

VIRGINIA

GLOUCESTER Agricultural agent Annual report 1944
county (Negro)

index		page
12 a 1	Accident prevention;4-H Club	9
12 c	4-H health club	9
16 c	Cover, green manure crops	4

vpm 3
✓

RETURN TO
EXTENSION
DIVISION OF FIELD
STUDIES & TRAINING

COOPERATIVE EXTENSION WORK
IN
AGRICULTURE AND HOME ECONOMICS
STATE OF VIRGINIA

VIRGINIA AGRICULTURAL AND MECHANICAL
COLLEGE AND POLYTECHNIC INSTITUTE
AND UNITED STATES DEPARTMENT OF
AGRICULTURE, COOPERATING

EXTENSION SERVICE
COUNTY AGENT WORK

ANNUAL NARRATIVE REPORT

From December 1, 1943 to November 30, 1944

Name Chas. W. Young County Agent Headquarters Gloucester, Va.

Name _____ Asst. Co. Agt. _____

Name Erytheia C. Young Stenographer County Gloucester

*Dec. 30th 1944 H.P. Rind
Dist. Agt.*

TABLE OF CONTENTS

	Page
County Organization -----	1
County Advisory Board -----	2
Community Clubs -----	3
Project Activities -----	4
Poultry -----	5
Hogs -----	6
Gardens -----	7
Home Improvement Week -----	8
4-H Club Work -----	9

COUNTY ORGANIZATION

The object of this report is to give a brief outline of the Extension Work accomplished in Gloucester County from December 1, 1943 to November 30, 1944.

The County Organization is composed of a County Advisory Board, Junior Council for 4-H Clubs and a Neighborhood Leader System. The County Advisory Board is composed of thirty members from ten communities. The Junior Council for 4-H Clubs has 18 members from six communities. There are 46 neighborhood and communities leaders in the neighborhood Leader system for the whole county.

We have tried to keep before the farmers the Live-at-Home Program and those improved farm practices which are necessary for the changing times. These county organizations have worked directly with problems that face the farmers and homemakers and have tried to help solve them. The neighborhood leader system, this year, has made it possible to contact more farmers with less effort for the county agent.

With the 4-H Club work we have tried to influence the young people, where possible, to stay on the farm. We have tried to teach them the type of farming to follow, how to get started farming, the kind of homes to maintain, wise spending and how to become valuable valuable citizens in the community.

The County Advisory Board is composed of three members from each of the ten communities that are organized in the county. One member from each community must be a woman and the other two are men. The members are elected annually and sent to the Advisory Board meetings from the different communities by the community clubs. The Advisory Board brings its members together four or more times during the year to study problems that confront the Negro farmers of the county.

COUNTY ADVISORY BOARD

The County Advisory Board is composed of one woman and two men from each of the community clubs in the county. The Advisory Board is organized because it is believed that through an organization of this kind the Extension Work can be made more impressive. The advisory board in many ways has been helpful in putting over the Extension program. The members do not receive money for their work. They are a group of men and women giving their work voluntary for the good of the community and county.

For the last five years the advisory board has done an outstanding piece of work in the county with hogs. Year after year a large number of hogs and pigs would die. With help from the state department in Richmond we were able to find out the this loss was due to hog cholera and internal parasites (worms). With the help of the advisory board and neighborhood leaders we were able to go into all the communities in the county and do some good work on worming and treating hogs for cholera. The percentage of mortality in hogs has been greatly reduced in the last five years.

Other work done by the advisory board deals with health. This work consists of building sanitary toilets, screening farm homes against flies and mosquitoes, and providing sanitary drinking water on farms.

3

COMMUNITY CLUBS

I have ten community clubs organized in the county. From December 1, 1943 to November 30, 1944 sixty-five club meetings were held with a total attendance of 840. At these meetings we outlined plans for work on Food and feed, Home Improvement, Poultry, Live-stock, Soil Improvement, Victory Gardens and Field Crops.

For twenty farmers we figured out the amount of food and feed required to take care of their families and live-stock for one year. In these twenty cases the farmers were told the amount of corn, meat, wheat, sweet and white potatoes, milk, hay, pasture land, peas, beans, and canned goods necessary to feed their families and live-stock for the year. This work proved to be helpful because it went a long ways to help the farmers do their planning for the year.

The community club at Woods Cross Roads did some outstanding work in caring for their farm machinery this year. Due to the fact that farm machinery depreciate faster when left exposed to the weather during the winter months each farmer promised to put his farm machinery under some kind of shelter when not in use. Other things they decided to do were:

1. See that all implements are cleaned and painted or oiled before putting away for the winter.
2. and take better care of their mowing machines and corn planters.
3. They also decided to repair the machinery during a period of inactivity on the farm and before the rush of spring work. As a result of this work more farmers at Woods Cross Roads have been able to save money on farm machinery. This idea of caring for farm machinery is beginning to spread to other communities in the county.

PROJECT ACTIVITIES

Field crops were good throughout the whole county this year. The yield of corn, hay and small grain was reduced in only a few sections of the county due to the drought. The farmers of Gloucester County realize, more now than ever before, that the production of live-stock and live-stock products demand a liberal supply of corn, hay and small grain.

The major hay crops grown in Gloucester are Alfalfa, lespedeza, crimson clover and soybeans. In 1940 the number acres seeded to hay was sufficient to feed all the hay consuming animals in the county but the yield per acre was very low. We realize that it was cheaper to increase the yield per acre rather than increase the number of acres, and that is what we have done. This year about the same number of acres are seeded to hay but the yield per acre has been increased to the extent that hay is now being sold outside the county. The same thing is true with corn. Four years ago, farmers who didn't grow enough corn for feed and feed now have corn to sell. The farmers who have experienced this increase in the production of corn, hay and small grain contribute it to the growing of cover crops in the winter and the turning under the same where necessary. The winter application of phosphate on cover crops, the proper rotation of crops and the application of commercial fertilizer and manure on small grain. Not only did this increase the yield per acre of hay and grain but the fertility of the soil has been improved greatly.

5

1

PROJECT ACTIVITIES
(Poultry)

Poultry and poultry products is still a major enterprise on many of the farms in Gloucester County. This has been a very hard year with poultry farmers. The farmers had to pay a higher price for a poor quality of feed. The same thing was true with baby chicks. The quality of baby chicks bought this year was below standard. All these things have made it more difficult to stay in the poultry business. Our records show that 137 families bought 30,000 baby chicks. About $\frac{1}{2}$ of these baby chicks was sold for broilers and the remainder kept for laying hens.

The number of laying hens in the county this year is less than what the farmers carried last year. This reduction is due to the fact that hundreds of poor layers had to be culled out and sold to realize a profit from the poultry business. I can safely say that the production per bird is far above what it was last year. A survey of ten flocks of hens was made in different sections of the county and the survey showed that there was an increase of 14 and $\frac{1}{2}$ dozen eggs per 100 hens over last year. This increase was due to:

1. Close culling.
2. Buying the very best grade of baby chicks.
3. Providing better housing conditions.
4. Keeping quarters free from mites and lice.
5. Buying the best feed possible.
6. Keeping chickens free from disease and internal parasites.

During the year three demonstrations were given on Culling Hens. At these demonstrations 500 hens were culled. Thirty-five adult and 15 4-H Club members were present and all helped to cull, vaccinate, deWorm, worm the hens. We also cleaned the poultry houses and planted rape in the front and back poultry yards.

**PROJECT ACTIVITIES
(Hogs)**

Hog raising (so far as the home supply of meat is concern) is an important part of the farming business in Gloucester. This year 137 club members reported 650 hogs grown and ready for home butchering. These hogs will average 300 pounds each which make an average of 205,500 pounds of home grown meat for the 137 families. These farmers also reported that this pork was produced cheaper this year because they were able to:

1. Get a better grade of pigs.
2. Utilize skim milk and other waste product from the table.
3. Substitute grain by grazing in the summer.
4. Worming twice per year.
5. and Treating against cholera.

OTHER WORK ON LIVE-STOCK

Number of sheep treated for worms	485
" " lambs castrated and docked	185
" " hens culled	3500
" " pullets wormed	4520
" " pullets vaccinated	2575
" " cockerals caponized	1500
" " sick horses treated	140
" " sick cows treated	110
" " calves castrated	62
" " hogs given cholera treatment	2367
" " pigs castrated	576
" " hogs treated for worms	1762
" " farms given suggestions for sanitary program for hogs.....	235

7

**PROJECT ACTIVITIES
(Gardens)**

In Gloucester County more time is devoted to gardens than to any other farm enterprise its size. To the Negro farmers in Gloucester County (this Year) a good "Victory" garden is considered a necessity for two reasons.

1. Because it saves them money.
2. It protects the health of their families.

But more important than the value as reckoned in dollars and cents is the relation of the vegetables to the health of those whose only available supply is grown at home. Many farmers in Gloucester are unable to get fresh vegetables unless they grow them. In most cases it is cheaper to grow them on the farm than to buy them if they were where they could be bought. In Gloucester we feel that no other area of the same size on the farm produces as much in real value as a well cared for "Victory" garden.

Albert Stokes, Hayes Store Community, is a good example of a man who grows a good garden every year. Mr. Stokes says that his success as a gardener is due to the fact that he follows rules:

1. He plants only the best seeds.
2. He properly prepares the soil.
3. He plans his garden (selection of soil and the arrangement of the vegetables in the garden).
4. He uses commercial fertilizer and green manure crops.
5. He plants enough different kinds of vegetables for a wide variety.

Mr. Stokes is a neighborhood leader and he has greatly influenced his neighbors to grow year-round gardens. There are 63 families in the Hayes Store community and there are 57 good year-round gardens.

HOME IMPROVEMENT WORK

Home Improvement Work for this year was carried on in some form in all sections of the county. Our plans for the year were as follows.

1. See that a sanitary toilet is on every farm.
2. See that all homes are screened against flies and mosquitoes.
3. A sanitary water supply on every farm.
4. As near as possible paint all homes and out houses.
5. Give suggestions on beautifying the farm home.

Our accomplishments in this work was thus:

38 sanitary toilets built.

25 farm homes painted.

36 wells repaired and water made sanitary.

Suggestions made on 15 farm to change the location of toilets to prevent the water supply from becoming polluted.

Suggestions given on 15 farms on beautifying the home.

12 Homes whitewashed.

4-H CLUB WORK

This year I have organized 6 4-H Clubs with a membership of 143. There are 78 boys and 65 girls. Sixty-three boys and 50 girls completed their projects with a profit of \$6,095:50. The projects carried were gardens, poultry, breeding pigs, fat pigs, corn and white potatoes.

40 club members completed poultry projects with a profit of	\$3500.
2 members completed breeding pig profit	45.
3 members completed fat pig profit	70.
65 members completed gardens projects profit ..	1200.50
24 members completed corn profit	1190.
4 members completed W. Potatete profit	90.50

During the year 43 4-H Club meetings were held with an attendance of 476. We try to conduct our club work in a way to develop within the members love for farming, home-making and community life. In our club work we have 18 members in the Junior council, 12 women leaders, 8 older club boys and 8 older club girls.

A 4-H Club program was given in six communities this year. These programs gave the members a real opportunity to show the communities the things they did during the year. It also was a chance to give recognition to the leaders and get the parents in the county better acquainted with 4-H Club work.

During the year's work 20 boys were given training in judging (Poultry, Hogs and Corn). Twenty-five were given training in Fire and accident prevention, and 50 were given health examination because of participation in the Extension Program.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

War Food Administration
Extension Service
Washington, D. C.

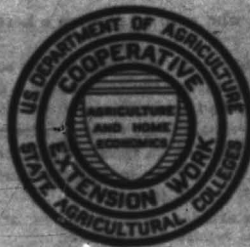
COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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 Isleworth

REPORT OF

(Name) Home Demonstration Agent.	From _____ to _____, 194
Assistant Home Demonstration Agent.	From _____ to _____, 194
4-H Club Agent.	From _____ to _____, 194
Assistant County Agent in charge of Club Work.	From _____ to _____, 194
<u>Chas. H. Young</u> Agricultural Agent.	From <u>Dec. 1, 1943</u> to <u>Nov. 30, 1944</u>
Assistant Agricultural Agent.	From _____ to _____, 194



READ SUGGESTIONS, PAGES 2 AND 16

Dec. 30, 1944, H. P. Keith
Dist. Dir.

Approved:

Date _____ State Extension Director.

SUGGESTIONS RELATIVE TO THE PREPARATION OF THE COUNTY EXTENSION AGENTS' ANNUAL REPORT

2

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

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

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

NARRATIVE SUMMARY

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

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

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

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

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

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

STATISTICAL SUMMARY

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

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

GENERAL ACTIVITIES

Report only this year's activities that can be verified	Home demonstration agents (1)	4-H Club agents ¹ (2)	Agricultural agents (3)	County total ² (4)
1. Months of service this year (agents and assistants)			12	XXXXXXXXXX
2. Days devoted to work with adults ³			210	XXXXXXXXXX
3. Days devoted to work with 4-H Clubs and older youth ⁴			80	XXXXXXXXXX
4. Days in office ⁵			68	XXXXXXXXXX
5. Days in field ⁵			222	XXXXXXXXXX
6. Number of farm or home visits made in conducting extension work ⁶			1393	
7. Number of different farms or homes visited			612	
8. Number of calls relating to extension work	(1) Office (2) Telephone		879	
			1152	
9. Number of news articles or stories published ⁷			3	
10. Number of bulletins distributed			1775	
11. Number of radio talks broadcast or prepared for broadcasting				
	(a) Number		4	
	Total attendance of:			
12. Training meetings held for local leaders or committeemen	(1) Adult work	(b) Men leaders	30	
		(c) Women leaders	17	
	(2) 4-H Club and older youth	(a) Number	3	
	Total attendance of:			
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12)	(1) Adult work	(b) Leaders	17	
		(a) Number	1	
	(2) 4-H Club and older youth	(b) Total attendance	10	
		(a) Number		
	(b) Total attendance			
14. Number of adult result demonstrations conducted				
15. Meetings held at such result demonstrations	(1) Number			
	(2) Total attendance			
16. Tours conducted	(1) Adult work	(a) Number		
		(b) Total attendance		
	(2) 4-H Club and older youth	(a) Number		
		(b) Total attendance		
17. Achievement days held	(1) Adult work	(a) Number		
		(b) Total attendance		
	(2) 4-H Club and older youth	(a) Number		
		(b) Total attendance		

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

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)	
18. Encampments held (report attendance for your county only) ³	(1) Farm women	(a) Number					
		(b) Total members attending					
		(c) Total others attending					
	(2) 4-H Club and older youth	(a) Number					
		(b) Total boys attending					
		(c) Total girls attending					
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number			2		
		(b) Total attendance			57		
	(2) 4-H Club and older youth	(a) Number			3		
		(b) Total attendance			60		
	20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere	(1) Adult work	(a) Number			4	
			(b) Total attendance			70	
(2) 4-H Club and older youth		(a) Number			3		
		(b) Total attendance			50		

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

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

³ Does not include picnics, rallies, and short courses, which should be reported under question 15.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

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

21. Total number of farms in county (1940 Census)	571
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	398
23. Number of farms involved in preceding question which were reached this year for the first time	121
24. Number of nonfarm families making changes in practices as a result of the agricultural program	
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	
26. Number of farm homes involved in preceding question that were reached this year for the first time	
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	
28. Number of other homes involved in preceding question that were reached this year for the first time	
29. Number of farm homes with 4-H Club members enrolled	
30. Number of other homes with 4-H Club members enrolled	
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	398
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	

EXTENSION ORGANIZATION AND PLANNING

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

- | | | | |
|-------------------------|---------------------------------------|--------------------|-----------|
| (a) Over-all or general | (1) Name | (2) No. of members | |
| (b) Agricultural | (1) Name <i>County Advisory Board</i> | (2) No. of members | <i>30</i> |
| (c) Home demonstration | (1) Name | (2) No. of members | |
| (d) 4-H Club | (1) Name <i>Junior Council</i> | (2) No. of members | <i>18</i> |
| (e) Older youth | (1) Name | (2) No. of members | |

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

- | | | | |
|------------------|------------------------|--------------|-----------------|
| (a) Agricultural | (b) Home demonstration | (c) 4-H Club | (d) Older youth |
|------------------|------------------------|--------------|-----------------|

35. Total number of communities in county. (Do not include number of neighborhoods.) *14*

36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees. *14*

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

38. Number of members in such clubs or groups.

39. (a) Number of 4-H Clubs. (See question 173.) *6* (b) Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth. (See question 155.) *6* XXXXXXXXXX

40. Number of neighborhood and community leaders in the neighborhood-leader system *46* Men *41* Women *5*

41. Number of different voluntary local leaders or committeemen actively engaged in forwarding the extension program. (Should include question 40.)

- | | | | | | |
|----------------|---------------------|-----------------------------------|-----------|---------------------|-------------------------------|
| (a) Adult work | (1) Men <i>50</i> | (b) 4-H Club and older youth work | <i>16</i> | (1) Men <i>4</i> | (3) Older club boys <i>1</i> |
| | (2) Women <i>10</i> | | | (2) Women <i>12</i> | (4) Older club girls <i>1</i> |

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service

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

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

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

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

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

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

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

¹ Where extension program planning and county agricultural planning (over-all planning) have been completely merged into a single program-planning activity, only column (c) should be filled out. Where extension program planning is the only planning activity, the entries in columns (a) and (c) will be identical. In all other cases column (c) is the sum of columns (a) and (b). 16-58974-9

CROP PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Corn	Wheat	Other cereals	Legumes	Potatoes	Cotton	Tobacco	Potatoes and other crops raised	Fruits	Other crops
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
51. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	25			10	10			36		
(4) State extension workers										
52. Number of communities in which work was conducted this year								10		
53. Number of voluntary local leaders or committeemen assisting this year								10		
54. Number of farms aided this year in—										
(1) Obtaining improved varieties or strains of seed										
(2) The use of lime										
(3) The use of fertilizers										
(4) Controlling plant diseases										
(5) Controlling injurious insects										
(6) Controlling noxious weeds										
(7) Controlling rodents and other animals										

LIVESTOCK PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Dairy cattle	Red cattle	Sheep	Pigs	Horses and mules	Poultry (including turkeys)	Other livestock*
	(1)	(2)	(3)	(4)	(5)	(6)	(7)
55. Days devoted to line of work by—							
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents	5		10	60	10	40	
(4) State extension workers							
56. Number of communities in which work was conducted this year	10		10	14	10	14	
57. Number of voluntary local leaders or committeemen assisting this year	5		10	10	10	10	
58. Number of breeding circles or clubs or improvement associations organized or assisted this year							
59. Number of members in such circles, clubs, or associations							
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals	1				2		
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males					5	10	
(2) Obtaining purebred or high-grade females	5		3	10		5	
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX		XXXXX
(4) Improving methods of feeding	5			50	20	100	
(5) Controlling external parasites	2		10	25		125	
(6) Controlling diseases and internal parasites	15		20	200	50	125	
(7) Controlling predatory animals							

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

CONSERVATION OF NATURAL RESOURCES

Include all work with adults, 4-H Club members, and older youth	Soil management (a)	Forestry (b)	Wildlife conservation (c) ¹
62. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	10	9	
(4) State extension workers			
63. Number of communities in which work was conducted this year	5	2	
64. Number of voluntary local leaders or committeemen assisting this year	2	2	

Soil Management—Continued

65. Number of farmers assisted this year—	
(a) With problems of land use based on soil types	
(b) In the use of recommended crop rotations	25
(c) With strip cropping	
(d) In constructing terraces	
(e) In grassing waterways or otherwise preventing or controlling gullies	
(f) With contour farming of cropland	
(g) In otherwise controlling wind or water erosion	
(A) In contouring pasture or range	
(i) In the use of cover or green-manure crops	25
(j) In summer-fallowing	10
(k) In making depth-of-moisture tests	
(l) With drainage	5
(m) With irrigation	
(n) With land clearing	5
66. Number of soil-management associations organized or assisted during the year:	
(a) Legal soil-conservation districts	
(b) Voluntary soil-conservation associations	
(c) Grazing associations	

¹ Include nature study.

Forestry—Continued

67. Number of farmers assisted this year—	
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings)	
(b) In making improved thinnings, weedings, or pruning of forest trees	
(c) With selection cutting	10
(d) With production of naval stores	
(e) With production of maple-sirup products	
(f) In timber estimating and appraisal	3
68. Number of farmers cooperating this year in prevention of forest fires	50

Wildlife Conservation—Continued

69. Number of farmers assisted this year in making specific improvements for wildlife	
---	--

FARM MANAGEMENT

Includes all work with clubs, 4-H Club members, and other youth		From general and special reports, etc.	Indicates farm management and other agricultural problems	From field reports	Output information
70. Days devoted to line of work by—		(1) Home demonstration agents (2) 4-H Club agents (3) Agricultural agents (4) State extension workers			
71. Number of communities in which work was conducted this year		5	2	3	
72. Number of voluntary local leaders or committeemen assisting this year		3			

73. Number of farm-survey records taken during the year:		(a) Farm business (b) Enterprise (c) Other	74. Number of farmers assisted this year—Continued.		
74. Number of farmers assisted this year by—		(a) Farm inventory (b) General farm records-keeping (c) Enterprise records	(a) In getting started in farming, or in re-localizing (b) With credit problems (debt adjustment and financial plans) (c) In using "outlook" to make farm adjustments (d) With a farm-income statement for tax purposes (e) With farm-labor problems (f) In developing supplemental sources of income		
75. Number of farmers assisted this year—		(a) In developing a farm plan only (b) In developing a farm and home plan (c) In analyzing the farm business (d) In improving landlord-tenant relations and leasing arrangements			

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Includes all work with clubs, 4-H Club members, and other youth		From and trade journals (prices, international trade, insurance, trade barriers, transportation, international cooperation, etc.)	Land policy and programs (land reclamation, soil conservation, public land management, etc.)	Public finance and services (State, Federal and other public and school for farm areas, etc.)	Rural extension (travel, extension, etc.)
76. Days devoted to line of work by—		(1) Home demonstration agents (2) 4-H Club agents (3) Agricultural agents (4) State extension workers	(a)	(b)	(c)
77. Number of communities in which work was conducted this year		2			
78. Number of voluntary local leaders or committeemen assisting this year					

79. Number of tours conducted this year to observe economic and social conditions in various land use areas
80. Number of local groups (town and county officials, school boards, tax collectors, sawyers, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems.
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural)
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year

83. Includes all work on farm adjustments conducted in cooperation with AAA and other agencies, and not directly related to individual crop or livestock production or marketing (Sp. 4 and 9) or to soil management (Sp. 7).

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and older youth	General	Grain and hay	Livestock and wool ¹	Dairy products	Poultry and eggs ²	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Processing of farm and home products ³
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by—											
(1) Home demonstration agents											
(2) 4-H Club agents											
(3) Agricultural agents			2		10	10		2			1
(4) State extension workers											
84. Number of communities in which work was conducted this year			2		2	10		2			1
85. Number of voluntary local leaders or committeemen assisting this year					5	5					
86. Number of new cooperatives ² assisted in organizing during the year											
87. Number of established cooperatives ² assisted during the year											
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87)											
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) ²	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year			5		25	50		10			
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$	\$	\$225	\$	\$1500	\$2500	\$	\$900	\$	\$	\$
92. Number of private marketing and distributing agencies and trade groups assisted this year											
93. Number of programs ² pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs ² participated in or conducted this year											
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs ² participated in or conducted this year											
97. Number of consumer information programs ² pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs ² relating to marketing services and costs of distribution conducted this year											
99. Number of programs ² relating to transportation problems conducted this year											
100. Number of programs ² relating to the specific use of market information conducted this year											
101. Number of other marketing programs ² conducted this year (specify)											

¹ Include livestock, poultry, and hatching eggs purchased for breeding, replacement, or feeding purposes.
² Where a cooperative association serves more than one county, include only the membership and proportionate volume of business originating in the county covered by this report.
³ Organized pieces of work.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

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

The Home, Furnishings, and Surroundings—Continued

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

Rural Electrification—Continued

106. Number of associations organized or assisted this year to obtain electricity	
107. Number of families assisted this year in—	
(a) Obtaining electricity	
(b) Selection or use of electric lights or home electrical equipment	
(c) Using electricity for income-producing purposes	10

Farm Buildings—Continued

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

Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment	
(b) Making more efficient use of mechanical equipment	2
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year	15
111. Number of gin stands assisted this year in the better ginning of cotton	

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

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

Home Management—Family Economics—Continued

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

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

Clothing and Textiles—Continued

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

Family Relationships—Child Development—Continued

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

131. Number of children in families represented by such individuals

Recreation and Community Life—Continued

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

¹ The home—its arrangement, equipment, and furnishings, including kitchen improvements and care of the home—is reported under "The home, furnishings and surroundings," p. 18.

² Includes question 122 also families buying through marketing cooperatives, organized or assisted, column (h), p. 9.

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)	
138. Corn	24		20		289	Acres
139. Other cereals						Acres
140. Peanuts						Acres
141. Soybeans, field peas, alfalfa, and other legumes						Acres
142. Soil conservation and pasture improvement						Acres
143. Potatoes, Irish and sweet	7		4		2	Acres
144. Cotton						Acres
145. Tobacco						Acres
146. Fruits						Acres
147. Home gardens		61		56	14	Acres
148. Market gardens, truck and canning crops						Acres
149. Other crops						Acres
150. Poultry (including turkeys)	42	4	38	4	8400	Birds
151. Dairy cattle						Animals
152. Beef cattle						Animals
153. Sheep						Animals
154. Swine	5		3		21	Animals
155. Horses and mules						Animals
156. Other livestock						Animals
157. Bees						Colonies
158. Beautification of home grounds					XXXXXXXXXXXX	
159. Forestry						Acres
160. Wildlife and nature study (rabbits, game, fur animals)					XXXXXXXXXXXX	
161. Agricultural engineering, farm shop, electricity					{	Articles made
					{	Articles repaired
162. Farm management					XXXXXXXXXXXX	
163. Food selection and preparation					{	Meals planned
					{	Meals served
					{	Quarts canned
164. Food preservation						
165. Health, home nursing, and first aid					XXXXXXXXXXXX	
166. Clothing					{	Garments made
					{	Garments remodeled
167. Home management						Units
168. Home furnishings and room improvement					{	Rooms
					{	Articles
169. Home industry, arts and crafts						Articles
170. Junior leadership					XXXXXXXXXXXX	
171. All others					XXXXXXXXXXXX	
172. Total (project enrollment and completion)	78	65	65	60	XXXXXXXXXXXX	

4-H CLUB MEMBERSHIP¹

173. Number of 4-H Clubs _____
174. Number of different 4-H Club members enrolled (a) Boys 78 (b) Girls 65
175. Number of different 4-H Club members completing (a) Boys 65 (b) Girls 60
176. Number of different 4-H Club members in school (a) Boys 70 (b) Girls 48
177. Number of different 4-H Club members out of school (a) Boys 8 (b) Girls 17
178. Number of different 4-H Club members from farm homes (a) Boys 71 (b) Girls 65
179. Number of different 4-H Club members from nonfarm homes (a) Boys _____ (b) Girls _____

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By age	Boys (a)	Girls (b)
1st year	15	12	10 and under		
2d	38	25	11		
3d	19	20	12		
4th	6	8	13	3	3
5th			14	12	4
6th			15	25	14
7th			16	11	24
8th			17	19	13
9th			18	1	7
10th and over			19		
			20 and over		

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—
- (a) Judging 30 (f) Fire and accident prevention 25
- (b) Giving demonstrations _____ (g) Wildlife conservation _____
- (c) Recreational leadership 20 (h) Keeping personal accounts _____
- (d) Music appreciation _____ (i) Use of economic information _____
- (e) Health 16
183. Number of 4-H Club members having health examination because of participation in the extension program 50
184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs _____

WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth _____
186. Membership in such groups (a) Young men _____ (b) Young women _____

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

188. Number of meetings of older rural youth extension groups _____
189. Total attendance at such meetings _____
190. Number of other older rural youth groups assisted _____
191. Membership in such groups (a) Young men _____ (b) Young women _____
192. Number of older rural youth not in extension or other youth groups assisted (a) Young men _____ (b) Young women _____
193. Total number of different young people contacted through the extension program for older rural youth. (Questions 186, 191, and 192, minus duplications) (a) Young men _____ (b) Young women _____

194. Check column showing approximate portion of older youth program devoted to—	Under 10 percent (a)	10-19 percent (b)	20-29 percent (c)	30 percent or more (d)
(1) Citizenship, democracy, and public problems				
(2) Vocational guidance				
(3) Family life and social customs				
(4) Social and recreational activities				
(5) Community service activities				
(6) Technical agriculture				
(7) Technical home economics, including nutrition and health				

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

² Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 11, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in connection with the succeeding year's program.

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

MISCELLANEOUS

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

Include all work of: 1. Exhibits, 4-H Club members, and other points

Days devoted to line of work by—	Total (1)	Cooperative Extension Agents ¹ (2)	All other work (3)
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents			5
(4) State extension workers			1A

SUMMARY OF CONTRIBUTION TO WAR EFFORT

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

War programs	Home demonstration agents (1)	4-H Club agents (2)	Agricultural agents (3)
196. Estimated number of days devoted to—			
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)			2
(2) Problems arising from war military camps, munitions plants, and war industries			2
(3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)			5
(4) Other war work (including collection of salvage materials)			

COOPERATION WITH OTHER FEDERAL AGENCIES

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

Days devoted to line of work by—	War work (1)	Optima & Home Agency (2)	Employment Service (3)	Agricultural Agency (4)	Food Distribution Administration (5)	Soil Conservation Service (6)	Farm Security Administration (7)	Rural Electrification Administration (8)	Tennessee Valley Authority (9)	Rural Electric Power Administration (10)
199. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents										
(4) State extension workers										
(5) State extension workers										
200. Number of communities in which work was conducted this year										
201. Number of voluntary local leaders or committeemen assisting this year										
202. Number of meetings participated in this year by extension workers										

¹ Includes grandfathers, supervisors, club boys, and other persons not reported under specific crop or livestock headings.

TERMINOLOGY

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

DEFINITIONS OF EXTENSION TERMS

1. A community is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report, a community is one of the several units into which a county is divided for conducting organized extension work.
2. A cooperator is a farmer or homemaker who agrees to adopt certain recommended practices upon the satisfaction of an extension worker. The work is not directly supervised by the extension agent, and records are not required, but reports on the success of the practices may be obtained.
3. Days in field should include all days spent on official duty other than "days in office."
4. Days in office should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
5. Demonstrations as contemplated in this report are of two kinds—method demonstrations and result demonstrations. A method demonstration is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, milk spray materials, and cull poultry.

A result demonstration is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person constituting the demonstration. Example: 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 form or home practice resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.

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