

VIRGINIA

RAPPAHANNOCK COUNTY		COUNTY AGENT ANNUAL REPORT	1933
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ANNUAL NARRATIVE REPORT
OF
LEWIS J. TURNER, COUNTY AGENT
RAPPAHANNOCK COUNTY
VIRGINIA
1933

¹⁹³³
COUNTY AGENT ANNUAL REPORT 7

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STATUS OF RAPPAHANNOCK COUNTY EXTENSION ORGANIZATION
FOR
YEAR ENDING NOVEMBER 30, 1933

The contents of this narrative report with the statistical and emergency summary will give a clear-cut picture of the extension program as planned and conducted in Rappahannock County. Such aims and goals that are not recorded in the statistical report will be explained fully here.

There have been very few changes in our program, due to the relief work and work with the Agricultural Adjustment Administration. This result was due to the fact that Rappahannock had only a small acreage of grain to be signed and the hearty cooperation of the local community committees. Our program is outlined and guided by the County Agricultural Advisory Board composed of twenty-four members made up of men outstanding in their field, as well as men who realize the need of proper guidance in the field of agriculture. The tentative plan is submitted by the Agent and District Agent to the Board, who approve it after making such changes as they deem necessary. A copy of this program will be found in this report with such progress as was actually made.

A serious change in our organization was the loss of the home agent due to poor financial conditions at that time. The agent feels that her work with the club members as well as with the farm women of the county produced gratifying results. Favorable marks of this work are still visible and may be the guiding light for the return of that work later.

With the extreme high cost of farm machinery and supplies, a special effort was made to stress the need of giving such equipment the proper care. This was done through pictures, news stories, and a circular letter suggesting improvements to be made. This program will be continued in 1934.

The fruit growers of this county with the agent, set up a small organization through which the growers could purchase their spray and orchard supplies at reduced prices. This worked well and they were able, through collective bargaining, to have the standard supplies delivered to their orchards cheaper than they could normally purchase such goods at the market. A fair estimate of their saving would present a figure around \$500.00. The growers are well pleased with this plan and they are ready to organize more extensively for the coming year.

The hearty cooperation of the County School Board, community organizations, and the Red Cross, had made the work much easier and some undertakings that seemed almost impossible produced favorable results.

The following is a plan of work for Rappahannock County as outlined and approved by the County Agricultural Board for 1932. The plan with results made is as follows:

PLAN OF WORK

EXTENSION SERVICE RAPPAHANNOCK COUNTY, VA. 1932-33

Lewis J. Turner, County Agent

DEPARTMENT OBJECTIVES : PROGRESS

I. AGRONOMY :

A. PASTURE IMPROVEMENT :

Work to be done: :

1. Start one new pasture improvement demonstration using a complete fertilizer. :
This work to be done before April 15th. : This was not done.
2. Publish one news story announcing this demonstration at beginning and one at the completion of said demonstration announcing results. : This was not done.
3. Hold one field meeting to visit this demonstration. : This was not done.

B. USE OF LIME AND CLOVER :

Work to be done: :

1. Hold one soils meeting. Stress the need of lime and clover. Give the results of 1932 top dressing demonstrations on wheat. : This was done.
2. Publish one news story on lespedeza, giving varieties suited to this section of Virginia, time of seeding, amount to sow, and its value as a legume. : This was done.

C. SMUT CONTROL OF SMALL GRAINS :

Work to be done: :

1. Publish treatment in news story advising materials to use and quantity. : This was done.
2. Mail circular letter to wheat growers by Oct. first, giving the required treatment: : This was not done.

D. CONTROL OF WEEVILS :

Work to be done: :

1. Publish recommended treatment in county newspaper giving amounts to use. : This was done.

E. CORN FERTILIZATION :

Work to be done: :

1. Conduct two nitrate demonstrations. : Four conducted.
2. Publish two news stories on the above topic. :

DEPARTMENT OBJECTIVESPROGRESS

ONE at the beginning to announce and one at the conclusion to announce results.

This was done.

II. 4-H CLUB WORK

Work to be done:

1. Secure a total enrollment of 150 members.
2. Have one active club in each community.
3. Have one active leader for each club.
4. Have two representatives of each organized club attend the state short course.
5. If district short course is held have two delegates from each organized club attend.
6. Train one livestock and one poultry judging team for state competition.
7. Secure 95% completions on record books and club projects.
8. Have 20 club projects exhibited at county fair and 15 at state fair.
9. Hold two meetings of the county 4-H club council.
10. Hold county Achievement Day, Nov. 18, 1935
11. Hold club tour of projects in June.
12. Hold annual club picnic in July.
13. Enter two contestants in the state health contest.

167 enrolled.

This was done.

Two in each club.

Done in five clubs.

No short course held.

This was done.

48% completed.

This was done.

Three were held.

Held Nov. 11, 1935

This was done.

This was done.

This was done.

III. HORTICULTURE.A. FERTILIZATION

Work to be done:

1. Conduct one new fertilizer demonstration and complete two now running.
2. Publish timely news on the above mentioned topic.

This was done.

This was done.

B. PRUNING

Work to be done:

1. Continue Mr. J. H. Fletcher's pruning demonstration on young trees and hold one pruning demonstration in each community.
2. Publish timely news stories as needed.

This was done.

This was done.

C. SPRAYING

Work to be done:

1. Conduct one county spraying demonstration.
2. Mail timely spray cards preceding each spray to each grower in county. This card to give materials to use, diseases and insects to be controlled and time to apply.

This was not done.

This was done.

DEPARTMENT OBJECTIVES

PROGRESS

<p>3. Encourage the use of oil for the dormant and delayed dormant spray. Secure wholesale prices on this material.</p> <p>4. Hold five oil mixing demonstrations where growers can attend.</p> <p>5. Run timely news stories for each spray.</p> <p>6. Secure aid of specialist for this work.</p>	<p>This was done.</p> <hr/> <p>Six held.</p> <hr/> <p>This was done.</p> <hr/> <p>This was done.</p>
<p><u>D. DORMANT CONTROL</u></p>	
<p>Work to be done:</p> <p>1. Get out timely circular letter to all fruit growers giving control measures.</p> <p>2. Publish one news story on the above named subject.</p>	<p>This was done.</p> <hr/> <p>This was done.</p>
<p><u>E. THINNING FRUIT</u></p>	
<p>Work to be done:</p> <p>1. Continue thinning demonstrations started if needed.</p> <p>2. Notice of these demonstrations to be announced in county paper.</p> <p>3. Secure aid of specialist for this work.</p>	<p>This was done.</p> <hr/> <p>Only one held.</p> <hr/> <p>This was not done.</p>
<p><u>F. INSPECTION SERVICE</u></p>	
<p>Work to be done:</p> <p>1. Continue work started to secure federal inspection service for this district.</p> <p>2. Conduct maturity inspection tour before picking season.</p>	<p>This was done.</p> <hr/> <p>This was done.</p>
<p><u>G. SPRAYING CONTEST</u></p>	
<p>Work to be done:</p> <p>1. Conduct countywide spraying contest to promote the use of sprays for clean fruit.</p> <p>2. Award a prize of a silver water pitcher to the grower making the highest score. Judges to be secured out of the county.</p>	<p>This was started, to be completed next year.</p> <hr/> <p>1934</p>
<p><u>H. SECURE AID OF SPECIALIST FOR FRUIT GROWERS WHEN SUFFICIENT NEED ARISES</u></p>	<p>Specialist spent 13 days with agent.</p>

DEPARTMENT OBJECTIVES

PROGRESS

IV. LIVESTOCKSHEEP

Work to be done:

1. Publish one news story each month relating to feed and care. Stories to begin in January and run through April.
2. Have one demonstration in each community complete practices II, III, and V

This was done.

This was done.

A. DOCKING AND CASTRATING

Work to be done:

1. Hold one docking and castrating demonstration in: Washington, Flint Hill, Sperryville, Castleton, and Amisville.
2. Publish three news stories on docking and castrating beginning in January.
3. Goal: to have 75% of lambs in county docked and castrated.

This was done.

Five published.

1606 docked and castrated, estimated 80%

B. CONDUCT ONE LAMB GRADING DEMONSTRATION

Work to be done:

1. Get out letter to all sheep growers one week before grading meeting announcing purpose and place of meeting.
2. Secure aid of specialist for this meeting.
3. Publish two news stories on the above named subject.

This was done.

This was done.

This was done.

C. TREATING SHEEP FOR STOMACH WORMS

Work to be done:

1. Publish one news story each month on this subject beginning in May to run through September.
2. Get out circular letter to each sheep grower by the tenth of each month. (Beginning in May to run through Sept.)
3. Goal: to have 75% of total number treated at regular intervals.

This was done.

This was done.

About 60% treated.

D. CARE OF EWES DURING SUMMER

Work to be done:

1. Have rams separated from flock in spring until desired time of breeding in fall.
2. Encourage feeding of ewes before breeding period.

Done in majority cases.

This was done.

DEPARTMENT OBJECTIVESPROGRESSE. REPLACEMENT OF SIRES

Work to be done:

1. Replace or exchange 15 grade bucks with purebred bucks.
2. Get out one circular letter to all sheep growers encouraging the use of purebred sires giving proof of such need.
3. Conduct one meeting known as Sheepman's Day where growers can purchase or exchange bucks.

Twenty replaced.

This was done.

This was done—200 attending.

This was done. Growers received 30¢ net.

F. CONTINUE WOOL POOL STARTED.SWINEA. WORMING HOGS AND PIGS

Work to be done:

1. Publish one news story on worming, giving results of previous experiment on worming in county, dosage, and where to secure medicine.

This was done.

B. FEEDING

Work to be done:

1. Publish one news story giving recommended rations and results on these rations made last year.

This was done.

CATTLEA. FEEDING

Work to be done:

1. Publish results of feeding experiments and give suggested rations. This to be done in October.

This was done.

B. TREATMENT FOR BLACKLEG

Work to be done:

1. Encourage the use of aegressin as a preventive of blackleg. This to be done through news stories and personal contact giving dosage and where to secure medicine.

This was done. 860 vaccinated.

DEPARTMENT OBJECTIVES

PROGRESS

C. BETTER Sires

Work to be done:

1. Place six purebred bulls, one in each community.

Five place.

POULTRY

A. FEEDING AND CARE OF LAYING FLOCK AND BABY CHICKS

Work to be done:

1. Prepare circular letter and mail copy to all poultry raisers in county. This letter to give: recommended rations, housing, sanitation and disease control suggestions.
2. Publish one news story giving treatment for worms and dosage.
3. Replace two old houses with new house according to plans. Furnish same.
4. Encourage through news the need of better blood in the home flock.

This was done.

This was done.

This was done, 3 replaced

This was done.

B. CULLING

Work to be done:

1. Hold five culling demonstrations in county in September.
2. Publish two news stories on the above mentioned subject beginning in August.
3. Have one demonstration flock in county to complete practices of housing, feeding, worming, culling and management according to suggestions given.

Seven held.

This was done.

Two held.

MISCELLANEOUS

Work to be done:

1. Cooperate with community leagues and reorganize one league on the standard community plan.
2. Personal service to farmers when necessary.

This was done.

This was done.

Note: Accurate records will be kept on this plan and will be found in my 1933 annual narrative report.

MAJOR PROJECTS

1. 4-H CLUB WORK

4-H Club work is still considered to be the most important phase of extension work in the county. It reaches about one-fourth of the homes and people are willing to make the sacrifice necessary that their children may have this advantage. One of our school officials made the following remark in an address before the gathering of club members and parents at Achievement Day: "Every rural boy and girl should take advantage of club work. It offers practical training by actually doing the job. This makes the desired practice secure." In other words, we learn but by doing.

With the exception of one phase of club work it has far exceeded any previous year. The only point of regret is the fact that the per cent of record book completions fell below the figure of last year. One hundred and sixty-seven boys and girls were enrolled taking as many projects. Their gross income of \$2,752.01 less \$1,975.48 as expenses, leaves them a net profit of \$776.53. To this figure can be added \$140.00 earned as prizes to boost the total to \$916.53 for the year. This as stated is only a matter of dollars and cents. It places no value on experience gained.

A new project, of baby beeves, was added to our list this year. It promises to be one of the most outstanding of the group and one that will give needed experience to boys of this county who are very likely to grow livestock later. Eight boys fed ten calves out this year and showed something above the red even in a period of very low prices for cattle with the opposite fact true in all grains and feeds. These calves won a total of \$108.00 in prizes, and were sold at an average of 7 $\frac{1}{2}$ per pound.

The club organization is guided by a council made up of officers and leaders of each organized club. The program with actual accomplishments is as follows:

RAPPAHANNOCK COUNTY

4-H CLUB PLAN OF WORK

DEPARTMENT OBJECTIVES

PROGRESS

ORGANIZATION

To have in every 4-H Club a written plan of work to be kept and checked on each month by the club secretary.

This was done.

Each club must adopt its plan of work in the January meeting and send a copy to the county agent by February 15th.

This was done.

Each club must hold twelve meetings during the year.

Eleven meetings held.

Each club initiate its new members and have an installation ceremony of officers in February.

This was done.

Each club have every officer represented and one leader at the county 4-H Club council meetings.

Done in 4 clubs.

PROJECT ACTIVITIES

Have every member conduct one project and not more than three projects.

This was done.

To have members report at roll call in each meeting "Complete" if record is up to date, and "Incomplete" if not up to date.

This was done.

Each club have a record book committee who will be responsible for checking all club members' record books every three months with the club leader's assistance. (Chairman report every three months to county agent.)

This was done.

Each club be responsible for making a club exhibit at the county fair featuring the projects conducted by members of that club. (Junior and Senior clubs judged separately.)

One completed.

Every club have each project exhibited at the county fair.

This was not done.

Work for 85% completion of projects.

48% completed.

DEPARTMENT OBJECTIVES

PROGRESS

GENERAL

Each club conducted a community project.

Two conducted.

Each junior club pay \$3.00 and each senior club pay \$5.00 to the county 4-H club council to make up a fund needed to defray county club expenses. (To be paid by July 1.)

This was done.

Sponsor a publicity contest and award a prize at the County Achievement Day to--

This was not completed.

(a) The reporter of a club who exhibits the best six articles selected from the newspaper clippings during the year.

Not done.

(b) To the 4-H club exhibiting the best display of articles which may have been written by any members of that club or leaders.

One club completed.

Hold a County Rally Day July 13th.

This was done.

Hold a County Achievement Day November 18th.

Held November 11, 1933

Each club conduct the following contests:

(a) County growth work contest-- to send one boy and one girl to county contest Rally Day.

This was done.

(b) Judging contest.

This was done.

(c) Record book contest. (Each club to enter best three books from each project.)

This was done.

Each club to send two official delegates to the State Short Course and two to the District Short Course.

Four clubs completed.

The County 4-H Club Council awards a banner to the junior club and a banner to the senior club making the highest grade in meeting the county goals.

This was done.

A few 4-H club scenes will be described in pictures. They are given below for your convenience.

A typical scene on a 4-H club tour where each project is visited and inspected.



A Rappahannock 4-H Club family where five members are enrolled. One member was State Champion livestock grower, and another was champion ton litter grower.



Scenes from District Short Course camp held at historic Jamestown.



One of the outstanding achievements in the 4-H field for the year goes to our livestock judging team for winning the State Championship in livestock judging. They will represent Virginia in the National 4-H Judging Contest to be held at the International Livestock Exposition in Chicago, Dec. 1-9 inclusive. This is the second time such an honor has come to Rappahannock.

Rappahannock presented a large delegation to the State Short Course this year. Thirty members with two leaders attended. One boy and one girl were taken into the Virginia chapter of All Stars.

HORTICULTURE

This is the major money enterprise for the county. The apple crop has been the salvation to our growers for the past three years. While cattle growers are losing money we find the good apple crops paying something above the red. This enterprise furnishes labor for more people than any other one crop. The orchardist realizes as never before the need of extension service in this field and their cooperation makes it easy to work with them as a group. The agent feels that the Horticulturalist of the Extension Staff deserves much credit for the promotion of the orchard industry here.

During the past year we held several pruning demonstrations in each community growing apples, when growers were allowed to actually do the job of pruning under supervision. This practice is almost sure to sell the idea and the grower will take home information he can and in most cases, will use.

We have an orchard that we have used as a demonstration orchard where we have pruned the trees each year since they were set out. This fact is advertised and the trees are now growing into size sufficient to show up the work. A demonstration of this type commands wide attention.

One of the most interesting facts in the apple industry lies in the fact that growers realize the need of fertilizer, and this year finds them putting on more nitrate than they have for any of the past three.

A nitrate demonstration was run in one of the commercial orchards and the result points clearly to the fact that it pays to nitrate. The nitrate plot receiving 3 lbs. of nitrate per tree gave a more than 100% increase in yield.

The scene on the following page pictures this demonstration and the comparison in yield.



The need of fertilizer is stressed in meetings of growers as well as in personal contacts and news stories. One of the largest fruit growers made the remark that he would never fail to apply nitrate each year in small amounts as it tends to balance the set of fruit each season.

The commercial orchard grower now realizes that thorough spraying is not only deemed advisable but necessary for the production of profitable fruit. Without spraying one cannot grow fruit that the market demands. There is still a premium for the best grade of fruit and there is hardly a market for the low grade supplies. We are planning to run a county-wide "Grow Better Fruit" Contest when a prize will be offered to the grower producing the best quality fruit. The extension horticulturalist will assist in this project.

LIVESTOCK

The livestock industry from a financial standpoint has been quite discouraging to the growers, due to the extremely low level of prices paid for finished cattle. Despite this fact growers realize the absolute need of better blood in livestock breeding and this year finds more purebred sires placed than that for last year. The agent feels that the very low price paid for the lower or common grades of cattle in the face of some premium for choice goods has promoted this fact considerably.

The sheep growers found that their goods were in demand and the result is a favorable one. Last year a penalty of \$1.00 per hundredweight was imposed upon all buck lambs sold. This was found in force again this season. Last season we had 1145 lambs docked and castrated which was 72% of the lambs and meant a saving of \$758.00 to the sheep growers. This year we had 1605 lambs docked and castrated which is approximately 85% of the lambs which means a saving of \$1,203.75 to the grower since the average weight of lambs marketed was 75 lbs. The actual saving will be far in excess of the figure given as that applied only to figures as backed by records. A number of growers docked and castrated their own lambs, as a result of these demonstrations, and we have no record of these.

The sheep growers held their annual Sheepman's Day, where breeders of Northern Virginia displayed bucks that were for sale. They hold an exchange where growers owning registered bucks can trade with other growers. This greatly reduces the cost of pure-bred breeding.

We found more growers feeding cattle this year than ever before. This naturally called for some work along the line of balancing rations, and home mixed rations. Losses due to blackleg seem to be reduced considerably. This year over 900 head of calves were vaccinated against this disease.

In the field of swine growers, we find quite a number of growers practicing worming to increase gains. The results in this practice have produced conclusive evidence to warrant its use.



Home cheese making demonstration which thirty-one families attended and are now making cheese at home.

AGRONOMY

The use of lime in preparation for clovers has been stressed through news stories and community meetings. Growers have been trucking loose lime direct from the plant and no figures are available as to the amount used but the agent feels that if such figures were available, they would be surprisingly high.

The use of lespedeza in orchards as a sod is fast coming into use and preference is given this crop over other clovers as it has proven to be effective and the cost of establishing this crop is unusually small. The new perennial lespedeza is being tried out as an experiment in several orchards. If this plant proves to be practical, it may replace the old crop.

The wheat growers participated in a program recommended by the Agricultural Adjustment Administration to reduce acreage. 80% of the wheat acreage was signed up and the growers of this county will receive approximately \$6000.00 in benefit payments each year for the contract.

POULTRY

The poultry industry is weathering the depression and showing fewer signs of wear than most other products. The high cost of commercial feed has made it almost necessary to mix poultry rations at home from home-grown feeds. More requests were received for such formulas this year than ever before.

A special effort has been launched to improve production per bird. Culling demonstrations were held in each community of the county and growers were urged to actually do the job, of practice culling at the demonstration, to make the practice secure.

The importance of supplying green feed for laying flocks has resulted in the fact that several of the commercial growers are growing clover and alfalfa hay to be cured and fed during the winter months.

4-H club members must have chicks hatched from standard-bred eggs. This will promote the use of better blood in poultry breeding.

SUMMARY

The agent feels that the preceding pages of this report with that of the statistical and emergency report will show that the agent's time was spent in conducting the plan of work as outlined and approved by the County Agricultural Advisory Board.

The results accomplished during the past year were not due entirely to the agent but in a large measure to Mr. W. C. Shackelford and the Extension Staff of specialists for their timely assistance. Much credit is due the Agricultural Advisory Committee who planned the work and through their cooperation in the community, made it possible to reach a greater number of people.

The agent wishes to express appreciation to the following named specialists who aided materially in the development of our program:

Mr. A. H. Teske, Mr. J. F. Watson, Mr. D. A. Tucker, of the Horticultural Department.

Mr. A. L. Dean, Mr. Harry L. Moore, and Mr. M. C. Kilpatrick, of the Poultry Department.

Mr. Geo. C. Herring, Mr. Kenneth R. Litton, of the Animal Husbandry Department.

Mr. W. H. Byrne and Mr. W. H. Doughtry of the Agronomy Dept.

Mr. J. L. Maxton of the Economics Department.

Mr. E. R. Price, Editor of the Extension Division News.

Mrs. Mary C. McBryde of the Extension Service in Landscape Gardening.

Mr. H. H. Gordon of the Agricultural Engineering Department.

Mr. C. A. Montgomery and Mr. Gordon A. Elcan, of the 4-H Club Department.

CONDENSED STATISTICAL REPORT

	Number	Attendance
Letters mailed.....	1074	
Miles auto.....	12410	
Miles total.....	12410	
Office calls.....	789	
Telephone calls.....	787	
Circular letters.....	44	
Copies mailed.....	8254	
Bulletins mailed.....	871	
Club meetings.....	50	1390
Farmer meetings.....	38	701
Other meetings.....	7	214
Visits, club members.....	200	
Visits, demonstrators.....	609	
Visits, other.....	121	
Trees sprayed.....	70	
Trees pruned.....	180	
Hogs vaccinate for cholera.....	97	
Lambs docked and castrated.....	1605	
Calves vaccinated for blackleg.....	560	
Pigs wormed.....	98	
Poultry wormed.....	125	
Poultry culled.....	1455	
Sheep wormed.....	743	
Sheep vaccinated.....	50	
Pure bred animals placed.....	25	
Different farms visited.....	532	
Visits by District Agent.....	8	
Visits by specialists.....	51	
News.....	87	
Days in field.....	219	
Days in office.....	74	
Days annual leave.....		
Days sick.....		
Holidays.....		
Total farms visited.....	928	

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service,
Office of Cooperative Extension Work,
Washington, D. C.

ANNUAL REPORT OF COUNTY EXTENSION WORKERS

This report form is to be used by county extension agents, such as county agricultural agent, home demonstration agent, club agent, and negro agent, reporting on their respective lines of work.

State VIRGINIA County RAPPAHANNOCK
Report of LEWIS J. TURNER County AGRICULTURAL Agent
(Name) (Title)
From NOVEMBER 30, 1932 to NOVEMBER 30, 1933
(Date) (Date)

If agent has not been employed entire year, indicate exact period. Agents resigning during the year should make out this report before quitting the service.

READ DEFINITIONS, PAGE 3



COUNTY AGENT ANNUAL REPORT

Approved:

Date _____

Date Nov 15 1933

State or District Supervisor.

Asst. Director

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 agent, assisted by the subject-matter specialists. The making of such a report is of great value to the county extension agent 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.

Separate statistical and narrative reports are desired from each leader of a line of work, such as county agricultural agent, home demonstration agent, boys' and girls' club agent, and negro agent, regardless of title. Where an assistant agent has been employed a part or all of the year, a report on 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. Where two or more agents are employed in a county, each a leader of a line of work, statistics should not be duplicated.

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.

NARRATIVE SUMMARY

The narrative report should summarize and interpret the outstanding results accomplished and the extension methods used, under appropriate subheadings, for each project. Every statement should be clear-cut, concise, forceful, and, where possible, reinforced with necessary data from the statistical summary. Use an interesting 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, blue prints, or copies of charts and other forms used. Full credit 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 suggestive of how the narrative report may be clearly and systematically presented. Each agent should adapt the outline to the situation and the work to be reported.

SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT

- I. Cover and title page.
- II. Table of contents.
- III. Status of county extension organization.
 - (1) Form of organization—changes and development.
 - (2) Function of local people, committees, or project leaders in developing the program of work.
 - (3) General policies, including relationships to other organizations.
- IV. Program of work; listing goals set up, methods employed, and results achieved.
 - (1) Factors considered and methods used in determining program of work.
 - (2) Project activities and results.

<ul style="list-style-type: none"> (a) Cereals. (b) Legumes and forage crops. (c) Potatoes, Irish. (d) Cotton. (e) Tobacco and other special crops. (f) Home gardens and home beautification. (g) Market garden and truck crops. (h) Fruits. (i) Forestry. (j) Rodents and miscellaneous insects. (k) Agricultural engineering and home engineering. (l) Poultry. 	<ul style="list-style-type: none"> (m) Dairy. (n) Other livestock. (o) Farm management. (p) Marketing, farm and home. (q) Foods and nutrition. (r) Child training and care. (s) Clothing. (t) Home management. (u) Home furnishings. (v) Home health and sanitation. (w) Community activities. (x) Miscellaneous.
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- V. Outlook and recommendations, including suggestive program of work for next year.
- VI. Summary of activities and accomplishments, preferably of one or two typewritten pages only, placed at the beginning or end of the narrative report.

STATISTICAL SUMMARY

To supplement the narrative part of the report, and in order that comparable State and National summaries may be made, it is necessary to include a statistical summary of the work in each county. The following form has been prepared to insure uniformity of reporting:

DEFINITIONS OF TERMS USED IN THIS REPORT

1. A program of work is a statement of the specific lines of extension work to be undertaken by the extension agent 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-matter 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 can 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, or that the use of certified seed in growing potatoes is a good investment.

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, boy, or 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 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 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 his office, extension conferences, and any other work directly related to office administration.

16. Days in field should include all days spent on official duty other than those spent 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 two to six 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 other 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.

GENERAL ACTIVITIES

Report Only This Year's 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.

LEWIS J. TURNER COUNTY AGRIC. AGENT 12
(Name) (Title) (Months of service this year)

2. County extension organization or association.

(a) Name HAPPAHANNOCK AGRICULTURAL ADVISORY BOARD

(b) Number of members _____
 (1) Men 24
 (2) Women _____

3. Number of communities in county where extension work should be conducted 6

4. Number of above communities in which the extension program has been cooperatively worked out by extension agents and local committees 6

5. Number of different voluntary county or community local leaders or committeemen actively engaged in forwarding the extension program.

(a) Adult work _____
 (1) Men 36
 (2) Women 4

(b) 4-H Club work _____
 (1) Men _____
 (2) Women 9
 (3) Older club boys 2
 (4) Older club girls 1

6. Number of clubs or other groups organized to carry on adult home demonstration work SIX COMMITTEES THAT COMPOSE THE AGRICULTURAL ADVISORY BOARD

7. Members in above clubs or groups 36

8. Number of 4-H Clubs 6

9. Number of different 4-H Club members enrolled _____
 (a) Boys' 20
 (b) Girls' 55

10. Number of different 4-H Club members completing _____
 (a) Boys 30
 (b) Girls 47

11. Number of different members enrolled in 4-H Club work for:

	1st Year	2d Year	3d Year	4th Year	5th Year	6th Year and Over
(a) Boys _____	<u>40</u>	<u>21</u>	<u>8</u>	<u>5</u>	<u>4</u>	<u>4</u>
(b) Girls _____	<u>36</u>	<u>24</u>	<u>15</u>	<u>1</u>	<u>7</u>	<u>20</u>

12. Number of different 4-H Club members enrolled according to age.

Age	10	11	12	13	14	15	16	17	18	19	20
Boys	<u>13</u>	<u>8</u>	<u>15</u>	<u>9</u>	<u>12</u>	<u>12</u>	<u>6</u>	<u>3</u>	<u>2</u>	<u>2</u>	
Girls	<u>9</u>	<u>13</u>	<u>16</u>	<u>10</u>	<u>13</u>	<u>14</u>	<u>3</u>	<u>4</u>	<u>2</u>	<u>1</u>	

1 Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the greatest enrollment reported on pages 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.

GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results that can be Verified

13. Number of 4-H Club members in school	163	Out of school	4	13
14. Number of 4-H Club teams trained	(a) Judging		1	14
	(b) Demonstration		1	
15. Number of groups organized for extension work with rural young people above the 4-H Club age			1	15
16. Members in above groups	(a) Young men		7	16
	(b) Young women		11	
17. Total number of farm visits ¹ made in conducting extension work			928	17
18. Number of different farms visited			165	18
19. Total number of home visits ² made in conducting extension work			910	19
20. Number of different homes visited			165	20
21. Number of calls relating to extension work	(a) Office		789	21
	(b) Telephone		787	
22. Number of days agent spent in office			74	22
23. Number of days agent spent in field			232	23
24. Number of news articles or stories published ³			87	24
25. Number of individual letters written			1074	25
26. Number of different circular letters prepared (not total copies mailed)			64	26
27. Number of bulletins distributed			871	27
28. Number of radio talks made			none	28
29. Number of events at which extension exhibits were shown			3	29
30. Training meetings held for local leaders or committeemen	(a) Adult work	(1) Number	6	30
		(2) Total men leaders attending	36	
	(b) 4-H Club	(1) Number	3	
		(2) Total leaders attending	21	
31. Method demonstration meetings held (do not include meetings reported under No. 30)	(a) Number	(1) Number	27	31
		(2) Total attendance	490	
32. Meetings held at result demonstrations	(a) Number	(1) Number	2	32
		(2) Total attendance	35	
33. Tours conducted	(a) Adult work	(1) Number		33
		(2) Attendance		
	(b) 4-H Club	(1) Number	5	
		(2) Attendance	91	
34. Achievement days held	(a) Adult work	(1) Number		34
		(2) Total attendance		
	(b) 4-H Club	(1) Number	1	
		(2) Total attendance	170	

¹ Visit to farm or home visit according to principal purpose of visit.² Include county and State press, agricultural journals, and home magazines. Do not count items relating to notices of meetings only.

GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Meetings that are to be Filled

25. Encampments held (Do not include picnic, rallies, or short courses, as these should be reported under other meetings.)	(a) Farm women	(1) Number	35	
		(2) Total members attending		
		(3) Total others attending		
(b) 4-H Club	(1) Number	36		
	(2) Total boys attending			
	(3) Total girls attending			
26. Other meetings of an extension nature participated in and not previously reported	(a) Number	19	36	
	(b) Total attendance	55.00		
27. Meetings held by local leaders or committeemen not participated in by agent and not reported elsewhere	(a) Adult work	(1) Number	37	
		(2) Total attendance		21
		(b) 4-H Club		(1) Number
		(2) Total attendance	152	

PROGRAM SUMMARY

List below information on each subdivision of the program of work. Include under each heading all of the work done with men, women, boys, and girls. If an assistant agent has been employed include his or her time with that of the agent. This page should not be filled out until the questions on the following pages have been answered. Estimate where records are not available.

Line of work	Number of com- munities or other units par- ticipating	Number of leaders or extension personnel employed	Days spe- cialists employed with line of work	Days agent devoted to line of work	Number of meet- ings held in relation to line of work	Number of news stories published	Number of demonstrations stages or lectures staged	Number of home or home visits made	Number of office calls received	
	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	
28. Cereals (page 8)	6	12	13	45	8	8	8	55	30	38
29. Legumes and forage crops (pages 9, 10)	1	1	1	8		2		2	5	29
40. Potatoes, Irish (page 11)										40
41. Cotton (page 11)										41
42. Tobacco and other special crops (page 11)										42
43. Home gardens and home beautification (page 12)	5	10	2	12		1		18	6	43
44. Market garden and truck crops (page 12)										44
45. Fruits (page 12)	6	18	13	95	11	18	18	200	125	45
46. Forestry (page 12)										46
47. Rodents and miscellaneous insects (page 13)	5	6	1	3		1	1	6	1	47
48. Agricultural engineering (page 14)	1	1	2	2				2	1	48
49. Poultry (page 15)	6	30	1	50	12	11	1	86	90	49
50. Dairy (page 15)	2	2		10				30	15	50
51. Other livestock (page 15)	6	26	12	75	13	7	12	125	200	51
52. Farm management (page 16)										52
53. Marketing—farm and home (page 17)										53
54. Foods and nutrition (page 18)										54
55. Child training and care (page 19)										55
56. Clothing (page 20)										56
57. Home management (page 21)										57
58. Home furnishings (page 22)										58
59. Home health and sanitation (page 23)										59
60. Community activities (page 24)	6	12	2	10	3	2		11	25	60
61. Miscellaneous (page 24)										61
62. Building extension pro- gram of work ¹										62
63. Organization—extension association, and com- mittee ² . P-H CWD	6	12	15	50	66	35	4	200	275	63

(The totals for these columns do not necessarily check with the information given on pages 4, 5, and 6, since one meeting, farm visit, circular letter, etc., may relate to two or more lines of related questions.)

¹Under "building the extension program" include all work incident to the collection of community and social data as a basis for determining program, the conducting of program surveys, and the selection of county, district, and community programs. Do not include work related to the execution of programs, as this should be reported under the projects above.

²Under "organization" include all work incident to maintaining extension associations, agricultural councils, home demonstration councils, advisory committees, project committees, community committees, and the like not reported under building the extension program.

LEGUMES AND FORAGE CROPS—Continued

Report Only This Year's Production Activities that are Reported by Records

Item	(1)	(2)	(3)	(4)	(5)	(6)	✓
	Hay tons	Crop tons	Yeast tons	Field tons	Plants	Other ¹	
72. Number of method demonstration meetings held							72
73. Number of adult result demonstrations completed or carried into the next year	2						73
74. Total number of acres included in adult result demonstrations	35						74
75. Average increased yield per acre on adult result demonstrations due to recommended practices ²	1/3	bu. tons	bu. tons	bu. tons	bu.	bu. tons	75
76. Number of 4-H Club members enrolled	(1) Boys						76
	(2) Girls						
77. Number of 4-H Club members completing	(1) Boys						77
	(2) Girls						
78. Number of acres grown by club members completing							78
79. Total yield of crops grown by club members completing ²	bu. tons	bu. tons	bu. tons	bu.	bu.	bu. tons	79

Note.—Work relating to soils and fertilizers, insects, and plant diseases should be reported in connection with the crops concerned.

(Use space below for State questions not listed above)

¹ Indicate crop by name.

² Indicate whether yield is bushels of seed or tons of cured forage.

FORESTRY

Report Only This Year's Extension Activities that are Supported by Records

95. Number of method demonstration meetings held	95
96. Number of adult result demonstrations completed or carried into the next year	96
97. Number of 4-H Club members enrolled	(a) Boys _____ (b) Girls _____ 97
98. Number of 4-H Club members completing	(a) Boys _____ (b) Girls _____ 98
99. Number of transplant beds cared for by club members completing	99
100. Number of acres of farm woodland managed by club members completing	100
101. Number of new areas reforested by planting with small trees according to recommendations	101
102. Acres involved in preceding question	102
103. Number of farms assisted in forest or woodland management	103
104. Acres involved in preceding question	104
105. Number of farms planting windbreaks according to recommendations	105
106. Number of farms following recommendations as to control of white-pine blister rust	106
107. Number of farms assisted in other ways relative to forestry (specify below)	107
107a. Number of farmers cutting timber on farm for construction or repair of buildings on recommendation of agent.	107a

(Use space below for State questions not listed above)

RODENTS, OTHER ANIMAL PESTS, AND MISCELLANEOUS INSECTS

Report Only This Year's Extension Activities that are Supported by Records

(Do not include work reported under "Crop" and "Livestock" headings)

Item	60	61	62
	Rodents	Other animal pests	Insects
108. Number of method demonstration meetings held	1		2
109. Number of result demonstrations completed or carried into the next year	5		15
110. Pounds of poison used	500		1000

AGRICULTURAL ENGINEERING
(FARM AND HOME)

Report Only This Year's Extension Activities that are Supported by Records

111. Number of method demonstration meetings held.....	111
112. Number of adult result demonstrations completed or carried into next year.....	112
113. Number of adults completing training in terracing and other engineering extension schools, or completing plans for some major engineering improvement.....	113
114. Number of 4-H Club members enrolled.....	(a) Boys..... (b) Girls..... } 114
115. Number of 4-H Club members completing.....	(a) Boys..... (b) Girls..... } 115
116. Number of units improved by 4-H Club members:	
(a) Acres terraced.....	(c) Articles made.....
(b) Machines or equipment repaired.....	(d) Equipment installed.....
	} 116

Engineering activities	Principal improvements being made	or		Total value of services or savings
		Number of farms	Number of units	
117. Terracing and erosion control.....			acres.....	117
118. Drainage practices.....			acres.....	118
119. Irrigation practices.....			acres.....	119
120. Land-clearing practices.....			acres.....	120
121. Better types of machines.....			mach.....	121
122. Maintenance and repair of machines ¹			mach.....	122
123. Efficient use of machinery.....			x x x x x	123
124. All buildings constructed ²	1 Hog House	1	1 bldg.	124
125. Buildings remodeled, repaired, painted ²	Remodeled Poultry House	2	2 bldgs.	125
126. Farm electrification ²				126
127. Home equipment ²				127
128. Total of columns (a) and (c).....	x x x x x	3	farms	128

¹ 129. Number of machines repaired as reported in question 122, by type:

(a) Tractors.....	(c) Harvesters and threshers.....	} 129
(b) Tillage implements.....	(d) Other.....	

² 130. Number of building and equipment improvements as reported in questions 124, 125, 126, 127, by type:

(a) Dwellings constructed according to plans furnished.....		} 130
(b) Dwellings remodeled according to plans furnished.....		
(c) Sewage systems installed.....	(A) Dairy buildings.....	
(d) Water systems installed.....	(I) Sills.....	
(e) Heating systems installed.....	(J) Hog houses.....	
(f) Lighting systems installed.....	(K) Poultry houses.....	
(g) Home appliances and machines.....	(L) Other SURVEYED 300 ACRES ORCHARD FOR STATIONARY SPRAY SYSTEM	

FARM MANAGEMENT, CREDIT, INSURANCE, AND TAXATION

Report Only This Year's Extension Activities that are Supported by Receipts

145. Number of method demonstration meetings held	145	
146. Number of adult result demonstrations completed or carried into the next year	146	
147. Number of 4-H Club members enrolled in farm account work	(a) Boys (b) Girls	147	
148. Number of 4-H Club members completing	(a) Boys (b) Girls	148	
149. Number of farms keeping farm accounts throughout the year under supervision of agent	149	
150. Number of farms keeping cost-of-production records under supervision of agent	150	
151. Number of farms assisted in summarizing and interpreting their accounts	151	
152. Number of farms assisted in making inventory or credit statements	152	
153. Number of farm business or enterprise survey records taken during year	153	
154. Number of farms making recommended changes in their business as result of keeping accounts or survey records	154	
155. Number of other farms adopting cropping, livestock, or complete farming systems according to recommendations <u>3</u>	155	
156. Number of farms advised relative to leases	156	
157. Number of farms assisted in obtaining credit <u>30</u>	157	
158. Number of different farms assisted in using outlook or other timely economic information as a basis for readjusting farm operations (Use best judgment in making conservative estimate) <u>50</u>	158	
159. Number of farms in preceding question making readjustments in—	159	
(a) Wheat	<u>85</u>	(g) Dairy cattle (no)
(b) Corn	(h) Beef cattle	<u>1</u>
(c) Cotton	(i) Hogs	<u>30</u>
(d) Potatoes	(j) Sheep	<u>1</u>
(e) Tobacco	(k) Poultry	<u>2</u>
(f) Truck crops	(l) Other (r)

(Use space below for State questions not listed above)

MARKETING (FARM AND HOME)

Report Only This Year's Extension Activities that are Supported by Funds

Item	(1) Grain and feed	(2) Cotton	(3) Dairy products	(4) Livestock	(5) Fruits and vegetables	(6) Poultry and eggs	(7) Honey- products	(8) Other
160. Number of cooperative-marketing associations or groups ¹ organized during the year.								160
161. Number of cooperative-marketing associations or groups ¹ previously organized assisted by extension agents this year.				/	/	/		161
162. Membership in associations organized and assisted (161 and 162)				30	20	6		162
163. Value of products marketed by all associations worked with.	\$	\$ 46	\$ 260		\$ 500	\$	\$	163
164. Value of supplies purchased by all associations worked with.	\$	\$	\$	\$	\$	\$	\$	164
Number of cooperative-marketing associations or groups assisted with problems of—								
165. Preliminary analysis								165
166. Organization				/	/	/		166
167. Accounting and auditing								167
168. Financing								168
169. Business policies								169
170. Production to meet market demand				/	/	/		170
171. Reduction of market losses				/		/		171
172. Use of current market information				/		/		172
173. Standardizing						/		173
174. Processing or manufacturing								174
175. Packaging and grading						/		175
176. Loading								176
177. Transporting						/		177
178. Warehousing								178
179. Keeping membership informed								179
180. Merging into larger units				/				180
Number of farms or homes not in cooperative associations or groups assisted with problems of—								
181. Standardizing				/				181
182. Packaging and grading								182
183. Use of current market information								183

(Use space below for State questions not listed above)

¹ Includes independent local organizations, units of federations, branches of centralized organizations, terminal sales agencies, production associations which do buying or selling, and cash and loan disbursement club markets.

FOODS AND NUTRITION

Report Only This Year's Extension Activities That are Reported by Homes

184. Number of method demonstration meetings held..... 184
185. Number of adult result demonstrations completed or carried into the next year..... 185
- | | Food selection
and preparation | Food
preservation |
|---|-----------------------------------|----------------------|
| | GO | GO |
| 186. Number of 4-H Club members enrolled..... | (1) Girls | |
| | (2) Boys | |
| 187. Number of 4-H Club members completing..... | (1) Girls | |
| | (2) Boys | |
188. Number of homes assisted in planning family food supply for a year..... 188
189. Number of homes budgeting food expenditures for a year..... 189
190. Number of homes balancing family meals..... 190
191. Number of homes improving home-packed lunches according to recommendations..... 191
192. Number of schools following recommendations for a hot dish or school lunch..... 192
193. Number of children involved in preceding question..... 193
194. Number of homes using improved methods in child feeding..... 194
195. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra, and constipation)..... 195
196. Number of jars of canned products preserved by 4-H Club members..... 196
- (Use space below for State questions not listed above)

CHILD TRAINING AND CARE

Report Only This Year's Extension Activities that are Reported by Records

197. Number of method demonstration meetings held	197
198. Number of adult result demonstrations completed or carried into the next year	198
199. Number of groups devoting major part of program to child training and care	199
200. Membership in these groups	200
201. Number of 4-H Club members enrolled	(a) Girls 201 (b) Boys 201
202. Number of 4-H Club members completing	(a) Girls 202 (b) Boys 202
203. Number of 4-H Club members not in special child training and care clubs who participated in definite child training and care work	(a) Girls 203 (b) Boys 203
204. Number of homes improving habits of school children (other than reported under "Foods and Nutrition" and "Home Health and Sanitation")	204
205. Number of homes substituting positive methods of discipline for negative ones	205
206. Number of homes providing recommended play equipment	206
207. Number of homes making recommended physical adjustments to better meet children's needs	207
208. Number of homes adopting better adult habits with respect to development of children	208

(Use space below for State questions not listed above)

CLOTHING

Report Only This Year's Extension Activities that are Supported by Receipts

206. Number of method demonstration meetings held	206
209. Number of adult result demonstrations completed or carried into the next year	209
210. Number of 4-H Club members enrolled	(a) Girls 210 (b) Boys
211. Number of 4-H Club members completing	(a) Girls 211 (b) Boys
212. Number of individuals following recommendations in improving construction of clothing	(a) Women 212 (b) Girls
213. Number of individuals using a clothing budget	(a) Women 213 (b) Girls (c) Boys
214. Number of individuals making garments for themselves	(a) Women 214 (b) Girls
215. Number of individuals improving children's clothing according to recommendations	(a) Women 215 (b) Girls
216. Number of individuals following recommendations in improving care, renovation, and remodeling of clothing	(a) Women 216 (b) Girls

(Use space below for State questions not listed above)

HOME MANAGEMENT

Report Only This Year's Extension Activities that are Supported by Research

217. Number of method demonstration meetings held.....	217
218. Number of adult result demonstrations completed or carried into the next year.....	218
219. Number of 4-H Club members enrolled.....	219
220. Number of 4-H Club members completing.....	220
220½. Number of 4-H Club members keeping personal accounts.....	220½
221. Number of homes keeping home accounts according to a recommended plan.....	221
222. Number of homes budgeting expenditures in relation to income according to a recommended plan.....	222
223. Number of homes following recommended methods in buying for the home.....	223
224. Number of women following a recommended schedule for home activities.....	224
225. Number of kitchens rearranged for convenience according to recommendations.....	225
226. Number of homes following recommendations in obtaining labor-saving equipment.....	226
227. Number of homes adopting recommended laundering methods.....	227
228. Number of homes adopting recommended methods in care of house.....	228
229. Number of homes assisted in an analysis of their home conditions with reference to a standard of living.....	229
230. Number of homes assisted in making adjustments in home making to gain a more satisfactory standard of living.....	230

(Use space below for State questions not listed above)

HOME FURNISHINGS

Report Only This Year's Extension Activities that are Supported by Grants

231. Number of method demonstration meetings held	_____	231
232. Number of adult result demonstrations completed or carried into the next year	_____	232
233. Number of 4-H Club members enrolled	_____	233
	(a) Girls _____ (b) Boys _____	
234. Number of 4-H Club members completing	_____	234
	(a) Girls _____ (b) Boys _____	
235. Number of individuals improving the selection of household furnishings	_____	235
	(a) Women _____ (b) Girls _____	
236. Number of individuals following recommendations in improving methods of repairing, remodeling, or refinishing of furniture	_____	236
	(a) Women _____ (b) Girls _____	
237. Number of individuals following recommendations in improving treatment of windows (shades, curtains, draperies)	_____	237
	(a) Women _____ (b) Girls _____	
238. Number of individuals following recommendations in improving arrangement of rooms (other than kitchens)	_____	238
	(a) Women _____ (b) Girls _____	
239. Number of individuals improving treatment of walls, woodwork, and floors	_____	239
	(a) Women _____ (b) Girls _____	

(Use space below for State questions not listed above)

HOME HEALTH AND SANITATION

Report Only This Year's Extension Activities that are Supported by Awards

239. Number of method demonstration meetings held.....		239
241. Number of adult result demonstrations completed or carried into the next year.....		241
242. Number of 4-H Club members enrolled.....	(a) Girls..... (b) Boys.....	242
243. Number of 4-H Club members completing.....	(a) Girls..... (b) Boys.....	243
244. Number of 4-H Club members not in special health clubs who participated in definite health-improvement work.....	(a) Girls..... (b) Boys.....	244
245. Number of individuals having health examination on recommendation of extension workers.....	(a) 4-H Club members..... (b) Others.....	245
246. Number of individuals improving health habits according to recommendations.....		246
247. Number of individuals improving posture according to recommendations.....		247
248. Number of individuals adopting recommended positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.).....		248
249. Number of homes adopting better home-nursing procedure according to recommendations.....		249
250. Number of homes installing sanitary closets or outhouses according to recommended plans.....		250
251. Number of homes screened according to recommendations.....		251
252. Number of homes following other recommended methods of controlling flies, mosquitoes, and other insects.....		252

(Use spaces below for State questions not listed above.)

COMMUNITY OR COUNTRY-LIFE ACTIVITIES

Report Only This Year's Extension Activities that are Supported by Rewards

253. Number of communities assisted in making social or country-life surveys, or in scoring themselves or their community organizations.....	253
254. Number of country-life conferences or training meetings conducted for community leaders.....	254
255. Number of community groups assisted with organizational problems, programs of activities, or meeting programs.....	255
256. Number of communities developing recreation according to recommendations.....	256
257. Number of community or county-wide pageants or plays presented.....	6 257
258. Number of community houses, clubhouses, permanent camps, or community rest rooms established.....	(a) Adults..... (b) Juniors..... 258
259. Number of communities assisted in improving hygiene or public-welfare practices.....	259
260. Number of school or other community grounds improved in accordance with plans furnished.....	2 260
261. Number of 4-H Clubs engaging in community activities, such as improving school grounds, conducting local fairs, etc.....	2 261
261½. Total number of different communities assisted in connection with the community or country-life work reported on this page.....	6 261½

(Use space below for State questions not listed above)

BEES, WEEDS, HANDICRAFT, RABBITS, AND MISCELLANEOUS

Under This Heading Report Other Lines of Work not Included in the Preceding Pages, Such as Bees, Weeds, Handicraft, and Similar Work, I. e., any Other Information that can be Reported Statistically and that Will Help to Give a Complete Account of the Year's Work

Item	(1) Bees	(2) Weeds	(3) Handicraft	(4) Rabbits	(5) Other clubs	
262. Number of method demonstration meetings held.....						262
263. Number of adult result demonstrations completed or carried into next year.....						263
264. Number of 4-H Club members enrolled.....	(1) Boys.....					264
	(2) Girls.....					
265. Number of 4-H Club members completing.....	(1) Boys.....					265
	(2) Girls.....					

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service,
Office of Cooperative Extension Work
Washington, D.C.

EMERGENCY SUPPLEMENT
TO
ANNUAL REPORT OF COUNTY EXTENSION WORKERS
YEAR ENDING NOVEMBER 30, 1933

State Virginia County (or counties) Staffanham

Report of Lewis J. Turner Agricultural agent.

(Name)

Home demonstration agent.

(Name)

Boys' and girls' club agent or assistant.

(Name)

Emergency agent.

(Name)

DIRECTIONS

This report form is for use of regularly employed county extension agents and temporary emergency agents, for reporting all work relating to production-reduction campaigns, relief activities, and other emergency work engaged in during the year. This report supplements but does not displace the regular annual statistical report of cooperatively employed agents, on form 285.

This report should be prepared as a single report for the county by all county extension agents and emergency agents working as a committee. Each individual agent should discuss in the regular narrative annual report his or her part in advancing the emergency work included in this supplement.

Where an emergency agent is the only extension worker employed in the county he should fill out this form and accompany it with a full narrative account of his work. In case the emergency agent works in several counties the report should cover the entire area worked in, and be so labeled.

Where the services of the emergency agent are discontinued prior to November 30, 1933, this schedule should be filled out before the agent leaves the county.

Two copies of this report should be sent to the State extension office, one of which will be forwarded to the Federal Extension Service.

PRODUCTION-REDUCTION CAMPAIGNS

ASSISTANCE RENDERED THE AGRICULTURAL ADJUSTMENT ADMINISTRATION

Nature of assistance or activity	Cotton	Wheat	Tobacco	GP
	60	60	60	
Agricultural agent		45		
1. Days devoted to campaign by agent or agent's assistant				1
Home demonstration agent				
Boys' and girls' club agent				
Emergency agent				
2. Days State extension workers assisted in campaign in county		13		2
3. Smith-Hughes teachers assisting in campaign				3
4. Days such Smith-Hughes teachers assisted in campaign				4
5. Number voluntary county or community local leaders assisting in campaign		12		5
6. Total days spent on campaign by such local leaders		36		6
7. Farm visits made to explain plans for reducing production		55		7
8. Office calls to discuss reducing production		30		8
9. Individual letters written in interest of campaign		150		9
10. Circular letters written for use in campaign		8		10
11. Total copies of such circular letters mailed		2400		11
12. News articles relating to reducing production furnished local papers		8		12
13. Meetings held to advance campaign		8		13
14. Total attendance at such meetings		175		14
15. Farms for which production-reduction contracts were completed		85		15
16. Total reduced production calculated for on such farms (acres, animals, etc.)		332A		16
17. Number of farmers following advice of agent in the planting of replacement crops or other use of land removed from production of basic crops		85		17

*Insert name of any other crop or livestock enterprise in which a definite production-reduction campaign has been conducted in your county.

EMERGENCY ACTIVITIES

18. Number of farmers assisted in obtaining seed loans or other emergency Federal credit	30	18
19. Number of farmers assisted in making mortgage or other debt adjustments	2	19
20. Number of families assisted in producing a larger part of food on farm		20
21. Number of families, nonfarm, assisted with home gardens or home poultry		21
22. Number of urban families moving to farms who have been assisted in getting established		22
23. Number of laborers assisted in obtaining employment on farms		23
24. Number of farm families assisted in developing supplemental sources of income		24
25. Number of families aided in obtaining assistance from Red Cross or other relief agency		25
26. Number of families assisted in home butchering, meat cutting, and curing	12	26
27. Number of families assisted in the canning of fruits, vegetables, and meats		27
28. Number of quarts canned		28
29. Value of canned products		29
30. Number of families assisted in butter and cheese making	31	30
31. Number of families assisted in home soap making		31
32. Number of families assisted in making home-made equipment or conveniences		32
33. Number of farmers assisted in making home repairs of buildings or machinery		33
34. Number of farmers assisted in reducing cash expenditures through exchange of labor or machinery		34
35. Number of farm families assisted in bartering farm or home products for other commodities or services		35

