soil conservation practices, especially in those carried out by the State Soil Conservation Service. Farm planning, soil classification, drainage and cover crops have received the major portion of our attention and we expect to begin the actual installing of tile drains on a large scale as soon as our Conservation Engineer arrives. This entire program is very popular and little difficulty is experienced in getting farmers to at least listen to what we have to offer, and agree to allow us to make a start on their farms.

Progress in woodland improvement is very discouraging and there is little prospect of such improvement until labor conditions become better. However, the educational program as outlined elsewhere in this report, will be pushed.

Fruit growing is still on the increase and more and more prospective growers are contacting this office and adopting our recommendations as to variety selection, ordering stock from adapted sources, and carrying out planting, pruning and recommended spraying practices. There is a great future here for fruit growing and our efforts to further this industry will continue.

Hybrid corn is rapidly replacing the open pollinated varieties and the aversion of many farmers to the use of heavy applications of fertilizer is being steadily overcome. The same is true of the small grains, alfalfa and pastures.

Truck growers are still faced with the problem of over-production due to so many part-time farmers using these crops to supplement part-time fishing and oystering, Government employees on the various military installations adopting the same practice and industrial workers in the large shipyard also engaging in this work. For this reason, it has not been possible to organize a cooperative association as the part-time farmers are not interested and this nullifies the efforts of commercial growers to regulate the supply of vegetables. A solution to this problem still remains to be arrived at, if indeed there is any.

The 4-H Club situation is steadily improving. With two Home Demonstration Agents to assist in the work, prospects are better than ever before. Our Honor Club is to be organized in January; more new clubs are contemplated; cooperation of parents and the availability of good club leaders is highly satisfactory; the quality of project work has greatly improved during the past year and we hope to have several qualified to enter State Contests next Fall. The interest shown by the 4-H Club Council in insisting that members be dropped from the rolls if they do not complete at least one project, is very gratifying and inspiring. Attendance at the Rally Day picnic was splendid and the interest manifested by club members proves that 4-H Club work is better than holding its own and we look for a much better report of this work in 1949.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service
Washington, D. C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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

State Virginia County Elizabeth City, Warwick, York

REPORT OF

Mrs. Mary G. Stowell From Dec. 1, 1947, to Nov. 30, 1948
(Name) Home Demonstration Agent,

Mrs. Margaret T. Walsh From Sept. 1, 1948, to Nov. 30, 1948
(Name) Assistant Home Demonstration Agent,

From 194 to 194
4-H Club Agent,

From 194 to 194
Assistant County Agent in charge of Club Work,

John A. Vohringer From Dec. 1, 1947, to Nov. 30, 1948
(Name) Agricultural Agent,

From 194 to 194
Assistant Agricultural Agent,



READ SUGGESTIONS, PAGES 2 AND 16

Approved: _____
Date: _____
State Extension Director

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

Six good reasons may be listed as to why an extension worker should prepare a comprehensive annual report:

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

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

NARRATIVE SUMMARY

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

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

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

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

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

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

STATISTICAL SUMMARY

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

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

GENERAL ACTIVITIES

Report only this year's activities that can be verified		Home demonstration Agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
1. Months of service this year (agents and assistants)		15		10 1/2	XXXXXXXX
2. Days devoted to work with adults ¹		230		171	XXXXXXXX
3. Days devoted to work with 4-H Clubs and older youth ²		94 1/2		75	XXXXXXXX
4. Days in office ³		135		80	XXXXXXXX
5. Days in field ⁴		184 1/2		160	XXXXXXXX
6. Number of farm or home visits made in conducting extension work ⁵		614		300	914
7. Number of different farms or homes visited		315		175	490
8. Number of calls relating to extension work	(1) Office	87		417	504
	(2) Telephone	1180		2392	3572
9. Number of news articles or stories published ⁶		82		306	388
10. Number of bulletins distributed		593		472	1065
11. Number of radio talks broadcast or prepared for broadcasting	(a) Number	6		41	47
	(b) Total attendance	5		2	13
12. Training meetings held for local leaders or committeemen	(1) Adult work				
	(a) Total attendance			52	52
	(b) Men leaders				76
(2) 4-H Club and older youth	(a) Number	76		19	22
	(b) Total attendance	3			
	(c) Leaders				
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12)	(1) Adult work				
	(a) Number	34		43	77
	(b) Total attendance	119		15	134
(2) 4-H Club and older youth	(a) Number	1569		168	1737
	(b) Total attendance	47		14	61
	(c) Total attendance	465		30	495
14. Number of adult result demonstrations conducted				294	294
15. Meetings held at such result demonstrations	(1) Number			16	16
	(2) Total attendance			134	134
	(a) Number			3	3
16. Tours conducted	(1) Adult work				
	(a) Total attendance			117	117
	(b) Total attendance			9	11
(2) 4-H Club and older youth	(a) Number			72	99
	(b) Total attendance				1
	(c) Total attendance				112
17. Achievement days held	(1) Adult work				
	(2) 4-H Club and older youth				

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.
² County total should equal sum of preceding three columns minus duplication due to two or more agents participating in same activity or accomplishment.
³ The sum of questions 7 and 8 should equal the sum of questions 4 and 5.
⁴ Do not count a single visit to both the farm and home as two visits.
⁵ Do not count items relating to notices of meetings only.

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (c)	4-H Club agents* (b)	Agricultural agents (e)	County total* (d)
17. Encampments held (report attendance for your county only) ³	(1) Farm women	(a) Number	1			1
	(b) Total members attending		11			11
	(c) Total others attending		2			2
	(2) 4-H Club and older youth	(a) Number	2		1	14
	(b) Total boys attending				14	14
	(c) Total girls attending		26			
	(d) Total others attending		3			
18. Other meetings of an extension nature participated in by county or State extension workers and not previously reported.	(1) Adult work	(a) Number	88		17	105
	(b) Total attendance		290		611	2919
	(2) 4-H Club and older youth	(a) Number	2		5	7
	(b) Total attendance		35		721	107
19. Meetings held by local leaders of committees not participated in by county or State extension workers and not reported elsewhere.	(1) Adult work	(a) Number			10	10
	(b) Total attendance				121	121
	(2) 4-H Club and older youth	(a) Number			4	11
	(b) Total attendance				28	28

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

² County total should equal sum of preceding three columns minus duplicated days due to two or more agents participating in same activity or accomplishment.

³ Does not include picnics, rallies, and short courses, which should be reported under question 16.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

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

21. Total number of farms in county (1945 census)	1180	1085
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	121	121
23. Number of farms involved in preceding question which were reached this year for the first time	101	101
24. Number of nonfarm families making changes in practices as a result of the agricultural program	380	380
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	40	40
26. Number of farm homes involved in preceding question that were reached this year for the first time	15	15
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	187	187
28. Number of other homes involved in preceding question that were reached this year for the first time	43	43
29. Number of farm homes with 4-H Club members enrolled	36	36
30. Number of other homes with 4-H Club members enrolled	61	61
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	197	197
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	548	548

GENERAL INVESTIGATION

16-2074-2

EXTENSION ORGANIZATION AND PLANNING

33. County extension association or committee (includes agricultural councils, home demonstration councils, and 4-H councils or similar advisory committees; also farm and home bureaus and extension associations in those States where such associations are the official or quasi-official agency in the county cooperating with the college in the management or conduct of extension work):

(a) Over-all or general (1) Name Tri-County Committeemen (2) No. of members 3

(b) Agricultural (1) Name Pelee Station Coma, Co Agric Bd., State Soil Cons (2) No. of members 42

(c) Home demonstration (1) Name County Home Demonstration Committee (2) No. of members 15

(d) 4-H Club (1) Name Tri-County Council (2) No. of members 48

(e) Older youth (1) Name _____ (2) No. of members _____

34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):

(a) Agricultural 42 (b) Home demonstration 20 (c) 4-H Club 9 (d) Older youth 0

35. Total number of communities in county. (Do not include number of neighborhoods) 58

36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees 58

37. Number of clubs or other groups organized to carry on adult home demonstration work 13

38. Number of members in such clubs or groups 391

39. (a) Number of 4-H Clubs. (See question 173.) (b) Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth. (See question 185.) XXXXXXXXXX

40. Number of neighborhood and community leaders in the neighborhood leader system Men _____ Women _____

41. Number of different voluntary local leaders, committeemen, or neighborhood leaders actively engaged in forwarding the extension program.

(a) Adult work (1) Men 31 (2) Women 119 (b) 4-H Club and older youth work (1) Men 6 (2) Women 15 (3) Older club boys 4 (4) Older club girls 4

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service Agricultural Committee of The Lower Peninsula Planning Comm.

43. Number of members of such county agricultural planning group:

(a) Unpaid lay members: (1) Men _____ (2) Women _____ (3) Youth _____

(b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men 2 (2) Women _____

44. Number of communities with agricultural planning committee (over-all planning) 29

45. Number of members of such community planning committees: (a) Men 19 (b) Women _____ (c) Youth _____

46. Was a county committee report prepared and released during the year? (a) Yes _____ (b) No

	Extension organization and planning (a)	County agricultural planning (b)	Total (c)
			(c)
47. Days devoted to line of work by—	(1) Home demonstration agents		<u>110 1/2 127 1/2</u>
	(2) 4-H Club agents		
	(3) Agricultural agents		
	(4) State extension workers		
48. Number of planning meetings held	(1) County		<u>3</u>
	(2) Community		
49. Number of unpaid voluntary leaders or committeemen assisting this year			<u>126</u>
50. Days of assistance rendered by voluntary leaders or committeemen			<u>195</u>

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

CROP PRODUCTION (other than for family food supply)

51. Days devoted to line of work by—	Corn	Wheat	Other cereals	Legumes	Pastures	Cotton	Tobacco	Potatoes and other vegetable	Fruits	Other crops
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	8	1	2	7	3			9	21	8
(4) State extension workers										
52. Number of communities in which work was conducted this year	6	1	1	6	5			9	6	6
53. Number of voluntary local leaders or committeemen assisting this year	2				3			2	2	
54. Number of items assisted this year in—										
(1) Obtaining improved varieties or strains of seed	21	9		4	9					
(2) The use of lime	16	7	1	22	14			9	4	6
(3) The use of fertilizers										
(4) Controlling plant diseases	17	8		16	12			28	37	14
(5) Controlling injurious insects	11	2	2	36	22			31	23	38
(6) Controlling noxious weeds	5				7			14		6
(7) Controlling rodents and other animals	15	11	9						6	3

LIVESTOCK PRODUCTION (other than for family food supply)

51. Days devoted to line of work by—	Dairy cattle	Beef cattle	Sheep	Hogs and pigs	Poultry (including turkeys)	Other livestock
	(a)	(b)	(c)	(d)	(e)	(f)
(1) Home demonstration agents						
(2) 4-H Club agents						
(3) Agricultural agents	14			13	20	2
(4) State extension workers	8			16	2	2
52. Number of communities in which work was conducted this year	5				3	
53. Number of breeding circles or clubs or improvement associations organized or assisted this year	2					
54. Number of members in such circles, clubs, or associations	141					
55. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals				1		
56. Number of farmers assisted this year in—						
(1) Obtaining purebred males				1	32	
(2) Obtaining purebred or high-grade females	19	2		7	18	
(3) Obtaining better strains of baby chicks (including hatching eggs)	xxxxx	xxxxx	xxxxx	xxxxx	37	xxxxx
(4) Improving methods of feeding	3			27	56	
(5) Controlling external parasites				9	21	
(6) Controlling diseases and internal parasites	7			49	37	
(7) Controlling predatory animals						

1 Do not include rabbits, guinea, and fur animals, which should be reported under wildlife.

16-5074-8

1947-48
 This report was prepared by the Bureau of Conservation, U.S. Department of Agriculture, in cooperation with the State of Michigan. It is published for the information of the public and is not to be construed as an official statement of the Bureau. The data are for the year ending June 30, 1948.

CONSERVATION OF NATURAL RESOURCES

Items of work with which 4-H Club members and other youth were assisted	Soil and Water—Continued	Forestry—Continued	Wildlife—Continued
	(a)	(b)	(c)
62. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	25	6	3
(4) State extension workers			
63. Number of communities in which work was conducted this year	14	6	3
64. Number of voluntary local leaders or committeemen assisting this year	5	1	1
65. Number of farmers assisted this year—		67. Number of farmers assisted this year—	
(a) With problems of land use	114	(a) In reforesting new areas by planting with small trees (Include erosion-control plantings)	5
(b) In the use of crop rotations	51	(b) In making improved thinnings, woodings or pruning of forest trees	12
(c) With strip cropping	0	(c) With selection cutting	2
(d) In constructing terraces	0	(d) With production of naval stores	
(e) In grassing waterways or otherwise preventing or controlling gullies	0	(e) With production of maple-sirup products	
(f) With contour farming of cropland	0	(f) In timber estimating and appraisal	12
(g) In contouring pasture or range	0	68. Number of farmers cooperating this year in prevention of forest fires	123
(h) In the use of cover or green-manure crops	36	(a) In construction or management of ponds for fish	3
(i) In otherwise controlling wind or water erosion	34	(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock	16
(j) In summer-fallowing	0	(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders	8
(k) In making depth-of-moisture tests	0	(d) With other plantings for food and protection in wild-life areas	
(l) With drainage	78		
(m) With irrigation	18		
(n) With land clearing	22		
66. Number of farmers—			
(a) In soil-conservation districts which were assisted with education for organization or operations this year	42		
(b) Assisted in arranging for farm-conservation plans this year	18		
(c) Assisted in doing work based on definite farm-conservation plans this year	7		

* Include categories of work with which 4-H Club members and other youth were assisted.

FARM MANAGEMENT

70. Days devoted to line of work by—	Farm accounts, cost records, inventories, etc.				Individual farm planning, adjustments, tenancy, and other management problems		Farm credit (short and long time)		Outlook information	
	(1) Home demonstration agents	(2) 4-H Club agents	(3) Agricultural agents	(4) State extension workers	(a)	(b)	(c)	(d)	(e)	(f)
70. Days devoted to line of work by—										
71. Number of communities in which work was conducted this year.					6					
72. Number of voluntary local leaders or committeemen assisting this year.										
73. Number of farm-survey records taken during the year:	(a) Farm business	6								
	(b) Enterprise	0								
	(c) Other	0								
74. Number of farmers assisted this year in keeping—	(a) Farm inventory	2								
	(b) General farm records	28								
	(c) Enterprise records									
75. Number of farmers assisted this year—	(a) In developing a farm plan only	33								
	(b) In developing a farm and home plan	11								
	(c) In analyzing the farm business	27								
	(d) In improving landlord-tenant relations and leasing arrangements	1								
75. Number of farmers assisted this year—Continued.	(e) In getting started in farming, or in relocating									17
	(f) With credit problems (debt adjustment and financial plans)									12
	(g) In using "outlook" to make farm adjustments									
	(h) With a farm-income statement for tax purposes									26
	(i) With farm-labor problems									14
	(j) In developing supplemental sources of income									

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

76. Days devoted to line of work by—	Price and trade policies (prices, international trade, interstates trade barriers, transportation, interregional competition, etc.)		Land policy and programs (consolidating of land tenure, land development, settlement, public-land management, etc.)		Public finance and services (taxation, local government, facilities such as roads and schools for rural areas, etc.)		Rural welfare (rural-urban relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural works programs, etc.)	
	(1) Home demonstration agents	(2) 4-H Club agents	(3) Agricultural agents	(4) State extension workers	(a)	(b)	(c)	(d)
76. Days devoted to line of work by—								
77. Number of communities in which work was conducted this year.								
78. Number of voluntary local leaders or committeemen assisting this year.								
79. Number of tours conducted this year to observe economic and social conditions in various land use areas.								
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems.								6
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural).								13
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year.								3

1. Include all work on farm adjustments conducted in cooperation with AAA and other agencies, and not definitely related to individual crop or livestock production or marketing (pp. 6 and 8) or to soil management (p. 7).

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and older youth	General	Grain and hay	Livestock and wool	Dairy products	Poultry and eggs	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by—											
(1) Home demonstration agents										20	
(2) 4-H Club agents					5	8					4
(3) Agricultural agents											
(4) State extension workers											
84. Number of communities in which work was conducted this year					9	12				7	9
85. Number of voluntary local leaders or committeemen assisting this year					7	9				8	9
86. Number of new cooperatives ² assisted in organizing during the year					0	0					
87. Number of established cooperatives ² assisted during the year					4	3					
88. Number of members ³ in the cooperatives assisted during the year (questions 86 and 87)					4	3					2
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) ⁴	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year	17	3			22	13					27
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$2,000	\$6,000	\$	\$	\$1,100	\$900	\$	\$	\$	\$	\$2,000
92. Number of private marketing and distributing agencies and trade groups assisted this year											0
93. Number of programs ⁵ pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											0
94. Number of marketing facilities improvement programs ⁵ participated in or conducted this year											0
95. Number of marketing surveys assisted with or conducted this year											4
96. Number of special merchandising programs ⁵ participated in or conducted this year											0
97. Number of consumer information programs ⁵ pertaining to marketing and distribution participated in or conducted this year											2
98. Number of programs ⁵ relating to marketing services and costs of distribution conducted this year											0
99. Number of programs ⁵ relating to transportation problems conducted this year											0
100. Number of programs ⁵ relating to the specific use of market information conducted this year											0
101. Number of other marketing programs ⁵ conducted this year (specify)											

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

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

³ Organized pieces of work.

1. This is a schedule of information to be filled out by the farmer or other person who has the best knowledge of the facts reported here. It should be filled out by the farmer or other person who has the best knowledge of the facts reported here. It should be filled out by the farmer or other person who has the best knowledge of the facts reported here.

16-2987-1

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT				
101. Number of acres investigated				
102. Days devoted to line of work by—	(1) Home demonstration agents	(2) 4-H Club agents	(3) Agricultural agents	(4) State extension workers
103. Number of communities in which work was conducted this year				
104. Number of voluntary local leaders or committeemen assisting this year				
The House, Furnishings, and Surroundings—Continued		Rural Electrification—Continued		
105. Number of families assisted this year in—				
(a) Constructing dwellings	6			30
(b) Remodeling dwellings	5			6
(c) Installing sewage systems	2			10
(d) Installing water systems	4			7
(e) Installing heating systems	1			
(f) Providing needed storage space	15			
(g) Rearranging or improving kitchens				
(h) Improving arrangement of rooms (other than kitchens)	131			15
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings				29
(j) Selecting housefurnishings or equipment (other than electric)	51			5
(k) Improving housekeeping methods	92			
(l) Laundry arrangement				
(m) Installing sanitary closets or outhouses	2			
(n) Screening or using other recommended methods of controlling flies or other insects	29			10
(o) Improving home grounds	22			
(p) Planting windbreaks or shelterbelts	1			
106. Number of associations organized or assisted this year to obtain electricity				
107. Number of families assisted this year in—				
(a) Obtaining electricity				
(b) Selection or use of electric lights or home electrical equipment				
(c) Using electricity for income-producing purpose				
Farm Buildings—Continued		Farm Mechanical Equipment—Continued		
108. Number of farmers assisted this year in—				
(a) The construction of farm buildings				
(b) Remodeling or repairing farm buildings				
(c) Selection or construction of farm-building equipment				
109. Number of farmers assisted this year in—				
(a) The selection of mechanical equipment				
(b) Making more efficient use of mechanical equipment				
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year				
Number of gin stands assisted this year in the bettering of cotton				

HYPERLINK AND DIRECTION

16-2987-1

NUTRITION AND HEALTH

129. Include all work with adults, 4-H Club members and older youth ¹ in business	Home production of family food supply ² (a)	Food preservation and reuse ³ (b)	Food selection and preparation ⁴ (c)	Other health and safety work ⁵ (d)
112. Days devoted to line of work by:				
(1) Home demonstration agents	8	96	36,000	9
(2) 4-H Club agents				
(3) Agricultural agents	8	2		2
(4) State extension workers	1		2	1
113. Number of communities in which work was conducted this year			10	8
114. Number of voluntary local leaders or committeemen assisting this year		3	20	6
115. Number of families assisted this year—				
(a) In improving diets	150			
(b) With food preparation	177			
(c) In improving food supply by making changes in home food production ⁶				
(1) Of vegetables				
(2) Of fruits				
(3) Of meats				
(4) Of milk				
(5) Of poultry and eggs				
(d) With home butchering, meat cutting or curing				
(e) With butter or cheese making	6			
(f) With food preservation problems ⁷				
(1) Canning	56			
(2) Freezing	50			
(3) Drying				
(4) Storing				
(g) In producing and preserving home food supply according to annual food-supply budget				
(h) In canning according to a budget				
(i) With child-feeding problems				
(j) In the prevention of colds and other common diseases				
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				60
(l) With first-aid or home nursing				
(m) In removing fire and accident hazards				30
116. Number of schools assisted this year in establishing or maintaining hot school lunches				
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				

115(g) FOOD PRESERVATION BY ADULTS			
	Fruits (a)	Vegetables (b)	Meats and fish (c)
1. Quarts canned	2720	6030	100
2. Gallons brined			
3. Pounds: Dried ⁸			
4. Cured ⁹			
5. Stored			
6. Frozen ¹⁰	857	977	2630
7. Number of different families represented by the above figures			150

115(h) FOOD PRESERVATION BY 4-H CLUB MEMBERS			
	Fruits (a)	Vegetables (b)	Meats and fish (c)
1. Quarts canned	212	230	
2. Gallons brined			
3. Pounds: Dried ⁸			
4. Cured ⁹			
5. Stored			
6. Frozen ¹⁰			

¹ Sum of the population relief duplications due to families participating in more than one activity.
² Weights of finished product after drying.
³ Weights of product, include casing.
⁴ Include contents of locker plants and home frozen units.
⁵ Do not include rice-meatless peas and beans.

⁶ Includes home production of all food products.
⁷ Includes home production of all food products.
⁸ Includes home production of all food products.
⁹ Includes home production of all food products.
¹⁰ Includes home production of all food products.

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

	Home management— family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
117. Include all work with adults, 4-H Club members, and older youth				
118. Days devoted to line of work by—				
(1) Home demonstration agents	8	52,497		27
(2) 4-H Club agents				
(3) Agricultural agents				20
(4) State extension workers		2		
119. Number of communities in which work was conducted this year		130		20
120. Number of voluntary local leaders or committeemen assisting this year		18		14
Home Management—Family Economics—Continued		Clothing and Textiles—Continued		
121. Number of families assisted this year—		127. Number of families assisted this year with—		
(a) With time-management problems		(a) Clothing-construction problems		199
(b) With home accounts		(b) The selection of clothing and textiles		189
(c) With financial planning		(c) Care, renovation, remodeling of clothing		50
(d) In improving use of credit for family living expenses		(d) Clothing accounts or budgets		39
(e) In developing home industries as a means of supplementing income	25	Family Relationships—Child Development—Continued		
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of—		128. Number of families assisted this year—		
(a) Food	9	(a) With child-development and guidance problems		
(b) Clothing		(b) In improving family relationships		
(c) Housefurnishings and equipment		129. Number of families providing recommended clothing, furnishings, and play equipment for children this year		5930
(d) General household supplies		130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men		
123. Number of families assisted this year through cooperative associations ¹ or individually, with the buying of—		(b) Women		
(a) Food		131. Number of children in families represented by such individuals		182
(b) Clothing	333	Recreation and Community Life—Continued		
(c) Housefurnishings and equipment	136	132. Number of families assisted this year in improving home recreation		
(d) General household supplies		133. Number of communities assisted this year in improving community recreational facilities		
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications)		134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs		7
125. Number of families assisted this year with "making versus buying" decisions	52	135. Number of communities assisted this year in establishing—		5
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living		(a) Club or community house		
		(b) Permanent camp		
		(c) Community rest rooms		
		136. Number of communities assisted this year in providing library facilities		1
		137. Number of school or other community grounds improved this year according to recommendations		

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

¹ The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 10.
² Includes question 122; also families buying through marketing cooperatives, organized or assisted, column (b), p. 9.

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

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

Project	Number of boys enrolled	Number of girls enrolled	Number of boys completing	Number of girls completing	Number of units involved in completed projects	In
138. Corn	2	0	2	0	2	Acres
139. Other cereals						Acres
140. Peanuts						Acres
141. Soybeans, field peas, alfalfa, and other legumes						Acres
142. Soil and water conservation						Acres
143. Potatoes, Irish and sweet	1	0	1	0	0.5	Acres
144. Cotton						Acres
145. Tobacco						Acres
146. Fruits						Acres
147. Home gardens	28	0	21	0	2.6	Acres
148. Market gardens, truck and canning crops					2.0	Acres
149. Other crops (including pasture improvement)						Acres
150. Poultry (including turkeys)	11	2	6	1	489	Birds
151. Dairy cattle					2	Animals
152. Beef cattle						Animals
153. Sheep						Animals
154. Swine	8		7		18	Animals
155. Horses and mules						Animals
155a. Rabbits						Animals
156. Other livestock						Animals
157. Bees						Colonies
158. Beautification of home grounds	5	17	3	7	XXXXXXXXXXXXX	
159. Forestry						Acres
160. Wildlife and nature study (game and fur animals)					XXXXXXXXXXXXX	
161. Agricultural engineering, farm shops, electricity, tractor						Articles made
162. Farm management						Articles repaired
163. Food selection, preparation, and/or baking			27		10	XXXXXXXXXXXXX
164. Food preservation (Include frozen foods)			20		17	XXXXXXXXXXXXX
165. Health, home nursing, and first aid						Meals served
165a. Child care						442 Quarts preserved
166. Clothing						XXXXXXXXXXXXX
167. Home management (housekeeping)			72		44	31 Garments made
168. Home furnishings and room improvement			88		82	Garments remodeled
169. Home industry, arts and crafts						1 Units
170. Junior leadership						Rooms
171. All others						Articles
172. Total (project enrollment and completion)	56	227	71	161	XXXXXXXXXXXXX	

115 4-H CLUB MEMBERSHIP¹

173. Number of 4-H Clubs (do not count the same club more than once)..... 8

174. Number of different 4-H Club members enrolled..... (a) Boys 56 (b) Girls 100

175. Number of different 4-H Club members completing..... (a) Boys 41 (b) Girls 93

176. Number of different 4-H Club members in school..... (a) Boys 56 (b) Girls 100

177. Number of different 4-H Club members out of school..... (a) Boys..... (b) Girls.....

178. Number of different 4-H Club members from farm homes..... (a) Boys 16 (b) Girls 28

179. Number of different 4-H Club members from nonfarm homes..... (a) Boys 40 (b) Girls 72

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	13	35	10 and under	7	21
2d	20	32	11	15	26
3d	10	16	12	10	19
4th	8	14	13	13	15
5th	5	3	14	3	13
6th			15	4	5
7th			16	2	1
8th			17		
9th			18		
10th and over			19		
			20 and over		

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—

(a) Judging..... (f) Fire and accident prevention..... 30

(b) Giving demonstrations..... (g) Wildlife conservation.....

(c) Recreational leadership..... (h) Keeping personal accounts..... 42

(d) Music appreciation..... (i) Use of economic information.....

(e) Health..... 30 (j) Soil and water conservation.....

(k) Forestry.....

188. Number of 4-H Club members having health examination because of participation in the extension program.....

184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs.....

WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth.....

186. Membership in such groups..... (a) Young men..... (b) Young women.....

187. Number of members by school status and age

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

188. Number of meetings of older rural youth extension groups.....

189. Total attendance at such meetings.....

190. Number of other older rural youth groups assisted.....

191. Membership in such groups..... (a) Young men..... (b) Young women.....

192. Number of older rural youth not in extension or other youth groups assisted..... (a) Young men..... (b) Young women.....

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

194. Check columns showing approximate percent of older-youth program devoted to—

	Under 10 percent (a)	10-19 percent (b)	20-39 percent (c)	40 percent or more (d)
(1) Citizenship, democracy, and public problems.....				
(2) Vocational guidance.....				
(3) Family life and social customs.....				
(4) Social and recreational activities.....				
(5) Community service activities.....				
(6) Technical agriculture.....				
(7) Technical home economics, including nutrition and health.....				

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

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

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

MISCELLANEOUS

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

195. Days devoted to line of work by—
 (1) Home demonstration agents
 (2) 4-H Club agents
 (3) Agricultural agents
 (4) State extension workers

196. Number of communities in which work was conducted this year.

197. Number of voluntary local leaders or committeemen assisting this year.

COOPERATION WITH OTHER FEDERAL AGENCIES

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

	Assistance to Veterans (a)	U. S. D. A. Council (b)	Farm Credit Administration (c)	Employment Service (d)	Production and Marketing Administration (e)	Soil Conservation Service (f)	Farmers Home Administration (g)	Rural Electrification Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Services (j)	Other Agencies (k)
199. Days devoted to line of work by— (1) Home demonstration agents (2) 4-H Club agents (3) Agricultural agents (4) State extension workers											
200. Number of communities in which work was conducted this year.	10	5			22		20				
201. Number of voluntary local leaders or committeemen assisting this year.	6	8			16		8				
202. Number of meetings participated in this year by extension workers.					9		5				

Include crabs, oysters, army worms, chinch bugs, and other insects not hybridized under specific crop or livestock headings.

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LEWIS & CLARK

TERMINOLOGY

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

DEFINITIONS OF EXTENSION TERMS

1. A *community* is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, tract area, or similar limits. For the purpose of this report, a community is one of the several units into which a county is divided for conducting organized extension work.
2. A *cooperator* is a farmer or homemaker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent, and records are not required, but reports on the success of the practices may be obtained.
3. *Days in field* should include all days spent on official duty other than "days in office."
4. *Days in office* should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
5. *Demonstrations* as contemplated in this report are of two kinds—method demonstrations and result demonstrations.
 - A *method demonstration* is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.
 - A *result demonstration* is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, that the use of certified seed in growing potatoes is a good investment, or that a large farm business results in a more efficient use of labor.

The adoption of a farm or home practice resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.
6. A *demonstration meeting* is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
7. A *result demonstrator* is an adult, a boy, or a girl who conducts a result demonstration as defined above.
8. An *extension school* is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college.
9. An *extension short course* differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
10. A *farm or home visit* is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
11. *Farmers (or families) assisted this year* should include those directly or indirectly influenced by extension work to make some change during the report year as indicated by:
 - (1) Adoption of a recommended practice.
 - (2) Further improvement in a practice previously accepted.
 - (3) Participation in extension activities.
 - (4) Acceptance of leadership responsibility.
 - (5) Or by other evidence of desirable change in behavior.
12. A *4-H Club* is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.
13. *4-H Club members enrolled* are those boys and girls who actually start the work outlined for the year.
14. *4-H Club members completing* are those boys and girls who satisfactorily finish the work outlined for the year.
15. A *project leader, local leader, or committeemen* is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.
16. A *leader-training meeting* is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.
17. *Letters written* should include all original letters on official business. (Duplicated letters should not be included.)
18. An *office call* is a call in person by an individual or a group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an office call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.
19. A *plan of work* is a definite outline of procedure for carrying out the different phases of the program. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.
20. An *extension program* is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
21. *Records* consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.
22. The *elder rural youth group* is primarily a situation group, out of school, at home on farms, not married or started farming on their own account, and mostly 16 to 25 years of age.