

VIRGINIA

HALIFAX Agricultural Agent Annual Report 1939  
County (Negro)

Index		Page
1 d 1.5	Buying seeds . . . . .	2
6 e 5.1	Agric.Adjustment Administration.	3
6 f 2	Agents' Conference . . . . .	5-6
6 hl.331	Adult extension school . . . . .	4
6 h 4.5	Health campaign. . . . .	4
6 j 1.1	History county agric.work. . . . .	11-12
X 8 a 3.1	4-H corn club. . . . .	8-9

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REPORT FILES  
EXTENSION WORK

UNITED STATES  
DEPARTMENT OF AGRICULTURE  
EXTENSION SERVICE  
WASHINGTON, D.C.

ANNUAL NARRATIVE REPORT

ADULT AND JUNIOR WORK

JAMES HARRIS ----- LOCAL FARM AGENT

DECEMBER 1<sup>st</sup>. 1938

NOVEMBER 30th 1939

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HALIFAX COUNTY, VIRGINIA

..... COUNTY AGENT ANNUAL REPORT  
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NEGRO

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Dic. 22/39. *Frank D. Ballance*  
District Agent

ContentsPage

Introduction -----	1
Organization -----	1
Community Clubs -----	1
Vegetable Gardening -----	2
Rodents -----	2
Fruit Trees -----	2
Swine -----	2
Dairying -----	3
Poultry -----	3
Hay -----	3
Agricultural Engineering -----	3
Agricultural Adjustment -----	3
Farm Security Administration -----	4
Tour -----	4
Extension School -----	4
County Fair -----	5
State Advisory Board Meeting -----	5
Annual Agents' Conference -----	5
Others Conferences -----	6
Achievement Day -----	6
4-H Club Organization -----	7
4-H Clubs -----	7
Club Projects -----	7
Outstanding Project In Poultry -----	7
John H. Powell -----	8
Levy Ballou -----	9
Outlook -----	10
Recommendations -----	10

### Introduction

It is not necessary for this introductory to be lengthy, since the officials of the Extension staff are already acquainted with the social and economic status of the rural Negro population. The agent wishes to point out the fact that the Extension Service is putting forth every effort to relieve the deeply and rising diverse factors which rural Negroes face daily.

It is evident that no single program will be sufficient to remedy the situation in a short while, nevertheless with additional Agricultural agencies much more can be done to solve this giant problem.

The year 1939 made its debut in the midst of discussion and program planning. Short and long time objectives were set up by the County Advisory Board. These objectives were set up to assist the families cooperating with the extension service in producing as much food and feed that family needs; preserve health, save their soil from erosion, improve the standard of living, and provide rural boys and girls an opportunity to learn by doing through conducting certain enterprises and demonstrating to others what they have learned.

The primary purpose of this report is to inform those who are interested in the welfare of the rural population the service that is rendered by the extension program. This report also gives the accomplishments of the rural population to those who are sponsoring the program.

### Organization

Without the cooperation of the County Advisory Board the extension program wouldn't take a good root. This board is composed of forty-five leaders from ten organized community clubs of the eight magisterial districts in the county. These members are elected by the members of the clubs and sent to represent them at the board meetings which are held five times a year, every fifth Saturday.

This board plans the county activities for the year and assist in financing the same. The board financed the fees of the delegates to the State Advisory Board meeting each year. Two delegates are usually sent along with the agents.

The board members help to spread the extension program throughout the county, many people are reached by the board members that otherwise wouldn't even know about the extension program in the county or State.

### Community Clubs

There are ten organized community clubs in the county. These clubs are set up in six of the magisterial districts. The membership are the farmers, ministers, merchants, and teachers who are living in the community. The activities of the clubs are as follows: Conserve the soil, live at home, raise the standard of living, beautify the home, and develop in rural boys and girls an appreciation for rural life and to become good citizens.

Six of these clubs are participating in the State Community Improvement Contest. These clubs meet once each month to discuss their farm problems and get information relative to the various governmental agencies. Demonstrations are also given at these meetings to show the scientific methods as well as practical methods of doing things on the farm. Through these club meetings approximately four to five hundred farmers are reached either directly or indirectly every two or three months. The total membership is about three hundred. Ninety-eight different families from these clubs have received direct information or assistance relating to extension work.

Approximately forty-five club members have called to the Extension office for information relating to Extension work.

The various committees organized are as follows: Mt. Sinai, Mt. Laurel, Elkhorn, Claymill, Scottsburge, Mayo, Mason Chapel, Meadowsville, New Arbor, and Whitcock. These clubs have been engaged in a number of activities during the year. Some of the outstanding activities are gardening, controlling rodents, increasing hay production, Vaccination hogs, planting new orchards, pruning orchards, beautifying homes, and terracing.

#### Vegetable Gardening

Mason Chapel, New Arbor, and Whitcock community clubs purchased 250 pounds of garden seeds which were (certified) during the Spring. These club members saved \$31.50 by buying them cooperatively. The total amount of money earned by the group was approximately \$500.00. Forty different families took part in the purchase.

As a result more families bought seeds and planted more than they had in previous years. Many of these families lived near the Danville market and received very good prices for their produce.

Two club members bought dusts to get rid of the beetles, along with the dusts ten pounds of rotenone were gotten.

#### Rodents

The rats were destroying farmers chickens and corn on the farms during the summer, the farmers called on the local agent to give some assistance. The agent had cooperated with the Biological Survey Department Of Raleigh, N.C. and gotten information on eradicating rats. The farmers financed the movement so 36 pounds of rat bait were mixed for the farmers of Elkhorn community. This bait cost \$4.25 but good results were obtained. The homes where this material was put down reported that the rats left or died. The mixture used were as follows: Rod Squill, Oatmeal, Corn meal, and ground fish.

#### Fruit Trees

Mr. G. W. Hill and Mr. Joseph Crawley both are board members set out young orchards during the fall. Mrs. Beatrice Hill set out a small orchard too. These orchards valued at \$30.00 as they stand, but will be valued much more in a few years. The agent gave demonstrations in setting out these orchards.

The following farms received assistance in pruning old orchards, Mr. Tom Moton Of Dudley community, Mr. E. W. Paulner Virginia, Mrs. Horie Coleman and Mrs. Fannie Coleman of Woodgrove community, Mrs. Mary Coleman Virginia and Mr. G. W. Hill of Mt. Sinai.

Mr. Charlie Edmunds received instructions in treating peach trees for the peach bore by using Parodihelethbenzine and Mr. Tom Moton received recommendations on the use of Lime Sulphur as a spray material for fruit trees.

#### Swine

The dreadful disease hog cholera broke out in the town of South Boston last December and the local agent was called upon to give assistance. With the assistance of Mr. W. W. Wilkins Asst. Agent 10 hogs were vaccinated against the disease. A number of hogs had died with the disease before calling the agent.

A demonstration on castration was given at the farm of Mr. Walter Williams during the year. The latest method was used in this demonstration. Three farmers came to see it. The hogs got along fine.

Dairying

On two occasions the agent was called to Scottsburg to see sick cows. The first case was a veterinary case, so the agent contacted the Veterinarian for the farmer. The second case the cow had got herself very badly on wire, the teats were cut and a small portion of the udder. Recommendations were given from a veterinary book which proved very successful. The cow recovered and is doing fine.

Poultry

Through demonstrations and personal contacts a large number of families have increased the size of their poultry flocks. Mr. Walter Williams president of the Advisory Board and an outstanding farmer, who is doing well with poultry assisted the local agent in getting information across to farmers who are not doing so well with poultry. One poultry house was built during the year as a result of the increase.

Hay

Two farmers after visiting the agents office began demonstrations on one acre of alfalfa. These farmers wish to increase their hay crop. In this activity the farmers realize they are saving their soil from erosion, and producing more hay for their livestock.

Agricultural Engineering

The farmers of the county are realizing that they have been living in a fool's paradise with respect to their conception regarding the security of agricultural lands. The reason for this recent conception the Soil Conservation Program has been explained in a number of committees where clubs are located, and some places where they aren't located. As a result, ten of these organized clubs have bought a terracing outfit to help solve some of their erosion problems. This outfit cost \$20.00 each club contributed \$2.00 towards it.

The local agent has terraced 90 acres of badly eroded land during the year saving the farmers \$720.00. Approximately 65 acres of this land have had the terraces built with good outlets. This conservation work was done in nine different communities including eight different farms.

Agricultural Adjustment Act

The soil conservation program was discussed by the local agent in fourteen different communities prior to the referendum on December 10, 1938 reaching approximately 350 farmers directly, and a number of others indirectly.

During the last referendum which was held October 5, the agent traveled 445 miles in one week carrying urging information to farmers relative to the 1940 AAA Program. Timely meetings were held in eleven different communities during this educational campaign. Three hundred and five farmers listened to the explanation of the program.

The local agent attended seven different AAA meetings held in various sections of the County and State for the purpose of getting first hand information relative to the AAA program. At these meetings officials from Washington and Blacksburg were there explaining the programs. Much help has been gotten from these meetings in that the agent has understood the programs better himself.

Farm Security Administration

The local farm agent has assisted fourteen farmers in filing applications for PSA loans. The agent also attended the Regional Meeting held in South Hill, Virginia August 16, at which time the new features of the program were discussed by Mr. Turner and others from the PSA head quarters Richmond.

Health And Sanitation

During the Negro National Health Week in April, the local agent with the assistance of the home agent staged a campaign on Health Improvement. The agent solicited the cooperation of two of the leading Negro doctors in South Boston to aid in this vital cause. The doctors were Dr. James M. Mason and Dr. Vincent Estill. These doctors served willingly without any charge at all.

The major problems discussed were Prevention of diseases, Prenatal Care Of Child birth, Sanitation and Periodical Examinations. These meetings were held in the following communities: Whitlock, Elkhorn, and Mason Chapel. The people of these communities responded in large groups.

Tour

June 28 was the date the county tour was held. The purpose of the tour was to acquaint the farmers with the extension activities existing in the county, as well as show that the farmers themselves are doing or not doing in developing a better group of farmers in the county.

The tour covered three magisterial districts. They were Roanoke, Banister, and Birch Creek.

The activities visited were as follows: home beautification, alfalfa, poultry, pruned orchards, terraced fields, kitchen screened porches, upholstery work, pressure cookers, year round gardens, and newly painted houses. Fifty-two farmers went on this tour.

Extension School

July 10-29 inclusive an Extension School was held at Hampton Institute Hampton, Va. The local agent attended this school along with one hundred and forty four others representing seven different States namely Florida, South Carolina, North Carolina, Maryland, West Va. Tennessee and Virginia.

This school acquainted the agents with the problems affecting the Southern States at large. The courses outlined for the agents aided in doing a better job in their respective counties and States. The courses that were taught were Extension Methods, National Farm Program, Soil Management, Gardening And Small Fruits, Poultry, And Farm Meats.

The instructors were Mr. C. A. Sheffield, Field Agent Cooperative Ext. Service U.S.D.A., Mr. R. H. Hendricks, Agronomist Of Univ. Of Tenn., Mr. E. F. Farmer, West Specialist Cooperative Ext. Service U.S.D.A., Mr. H. R. Hissonger, Ext. Horticulturist Raleigh, N.C. And Mr. F. S. Gamack, Aspetate Prof. Of Poultry Husbandry Hampton, Institute

Others were Mr. H. G. Bootham and Mr. Ridgeway both of Hampton Institute taught Vegetable gardening.

Persons representing the various governmental agencies were as follows: Mr. Nichols of Tenn. Director of Ext. Dept. Tenn., Mr. Larry Of South Carolina, Mr. Johnson of S.C., Mr. Slack of Raleigh N.C., Mr. Tom Ayers of S.C. and Mr. Miles A. Hubert Washington D.C.

Those from the State office were Mr. Hummel, Miss Hughes, and Mr. Hyne all representing the State Extension Division. Mr. J. B. Pierce Field Agent supervising the general set up of this school, assisted by Dist. Agents T. B. Patterson, John L. Gaffly, Mr. Daniels, Mr. John W. Mitchell and the Home Agents of Tenn. S. C. Va. S. Va., Kentucky and Miss L. Jenkins Of Virginia.

County Fair

The county fair association held its annual fair October 17-21 inclusive this year in South Boston. The Negro farmers and 4-H club boys took an active part in this event as usual. According to reports from the secretary of the association 30,000 individuals passed through the gates during the four days and nights. The reports also show that 225 Negro farmers exhibited some farm product on the fair.

The 4-H club boys made a creditable showing at the fair, twenty five boys exhibited corn, tobacco, poultry, and wood work. Twenty-two boys exhibited corn at the fair. Fifty dollars were appropriated for 4-H club premiums and \$25.00 of this amount was won by the boys in prizes. These boys have gotten a great deal of inspiration by exhibiting their products, that came from their projects.

State Advisory Board Meeting

The State Advisory Board met Sept. 12-14 inclusive in Appomattox county. The activities conducted during this meeting were as follows: reporting the various accomplishments of the counties, collecting county dues, appointing committees for different activities, listening to lectures, and the entire group went on a tour.

The tour was one of the highlights of the conference, many interesting activities were seen. Some of the outstanding ones were: The farm of Mr. Frank Hubbard who is a very good cooperator with the Soil Conservation Area there in the county. Mr. Hubbard has a very good set up with the Soil Conservation program and indications show that he is following instructions given him. Other activities were the homes of Mr. and Mrs. Vassar Harris, Mr. and Mrs. Isaac Patterson, and Mrs. O.H. Steven. These farmers had some very comfortable and well arranged homes.

The guest speaker at this meeting was Mr. Harry L. Brown Assistant secretary of the U.S. Dept. Of Agriculture, Washington, D. C. Secretary Brown's theme was "Tholesome Attitudes Toward Animals, Human Beings, And The Soil. This was a very inspiring talk.

Appomattox county officials present were: Messrs. Moses a business man; Mr. Burke President of one of the leading banks, Mr. Garrett manager of the Soil Conservation Area, and Mr. Hudgins county agent for Appomattox. Mr. F. F. Callahan local farm agent for the county gave a brief summary of the progress of the Extension work in the county.

Another highlight of the meeting was the awarding of the certificates of merit to the following persons who have served twenty-five years in the Extension Service. They were as follows: Miss L.A. Jenkins Dist. Agent, Mr. J. B. Pierce, Field Agent and the following local farm agents: A. H. P. Grems, Minnie J. F. Wilson, Charlotte Cox, J. Lancaster Prince, Edw. H. E. F. Washington, Charles City Co. These certificates were awarded by Mr. T. B. Patterson dist. agent in the absence of Director J. R. Mitcheson.

Annual Agent's Conference

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The Annual agent's conference convened Oct. 23-29 inclusive at Va. State College Strick, Va. Mr. J. B. Pierce Field Agent assisted by Dist. agents Miss L.A. Jenkins, T. B. Patterson, and John L. Charley supervised the meeting.

This was a very busy conference. The agents received instruction in making annual reports, information relative to the new programs (Governmental and others), the work already accomplished was checked, and the Community Improvement Contest work reviewed by Mr. Pierce.

The following State officials lectured at the conference: Director J.R. Hutchesson, Assistant Directors Mr. C.A. Montgomery, and Miss Maude Ballace, State club agents Miss Hallie Hughes and Mr. G.A. Fleming, State Agronomist Mr. T.B. Hutchinson and District Agents Miss L.A. Jenkins, Messrs T.B. Patterson and John L. Oarity.

Federal representatives were Mr. C.A. Sheffield and Mr. F.B. Pierce, Field Agents and others were Messrs H.E. Jordan, Farm Security Administration, H.C. Wilson, Farm Credit Administration, E.L. Dunton, Soil Conservation Administration and S.K. Cassell, Agricultural Adjustment Act.

Dr. John L. Lockett, Director Of Agricultural Dept., and Dean Johnson, Head of the College Dept., represented the college.

These federal officials discussed all of the various governmental agencies. Each official discussed a particular phase of agricultural assistance.

The State officials emphasized that part the State and counties could take in perfecting the Extension program.

#### Other Conferences

March 13, the Farmers' of Halifax county held a one day conference in the Mt. Sinai community. The Sinai community was hostess to all the other farmers in attendance. The guest speakers were Miss L.A. Jenkins, Dist. Agent Mr. Joseph Higginbotham, Horticulturist Hampton Institute, and Mr. T.B. Patterson, Dist. Agent.

Miss Jenkins discussed the the Importance Of Improving the Home, Mr. Patterson discussed the Soil Conservation Problems, and Mr. Higginbotham discussed the Year Round Garden.

Sixty farmers came to this conference.

The Annual State Farmers Conference was held at Va. State College April 25, at which time 25,000 farmers attended representing thirty-four counties.

Forty-three farmers from Halifax county attended traveling a distance of 110 miles.

The guest speakers for this occasion were Secretary Harry L. Brown and Director J.R. Hutchesson.

The farmers had the privilege to visit any building on the college campus and also saw demonstrations relative to Home Economic and Agriculture.

#### Achievement Day

The first Achievement Day was held November 17, at the Halifax County Training School. The activities accomplished by farmers and 4-H club members through the Extension Program were reported.

Miss L.A. Jenkins, Dist. Agent and Mr. S.W. Mansfield, local farm agent for South Hampton county were the guest speakers.

Community club members, Home Demonstration club members, and 4-H club members reported the outstanding work accomplished in their respective clubs during the year under the supervision of the farm and home agents.

Approximately ninety three people attended, mostly farmers from all sections of the county.

After the business of the meeting, games were played and refreshments served.

4-H Club Organization

The 4-H club organization is composed of boys and girls whose ages are between 10 and 20, and who are willing to carry some agricultural or home economic enterprise under the supervision of the farm or home agent.

1939 was the first time in recent years 4-H club work has been carried on boys. There are nine clubs organized in the county for boys with an enrollment of 152.

A Junior Council has been organized jointly with girls and boys as members. The total membership is 165 representing clubs from all sections of the county. This council met April 1, and formulated plans for the year. Officers were elected, and a delegate to the State Short which convened June 7-10 at Va. State College Ettrick, Va. was also elected.

4-H Clubs

A 4-H club is organized in nine different communities, each has a progressive farmer as club leader. This leader assist the farm agent in carrying the club activities. The clubs meet once each month. At these meetings demonstrations are given, there is a large participation in club singing, and making plans, and playing of games.

Six of the clubs exhibited products of their projects at the county fair. Each club won won a premium of some kind. The products exhibited were corn, vegetables, poultry, tobacco, and wood work that some of the boys took as a hobby.

Club Projects

The projects that the boys enrolled and completed were as follows: Fat Pig 30 engolled 8 of them completing, Dairy calf enrolled 5 completing, poultry 42 enrolled, 15 completing, Garden 8 enrolled 4, completing, Corn 60 enrolled 35 completing, and Tobacco 8 enrolled with 6 completing.

The completion of all crop projects net \$695.99 and the completion of all livestock projects net \$267.70. The total profit for all projects completed amount \$963.69. The total cost of producing these crops and livestock was \$457.45.

The boys who carried corn projects had their corn given to them by the Fair Association. Thirty-five acres of land were planted by the boys. The boys who carried poultry purchased 478 pure-bred chickens from the South Boston Hatchery.

Outstanding Project in Poultry

Leroy Coleman a club member of the Mayo club purchased 100 day old chicks from the local hatchery costing him \$10.00 per hundred. Leroy raised 80 chickens out of the hundred to weight from 2 to 2 1/2 pounds and sold them at 25¢ per pound retail price. These chickens were bought February 20, most of them were sold by the last of June.



John Henry Powell  
Corn Project  
Woodgrove 4-H Club

John Henry Powell of Woodgrove 4-H club grew the best field of corn among the 4-H club boys in the county. He had the Virginia White Dent variety same as the other boys. Eight bushels were distributed among all boys carrying corn projects.

This field of corn was cultivated flat throughout the working season. The total yield after harvest was 30 bushel off the one acre.

John Henry exhibited ten ears and six best stalks of this corn on the county fair. He won the first prize on both receiving the sum of \$4.00. The first prize on the ten ears of corn was \$5.00 and the first prize on the best six stalks was \$1.00. There were twenty-two samples of corn in competition with John Henry's corn.



Levy Ballou  
Corn Project  
Mayo 4-H Club

Levy Ballou is a very active member of the Mayo 4-H club, he hasn't missed a meeting this year. His corn was a little late getting planted. Levy exhibited ten ears of his corn at the county fair but failed to win a prize. He states that he will try to do better next year.

Outlook

The farmers of Halifax county are beginning to realize the value of extension work in the county. A large number seem to be thinking in terms of a year round garden for 1940. The crop control program will probably cause a little increase in feed and food production in the county.

Recommendations

One of the main suggestions for the farmers for the incoming year will be, to cooperate to the fullest extent with all of the agricultural agencies existing in the county.

The prospective plan for 1940 is to attempt a whole farm and home demonstration, at least one, and continue the plans set up 1939.

11  
TWENTY FIVE YEAR HISTORY  
OF  
HALIFAX COUNTY

Halifax county is in the south central part of Virginia adjoining the State of North Carolina. Halifax is the county seat approximately in the geographic center of the county is about 110 miles south west of Richmond and about 30 miles north east of Danville. The area is 814 square miles or 520,960 acres. According to 1970 census the population was 41,255. 4,841 urban and 36,414 rural. In 1970 54.1 per cent of the inhabitants were native Whites, 0.1 per cent foreign born Whites, and 45.7 per cent Negroes. The county is fairly uniformly settled.

The above paragraph gives a general description of the county. However, with the Negro population being a slight margin below that of the White, the extension work among Negroes is young. The home demonstration work is far older than that of the county agent.

The extension work was revived June 7, 1927 when Hedrow Odum came in to the county as local agent. During his stay June 7 to November 30, of the same year, most of his time was spent in getting adjusted with roads, types of farming, selecting leaders and cooperators.

Some things that were accomplished by Odum worth noting were as follows: He organized adult clubs, installed a running water system in the home of Mr. J.H.L. Cronshaw Halifax, landscaped a community building yard in the Meadsville community, staged terracing demonstrations in the Mt. Laurel community, the Mt. Laurel and Farming committees purchased a 30 ton car of lime, demonstrations in setting out new orchards were given, and a number of method demonstrations were given on poultry, insect control in tobacco, corn, and swine.

The short time Odum spent in the county meant a great deal to the farmers. He convinced them the need of an agent. The farmers realized they could get a number of their problems solved with the aid of an agent. The County Advisory Board felt the loss of Odum to the extent they asked the Board Of Supervisors for another agent. The Board Of Supervisors granted their request.

July 1, 1928 James Harris was appointed local agent for Halifax county. He too spent much time in getting adjusted with the roads, type of farming, locating the organized clubs and getting acquainted. The home agent and the community club leaders rendered their assistance in helping the later agent in settling down to actual work.

The agent found a number of organized clubs had disbanded, in that they had stopped meeting. There were seven adult clubs and one 4-H club organized. Three other adult clubs and eight 4-H clubs were organized. There are four hundred members of the adult club and one hundred and fifty two 4-H club members.

The extension program has made a very encouraging beginning within the last twelve months. The outstanding accomplishments are reported below: Three homes received assistance in beautification, setting out shrubbery and flowers, forty families took part in purchasing 300 pounds of garden seeds, two families bought dusters and ten pounds of rotenone to destroy beetles, fifty dollars worth of fruit trees have been bought by farmers, ten hogs have been vaccinated against cholera, fifteen farmers have received assistance in making applications for Farm Security aid loans, twenty-eight educational meetings were held by the local agent explaining the AAA program and the Soil Conservation program reaching over seven hundred farmers, ten organized clubs contributed \$2.00 each toward a terracing instrument which cost \$20.00, two demonstrations have been carried on in alfalfa, eight bushels of pure-bred seed corn were distributed among 35 hogg carrying corn projects, 225 farmers exhibited farm products on the county fair, one tour was held, one Achievement Day was held with ninety

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three in attendance. Twenty-three dollars was won in premiums by 4-H club boys at the county fair, the 4-H club boys earned a total profit of \$985.65 from club projects, and the local agent has terraced to date 110 1/2 acres of land which were badly eroded or on the verge of erosion, saving the farmers \$946.00, thirty six pounds of rat bait have been used to control rats, and one Farmers Conference was held.

The above accomplishments are activities which developed within the last two years. The realization by farmers that the extension service can help them with their problems is growing daily. Through the extension service many governmental programs are interpreted for the farmers.

The credit for these accomplishments by 4-H clubs and adults must be given to cooperative leaders who have assisted the local agents.

The surface hasn't been scratched yet, though a few things have been demonstrated to farmers worth noticing. Through continuous cooperation on the part of local leadership much can be done to make a worthwhile history within the next twenty-five years.

### 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 Halifax

#### REPORT OF

_____ (Name) Home Demonstration Agent.	From _____ to _____, 193
_____ Assistant Home Demonstration Agent.	From _____ to _____, 193
_____ 4-H Club Agent.	From _____ to _____, 193
_____ Assistant County Agent in charge of Club Work.	From _____ to _____, 193
<u>James Harris</u> Agricultural Agent.	From <u>Dec 1, 1938</u> to <u>Nov. 30</u> , 1939
_____ Assistant Agricultural Agent.	From _____ to _____, 193



READ SUGGESTIONS, PAGES 2 AND 3

Dec. 16/39

John B. Valcarlos  
District Agent

Approved:

Date \_\_\_\_\_

State Extension Director.

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

The annual report should be a summary, with analysis and interpretations, for presentation to the people of the county, the State, and the Nation of the extension activities in each county for the year, and the results obtained by the county extension agents assisted by the subject-matter specialists. The making of such a report is of great value to the county extension agents and the people of the county in showing the progress made during the year as a basis for future plans. It is of vital concern also to the State and Nation as a measure of rural progress and a basis for intelligent legislation and financial support of extension work.

At least four copies of the annual report should be made: One copy for the county officials, one copy for the agent's files, one copy 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.*

### 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. Results obtained through assistance rendered agents by specialists should also be included. This report shows, insofar as possible, the part each agent has taken in forwarding the extension program. The county totals should be the sum of the activities and accomplishments of individual agents *minus duplications due to two or more agents participating in the same activity or accomplishment.* The county totals, when properly recorded, show the progress made in the county during the year in forwarding the entire extension program. Negro men and women agents should prepare a combined statistical report separate from that of the white agents.

The statistical summary should be a report of this year's activities and results that can be verified by records on file in the county office. Where records are not available careful estimates are desired. Such estimates should be marked "Est."

### 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 and the extension methods used for each project. Every statement should be clear, concise, forceful, and, where possible, reinforced with necessary data from the statistical summary. Use a descriptive style of writing, giving major accomplishments first under each project. Give extension methods fully relating to outstanding results only, and where practicable illustrate with photographs, maps, diagrams, blueprints, or copies of charts and other forms used. Full credits should be given to all cooperating agencies. The lines should be single-spaced, with double space between the paragraphs and reasonably good margins. The pages should be numbered in consecutive order.

The following outline is merely suggestive of how the narrative report may be clearly and systematically presented. Each agent should prepare an outline to fit the situation and the work to be reported.

#### SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT

- I. Cover and title page.
- II. Table of contents.
- III. Summary of activities and accomplishments, preferably of one or two typewritten pages only, placed at the beginning of the narrative report.
- IV. Changes in county extension organization.
  - (1) Form.
  - (2) General policies.
  - (3) Procedure.
- V. County program of work.
  - (1) Factors considered and methods used in determining program of work.
  - (2) Project activities and results.

*Under appropriate headings and subheadings present in some detail for each major project or line of work the goals set up, the methods used, the results achieved, and the significance of these results in terms of improved farms and homes and of better community life.*
- VI. Outlook and recommendations, including suggestive program of work for next year.

## TERMINOLOGY

To insure reports which convey the intended meaning to others and to facilitate the compilation of satisfactory national statistics on extension, it is extremely important that terms be used in accordance with accepted definitions. The following definitions of extension terms have been approved by the United States Department of Agriculture and the Association of Land Grant Colleges and Universities. Agents should read these definitions before starting to write the annual reports.

## DEFINITIONS OF EXTENSION TERMS

1. A program of work is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
2. A plan of work is a definite outline of procedure for carrying out the different phases of the program of work. 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.
3. 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.
4. 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-master leader.
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 care for fruits and vegetables, mix spray materials, and cull poultry.  
A result demonstration is a demonstration conducted by a farmer, home maker, 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 result demonstrator is an adult, a boy, or a girl who conducts a result demonstration as defined above.
7. A cooperator is a farmer or home maker 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.
8. 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.
9. 4-H Club members enrolled are those boys and girls who actually start the work outlined for the year.
10. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.
11. A demonstration meeting is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
12. 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.
13. 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.
14. 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.
15. 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.
16. Days in field should include all days spent on official duty other than "days in office."
17. Letters written should include all original letters on official business. (Duplicated letters should not be included.)
18. 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. 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.
19. 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.
20. The county extension association or committee is that county organization, whether a membership or a delegate body, which is recognized officially in the conduct of extension work in the county.

## GENERAL ACTIVITIES

Report Only This Year's Extension Activities and Results That Can Be Verified

1. List below the names, titles, and periods of service of the county extension agents whose work is included in this report. Include time of assistants with that of regular agent.

AGENT	Total months of service this year (a)	Days devoted to agr. conservation and adjustment programs (b)	Days devoted to relief work (c)	Total days in office (d)	Total days in field (e)
(Name) Home demonstration agent	(1)				
Asst. home demonstration agent					
4-H Club agent	(2)				
Assistant county agent in charge of club work					
<i>James Harris</i> Agricultural agent	(3)	12	25	—	117
Assistant agricultural agent				117	174

2. County extension association or committee:

- (a) Agricultural extension:  
 (1) Name County Advisory Board (2) Number of members 45  
 (b) Home demonstration:  
 (1) Name \_\_\_\_\_ (2) Number of members —  
 (c) 4-H Club:  
 (1) Name Junior League (2) Number of members 36

3. Number of communities in county where extension work should be conducted 66 3  
 4. Number of above communities in which the extension program has been planned cooperatively 31 4  
 by extension agents and local committees  
 5. Number of different voluntary county or community project leaders or committeemen actively engaged in forwarding the extension program:  
 (a) Adult work: (1) Men 22 (2) Women 14 (b) 4-H Club work: (1) Men 9 (2) Women \_\_\_\_\_ (3) Older club boys — (4) Older club girls — 5  
 6. Number of different paid local leaders engaged in agricultural-conservation and adjustment programs: (a) Men — (b) Women — 6  
 7. Number of clubs or other groups organized to carry on adult home demonstration work — 7  
 8. Number of members in such clubs or groups — 8

ITEM	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
9. Number of 4-H Clubs			<u>9</u>	9
10. Number of different 4-H Club members enrolled: (1) Boys <u>152</u> (2) Girls <u>—</u>			<u>152</u>	10
11. Number of different 4-H Club members completing: (1) Boys <u>77</u> (2) Girls <u>—</u>			<u>77</u>	11
12. Number of different members enrolled in 4-H Club work for: <sup>a</sup>				

MEMBERS	1st year	2d year	3d year	4th year	5th year	6th year and over
(a) Boys	<u>152</u>	—	—	—	—	—
(b) Girls	—	—	—	—	—	—

<sup>a</sup> County total should equal sum of preceding three columns minus duplications due to two or more agents participating in the same activity or accomplishment.  
<sup>b</sup> 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 pages 7 to 24, 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.  
<sup>c</sup> Same as footnote b but refers to completions instead of enrollments.  
<sup>d</sup> The total for this question should agree with county total, question 10.

## GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Age	10 and under	11	12	13	14	15	16	17	18	19	20 and over		
13. Number of different 4-H Club members enrolled according to age <sup>1</sup>	(a) Boys	19	16	28	19	18	17	9	10	3	3	—	13	
	(b) Girls													
14. Number of 4-H Club members: <sup>2</sup> (a) In school	150											(b) Out of school	2	14

ITEM	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total <sup>3</sup> (d)	
15. Number of 4-H Club teams trained	(1) Judging		—		15
	(2) Demonstration		1		
16. Number of groups other than 4-H Clubs organized for extension work with rural young people 16 years of age and older			—		16
17. Members in groups reported in question 16	(1) Young men		—		17
	(2) Young women		—		
18. Total number of farm or home visits <sup>4</sup> made in conducting extension work			121		18
19. Number of different farms or homes visited			98		19
20. Number of calls relating to extension work	(1) Office		93		20
	(2) Telephone		2		
21. Number of news articles or stories published <sup>4</sup>			20		21
22. Number of individual letters written			130		22
23. Number of different circular letters issued (not total copies mailed)			36		23
24. Number of bulletins distributed			118		24
25. Number of radio talks broadcast or prepared for broadcasting			—		25
26. Number of events at which extension exhibits were shown			2		26
27. Training meetings held for local leaders or committeemen	(1) Adult work	(a) Number	4		27
		Total attendance of:		57	
		(b) Men leaders	42		
	(c) Women leaders	1			
	(2) 4-H Club	(a) Number	4		
		Total attendance of:		71	
(b) Leaders		1500			
28. Method demonstration meetings held (include all method demonstrations in both adult and 4-H Club work given by agents and specialists not reported under question 27)	(1) Number		22		28
	(2) Total attendance		67		
29. Meetings held at result demonstrations	(1) Number		22		29
	(2) Total attendance		67		

<sup>1</sup> The total for this question should agree with county total, question 13.<sup>2</sup> County total should equal sum of preceding three columns minus duplications due to two or more agents participating in the same activity or unannounced work.<sup>3</sup> Do not count a single visit to both the farm and home as two visits.<sup>4</sup> Do not count items relating to notions of meetings only.

NOTE.—Questions 16-24 refer to the total number of different activities conducted this year. The totals should equal the sums of the corresponding information reported on following pages minus duplications where the same activity relates to two or more lines of work.

## GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM		Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
30. Tours conducted	(1) Adult work	(a) Number		1	30
		(b) Total attendance		52	
	(2) 4-H Club	(a) Number		—	
		(b) Total attendance		—	
31. Achievement days held	(1) Adult work	(a) Number		1	31
		(b) Total attendance		93	
	(2) 4-H Club	(a) Number		1	
		(b) Total attendance		40	
32. Encampments held (Do not include picnics, rallies, or short courses, as these should be reported under other meetings.)	(1) Farm women	(a) Number			32
		(b) Total members attending			
		(c) Total others attending			
	(2) 4-H Club	(a) Number			
		(b) Total boys attending			
		(c) Total girls attending			
		(d) Total others attending			
33. Other meetings of an extension nature participated in by agents or specialists and not previously reported	(1) Number			23	33
	(2) Total attendance			4505	
34. Meetings held by local leaders or committeemen not participated in by agents or specialists and not reported elsewhere	(1) Adult work	(a) Number		5	34
		(b) Total attendance		57	
	(2) 4-H Club	(a) Number		2	
		(b) Total attendance		25	
34j. Number of above meetings (questions 27-34) at which discussion group method of presentation was followed				6	34j

## SUMMARY OF EXTENSION INFLUENCE FOR YEAR

It is highly desirable for extension workers to consider the proportion of farms and farm homes in the county which have been definitely influenced to make some substantial change in farm or home operations as a result of the extension program for men, women, boys, and girls. 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. Such estimates should be marked "Est."

Include results of emergency activities as well as the regular extension program.

35. Number of farms in county	2358	35
36. Number of farms on which changes in practices have definitely resulted from the agricultural extension program	82	36
37. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program		37
38. Number of other homes in which changes in practices have definitely resulted from the home demonstration program		38
39. Number of farm homes with 4-H Club members enrolled	100	39
40. Number of other homes with 4-H Club members enrolled	—	40
41. Total number of different farm families influenced by some phase of the extension program (Include questions 35, 37, and 39, minus duplications.)	150	41
42. Total number of different other families influenced by some phase of extension program (Include questions 38 and 40, minus duplications.)	—	42

<sup>1</sup> County total should equal sum of preceding three columns minus duplications due to two or more agents participating in the same activity or accomplishment.

NOTE.—Questions 18-31 refer to the total number of different activities conducted this year. The totals should equal the sums of the corresponding information reported on following pages minus duplications where the same activity relates to two or more lines of work.

CEREALS<sup>1</sup>

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Corn	Wheat	Oats	Rye	Barley	Grain sorghums, rice, and other cereals	
	(a)	(b)	(c)	(d)	(e)	(f)	
43. Days devoted to line of work by:							43
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents	22						
(4) Specialists	—						
44. Number of communities in which work was conducted	10						44
45. Number of voluntary local leaders or committeemen assisting	9						45
46. Days of assistance rendered by voluntary leaders or committeemen	1						46
47. Number of adult result demonstrations conducted	4						47
48. Number of meetings at result demonstrations	2						48
49. Number of method-demonstration meetings held	6						49
50. Number of other meetings held	—						50
51. Number of news stories published	—						51
52. Number of different circular letters issued	1						52
53. Number of farm or home visits made	4						53
54. Number of office calls received	2						54
55. Number of 4-H Club members enrolled	60						55
(1) Boys	—						
(2) Girls	—						
56. Number of 4-H Club members completing	35						56
(1) Boys	—						
(2) Girls	—						
57. Number of acres in projects conducted by 4-H Club members completing	35						57
58. Total yields of crops grown by 4-H Club members completing	748 bu.	bu.	bu.	bu.	bu.	bu.	58
59. Number of farmers following fertilizer recommendations	1						59
60. Number of farmers following insect-control recommendations	—						60
61. Number of farmers following disease-control recommendations	—						61
62. Number of farmers following marketing recommendations	—						62
63. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise	1						63
66. Number of farmers following other specific practice recommendations: <sup>4</sup>							66
(1)							
(2)							
(3)							
(4)							
(5)							

<sup>1</sup> Report fall-down crops the year they are harvested.<sup>2</sup> Indicate crop by name.<sup>4</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## LEGUMES AND FORAGE CROPS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Alfalfa	Sweet-clover	Red, bur, and other clovers	Vetch	Legumes	Pasture	
	(a)	(b)	(c)	(d)	(e)	(f)	
67. Days devoted to line of work by:							
(1) Home demonstration agents							} 67
(2) 4-H Club agents							
(3) Agricultural agents	3				5		
(4) Specialists	-				-		
68. Number of communities in which work was conducted	2				2		68
69. Number of voluntary local leaders or committeemen assisting	-				-		69
70. Days of assistance rendered by voluntary leaders or committeemen	-				-		70
71. Number of adult result demonstrations conducted	2				2		71
72. Number of meetings at result demonstrations	1				1		72
73. Number of method-demonstration meetings held	1				4		73
74. Number of other meetings held	-				-		74
75. Number of news stories published	1				-		75
76. Number of different circular letters issued	1				1		76
77. Number of farm or home visits made	6				4		77
78. Number of office calls received	2				2		78
79. Number of 4-H Club members enrolled							} 79
(1) Boys	-				-		
(2) Girls	-				-		
80. Number of 4-H Club members completing							} 80
(1) Boys	-				-		
(2) Girls	-				-		
81. Number of acres in projects conducted by 4-H Club members completing	-				-		81
82. Total yields of crops grown by 4-H Club members completing							} 82
(1) Seed	- bu.	bu.	bu.	bu.	- bu.	xxxx	
(2) Forage	- tons	tons	tons	tons	- tons	xxxx	
83. Number of farmers following fertilizer recommendations	2				-		83
84. Number of farmers following insect-control recommendations	-				-		84
85. Number of farmers following disease-control recommendations	-				-		85
86. Number of farmers following marketing recommendations	-				2		86
87. Number of farmers assisted in using timely economic information as a basis for readjusting enterprises	1				-		87
90. Number of farmers following other specific practice recommendations: <sup>1</sup>							} 90
(1)							
(2)							
(3)							
(4)							
(5)							

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## LEGUMES AND FORAGE CROPS—CONTINUED

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Soybeans	Cowpeas and field peas	Velvet- beans	Field beans	Peanuts	All other legumes and forage crops <sup>1</sup>	
	(a)	(b)	(c)	(d)	(e)	(f)	
67. Days devoted to line of work by:							
(1) Home demonstration agents.....							67
(2) 4-H Club agents.....							
(3) Agricultural agents.....							
(4) Specialists.....							
68. Number of communities in which work was conducted.....							68
69. Number of voluntary local leaders or committeemen assisting.....							69
70. Days of assistance rendered by voluntary leaders or committeemen.....							70
71. Number of adult result demonstrations conducted.....							71
72. Number of meetings at result demonstrations.....							72
73. Number of method-demonstration meetings held.....							73
74. Number of other meetings held.....							74
75. Number of news stories published.....							75
76. Number of different circular letters issued.....							76
77. Number of farm or home visits made.....							77
78. Number of office calls received.....							78
79. Number of 4-H Club members enrolled.....							79
(1) Boys.....							
(2) Girls.....							
80. Number of 4-H Club members completing.....							80
(1) Boys.....							
(2) Girls.....							
81. Number of acres in projects conducted by 4-H Club members completing.....							81
82. Total yields of crops grown by 4-H Club members completing.....							82
(1) Seed.....	bu.	bu.	bu.	bu.	lb.	bu.	
(2) Forage.....	tons	tons	tons	tons	tons	tons	
83. Number of farmers following fertilizer recommendations.....							83
84. Number of farmers following insect-control recommendations.....							84
85. Number of farmers following disease-control recommendations.....							85
86. Number of farmers following marketing recommendations.....							86
87. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise.....							87
88. Number of farmers following other specific practice recommendations: <sup>2</sup>							90
(1).....							
(2).....							
(3).....							
(4).....							
(5).....							

<sup>1</sup> Indicate crop by name.<sup>2</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

16-5000

## POTATOES, COTTON, TOBACCO, AND OTHER SPECIAL CROPS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Irish potato	Sweetpotato	Cotton	Tobacco	Sugar beets and all other special crops <sup>1</sup>	
	(a)	(b)	(c)	(d)	(e)	
91. Days devoted to line of work by:						
(1) Home demonstration agents						} 91
(2) 4-H Club agents						
(3) Agricultural agents	3			2		
(4) Specialists	—			1		
92. Number of communities in which work was conducted	3			1		92
93. Number of voluntary local leaders or committeemen assisting	—			1		93
94. Days of assistance rendered by voluntary leaders or committeemen	—			1		94
95. Number of adult result demonstrations conducted	1			1		95
96. Number of meetings at result demonstrations	2			1		96
97. Number of method-demonstration meetings held	2			1		97
98. Number of other meetings held	—			1		98
99. Number of news stories published	2			1		99
100. Number of different circular letters issued	1			1		100
101. Number of farm or home visits made	5			1		101
102. Number of office calls received	3			1		102
103. Number of 4-H Club members enrolled						} 103
(1) Boys	4			2		
(2) Girls	—			—		
104. Number of 4-H Club members completing						} 104
(1) Boys	4			2		
(2) Girls	—			—		
105. Number of acres in projects conducted by 4-H Club members completing	—			6		105
106. Total yields of crops grown by 4-H Club members completing	100 bu.	bu.	lb. <sup>2</sup>	3262		106
107. Number of farmers following fertilizer recommendations	2			1		107
108. Number of farmers following insect-control recommendations	3			1		108
109. Number of farmers following disease-control recommendations	2			1		109
110. Number of farmers following marketing recommendations	—			1		110
111. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise	—			1		111
114. Number of farmers following other specific practice recommendations: <sup>3</sup>						} 114
(1)	—			1		
(2)						
(3)						
(4)						
(5)						

<sup>1</sup> Indicate crop by name.

<sup>2</sup> Report yield of cotton in pounds of seed cotton.

<sup>3</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## FRUITS, VEGETABLES, AND BEAUTIFICATION OF HOME GROUNDS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Home gardens	Market gardening, truck, and canning crops	Beautification of home grounds	Tree fruits	Bush and small fruits	Grapes	
	(a)	(b)	(c)	(d)	(e)	(f)	
115. Days devoted to line of work by: <sup>c</sup>							
(1) Home demonstration agents							115
(2) 4-H Club agents							
(3) Agricultural agents	23		8	9			
(4) Specialists	—		—	—			
116. Number of communities in which work was conducted	8		4	5			116
117. Number of voluntary local leaders or committeemen assisting	3		2	1			117
118. Days of assistance rendered by voluntary leaders or committeemen	6		—	1			118
119. Number of adult result demonstrations conducted	40		3	6			119
120. Number of meetings at result demonstrations	3		2	1			120
121. Number of method-demonstration meetings held	15		4	3			121
122. Number of other meetings held	1		1	1			122
123. Number of news stories published	2		—	2			123
124. Number of different circular letters issued	6		—	2			124
125. Number of farm or home visits made	20		8	6			125
126. Number of office calls received	16		5	7			126
127. Number of 4-H Club members enrolled							127
(1) Boys	4		—	—			
(2) Girls	—		—	—			
128. Number of 4-H Club members completing							128
(1) Boys	4		—	—			
(2) Girls	—		—	—			
129. Number of acres in projects conducted by 4-H Club members completing	1		XXXX	—			129
130. Total yields of crops grown by 4-H club members completing	100 bu.	bu.	XXXX	bu.	bu.	bu.	130
131. Number of farms or homes where fertilizer recommendations were followed	—		—	—			131
132. Number of farms or homes where insect-control recommendations were followed	10		1	2			132
133. Number of farms or homes where disease-control recommendations were followed	—		—	1			133
134. Number of farms or homes where marketing recommendations were followed	—		XXXX	—			134
135. Number of farms or homes where assistance was given in using timely economic information as a basis for readjusting enterprise	150		XXXX	1			135
136. Number of homes where recommendations were followed as to establishment or care of lawn	XXXX	XXXX	1	XXXX	XXXX	XXXX	136
137. Number of homes where recommendations were followed regarding planting of shrubbery and trees	XXXX	XXXX	3	XXXX	XXXX	XXXX	137
138. Number of homes where recommendations were followed as to treatment of walks, drives, or fences	XXXX	XXXX	2	XXXX	XXXX	XXXX	138
139. Number of homes where recommendations were followed as to improving appearance of exterior of house and outbuildings	XXXX	XXXX	2	XXXX	XXXX	XXXX	139
140. Number of homes where other specific practice recommendations were followed: <sup>1</sup>							140
(1) _____							
(2) _____							
(3) _____							
(4) _____							

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## FORESTRY, WILDLIFE CONSERVATION, AND AGRICULTURAL ENGINEERING

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Forestry (a)	Wildlife conservation, fur and game farming (b)	Agricultural engineering <sup>1</sup> (farm and home) (c)	
141. Days devoted to line of work by:				
(1) Home demonstration agents				141
(2) 4-H Club agents			17	
(3) Agricultural agents			—	
(4) Specialists			—	
142. Number of communities in which work was conducted			9	142
143. Number of voluntary local leaders or committeemen assisting			—	143
144. Days of assistance rendered by voluntary leaders or committeemen			—	144
145. Number of adult result demonstrations conducted			9	145
146. Number of meetings at result demonstrations			—	146
147. Number of method-demonstration meetings held			2	147
148. Number of other meetings held			—	148
149. Number of news stories published			1	149
150. Number of different circular letters issued			—	150
151. Number of farm or home visits made			9	151
152. Number of office calls received			7	152
153. Number of 4-H Club members enrolled	(1) Boys		—	153
	(2) Girls		—	
154. Number of 4-H Club members completing	(1) Boys		—	154
	(2) Girls		—	
154½. Number of 4-H Club members not in special project clubs who participated in forestry or wildlife conservation activities.	(1) Boys		XXXXXXXXXX	154½
	(2) Girls		XXXXXXXXXX	
155. Number of units handled by 4-H Club members completing. (This refers to questions 154 and 154½)	(1) Transplant beds	Coverts <sup>2</sup> improved or built	Acres terraced	155
	(2) Acres planted to forest trees	Nest boxes, feed trays for song birds	Machines or equipment repaired	
	(3) Acres improved	Feeding stations operated	Articles made	
	(4) Acres of woodland protected from fire	Animals or birds produced	Equipment installed	

## FORESTRY—Continued

156. Number of farms on which new areas were reforested by planting with small trees	156
157. Acres involved in preceding question	157
158. Number of farmers planting windbreaks or shelterbelts	158
159. Number of farmers planting trees for erosion control	159
160. Number of farmers making improved thinnings and weedings	160
161. Number of farmers practicing selection cutting	161
162. Number of farmers pruning forest trees	162
163. Number of farmers cooperating in prevention of forest fire	163
164. Number of farmers adopting improved practices in production of naval stores	164
165. Number of farmers adopting improved practices in production of maple sugar and sirup	165

<sup>1</sup> 4-H farm shop clubs should be reported under this heading.<sup>2</sup> Include food patches planted or left standing for wildlife.

## FORESTRY—Continued

Report Only This Year's Extension Activities and Results That Can Be Verified

166. Number of farmers assisted in timber estimating and appraisal	166
167. Number of farmers following wood-preservation recommendations	167
168. Number of farmers following recommendations in the marketing of forest products	168

## WILDLIFE CONSERVATION—Continued

169. Number of farms on which specific improvements for wildlife have been made	169
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ITEM	RABBIT		FOXES AND OTHER FUR ANIMALS		GAME BIRDS		CONSERVATION CAMPS		
	+H members (e)	Adults (f)	+H members (g)	Adults (h)	+H members (i)	Adults (j)	+H members (k)	Adults (l)	
169½. Number of individuals engaged or assisted in activity									169½
169¾. Number of animals or birds produced by such individuals							XXXXX	XXXXX	169¾

## AGRICULTURAL ENGINEERING—Continued

Engineering activities	Number of farms (a)	Number of units (b)	Total value of service or savings (c)	
170. Terracing complete with outlets and contour cultivation	11	90 acres	\$ 720	170
170½. Growing crops on contour	2	21 acres	168.	170½
170¾. Gully control	—	— acres	—	170¾
171. Drainage practices	—	— acres	—	171
172. Irrigation practices	—	— acres	—	172
173. Land-clearing practices	—	— acres	—	173
174. Better types of machines	—	— machines	—	174
175. Maintenance and repair of machines	—	— machines	—	175
176. Efficient use of machinery	—	XXXXXXXXXX	—	176
176½. Better ginning of cotton	—	— gin stands	—	176½
177. All buildings constructed (include silos)	5	7 buildings	50.	177
178. Buildings remodeled, repaired, painted	1	1 buildings	100.	178
179. Farm electrification	—	— farms <sup>1</sup>	—	179
180. Home equipment (include sewing machines)	—	—	—	180
181. Total of columns (a) and (c)	19 farms	XXXXXXXXXX	\$ 1038.	181

182. Number of machines repaired as reported in questions 175 and 180, by type: (a) Tractors —	
(b) Tillage implements — (c) Harvesters and threshers — (d) Plows —	182
(e) Mowers — (f) Planters — (g) Sewing machines — (h) Other —	

183. Number of buildings and equipment improved as reported in questions 177, 178, 179, 180, by type:	
(a) Dwellings constructed according to plans furnished — (b) Dairy buildings —	
(c) Dwellings remodeled according to plans furnished 1 (d) Silos (1) Regular — (2) Trench or pit —	
(e) Sewage systems installed — (f) Hog houses —	183
(g) Water systems installed — (h) Poultry houses — 2	
(i) Heating systems installed — (j) Storage structures — 1	
(k) Lighting systems installed — (l) Other Toilets 4	
(m) Home appliances and machines —	

<sup>1</sup> Report the number of farms using electricity in farm enterprises for income-producing purposes such as electric milking, milk cooling, incubating, brooding, heated heat, etc.

## POULTRY AND BEES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Poultry (including turkeys) (a)	Bees (b)	
184. Days devoted to line of work by:			
(1) Home demonstration agents			184
(2) 4-H Club agents			
(3) Agricultural agents	7		
(4) Specialists	-		
185. Number of communities in which work was conducted	5		185
186. Number of voluntary local leaders or committeemen assisting	1		186
187. Days of assistance rendered by voluntary leaders or committeemen	1		187
188. Number of adult result demonstrations conducted	1		188
189. Number of meetings at result demonstrations	1		189
190. Number of method-demonstration meetings held	3		190
191. Number of other meetings held	-		191
192. Number of news stories published	1		192
193. Number of different circular letters issued	2		193
194. Number of farm or home visits made	15		194
195. Number of office calls received	3		195
196. Number of 4-H Club members enrolled			196
(1) Boys	42		
(2) Girls	-		
197. Number of 4-H Club members completing			197
(1) Boys	15		
(2) Girls	-		
198. Number of units in projects conducted by 4-H Club members completing	478 chickens	colonies	198

## POULTRY—Continued

200. Number of families following an organized improved breeding plan as recommended		-	199
200. Number of families following recommendations in purchasing baby chicks		5	200
201. Number of families following recommendations in chick rearing		2	201
202. Number of families following production-feeding recommendations		-	202
203. Number of families following sanitation recommendations in disease and parasite control		1	203
204. Number of families improving poultry-house equipment according to recommendations		2	204
205. Number of families following marketing recommendations		1	205
206. Number of families assisted in using timely economic information as a basis for readjusting enterprise		2	206
207. Number of families following other specific practice recommendations: <sup>1</sup>			207
(a) _____			
(b) _____			

## BEES—CONTINUED

208. Number of farmers following recommendations in transferring colonies to modern hives			208
209. Number of colonies involved in question 208			209
210. Number of farmers following disease-control recommendations			210
211. Number of farmers following requeening recommendations			211
212. Number of farmers following marketing recommendations			212
213. Number of farmers following other specific practice recommendations: <sup>1</sup>			213
(a) _____			
(b) _____			

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## DAIRY CATTLE, BEEF CATTLE, SHEEP, SWINE, AND HORSES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Dairy cattle (a)	Beef cattle (b)	Sheep (c)	Swine (d)	Horses and mules (e)	Other livestock (f)	
214. Days devoted to line of work by:							
(1) Home demonstration agents							214
(2) 4-H Club agents							
(3) Agricultural agents	3			6	1		
(4) Specialists	-			-	-		
215. Number of communities in which work was conducted	1			2	1		215
216. Number of voluntary local leaders or committeemen assisting	-			-	-		216
217. Days of assistance rendered by voluntary leaders or committeemen	-			1	-		217
218. Number of adult result demonstrations conducted	1			2	-		218
219. Number of meetings at result demonstrations	1			-	-		219
220. Number of method-demonstration meetings held	2			4	-		220
221. Number of other meetings held	-			-	-		221
222. Number of news stories published	1			1	-		222
223. Number of different circular letters issued	1			-	-		223
224. Number of farm or home visits made	2			3	1		224
225. Number of office calls received	2			4	-		225
226. Number of 4-H Club members enrolled	4			30	-		226
(1) Boys	4			30	-		
(2) Girls	-			-	-		
227. Number of 4-H Club members completing	3			8	-		227
(1) Boys	3			8	-		
(2) Girls	-			-	-		
228. Number of animals in projects conducted by 4-H Club members completing	3			15	-		228
229. Number of farmers assisted in obtaining purebred sires	-			-	-		229
230. Number of farmers assisted in obtaining high-grade or purebred females	-			-	-		230
231. Number of bull, boar, ram, or stallion circles or clubs organized or assisted	-			-	-		231
232. Number of members in preceding circles or clubs	-			-	-		232
233. Number of herd or flock-improvement associations organized or assisted	-			-	-		233
234. Number of members in these associations	-			-	-		234
235. Number of farmers not in associations keeping performance records of animals	-			-	-		235
236. Number of families assisted in home butchering, meat cutting, and curing	XXXX			-	XXXX		236
237. Number of families assisted in butter and cheese making	-	XXXX	XXXX	XXXX	XXXX	XXXX	237
238. Number of farmers following parasite-control recommendations	-			-	-		238
239. Number of farmers following disease-control recommendations	-			-	-		239
240. Number of farmers following marketing recommendations	-			-	-		240
241. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise	-			-	-		241

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

16-5025

## AGRICULTURAL ECONOMICS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Public problems and economic planning on county or community basis <sup>1</sup>	FARM MANAGEMENT			Outlook	Marketing, buying, selling, and financing	
		Farm records (inventories, accounts, etc.)	Individual farm planning	Farm and home financing (short and long time)			
	(a)	(b)	(c)	(d)	(e)	(f)	
244. Days devoted to line of work by:							
(1) Home demonstration agents							244
(2) 4-H Club agents							
(3) Agricultural agents	8					3	
(4) Specialists	—					—	
245. Number of communities in which work was conducted	11					3	245
246. Number of voluntary local leaders or committeemen assisting	—					—	246
247. Days of assistance rendered by voluntary leaders or committeemen	8					—	247
248. Number of adult result demonstrations conducted	—					—	248
249. Number of meetings at result demonstrations	2					—	249
250. Number of method-demonstration meetings held	10					4	250
251. Number of other meetings held	—					—	251
252. Number of news stories published	1					2	252
253. Number of different circular letters issued	3					2	253
254. Number of farm or home visits made	6					—	254
255. Number of office calls received	10					5	255
256. Number of 4-H Club members enrolled							256
(1) Boys	XXXX			XXXX	XXXX	XXXX	
(2) Girls	XXXX			XXXX	XXXX	XXXX	
257. Number of 4-H Club members completing							257
(1) Boys	XXXX			XXXX	XXXX	XXXX	
(2) Girls	XXXX			XXXX	XXXX	XXXX	
258. Number of farmers keeping farm accounts throughout the year under supervision of agent							258
259. Number of farmers keeping cost-of-production records under supervision of agent							259
260. Number of farmers assisted in summarizing and interpreting their accounts							260
261. Number of farmers assisted in making inventory or credit statements							261
262. Number of farmers assisted in obtaining credit							262
263. Number of 4-H Club members receiving instruction in credit							263
264. Number of farmers assisted in making mortgage or other debt adjustments							264
265. Number of farm credit associations assisted in organizing during the year							265
266. Number of farm business or enterprise-survey records taken during year							266
267. Number of farmers making recommended changes in their business as result of keeping accounts or survey records							267
268. Number of other farmers adopting cropping, livestock, or complete farming systems according to recommendations							268
269. Number of farmers advised relative to leases							269
270. Number of farmers assisted in developing supplemental sources of income							270
(a) By exchange of labor or machinery							270
(b) By bartering farm or home products for other commodities or services							
(c) By producing larger part of food on farm							
(d) By making own repairs of buildings and machinery							

<sup>1</sup> Include county agricultural planning, taxation, land utilization, and economic basis of extension programs.

## AGRICULTURAL ECONOMICS—Continued

Report Only This Year's Extension Activities and Results That Can Be Verified

271. Number of urban families moving to farms who have been assisted in getting established.....	—	271
272. Number of farm families on relief assisted to become self-supporting.....	—	272
273. Number of marketing associations or groups <sup>1</sup> assisted in organizing during the year.....	—	273
274. Number of marketing associations or groups <sup>1</sup> previously organized assisted by extension agents this year.....	—	274
275. Membership in associations and groups organized or assisted (273 and 274).....	—	275
276. Number of individuals (not in associations) assisted with marketing problems.....	50	276
276½. Number of 4-H Club members receiving instruction in marketing.....	—	276½
277. Number of families following other specific practice recommendations.....	30	277

ITEM	Standard- izing, packaging, or grading	Processing or manu- facturing	Lending markets and transportation	Use of current market informa- tion	Financing	Organiza- tion	Accounting	Keeping member- ship informed	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
278. Number of organizations assisted with problems of.....									278
279. Number of individuals (not in organizations) assisted with problems of.....									279
					XXXX	XXXX	XXXX	XXXX	

ITEM	Hay and grain	Cotton	Tobacco	Dairy products	Livestock	Wool	
	(a)	(b)	(c)	(d)	(e)	(f)	
280. Value of products sold by all associations or groups organized or assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	280
281. Value of products sold by individuals (not in organizations) assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	281

ITEM	Fruits and vegetables	Poultry and eggs	Home products		Livestock	Wool	
			Food	Handicraft			
			(d)	(e)			
280. Value of products sold by all associations or groups organized or assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	280
281. Value of products sold by individuals (not in organizations) assisted.....	\$500.	\$960.	\$.....	\$.....	\$14.00	\$.....	281

ITEM	Livestock	Feed for livestock	Farm equipment	Oil and gas	Fertilizer, seed, and other farm supplies	Home equipment	Home supplies	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	
282. Value of supplies purchased by all associations or groups organized or assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	282
283. Value of supplies purchased by individuals (not in organizations) assisted.....	\$.....	\$.....	\$20.	\$.....	\$73.	\$.....	\$.....	283

<sup>1</sup>Includes independent local associations, units of federations, branches of centralized organizations, terminal sales agencies, production associations which do buying or selling, and curb and home demonstration club markets.

## FOODS AND NUTRITION

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Food selection and preparation	Food preserva- tion		
	(c)	(d)		
284. Days devoted to line of work by:				
(1) Home demonstration agents.....			} 284	
(2) 4-H Club agents.....				
(3) Agricultural agents.....				
(4) Specialists.....				
285. Number of communities in which work was conducted.....			285	
286. Number of voluntary local leaders or committeemen assisting.....			286	
287. Days of assistance rendered by voluntary leaders or committeemen.....			287	
288. Number of adult result demonstrations conducted.....			288	
289. Number of meetings at result demonstrations.....			289	
290. Number of method-demonstration meetings held.....	(1) By agents or specialists.....		} 290	
	(2) By leaders.....			
291. Number of other meetings held.....	(1) By agents or specialists.....		} 291	
	(2) By leaders.....			
292. Number of news stories published.....			292	
293. Number of different circular letters issued.....			293	
294. Number of farm or home visits made.....			294	
295. Number of office calls received.....			295	
296. Number of 4-H Club members enrolled.....	(1) Boys.....		} 296	
	(2) Girls.....			
297. Number of 4-H Club members completing.....	(1) Boys.....		} 297	
	(2) Girls.....			
298. Number of units in projects conducted by 4-H Club members completing:				
(a) Dishes of food products prepared.....		(b) Meals planned and served.....	} 298	
(c) Quarts canned.....	(d) Other containers of jelly, jam, and other products.....			
(e) Pounds of vegetables and fruits stored or dried.....				
299. Number of families budgeting food expenditure for a year.....				299
300. Number of families following food-buying recommendations.....				300
301. Number of families serving better-balanced meals.....			301	
302. Number of families improving home-packed lunches according to recommendations.....			302	
303. Number of schools following recommendations for a hot dish or school lunch.....			303	
304. Number of children involved in question 303.....			304	
305. Number of families following recommended methods of child feeding.....			305	
306. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra, and constipation).....			306	
307. Number of families producing and preserving home food supply according to annual food-supply budget.....			307	
308. Number of families assisted in the canning or otherwise preserving of fruits, vegetables, and meats.....			308	
309. Number of quarts canned by families reported under question 308. (Do not include 4-H Club members).....			309	
310. Number of other containers of jam, jelly, or other products made by families reported under question 308. (Do not include 4-H Club members).....			310	
311. Total estimated value of all products canned or otherwise preserved (questions 298, 309, 310) \$.....			311	
312. Number of families following recommendations for the storage of home food supply.....			312	
313. Number of families assisted in using timely economic information as a basis for readjusting family food supply.....			313	

## CHILD DEVELOPMENT AND PARENT EDUCATION

Report Only This Year's Extension Activities and Results That Can Be Verified

314. Days devoted to line of work by:		
(a) Home demonstration agents.....	.....	} 314
(b) 4-H Club agents.....	.....	
(c) Agricultural agents.....	.....	
(d) Specialists.....	.....	
315. Number of communities in which work was conducted.....		315
316. Number of voluntary local leaders or committeemen assisting.....		316
317. Days of assistance rendered by voluntary leaders or committeemen.....		317
318. Number of adult result demonstrations conducted.....		318
319. Number of meetings at result demonstrations.....		319
320. Number of method-demonstration meetings held.....	{ (a) By agents or specialists..... (b) By leaders.....	} 320
321. Number of other meetings held.....	{ (a) By agents or specialists..... (b) By leaders.....	} 321
322. Number of news stories published.....		322
323. Number of different circular letters issued.....		323
324. Number of farm or home visits made.....		324
325. Number of office calls received.....		325
326. Number of 4-H Club members enrolled.....	{ (a) Boys..... (b) Girls.....	} 326
327. Number of 4-H Club members completing.....	{ (a) Boys..... (b) Girls.....	} 327
328. Number of 4-H Club members not in special child-development projects who participated in definite child-development work.....		328
329. Number of families improving habits of children.....		329
330. Number of families substituting positive methods of discipline for negative ones.....		330
331. Number of families providing recommended play equipment.....		331
332. Number of families following recommendations regarding furnishings adapted to children's needs.....		332
333. Number of different individuals participating in child-development and parent-education program.....	{ (a) Men..... (b) Women.....	} 333
334. Number of children involved in question 333.....		334
335. Number of families following other specific practice recommendations: <sup>1</sup>		
(a).....	.....	} 335
(b).....	.....	
(c).....	.....	
(d).....	.....	
(e).....	.....	

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## CLOTHING

Report Only This Year's Extension Activities and Results That Can Be Verified

336. Days devoted to line of work by:		
(a) Home demonstration agents.....	.....	} 336
(b) 4-H Club agents.....	.....	
(c) Agricultural agents.....	.....	
(d) Specialists.....	.....	
337. Number of communities in which work was conducted.....		337
338. Number of voluntary local leaders or committeemen assisting.....		338
339. Days of assistance rendered by voluntary leaders or committeemen.....		339
340. Number of adult result demonstrations conducted.....		340
341. Number of meetings at result demonstrations.....		341
342. Number of method-demonstration meetings held.....	{ (a) By agents or specialists..... (b) By leaders.....	} 342
343. Number of other meetings held.....	{ (a) By agents or specialists..... (b) By leaders.....	} 343
344. Number of news stories published.....		344
345. Number of different circular letters issued.....		345
346. Number of farm or home visits made.....		346
347. Number of office calls received.....		347
348. Number of 4-H Club members enrolled.....	{ (a) Boys..... (b) Girls.....	} 348
349. Number of 4-H Club members completing.....	{ (a) Boys..... (b) Girls.....	} 349
350. Number of articles made by 4-H Club members completing.....	{ (a) Dresses..... (b) Other.....	} 350

ITEM	Adults		Juniors
	(a)	(b)	
351. Number of individuals following recommendations in construction of clothing.....			351
352. Number of individuals following recommendations in the selection of clothing.....			352
353. Number of individuals keeping clothing accounts.....			353
354. Number of individuals budgeting clothing expenditures.....			354
355. Number of families following clothing-buying recommendations.....		X X X X X	355
356. Number of individuals improving children's clothing according to recommendations.....			356
357. Number of individuals following recommendations in improving care, renovation, and remodeling of clothing.....			357
358. Number of families assisted in using timely economic information in determining how best to meet clothing requirements.....		X X X X X	358
359. Total estimated savings due to clothing program.....	\$.....	\$.....	359
360. Number of individuals following other specific practice recommendations: <sup>1</sup>			
(a).....			} 360
(b).....			

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## HOME MANAGEMENT AND HOUSE FURNISHINGS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Home management	House furnishings	Miscellaneous	
	(a)	(b)		
361. Days devoted to line of work by:				
(1) Home demonstration agents				} 361
(2) 4-H Club agents				
(3) Agricultural agents				
(4) Specialists				
362. Number of communities in which work was conducted				362
363. Number of voluntary local leaders or committeemen assisting				363
364. Days of assistance rendered by voluntary leaders or committeemen				364
365. Number of adult result demonstrations conducted				365
366. Number of meetings at result demonstrations				366
367. Number of method-demonstration meetings held	(1) By agents or specialists			} 367
	(2) By leaders			
368. Number of other meetings held	(1) By agents or specialists			} 368
	(2) By leaders			
369. Number of news stories published				369
370. Number of different circular letters issued				370
371. Number of farm or home visits made				371
372. Number of office calls received				372
373. Number of 4-H Club members enrolled	(1) Boys			} 373
	(2) Girls			
374. Number of 4-H Club members completing	(1) Boys			} 374
	(2) Girls			
375. Number of units in projects conducted by 4-H Club members completing		{ _____ rooms _____ articles }	articles	} 375

## HOME MANAGEMENT—Continued

376. Number of kitchens rearranged or improved for convenience according to recommendations	376
377. Number of families following recommendations in obtaining labor-saving equipment	377
378. Number of families adopting recommended laundering methods	378
379. Number of families assisted in home soap making	379
380. Number of families adopting recommended methods in care of house	380
381. Number of families assisted in making home-made equipment or conveniences	381
382. Number of women following a recommended schedule for home activities	382
383. Number of 4-H Club members keeping personal accounts	383
384. Number of families keeping home accounts according to a recommended plan	384
385. Number of families budgeting expenditures in relation to income according to a recommended plan	385
386. Number of families assisted in developing home industries as a means of supplementing income	386
387. Number of families following recommended methods in buying for the home (other than foods and clothing)	387
388. Number of families assisted in using timely economic information as a basis for readjusting family living (other than reported under foods and clothing)	388
389. Number of families assisted in making adjustments in home making to gain a more satisfactory standard of living	389

## HOME MANAGEMENT—Continued

390. Number of families having increased time for rest and leisure activities as a result of the home-management program.....	390
391. Total estimated saving due to home-management program..... \$.....	391
392. Number of families following other specific practice recommendations: <sup>1</sup>	
(a) .....	} 392
(b) .....	

## HOUSE FURNISHINGS—Continued

393. Number of families improving the selection of household furnishings.....	393
394. Number of families following recommendations in improving methods of repairing, remodeling, or refinishing furniture.....	394
395. Number of families following recommendations in improving treatment of windows (shades, curtains, draperies).....	395
396. Number of families following recommendations in improving arrangement of rooms (other than kitchens).....	396
397. Number of families improving treatment of walls, woodwork, and floors.....	397
398. Number of families applying principles of color and design in improving appearance of rooms.....	398
399. Total estimated savings due to house-furnishings program..... \$.....	399
400. Number of families following other specific practice recommendations: <sup>1</sup>	
(a) .....	} 400
(b) .....	

## HANDICRAFT—Continued

401. Number of families following recommendations regarding handicraft.....	401
402. Number of families following other specific practice recommendations: <sup>1</sup>	
(a) .....	} 402
(b) .....	

## HOME HEALTH AND SANITATION

Report Only This Year's Extension Activities and Results That Can Be Verified

403. Days devoted to line of work by:		
(a) Home demonstration agents.....	} 403	
(b) 4-H Club agents.....		
(c) Agricultural agents.....		4
(d) Specialists.....		—
404. Number of communities in which work was conducted.....	4	404
405. Number of voluntary local leaders or committeemen assisting.....	—	405
406. Days of assistance rendered by voluntary leaders or committeemen.....	—	406
407. Number of adult result demonstrations conducted.....	—	407
408. Number of meetings at result demonstrations.....	—	408
409. Number of method-demonstration meetings held. { (a) By agents or specialists.....	} 3	} 409
(b) By leaders.....		
410. Number of other meetings held. { (a) By agents or specialists.....	} —	} 410
(b) By leaders.....		
411. Number of news stories published.....	—	411
412. Number of different circular letters issued.....	1	412
413. Number of farm or home visits made.....	—	413
414. Number of office calls received.....	—	414

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State

## HOME HEALTH AND SANITATION—Continued

415. Number of 4-H Club members enrolled.....	{ (a) Boys.....	—	} 415
	(b) Girls.....	—	
416. Number of 4-H Club members completing.....	{ (a) Boys.....	—	} 416
	(b) Girls.....	—	
417. Number of 4-H Club members not in special health projects who participated in definite health-improvement work.....	{ (a) Boys.....	—	} 417
	(b) Girls.....	—	
418. Number of individuals having health examination on recommendation of extension workers or participating in health contests.....	{ (a) 4-H Club members.....	—	} 418
	(b) Others.....	—	
419. Number of individuals improving health habits according to recommendations.....		—	419
420. Number of individuals improving posture according to recommendations.....		—	420
421. Number of individuals adopting recommended positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.).....		—	421
422. Number of families adopting better home-nursing procedure according to recommendations.....		—	422
423. Number of families installing sanitary closets or outhouses according to recommended plans.....		4	423
424. Number of homes screened according to recommendations.....		1	424
425. Number of families following other recommended methods of controlling flies, mosquitoes, and other insects.....		—	425
426. Number of individuals enjoying improved health as a result of health and sanitation program.....		—	426
427. Number of families following other specific practice recommendations: <sup>1</sup>			
(a).....		—	} 427
(b).....		—	

## EXTENSION ORGANIZATION AND COMMUNITY ACTIVITIES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Extension organization and program making	Community or country-life activities	
	(a)	(b)	
428. Days devoted to line of work by:			
(1) Home demonstration agents.....			} 428
(2) 4-H Club agents.....			
(3) Agricultural agents.....	17		
(4) Specialists.....	—		
429. Number of communities in which work was conducted.....	2		429
430. Number of voluntary local leaders or committeemen assisting.....	10		430
431. Days of assistance rendered by voluntary leaders or committeemen.....	2		431
432. Number of meetings held.....	20		432
433. Number of news stories published.....	1		433
434. Number of different circular letters issued.....	4		434
435. Number of farm or home visits made.....	10		435
436. Number of office calls received.....	4		436

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## COMMUNITY OR COUNTRY-LIFE ACTIVITIES—Continued

437. Number of communities assisted in making social or country-life surveys, or in scoring themselves or their community organizations.....	437
438. Number of country-life conferences or training meetings conducted for community leaders.....	438
439. Number of community groups assisted with organizational problems, programs of activities, or meeting programs.....	439
440. Number of communities developing recreation according to recommendations.....	440
441. Number of families following recommendations as to home recreation.....	441
442. Number of community or county-wide pageants or plays presented.....	442
443. Number of community houses, clubhouses, permanent camps, or community rest rooms established for.....	443
(a) Adults.....	
(b) Juniors.....	
444. Number of communities assisted in establishing work centers for canning, seed treatment, meat curing, etc.....	444
445. Number of communities assisted in improving hygienic or public-welfare practices.....	445
446. Number of school or other community grounds improved in accordance with plans furnished.....	446
447. Number of communities assisted in providing library facilities.....	447
448. Number of 4-H Clubs engaging in community activities, such as improving school grounds, conducting local fairs, etc.....	448
449. Number of families aided in obtaining assistance from Red Cross or other relief agency.....	449

## MISCELLANEOUS ACTIVITIES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Coyotes and other predatory animals	Rodents	General Insects <sup>1</sup>	Weeds	
	(a)	(b)	(c)	(d)	
450. Days devoted to line of work by:					} 450
(1) Home demonstration agents.....					
(2) 4-H Club agents.....		7	8		
(3) Agricultural agents.....		—	—		
(4) Specialists.....					
451. Number of communities in which work was conducted.....		2	2		451
452. Number of voluntary local leaders or committeemen assisting.....		3	2		452
453. Days of assistance rendered by voluntary leaders or committeemen.....		1	1		453
454. Number of adult result demonstrations conducted.....		14	2		454
455. Number of meetings at result demonstrations.....		2	2		455
456. Number of method-demonstration meetings held.....		3	3		456
457. Number of other meetings held.....		—	—		457
458. Number of news stories published.....		2	1		458
459. Number of different circular letters issued.....		2	1		459
460. Number of farm or home visits made.....		13	3		460
461. Number of office calls received.....		6	6		461
462. Number of farmers following recommendations.....		45	10		462
463. Pounds of poison used, or acres of weeds controlled.....		42	—		463
464. Total estimated saving due to control program.....	\$	300.	\$ 10	\$	464

## MISCELLANEOUS 4-H CLUBS (Indicate by name)

ITEM	Leadership				
	(a)	(b)	(c)	(d)	
465. Number of 4-H Club members enrolled.....	(1) Boys.....				} 465
	(2) Girls.....				
466. Number of 4-H Club members completing.....	(1) Boys.....				} 466
	(2) Girls.....				

<sup>1</sup> Include grasshoppers, army worms, chinch bugs, and other insects not reported under specific crop or livestock headings.



## SOIL CONSERVATION—Continued

ITEM	Number of farms	Number of units		
	(a)	(b)		
480. Tests for soil acidity.....	—	—	acres. 480	
481. Applying lime materials.....	2	4	tons. 481	
482. Tests for plant-food deficiencies.....	—	—	acres. 482	
483. Applying recommended fertilizers.....	2	600 <sup>lb</sup>	tons. 483	
484. Proper land use—based on soil types (use of soil-survey maps).....	—	—	acres. 484	
485. Using recommended crop rotations.....	—	—	acres. 485	
486. Flowing under green manure.....	—	—	acres. 486	
487. Controlling soil blowing.....	—	—	acres. 487	
488. Strip cropping.....	—	—	acres. 488	
489. Using cover crops.....	—	—	acres. 489	
490. Approved summer-fallow.....	—	—	acres. 490	
491. Constructing terraces. (Reported under question 170, p. 13.).....	x x x x	x x x x	491	
492. Controlling gullies. (Reported under question 170½, p. 13.).....	x x x x	x x x x	492	
493. Growing crops on contour. (Reported under question 170½, p. 13.).....	x x x x	x x x x	493	
494. Pasture and range improvement by contouring.....	—	—	acres. 494	
495. Grassing waterways.....	—	—	acres. 495	
496. Depth of moisture tests.....	—	—	acres. 496	
497. Floodwater control for crop production.....	—	—	acres. 497	
498. Farms in:	—	—	} 498	
(1) Legal soil-conservation districts.....	—	—		acres.
(2) Voluntary soil-conservation associations.....	—	—		acres.
(3) Grazing associations.....	—	—	acres.	
.....				
.....				
.....				
.....				
.....				



**WORK IN COOPERATION WITH OTHER FEDERAL AGENCIES<sup>1</sup>—Continued**

The purpose of this report on work in cooperation with other Federal agencies is to bring together in one place all the work done in relation to the programs of these agencies regardless of duplication. Include all related work reported under regular project headings on preceding pages, and in addition all other assistance rendered such agencies.

ITEM	Rural Elec- trifi- cation	Tennessee Valley Authority	Works Program Adminis- tration	National Youth Adminis- tration	Social Security, Public Health, Children's Bureau	All other (including relief)	
	(f)	(g)	(h)	(i)	(j)	(k)	
499. Days devoted to line of work by:							
(1) Home demonstration agents.....							499
(2) 4-H Club agents.....							
(3) Agricultural agents.....							
(4) Specialists.....							
500. Number of communities in which work was conducted.....							500
501. Number of voluntary local leaders or committeemen assisting.....							501
502. Days of assistance rendered by such leaders or committeemen.....							502
503. Number of paid local leaders or committeemen assisting.....							503
504. Days of assistance rendered by paid local leaders.....							504
505. Number of meetings held.....							505
506. Number of news stories published.....							506
507. Number of different circular letters issued.....							507
508. Number of farm or home visits made.....							508
509. Number of office calls received.....							509
510. Number of farms or homes directly assisted by extension agents to carry out the program of the agency.....							510
.....							
.....							
.....							
.....							
.....							

<sup>1</sup> Farm Credit Administration not included, since provision is made for reporting work on farm and home financing in col. (c), p. 15.