

VIRGINIA

RUSSELL COUNTY AGRICULTURAL AGENT ANNUAL REPORT 1942

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REPORT FILES
EXTENSION WORK

ANNUAL REPORT
of
AGRICULTURAL EXTENSION SERVICE
in
Russell County, Virginia
for the year
1942

SUBMITTED BY:

L. B. Connelly, Jr.
County Agent

SIGNED


County Agent

COUNTY AGENT ANNUAL REPORT

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Introduction

The Agricultural Extension Program in Russell County in 1942 represents a more complete and better balanced program than in former years. Personnel changes are the addition of Miss Beba Grin, Home Demonstration Agent and a special worker in the Thompson Creek Special Area. This makes the Extension personnel include one Agent, two Assistant Agents, one Home Demonstration Agent, and one full-time secretary and part-time help for her.

War activities have come first in all the phases of Extension work and the organizations which had been effected to carry on the various programs of Extension work have proven themselves worthy of all the time and effort which had been spent on them. The USDA War Board, the County Board of Agriculture, the community and neighborhood committees and women, the TVA committeemen on the special areas and county-wide basis, the incorporated Shipping Association membership and directors, the MAA Committeemen and women, the various voluntary organizations including the War Bond drives, the Office of Civilian Defense, the U.S.O., the Office of Defense Transportation, service as Member of Advisory Board of Registrants, and many others have made their demands on Extension workers' time.

Probably the outstanding points in the 1942 Extension Program have been the Livestock Improvement program, the TVA and MAA soil conservation programs and the cooperation which exists between the various agencies and the farmers themselves. Regardless of what is to come in the future, the Extension force of Russell County can feel justifiably proud of the splendid spirit and attitude of Russell County citizens toward all Extension activities, especially the war effort. This cooperation has gone beyond the farmers and the Extension Division to include all agricultural agencies and programs. The writer does not know of any friction and all of the various programs have full calendars of work and all are cooperating in the war effort. The Professional Workers' Council has been particularly active this year.

Plan of Work for 1942 Extension Program

I. Specific Wartime Educational Work

1. General Organization

- (a) The County Board of Agriculture is organized
- (b) Organize and serve community and neighborhood committees in all the wartime activities
- (c) Serve as Secretary to USDA War Board
- (d) Function as a coordinator of all the agricultural programs
- (e) Undertake to keep farmers informed as to supplies of labor, equipment and other timely information.

II. Livestock

1. Cattle -- (Beef)

- (a) From 7,000 to 10,000 calves will be produced in Russell County in 1942. Plans are being made to try to organize and serve the calf producers.
- (b) Continue emphasis on better breeding and place forty registered bulls in Russell County.
- (c) Serve the registered and grade cattle producers in every possible way, and
- (d) If the farmers' organization sees fit, assist in cooperative sales efforts.

2. Sheep

Serve the sheep producers by

- (a) Continuing cooperative marketing of wool and lambs. An effort will be made to sell 75,000 pounds of wool and from 7,000 to 10,000 lambs cooperatively.
- (b) Assisting the farmers in purchasing twenty-five bucks.
- (c) Assisting in intestinal parasite program through the continued use of about 30,000 doses of Phenothiazine.
- (d) Continued use of the dipping vat with the goal of dipping 10,000 lambs.

III. AAA Program

Russell County has had a good record under the AAA Program. The objectives for 1942 are:

- (a) 90% of the farmers participating with more than 95% of the land of the county participating.
- (b) Continue emphasis on grant of aid materials. The objectives will be 90% of the participating farmers use materials in lieu of payment.
- (c) Very close cooperation has existed between AAA and the Extension Division. It shall be the purpose of both agencies to continue this cooperation with a special emphasis on the conservation program.

IV. TVA Program

The TVA program has been one of the chief parts of the Extension Program in Russell County. The objectives of the Extension TVA Program for 1942 are:

- (a) Continued services to the 80 unit demonstrators and 400 area demonstrators.
- (b) Expand area program so as to take in 75 additional demonstrators, chiefly in Burgess and Grassy Creeks, new proposed areas.
- (c) Continue work toward establishment of unit demonstrators in all neighborhoods in the county.
- (d) Have demonstration farmers, through the committeemen, assume more responsibility for the program.
- (e) Use local men, employed with funds built up through the handling charge, to care for the details.

V. General:

- (a) Continued service and emphasis on the county farm program.
- (b) Arrange for Bot campaign for horses.
- (c) Continue the pasture improvement program and the experimental work with cattle grazing.
- (d) Emphasize the cooperative relations between the various departments and undertake to make extension work more popular with all agencies.

VI. Victory Campaign

In line with the cooperative relations, it is felt that special emphasis must be placed on the efforts to serve the county and nation in this national emergency. In this connection, efforts will be made to serve the war board, professional workers council, and county board of agriculture; and finally, make every effort to see that the farmers and citizens of the county may keep informed as to agriculture's place locally and nationally.

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II. Specific Wartime Educational Work

The plan of work for 1942 undertook to stress the importance of the wartime activities. When that plan was prepared, no clear picture existed of what the requirements would be. Winning the war is the first duty of every citizen. How the Russell County Extension staff has served is best known by the citizens themselves. The following brief statement as to activities in connection with the different war efforts is submitted in a spirit of humility and not with a sense of bragging but for the purpose of enabling the entire staff to be of more service in the future.

The USDA War Board was organized with the AAM Chairman, J. A. Kiser, as chairman and the County Agent as secretary. The Board has had meetings averaging about once every two months. All of the responsibilities which have been assigned to this Board have been carried out. The policy of assigning jobs to the different departments has proven popular. Farm Security handled the farm machinery, AAM the labor survey, Extension Division the gardening, etc. Every meeting of the War Board has been attended by 100% of its membership except once or twice when members have been indisposed.

The Professional Workers' organization has in former years and again this year enabled the community and neighborhood committeemen and women to carry on their functions without having to attend too many meetings at the county seat. The County Board of Agriculture has met two or three times during the year. The Professional Workers' organization with about thirty members has met five or six times during the year and professional workers have been assigned to the various communities with the responsibility of seeing that the proper community and neighborhood committeemen and women were appointed and seeing that they are kept informed of the various programs. There are ten communities

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In the county with one hundred eighty-seven neighborhood committeemen and women and I judge in probably 85% of the cases these workers have functioned effectively whenever called upon. It is interesting to note that different committeemen and women have functioned better on some programs than on others. In the opinion of the writer, as the war progresses the organization will naturally become stronger and more efficient. Quite a lot of time is required of the various professional workers and of the county office force to keep the committeemen and women informed and active.

The various voluntary organizations including war bond drives, O.C.D., U.S.O., O.D.T., and the Draft Board have been served in the following ways.

The County Agent has served on the County Bond Committee and has taken part in the program of the district committee. The bond buying pledge campaign which was put on in the county by the community and neighborhood committeemen and women was regarded as successful. It is the opinion of the writer that Russell County has successfully met all quotas of bond sales assigned so far.

The Office of Civilian Defense has been served by the county agent serving as County Coordinator and the Home Demonstration Agent serving as Consumer Relations Specialist. The nutrition program has also been helped by the Extension workers.

The County Agent has served as Chairman of the drive for funds of the U.S.O. This drive was successful and the county met its quota.

The O.D.T. has been helped in the gas rationing program by all the workers helping in the preparation of applications for certificates of war necessity. Many hundreds of Russell County farm people have been helped in

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the preparation of the various rationing applications which included kerosene and stationary gas engine applications and the special applications for the various kinds of rationing cards.

Russell County farmers have seen fit to use this office to assist them in filing the various questionnaires, etc., in connection with the draft program. Many hundred forms have been filled out.

Among the objectives listed on the original goals for 1942 was that for keeping the farmers informed. Apparently the committeemen and women have been able to do a successful job of keeping all of Russell County's farm people informed of the various programs and the demands made have been met and have served rather as a guide post in the expanding agricultural production of the county. There could be no question but that every goal set up in the fall of 1941 has been more than met in 1942 and the indications are that if 1943 is a good season, it will far exceed 1942.

III Livestock

I. Cattle

Beef cattle production continues to undergo a change in Russell County from heavy cattle to calves and yearlings produced in the county. 1942 showed that the quality of Russell County calves can be expected to stand up in competition with those from any section of the country. A wide demand was experienced for them. Calves from Russell County won first prizes at the Baltimore livestock show. They are being used in three different states as Club and Experiment Station calves. The record made by these Russell County cattle in various sales is impressive. Again the number of registered bulls

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has shown a marked increase. Records compiled by Assistant Agent, Mr. H. J. Haga, show that sixty-one registered bulls were placed in this county this year. The record for 1941 showed that seventy-eight registered bulls were placed that year. Probably Russell farmers are handling more calves from registered sires than any county in quite a wide territory.

The accomplishment of using registered sires is all the more outstanding when it is realized that ten years ago Russell County produced only a few calves of good enough quality to be kept as stocker cattle. At a recent date there probably were not as many as five registered bulls in Russell County. It would seem that our cattle and sheep improvement in connection with pasture improvement work has been successful. The registered cattle breeders of the county have enjoyed a successful year and apparently the Agent has been able to be of more service than usual to these producers. The farmers organization after a committee investigation decided that it would not be wise to try to have a calf sale in Russell County in 1942 but the committee reported that plans should be made for a sale in 1943.

2. Sheep

The sheep producers have had a good year in 1942 and the cooperative marketing program has probably enjoyed its banner year. Eighty thousand pounds of wool were sold cooperatively at an outstanding price and about 10,500 lambs were sold cooperatively through the pens at Blackford. Most of the lamb sales were made to Wilson and Company at satisfactory prices and it is understood that the quality was quite satisfactory to the buyers. The goal of twenty-five registered bucks was set at the beginning of the year. Thirty-nine registered bucks were placed during the year. The goal of using 30,000 doses of Phenothiazine was set and more than this number of doses was used. Three merchants in the county sold about this number of doses and one section of the county was served by sales from another point which is not reported because of lack of information.

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The dipping vat owned by the Cooperative Livestock Shipping Association was used to dip about 4000 sheep this year. This is a falling off from former years but the rush of other farm work and the weather conditions are presumed to be the chief causes. The service is popular but due to labor shortage, we were unable to get around at a satisfactory time.

The lamb program in Russell County represents a successful drive on one particular phase of agricultural production and the efforts have been rewarded with a very good quality production.

IV. AAA Program

The Agricultural Conservation or AAA Program has had a successful and full year's program. From the educational standpoint, the outstanding feature is again the use of phosphate under the soil conservation part of the program. More farmers participated in the program during 1942 than ever before. The lime program was not so popular but about 400 more farmers used phosphate. The goal of 90% farmers participating representing 95% of the farming area of the county and that 90% of those participating using Grant of Aid for materials has been more than met. 2,103 farmers participated. A total of 72,714 bags of 20% phosphate or its equivalent were used under the 1942 Program. It may be noted that the 1943 program has already far exceeded this total.

Elected committeemen have handled more and more of the details of the AAA Program and it would seem that the plan of letting the committeemen even do the measuring has proven fairly satisfactory.

V. TVA Program

The TVA Program now offers demonstrating farm opportunities to owners of 72,477 acres of which 63,690 is participating on an active basis. A total of about 500 farms are now actively cooperating in the Extension TVA Program. This means that approximately one-fourth of Russell County is being served by this program. The task of supervising and keeping such a program going would be utterly impossible without the full cooperation of the farmers and without the use of field men. During 1942, two new areas were established, the Burgess Creek Area south of Lebanon in the Lebanon Magisterial District and the Grassy Creek Area in the extreme western section of Copper Creek District. Two other areas are now being worked on. No new unit farms were established but about 15 or 20 are ready to be submitted.

Under the plan which has been adopted in this county, a local field man recommended by the committeemen of the area is employed to do much of the contact work on the area farms.

Nothing which has been done in Russell County has so much affected the Agricultural production of the county as the soil conservation program of the AAA and the test demonstration program of the TVA. During the calendar year of 1942 there has been about 960 tons of TVA fertilizer delivered to test demonstrators. During the same period, more than 5,000 tons of 20% phosphate has been delivered through AAA.

Bread being the staff of life and phosphate the most essential mineral element, Russell County citizens can look forward to the future with a new confidence based on well-fed, younger generations and healthier, more active adults. We can hope for a speedy recovery from the war and its terrible drain on human resources.

In summarizing the TVA Program, during this emergency it will probably be impossible to expand the areas and other phases of Extension TVA work much but there is room for quite a lot of work in consolidating and intensifying work now being done with the demonstrators. The 1942 Program had as one of its aims the use of local men and committeemen more than ever. This is to continue as one of the goals. It would seem that these men need training and more training in a continuous process of inspiration and improvement.

VI. General

Reference to the objectives shows one of the goals was continued services with emphasis on the county farm program. In 1942 we have seen demonstrated the wisdom of establishing the registered herd of Hereford cattle at the Poor Farm. No cattle have been purchased on the farm and \$3500 worth have already been sold this year. The Poor Farm cattle have shown a continued improvement and the prospect for financial success in the immediate future continues to be bright. In addition to cattle sales, about \$1,000 was received from the sheep on the farm. The total receipts in 1942 will probably exceed \$5,000. In addition to the livestock improvement, some permanent out-buildings have been built including a granary and hay shed. These buildings were much needed and represent another phase of the demonstration program.

As outlined in the program of work, a Bot Control Campaign was arranged for 1942. This probably will not be continued by licensed veterinarians in 1943. Phenothiazine will be recommended instead.

The Pasture Improvement program on the Elk Garden and Clifton Farms have been continued by the Experiment Stations with the cooperation of this office.

The cooperation of the various agricultural workers in this county has been excellent. All programs have had plenty to do and good cooperative personnel.

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VII. Victory Campaign

The cooperation of the farmers and interest of people in the Agricultural betterment of this county has been referred to previously. In the opinion of the writer, this should be regarded as the most important point in the 1942 years work. Victory can not be denied such efforts. A shortening of the war and a spirit of cooperation to this end seems to be everyone's aim. At this time, it would seem that the burden of rationing and accompanying inconveniences must be increased. Judging by the past, Russell County organizations can look forward to the future with a certainty that its citizens will cooperate fully and at the same time make the greatest preparation for future generations:

In conclusion, the production demands which are to be made upon the nation can and will be met by Russell County through improved livestock, soils and citizens.

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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 Russell

REPORT OF

<u>Miss Reba Grim</u> <small>(Name)</small> Home Demonstration Agent.	From <u>July 1</u> to <u>Dec. 1, 1942</u>
<u>P. W. Fitzgerald</u> Assistant Home Demonstration Agent.	From <u>Dec 1, 1941</u> to <u>July 1, 1942</u>
<u>W. H. Simpson</u> Club Agent.	From <u>1 month during year 1941</u>
<u>W. S. Stone</u> Assistant County Agent in charge of Club Work.	From <u>Aug 1</u> to <u>Dec 1, 1942</u>
<u>L. B. Cunnally, Jr.</u> Agricultural Agent.	From <u>Dec 1</u> to <u>Dec 1, 1941</u>
<u>H. J. Hagat</u> Assistant Agricultural Agent.	From <u>Dec 1</u> to <u>Dec 1, 1942</u>



READ SUGGESTIONS, PAGES 2 AND 16

Approved:

Date _____

State Extension Director.

B.

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

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

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

NARRATIVE SUMMARY

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

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

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

STATISTICAL SUMMARY

Where two or more agents were 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. Certain types of information on the status of farm and home practices should not be included. For use on the national level the statistical data on the year's extension activities and accomplishments must be expressed in somewhat broad and general terms. Each State extension service may desire to include in a statistical supplement additional information on problems and activities peculiar to the State or sections of the State.

GENERAL ACTIVITIES

Report only this year's activities that can be verified		Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)	
1. Months of service this year (agents and assistants)		5		36	XXXXXXXX	
2. Days devoted to work with adults ³		127		869	XXXXXXXX	
3. Days devoted to work with 4-H Clubs and older youth ³		1		10	XXXXXXXX	
4. Days in office ⁴		46.5		368.5	XXXXXXXX	
5. Days in field ⁴		80.5		498.5	XXXXXXXX	
6. Number of farm or home visits made in conducting extension work ⁴		242		676	918	
7. Number of different farms or homes visited		158		555	713	
8. Number of calls relating to extension work	(1) Office	41		3984	4025	
	(2) Telephone	74		3490	3564	
9. Number of news articles or stories published ⁴		27		20	47	
10. Number of bulletins distributed		735		2035	2770	
11. Number of radio talks broadcast or prepared for broadcasting		0		0	0	
12. Training meetings held for local leaders or committeemen	(1) Adult work	(a) Number	2	20	22	
		Total attendance of:				
		(b) Men leaders		160	160	
	(2) 4-H Club and older youth	(c) Women leaders	32		32	
		Total attendance of:				
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	59	29	88	
		(b) Total attendance	856	145	999	
	(2) 4-H Club and older youth	(a) Number	5			
		(b) Total attendance				
14. Number of adult result demonstrations conducted				489	489	
15. Meetings held at such result demonstrations	(1) Number			14	14	
	(2) Total attendance			467	467	
16. Tours conducted	(1) Adult work	(a) Number				
		(b) Total attendance				
	(2) 4-H Club and older youth	(a) Number				
		(b) Total attendance				
17. Achievement days held	(1) Adult work	(a) Number				
		(b) Total attendance				
	(2) 4-H Club and older youth	(a) Number				
		(b) Total attendance				

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

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)	
18. Encampments held (report attendance for your county only) ³	(1) Farm women	(a) Number					
		(b) Total members attending					
		(c) Total others attending					
	(2) 4-H Club and older youth	(a) Number					
		(b) Total boys attending					
		(c) Total girls attending					
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number			81	81	
		(b) Total attendance			1979	1979	
	(2) 4-H Club and older youth	(a) Number			5	5	
		(b) Total attendance			100	100	
	20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere	(1) Adult work	(a) Number			4	4
			(b) Total attendance			40	40
(2) 4-H Club and older youth		(a) Number			8	8	
		(b) Total attendance			80	80	

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.

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

³ Does not include picnics, rallies, and short courses, which should be reported under question 13.

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 (1940 Census)	2840
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	2300
23. Number of farms involved in preceding question which were reached this year for the first time	250 ✓
24. Number of nonfarm families making changes in practices as a result of the agricultural program	200
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	200 ✓
26. Number of farm homes involved in preceding question that were reached this year for the first time	50
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	50 ✓
28. Number of other homes involved in preceding question that were reached this year for the first time	15
29. Number of farm homes with 4-H Club members enrolled	0
30. Number of other homes with 4-H Club members enrolled	0
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	2300 ✓
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	250 ✓

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 <u>Russell County Board of Agriculture</u>	(2) No. of members	<u>52</u>
(b) Agricultural	(1) Name <u>Community & Neighborhood Committee</u>	(2) No. of members	<u>200</u>
(c) Home demonstration	(1) Name <u>Home Demonstration Committee</u>	(2) No. of members	<u>24</u>
(d) 4-H Club	(1) Name _____	(2) No. of members	_____
(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 252 (b) Home demonstration 24 (c) 4-H Club _____ (d) Older youth _____

35. Total number of communities in county 10

36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees 10

37. Number of clubs or other groups organized to carry on adult home demonstration work 7

38. Number of members in such clubs or groups 134

39. Number of 4-H Clubs. (Same as question 173, page 14) 2

40. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth. (Same as question 185, page 14) 0

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

(a) Adult work	(1) Men <u>255</u>	(b) 4-H Club and older youth work	(1) Men <u>2</u>	(3) Older club boys _____
	(2) Women <u>14</u>		(2) Women _____	(4) Older club girls _____

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (~~land use planning or over-all planning~~ within T.V.A. County & Special Area Committees) group, if any, sponsored by the Extension Service: A

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

(a) Unpaid lay members: (1) Men 35 (2) Women _____ (3) Youth _____
 (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men 7 (2) Women _____

44. Number of communities with agricultural planning committee (land use planning or over-all planning) 7

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

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

	Extension organization and planning ¹ (a)	County agricultural planning (land use) ¹ (b)	Total ¹ (c)
47. Days devoted to line of work by—			<u>15</u>
(1) Home demonstration agents			
(2) 4-H Club agents			<u>108</u>
(3) Agricultural agents			<u>11</u>
(4) State extension workers			<u>35</u>
48. Number of planning meetings held	(1) County _____	(2) Community _____	<u>25</u>
49. Number of unpaid voluntary leaders or committeemen assisting this year			<u>255</u>
50. Days of assistance rendered by voluntary leaders or committeemen			<u>1275</u>

¹ Where extension program planning and county agricultural planning (land use or over-all planning) have been completely merged into a single program-planning activity, only column (c) should be filled out. Where extension program planning is the only planning activity, the entries in columns (a) and (c) will be identical. In all other cases column (c) is the sum of columns (a) and (b). 16-28074-1

CROP PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Corn	Wheat	Other cereals	Legumes	Pastures	Cotton	Tobacco	Potatoes and other vegetables	Fruits	Other crops
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
51. Days devoted to line of work by—										
(1) Home demonstration agents	0	0								
(2) 4-H Club agents										
(3) Agricultural agents	10	2	6	6	60	0	7	27	8	
(4) State extension workers										
52. Number of committees in which work was conducted this year	10	10	10	10	10	40	10	10	10	
53. Number of voluntary local leaders or committeemen assisting this year				55	55			252		
54. Number of farmers assisted this year in—										
(1) Obtaining improved varieties or strains of seed	3	5	25	100	100		500	200	15	
(2) The use of lime										
(3) The use of fertilizers	300	100	150	500	1200		200	500	2	
(4) Controlling plant diseases							25	50		
(5) Controlling injurious insects							25	100		
(6) Controlling noxious weeds					10					
(7) Controlling rodents and other animals									3	

LIVESTOCK PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Dairy cattle	Beef cattle	Sheep	Swine	Horses and mules	Poultry (including turkeys)	Other livestock ¹
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
55. Days devoted to line of work by—						2	
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents	30	100	65	12	5	27	
(4) State extension workers							
56. Number of communities in which work was conducted this year	10	10	10	10	2	10	
57. Number of voluntary local leaders or committeemen assisting this year		3	10			187	
58. Number of breeding circles or clubs or improvement associations organized or assisted this year	0	0	0	0	0	0	
59. Number of members in such circles, clubs, or associations							
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals	0	0	0	0	0	0	
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males			45				
(2) Obtaining purebred or high-grade females			50				
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	10	XXXXX
(4) Improving methods of feeding	25	100	75	25	0	75	
(5) Controlling external parasites		25	50	10		50	
(6) Controlling diseases and internal parasites	100	200	400	50		200	
(7) Controlling predatory animals			0				

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

CONSERVATION OF NATURAL RESOURCES

Include all work with adults, 4-H Club members, and older youth	Soil management (a)	Forestry (b)	Wildlife conservation (c) 1
62. Days devoted to line of work by—			
(1) Home demonstration agents.....			
(2) 4-H Club agents.....			
(3) Agricultural agents.....	145	6	0
(4) State extension workers.....			
63. Number of communities in which work was conducted this year.....	10	2	
64. Number of voluntary local leaders or committeemen assisting this year.....	55		

Soil Management—Continued

65. Number of farmers assisted this year—	
(a) With problems of land use based on soil types.....	500
(b) In the use of recommended crop rotations.....	700
(c) With strip cropping.....	10
(d) In constructing terraces.....	0
(e) In grassing waterways or otherwise preventing or controlling gullies.....	500
(f) With contour farming of cropland.....	200
(g) In otherwise controlling wind or water erosion.....	500
(h) In contouring pasture or range.....	0
(i) In the use of cover or green-manure crops.....	700
(j) In summer-fallowing.....	0
(k) In making depth-of-moisture tests.....	0
(l) With drainage.....	10
(m) With irrigation.....	0
(n) With land clearing.....	0
66. Number of soil-management associations organized or assisted during the year:	
(a) Legal soil-conservation districts.....	0
(b) Voluntary soil-conservation associations.....	7
(c) Grazing associations.....	0

Forestry—Continued

67. Number of farmers assisted this year—	
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings).....	10
(b) In making improved thinnings, weeding, or pruning of forest trees.....	0
(c) With selection cutting.....	0
(d) With production of naval stores.....	0
(e) With production of maple-sirup products.....	0
(f) In timber estimating and appraisal.....	0
68. Number of farmers cooperating this year in prevention of forest fires.....	0

Wildlife Conservation—Continued

69. Number of farmers assisted this year in making specific improvements for wildlife.....	0
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¹ Include nature study.

FARM MANAGEMENT

Include all work with adults, 4-H Club members, and older youth	Farm accounts, cost records, inventories, etc.	Individual farm planning, adjustments, tenancy, and other management problems	Farm credit (short and long time)	Outlook information
	(a)	(b)	(c)	(d)
70. Days devoted to line of work by—	(1) Home demonstration agents.....	1		
	(2) 4-H Club agents.....			
	(3) Agricultural agents.....	40	70	2
	(4) State extension workers.....			
71. Number of communities in which work was conducted this year.....	10	10	0	0
72. Number of voluntary local leaders or committeemen assisting this year.....	5	55		
73. Number of farm-survey records taken during the year:	(a) Farm business.....	370	75. Number of farmers assisted this year—Continued.	
	(b) Enterprise.....		(e) In getting started in farming, or in re-locating.....	1
	(c) Other.....		(f) With credit problems (debt adjustment and financial plans).....	0
74. Number of farmers assisted this year in keeping—	(a) Farm inventory.....		(g) In using "outlook" to make farm adjustments.....	200
	(b) General farm records.....	500	(h) With a farm-income statement for tax purposes.....	0
	(c) Enterprise records.....		(i) With farm-labor problems.....	1
75. Number of farmers assisted this year—	(a) In developing a farm plan only.....	69	(j) In developing supplemental sources of income.....	20
	(b) In developing a farm and home plan.....	4		
	(c) In analyzing the farm business.....	370		
	(d) In improving landlord-tenant relations and leasing arrangements.....	0		

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Include all work with adults, 4-H Club members, and older youth	Price and trade policies (prices, international trade, interstate trade barriers, transportation, interregional competition, etc.)	Land policy and programs (classification of land zoning, tenure, land development, settlement, public-land management, etc.)	Public finance and services (taxation, local government, facilities such as roads and schools for rural areas, etc.)	Rural welfare (rural-urban relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural works programs, etc.)
	(a)	(b)	(c)	(d)
76. Days devoted to line of work by—	(1) Home demonstration agents.....	0	0	0
	(2) 4-H Club agents.....			
	(3) Agricultural agents.....	0	0	0
	(4) State extension workers.....			
77. Number of communities in which work was conducted this year.....				
78. Number of voluntary local leaders or committeemen assisting this year.....				
79. Number of tours conducted this year to observe economic and social conditions in various land use areas.....				
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems.....				
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural).....				
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year.....				

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

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and older youth	General	Grain and hay	Livestock and wool ¹	Dairy products	Poultry and eggs ¹	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				5							
(2) 4-H Club agents											
(3) Agricultural agents			40	1							10
(4) State extension workers											
84. Number of communities in which work was conducted this year			10	10							10
85. Number of voluntary local leaders or committeemen assisting this year			11								
86. Number of new cooperatives ² assisted in organizing during the year											
87. Number of established cooperatives ² assisted during the year			1								
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87)			400								
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) ²	\$	\$	\$149,000	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year			50	40							200
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$	\$	\$15,000	\$5,000	\$	\$	\$	\$	\$	\$	\$500
92. Number of private marketing and distributing agencies and trade groups assisted this year											3
93. Number of programs ² pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											1
94. Number of marketing facilities improvement programs ² participated in or conducted this year											1
95. Number of marketing surveys assisted with or conducted this year											0
96. Number of special merchandising programs ² participated in or conducted this year											0
97. Number of consumer information programs ² pertaining to marketing and distribution participated in or conducted this year											0
98. Number of programs ² relating to marketing services and costs of distribution conducted this year											0
99. Number of programs ² relating to transportation problems conducted this year											1
100. Number of programs ² relating to the specific use of market information conducted this year											0
101. Number of other marketing programs ² conducted this year (specify)											0

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.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with adults, 4-H Club members, and older youth	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102. Days devoted to line of work by—				
(1) Home demonstration agents.....	10	0		
(2) 4-H Club agents.....				
(3) Agricultural agents.....	10	1	11	3
(4) State extension workers.....				
103. Number of communities in which work was conducted this year.....	10	1	6	0
104. Number of voluntary local leaders or committeemen assisting this year.....				

The House, Furnishings, and Surroundings—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings.....	20
(b) Remodeling dwellings.....	0
(c) Installing sewage systems.....	0
(d) Installing water systems.....	10
(e) Installing heating systems.....	0
(f) Providing needed storage space.....	12
(g) Rearranging or improving kitchens.....	4
(h) Improving arrangement of rooms (other than kitchens).....	0
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings.....	0
(j) Selecting housefurnishings or equipment (other than electric).....	0
(k) Improving housekeeping methods.....	50
(l) Laundry arrangement.....	0
(m) Installing sanitary closets or outhouses.....	2
(n) Screening or using other recommended methods of controlling flies or other insects.....	0
(o) Improving home grounds.....	50
(p) Planting windbreaks or shelterbelts.....	0

Rural Electrification—Continued

106. Number of associations organized or assisted this year to obtain electricity.....	0
107. Number of families assisted this year in—	
(a) Obtaining electricity.....	3
(b) Selection or use of electric lights or home electrical equipment.....	0
(c) Using electricity for income-producing purposes.....	0

Farm Buildings—Continued

108. Number of farmers assisted this year in—	
(a) The construction of farm buildings.....	5
(b) Remodeling or repairing farm buildings.....	0
(c) Selection or construction of farm-building equipment.....	0

Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment.....	0
(b) Making more efficient use of mechanical equipment.....	100
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year.....	50
111. Number of gin stands assisted this year in the better ginning of cotton.....	0

10

NUTRITION AND HEALTH

Includes all work with adults, 4-H Club members, and older youth.	Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by—				
(1) Home demonstration agents	10	50	10	0
(2) 4-H Club agents				
(3) Agricultural agents	25	2	0	0
(4) State extension workers				
113. Number of communities in which work was conducted this year.	10	10	10	
114. Number of voluntary local leaders or committeemen assisting this year.	200	14		
115. Number of families assisted this year—				
(a) In improving diets				80
(b) With food preparation				50
(c) In improving food supply by making changes in home food production				60
(1) Of vegetables				10
(2) Of fruits				100
(3) Of meats				100
(4) Of milk				100
(5) Of poultry and eggs				100
(d) With home butchering, meat cutting or curing				350
(e) With butter or cheese making				
(f) With food-preservation problems				220
(1) Canning				
(2) Freezing				220
(3) Drying				30
(4) Storing				0
(g) In producing and preserving home food supply according to annual food-supply budget				0
(A) In canning according to a budget				0
(i) With child-feeding problems				0
(j) In the prevention of colds and other common diseases				0
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				0
(l) With first aid or home nursing				0
(m) In removing fire and accident hazards				10
116. Number of schools assisted this year in establishing or maintaining hot school lunches.				0
117. Number of nutrition or health clinics organized this year through the efforts of extension workers.				0

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

Include all work with adults, 4-H Club members, and other youth	Home management— family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
118. Days devoted to line of work by—	(1) Home demonstration agents.....	25		
	(2) 4-H Club agents.....			
	(3) Agricultural agents.....			
	(4) State extension workers.....			
119. Number of communities in which work was conducted this year.....		10		
120. Number of voluntary local leaders or committeemen assisting this year.....		14		

Home Management—Family Economics—Continued

121. Number of families assisted this year—
- (a) With time-management problems.....
 - (b) With home accounts.....
 - (c) With financial planning.....
 - (d) In improving use of credit for family living expenses.....
 - (e) In developing home industries as a means of supplementing income.....
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of—
- (a) Food.....
 - (b) Clothing.....
 - (c) Housefurnishings and equipment.....
 - (d) General household supplies.....
123. Number of families assisted this year through cooperative associations² or individually, with the buying of—
- (a) Food.....
 - (b) Clothing.....
 - (c) Housefurnishings and equipment.....
 - (d) General household supplies.....
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications).....
125. Number of families assisted this year with "making versus buying" decisions.....
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living.....

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

Clothing and Textiles—Continued

127. Number of families assisted this year with—
- (a) Clothing-construction problems..... 87
 - (b) The selection of clothing and textiles.....
 - (c) Care, renovation, remodeling of clothing..... 150
 - (d) Clothing accounts or budgets.....

Family Relations—Child Development—Continued

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

131. Number of children in families represented by such individuals.....

Recreation and Community Life—Continued

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

² The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 18.
³ Includes question 122, also families buying through marketing cooperatives, organized or assisted, column (k), p. 9.

4-H CLUB MEMBERSHIP¹

173. Number of 4-H Clubs. (Same as question 39) 2
174. Number of different 4-H Club members enrolled..... (a) Boys: 24 (b) Girls: 21
175. Number of different 4-H Club members completing..... (a) Boys: 20 (b) Girls: 19
176. Number of different 4-H Club members in school..... (a) Boys: 24 (b) Girls: 21
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: 24 (b) Girls: 21
179. Number of different 4-H Club members from nonfarm homes..... (a) Boys: (b) Girls:

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By age	Boys (a)	Girls (b)
1st year			10 and under	<u>1</u>	<u>3</u>
2d			11	<u>5</u>	<u>4</u>
3d			12	<u>7</u>	<u>6</u>
4th	<u>3</u>	<u>5</u>	13	<u>4</u>	<u>7</u>
5th	<u>9</u>	<u>8</u>	14	<u>4</u>	<u>1</u>
6th	<u>9</u>	<u>3</u>	15	<u>3</u>	
7th	<u>2</u>	<u>5</u>	16		
8th			17		
9th			18		
10th and over	<u>1</u>		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..... |
| (b) Giving demonstrations..... | (g) Wildlife conservation..... |
| (c) Recreational leadership..... | (h) Keeping personal accounts..... |
| (d) Music appreciation..... | (i) Use of economic information..... |
| (e) Health..... | |
183. Number of 4-H Club members having health examination because of participation in the extension program.....
184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs.....

WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth (same as question 40).....

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 column showing approximate portion of older-youth program devoted to—	Under 10 percent (a)	10-19 percent (b)	20-30 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 project enrollments reported on page 13, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in connection with the succeeding year's program.
³ Same as footnote 2, except that reference is to completions instead of enrollments.

MISCELLANEOUS

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

Include all work with adults, 4-H Club members, and older youth	Boss (a)	General-beeier insects ¹ (b)	All other work (c)
195. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents			28
(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			

SUMMARY OF CONTRIBUTION TO WAR EFFORT

It is desirable to bring together in one place the sum total of extension contribution to the several broad areas of war effort. It is assumed that all such work has been reported previously under appropriate headings.

War programs	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)
198. Estimated number of days devoted to—			
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)	40		100
(2) Problems arising from new military camps, munitions plants, and war industries			
(3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)			10
(4) Other war work (including collection of salvage material)	10		40

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.

	War boards (a)	Civilian defense agency (b)	Employment service (c)	Agricultural Adjustment Administration (d)	Surplus Marketing Administration (e)	Soil Conservation Service (f)	Farm Security Administration (g)	Rural Electrification Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)
199. Days devoted to line of work by—										
(1) Home demonstration agents	2						4		5	2
(2) 4-H Club agents										
(3) Agricultural agents	10	5	2	50	2	0	5	0	471	0
(4) State extension workers										
200. Number of communities in which work was conducted this year				10					10	
201. Number of voluntary local leaders or committeemen assisting this year		15		0					55	
202. Number of meetings participated in this year by extension workers				40					25	

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

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. Frequent use of extension terms in an allegation each extension worker owes to the other members of his or her profession. The following definitions have been approved by the United States Department of Agriculture and by the Association of Land-Grant Colleges and Universities.

DEFINITIONS OF EXTENSION TERMS

1. A community is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report, a community is one of the several units into which a county is divided for conducting organized extension work.
2. An *extension agent* is a farmer or homesteader 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* are 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. Example: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.
A *result demonstration* is a demonstration conducted by a farmer, homesteader, 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. Example: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight or 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.
6. *The adoption of a form 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.
7. A *result demonstration* 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 8 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college.
9. An *extension school 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 *F-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. *F-H Club members enrolled* are those boys and girls who actually start the work outlined for the year.
14. *F-H Club members completing* are those boys and girls who satisfactorily finish the work outlined for the year.
15. A *project leader, local leader, or committeeman* is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.
16. A *leader-training meeting* is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.
17. *Letters* written should include all original letters on official business. (Duplicated letters should not be included.)
18. An *offer 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 *older 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.