

ANNUAL NARRATIVE REPORT  
OF  
I. FRED STINE  
COUNTY AGRICULTURAL AGENT  
FREDERICK COUNTY  
VIRGINIA  
DECEMBER 1, 1942  
to  
NOVEMBER 30, 1943  
R. I. HOOVER  
ASST. CO. AGENT

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### III. SUMMARY OF ACTIVITIES AND ACCOMPLISHMENTS

Work handled through the County Agent's Office during 1943 covered a larger number of activities than during any year since its establishment in 1934. The office has housed two agencies, namely, the Extension Service and the Agricultural Adjustment Agency. The office has also been the headquarters for the County Board of Agriculture, the County Agricultural Workers' Council, and the County USDA War Board. These organizations have been supported with a membership of 385 community and neighborhood leaders and 19 Professional Agricultural Workers who have diligently worked together in promoting and establishing permanent agricultural programs and policies for the betterment of agriculture and education in the county. The accomplishments during 1943 can be credited to the splendid coordination of the various agencies serving farm people and the cooperation of individual farm people and Professional Agricultural Workers.

The type of agriculture continues to be diversified with some reduction in the apple acreage; a slight increase in the peach acreage and other fruits; wheat, feed grains, and hay crops have been increased; a slight increase in beef herds, cattle and hogs; a slight reduction in dairy cow numbers and milk production; a considerable increase in poultry meat and egg production; sheep about the same; and a slight increase in the vegetable crops, particularly tomatoes. A very healthy condition prevails and if farmers are able to secure adequate labor, machinery and other supplies, the agricultural income should continue to be satisfactory.

A summary of this kind will only permit brief mention of the many projects and activities handled through this office. There are certain Extension activities in which farm people have been rendered a valuable service. These include agronomy, which takes in all the field crops; tomatoes and other vegetables; fruits; dairying; livestock; poultry; conservation of natural resources; farm management; marketing and distribution; housing, farmstead improvement and equipment; cooperative agricultural planning; and farm labor. Some of the most frequent services rendered were furnishing farmers with information on securing improved varieties and strains of seeds, use of liming materials and fertilizers, control of plant diseases and injurious insects. In the case of dairy cattle, other livestock and poultry, matters pertaining to breeding, feeding, control of internal as well as external parasites and other types of services were rendered. Conservation of natural resources which covered specific problems of crop rotations, strip cropping, controlling gullies, contour farming, green manure crops and many others were handled in cooperation with the Lord Fairfax Soil Conservation District. 120 farmers were assisted with problems of this kind during the year.

Farm management problems increased considerably due to the abnormal conditions existing by reason of the war. This situation was aggravated by the shortage of labor, machinery, equipment, seeds, feeds, and other supplies. Dairymen particularly were concerned because the cost of producing milk was less than sale returns. 23 dairymen cooperated in a cost production survey to determine the actual cost of producing 100 pounds of milk. This survey entailed considerable work. The results show that, as of September, the cost of producing 100 pounds of milk was \$4.60. The price received by the dairymen for milk was \$3.80. This information was used as a basis for filing an appeal with O.P.A. for further increase.

Also, under farm management, assistance was rendered more than 1000 people on matters of farm record accounts, cost records, inventories, individual farm planning, adjustments, tenancy, farm credit, and the general outlook. Marketing and distribution of all of the agricultural commodities created problems by reason of the abnormal conditions brought on by the war. Valuable assistance was rendered five pure-bred livestock sales and one feeder calf sale. Except for two of these sales, it was necessary to spend considerable time with the consignors in preparing their livestock for sale.

Dairymen were assisted in their appeal to O.P.A. last winter for an increase in the price of fluid milk. An increase of 40 cents per cwt was secured. For a period of nine months, it is estimated to have increased the income of dairymen by \$9,903.96. Assistance was also given on another appeal of the dairymen made by O.P.A. in October. Poultrymen, fruit and vegetable growers and others were given similar valuable assistance in marketing and distribution. In the case of the Curb Market, 29 different people sold their home-grown products which netted a gross income of \$1,677.57. Many farmers were assisted with problems of housing, farmstead improvement and equipment. Building plans were provided and assistance given in securing needed materials and equipment.

The Extension Service took the lead in cooperative agriculture planning. This planning was handled through the organization of the County Board of Agriculture in which 143 men, 120 women, 70 boys and girls, and 19 paid representatives of public or other agencies had a part. All of the educational work with reference to the war and other programs in which farm people were interested, were handled through this organization. This type of work took in county and community meetings, newspaper publicity, radio programs, and personal contacts with farmers through neighborhood leaders and the agricultural workers. Many other specific activities were carried on through special committees serving under this Board. One of the most serious problems corrected was that of working out a better system of rationing for the farm people. Two farmer representatives were recommended and placed on the Local Price and Ration Board. Many other similar problems as well as programs were handled in the interest of agriculture.

One of the greatest problems during the year was that of farm labor. This problem was handled by a Farm Labor Committee composed of representative farmers and agricultural workers. A survey was made early in the year which indicated that we would need from 1,000 to 1,500 additional workers to produce, harvest, and handle the crops. A Labor Center was set up at 15 Court Square on June 15 and remained open until November 15. The Labor Center handled 173 applications from farmers for 1662 workers either for year-around or seasonal work. Only 386 workers were recruited. Of this number, we were able to place 299 workers. Due to the freeze in the spring and the drought that followed in late summer and fall, the need for additional labor was reduced. A Migratory Labor Camp was established by the War Food Administration where 123 Bahamian workers were housed from September 13 through October 27. These workers were employed 94.52 per cent of the time. 23 different fruit growers and farmers used the workers. The camp is to be retained for the 1944 crop harvest season.

Cooperation with the various programs of the Agricultural Adjustment Agency continued as usual but less time was required in supervising many of the administrative details as has been the case during previous years. This was due largely to the fact that the County AAA Committee and the office personnel were able to go ahead with the various programs. All the educational work in connection with these programs was handled by the Extension Service in cooperation with this Agency. These programs made a very definite contribution to agriculture in the county. 1141 different farms participated in the Agricultural Conservation Program. This was the most popular program as it distributed Grant of Aid Materials such as Limestone, Superphosphate fertilizer, furnished rye, barley and oats for feed and cover crops and paid for green manure crops in orchard. The records show that the following materials and value were furnished farmers under the 1943 Program and the 1943 "Supplemental" Program: 612 producers secured 11,368.5 tons Ground Limestone valued at \$25,597.57; 613 producers secured 2,938.85 tons Superphosphate fertilizer valued at \$53,644.89; and 13 producers were furnished 181½ bushels small grains for feed grains and cover crops valued at \$355.95. Added to this, is an estimate of 2000 tons of Ground Limestone and 100 tons of 20% Superphosphate fertilizer that was purchased by farmers and applied in accordance with the requirements of the program. It is estimated that these farmers will receive a cash payment of \$5,340.00. To show the interest of farmers in these Grant of Aid Materials, 190 other producers filed orders for 692.75 tons of Superphosphate fertilizer which could not be delivered in 1943.

Wheat: While wheat allotments were established for 1943, the restriction on acreage was lifted due to the increased needs for food and feed. However, a Parity Wheat Payment to 353 farmers was made in the summer of 1943 totalling \$12,465.45. Another payment, known as the Agricultural Conservation Payment for wheat, is yet to be made for 1943. It is estimated that this will amount to \$8,249.42. Wheat Crop Insurance was very valuable to the farmers in the county this year. Out of 121 farmers who were covered by Wheat Crop Insurance, 63 claims were filed for losses due to abnormal weather conditions. These claims amount to \$7,219.07. Only one Wheat Loan was closed in the amount of \$103.66 this year. Due to the drought and shortage of feed, a Dairy Feed Payment was made to producers of fluid milk and butter fat. The payment for October totalled \$1,837.35. The estimated payment for November and December is \$3,674.90.

The above materials furnished as a Grant of Aid and cash payments earned and made in 1943 can be summarized as follows:

AAA Grant of Aid Materials - - - - -	\$79,598.41
Commercial Materials bought by farmers (est) - - -	5,340.00
1943 Parity and Conservation Payment for wheat - -	20,714.87
Wheat Crop Insurance Payments for Losses - - - - -	7,219.07
Dairy Feed Payment (est) - - - - -	5,512.35
Total - - -	\$118,384.70

The cost of administering the Agricultural Conservation Program was 4 per cent. The total cost for all the programs amount to 5.69 per cent.

This includes all the regulatory and rationing matters on work handled by the County USDA War Board. The Agricultural Adjustment Agency handled the field contact work with farmers on the Food for Freedom Program for the County USDA War Board. Information was secured on what was produced in 1942 and the intended production for 1943. County and Community AAA Committeemen were very active in handling this and many other jobs of the Agricultural Adjustment Agency throughout the year.

Cooperation with the County USDA War Board consumed an enormous amount of time in handling the various programs and projects. The function of this Board primarily was to handle patriotic, policy-making and educational matters. It was also concerned with many rationing and regulatory matters. It sponsored and took an active part in the various scrap collection drives, war savings bonds and stamps campaigns, Food for Freedom Program, farm labor and many others. The regulatory and other matters handled are as follows: Farm machinery and equipment: The Farm Machinery Rationing Committee handled 338 applications from farmers for various kinds of machinery and equipment. Of this number 297 Purchase Certificates were issued. 391 applications for wire fencing were handled and 390 Purchase Certificates issued. Farm Transportation: The Farm Transportation Committee handled 564 original highway applications for Certificates of War Necessity and 50 applications for non-highway trucks. 350 appeals were handled by reason of errors in the Certificates of War Necessity as issued by the Office of O.D.T. at Detroit, Michigan. This Committee handled 9 applications for new farm trucks and 18 applications were processed for conversion from steel wheels to rubber tires for tractors.

Farm Building Permits: 6 applications for construction of farm buildings were filed; two for dairy barns and 4 for farm houses. All but two for farm houses were approved.

Other Materials and Supplies: 12 electric connection applications were handled and all but one were approved. 20 applications for electric wire for farmstead wiring in the amount of 422.6 pounds were filed and approved. 34 applications for pressure cookers were filed and approved. 2 applications were filed for metal roofing. None was approved due to shortage of the metal and the fact that applicants could secure other roofing.

Certificates for Tomato Canners: All five of the tomato canneries in the county were certified. This entitled them to a subsidy payment which amounted to several thousand dollars.

Slaughter Permits: These permits were handled by the War Board and the War Meat Committee. 2 applications for a Local Slaughterer's Permit and only one was approved. 15 applications for Butcher Permits and 10 approved; 120 Farm Slaughter applications and 120 approved. 30 livestock dealers received Permits to buy and sell. A special Permit and License was secured for the Winchester Memorial Hospital who were in dire need of meat.

Lumber Permits: Preference Ratings of AA-2 for the delivery of supplemental soft wood lumber for specific farm needs were approved for the three local lumber dealers in the amount of 256,000 board feet for

the months of June, July, August and September. Applications from farmers in amounts of \$10. or more had to be approved by the War Board. 7 applications were filed and 5 approved.

RACC Loans: These loans were made to farmers who could not secure credit from other sources and were only granted to people of good character and ability to make re-payments. 15 applications were made, 4 of which were approved in the amount of \$2,836.75.

The handling of recommendations on farm deferments by the County USDA War Board was, no doubt, one of its greatest services to farmers during the year. A splendid working relationship with the two Local Selective Service Boards made it possible to handle this matter exceptionally well. Requests came from the Local Selective Service Boards as well as from farmers and draftees for recommendations on the classification of essential farm workers. No recommendation was made without the approval of at least four members of the War Board. Due to the number of cases handled, it was necessary for the War Board to meet at least once a week. 802 cases were handled. 610 were recommended for farm deferment and 160 were not recommended for farm deferment and 32 other cases were transferred to other counties, because the draftees did not work on farms in this county. This service to the farmers helped to solve much of the labor problems during 1943.

Cooperation with credit and other agencies working with farm people in the county was one of the things that made it possible for the County Board of Agriculture to carry on so many constructive activities. The local banks, the Shenandoah Production Credit Association, the Farm Loan Association, the Emergency Crop and Feed Loans, and the Farm Security Administration all made a substantial contribution to agriculture during the year. The Federal Loan Agencies made loans to 175 farmers covering the production of crops, livestock, etc.

The Lord Fairfax Soil Conservation District, which covers Frederick County, completed surveys on 120 farms. The soil and planning technicians for the District have cooperated in the general Agricultural Program for the county. Their contribution has been that of working out permanent soil conservation plans for 40 different farms and partly working out plans on 40 more farms. These plans reflect correct land use, improved soil productivity, contour farming, shorter rotations, and better use of seeds, liming materials and fertilizers. They have also distributed 510 pounds of legumes for seeding to provide shelter and feed for wild life. Sites have been surveyed for 20 farm ponds of approximately one acre each. These ponds will be used for stocking fish and will serve as a reservoir for fighting fires, irrigation of truck patches and for other needed purposes.

The Vocational Agriculture and Home Economic Teachers together with the schools have played a very important part in the activities of the County Board of Agriculture during the year. These people made a valuable contribution by assisting with the various educational programs conducted in the different communities with farmers on war programs. To this group can be added the Superintendent of County Welfare who made a similar contribution.

One of the most important demonstrations in the county is the Extension-TVA Farm Unit Program in which 14 active farmers are demonstrating recommended practices covering the use of fertilizers on pastures, liming materials, use of better sires, certified seeds, keeping of farm record accounts and many other proven practices. These farms are located in 11 of the 12 organized communities in the county. In 1936, when these demonstrations were started, only a few farmers recognized the importance of a number of these practices. The use of fertilizer, in particular, on pastures is an illustration of how effective these farm unit demonstrations have been. Now, thousands of acres of pastures and other grasses are being fertilized each year.

One of the finest pieces of work carried on through the County Agent's Office has been the 4-H Club Program. While the war has restricted a number of its activities, the progress made this year is outstanding. 74 boys were enrolled carrying 82 projects. These projects include hogs, dairying, sheep, poultry, corn, potatoes, strawberries, tomatoes and gardens. 68 of the projects were completed with gross receipts of \$10,546.10. The net profit was \$3,651.10. The boys participated in a number of contests. Hugh Dailey, President of the County Council was the State Winner in the Victory Achievement Contest. Two other boys received a \$25.00 War Bond each in a state contest. Other contests included the short-horn judging contest, the milking contest, and a garden contest. The winner in the garden contest won a \$25.00 War Bond. One of the outstanding community achievements of the Round Hill Club and the other clubs in the county was that of conducting the War Bond Booth in front of the County Court House on Saturday, October 2. Over \$25,000 worth of bonds and stamps were sold. The direct supervision of this work was handled by the Assistant County Agent, R. I. Hoover, who spent two weeks in the county each month.

The success of the work handled through the County Agent's Office during this past year is due largely to the excellent organization and fine leadership of farm people and professional agricultural workers who have joined whole-heartedly in serving the best interest of agriculture and education in the county. There has been a fine spirit of cooperation and the work has been handled extremely well by the many leaders, committeemen and others. All the programs and activities have been carried on with the same number of paid workers employed by the Extension Service, the Agricultural Adjustment Agency and the County USDA War Board.

#### IV. COUNTY ORGANIZATION

All programs and activities of the Extension Service were coordinated with the programs and activities of all other agencies working in the county during 1943. This was made possible through three county-wide organizations, namely: County Board of Agriculture, County Professional Agricultural Workers' Council and the County USDA War Board. All three organizations made a huge contribution on promoting excellent relationship between the agencies. Without the coordinated efforts made through these three organizations it would have been impossible to accomplish the work and get the results that we had. To understand the importance of these organizations a brief description of each will explain its functions.

The County Board of Agriculture is the most important organization of the three. This organization is composed of farm men, women and young people. The organization is built around twelve organized communities in the county which comprise 143 neighborhoods. In each community there is a chairman, chairwoman, vice chairman, vice co-chairwoman and secretary. Each neighborhood in the community has a man, woman and youth leader. The County Board of Agriculture is composed of the chairmen, and chairwomen from the twelve communities and other special representatives elected on the board. Ex-officio members of the board include representatives from all the other agricultural and educational agencies in the county. There are twelve special committees dealing with the various programs and projects in which the board is interested. From time to time, as needed, other special committees are used to carry on the work. This organization holds four quarterly meetings during the year. Special meetings are only called in the case of an emergency program or activity. The organization is qualified and prepared to handle any problem concerning agriculture and education in the county. This organization is the most direct way in which to contact farm people either to supply them with information or to secure information from them.

The second organization is that of the County Professional Agricultural Workers' Council. This is strictly a professional group and is intended to coordinate the activities of all the agencies and promote good relationship. The function of this organization is to assist in an educational way with programs and activities on a county-wide nature. The members of this organization assist in explaining to farm people the various programs and activities of an agricultural and educational nature. They assist the community chairmen and chairwomen with meetings and serve in an advisory capacity to the County Board of Agriculture. Without this cooperation it would be impossible to cover the many programs and activities for farm people.

The last of these three county organizations is the County USDA War Board. This organization came into being by reason of the war. Up until now it had been assigned all of the regulatory and rationing matters pertaining to the war effort. This board is composed of the County AAA chairman, the County Agent, representatives from the Farm Credit Administration, Farm Security Administration, Soil Conservation

Service and Vocational Agriculture. A number of sub-committees composed of farm people and others have served in connection with the various programs and projects. The activities of this organization during the past year has been enormous, requiring a considerable amount of time of its members in handling the work. In the future much of this regulatory and rationing work is to be handled by the Agricultural Adjustment Agency but this board will be continued with certain functions of an educational and policy making nature.

These three organizations have been responsible for the broad and far-reaching programs handled through the County Agents' Office during 1943. It has required considerable time of the Professional Workers in the different agencies and the farm people who have served as leaders. To them goes the credit for the report that follows.

#### V. TYPE OF AGRICULTURE

Agriculture in the county is more diversified than ever in its history. The production of apples, peaches and other fruits continue as the major type of agriculture. While a considerable acreage of orchard has gone out and more is expected to go, it is estimated that we have approximately 18,000 to 20,000 acres of apples and peaches bearing and non-bearing. There is some plantings of cherries and small fruits. General farming and livestock raising continues on most of the farms in the county. The various crop acreages remain about normal, but due to the war some increases have been made, particularly in the feed grain crops and hay. There has been some increase in the vegetable crops such as tomatoes and potatoes. Livestock numbers have increased in beef herds and hogs. Sheep and dairy cattle remain about the same. There has been an enormous increase in poultry both for broilers and layers. More poultrymen are keeping blood tested flocks and selling hatching eggs to certified hatcheries. Turkey raising has decreased and there are not as many producers as several years ago.

A very healthy situation prevails here for this continued type of diversified agriculture. Fruit growers in particular are carrying on some other type of agriculture such as poultry and livestock to supplement their income. This has proven very profitable by many and others are planning to do the same. Farmers in large numbers are vitally interested in securing materials such as superphosphate and potash fertilizers and liming materials. These materials in large quantities are being applied on pastures, legumes and grass crops. Liming materials are particularly being used more in the rotating crops. The use of hybrid corn, certified legumes, grasses, etc. is contributing very much to the improvement of agriculture in the county.

#### VI. PROJECT ACTIVITIES

Due to the enormous war program it was impossible to spend as much time in the field on the regular extension project activities. Despite this, however, considerable progress was made any many people reached. All the projects were handled in cooperation with the war production goals. A brief statement covering the various projects follows:

a. Agronomy

With the exception of oats and wheat the field crops continued about the same. Wheat was very materially reduced due to the abnormal wet season in the fall of 1942 which prevented the seeding of a normal acreage. Some of the acreage that was not seeded in the fall to wheat was seeded in the spring to oats which materially increased the oat crop for 1943. The yield on all the small grain except for oats was abnormally low. In the case of corn, the yield was cut approximately 40% due to the drought situation. All of these conditions materially affected the feed situation. Another crop that farmers were urged to plant this year was soybeans for oil. This was a war goal and 136 farmers agreed to plant 797 acres. It is estimated that something over 500 acres were planted but due to the serious drought condition most of the crops did not mature. As a result a large portion of soybeans were cut for hay or otherwise used. As nearly as we can determine approximately 2,000 bushels were threshed. Most of these beans are being sold for seed and some little for oil. The hay crop with the exception of alfalfa both from the standpoint of quality and quantity was good. Outside of the first cutting of alfalfa, the other cuttings did not amount to very much. Pastures held up very well for the first half of the season but due to the drought the last half suffered seriously. Many dairymen and other livestock producers were compelled to feed hay as early as August. With this unusual situation farmers had many problems and we were, therefore, called on many times for information and suggestions in working out these problems. As well as we can determine from our records we assisted 236 farmers in obtaining improved varieties or strains of seed. 550 farmers were assisted in their problems of using liming materials. 750 were given assistance in the use of fertilizers. 30 were given assistance in the matter of controlling plant diseases and injurious insects, and 10 were given assistance in controlling noxious weeds.

b. Tomatoes and Other Vegetables

The tomato acreage was larger than any other year in the production of this crop in the county. Approximately 500 acres were planted to tomatoes. This was a war crop and a guaranteed price of 81¢ per bushel appealed to a large number of farmers this year. The crop was grown in most every section of the county but was concentrated more in the northwestern and southern sections of the county where processing plants were located. Despite the serious drought condition, the yield was larger than expected. It was estimated that approximately 40,000 cases were canned. The next vegetable crop of importance was potatoes. Since all over three acres was considered a war crop, the acreage this year was increased, in spite of the difficulty in securing seed. Drought conditions materially cut the yield but the larger acreage provided enough for home and local market needs. Vegetable growers were all given assistance with the many problems pertaining to varieties or strains of seed, use of lime and fertilizers. Information on the control of plant diseases, injurious insects, noxious weeds, etc. were given to 220 farmers.

Other crops such as sweet corn and those grown in victory gardens

were materially increased but as in the case of tomatoes and potatoes, the yield was materially cut.

c. Fruits

The apple crop was about one-third of a normal production. The peach crop was estimated at one-fourth and the cherry crop was almost a complete failure. Strawberries produced about normal but raspberries, grapes and other fruits did not yield well. Growers of these various crops encountered many problems throughout the year. A severe freeze in the spring damaged the bloom of the various crops and a drought lasting from June to the end of October further reduced the yield. Labor problems together with market difficulties irritated growers a great deal. In the case of peaches and apples the fruit growers kept constantly in touch with the Office of Price Administration in establishing fair ceiling prices.

During the year we assisted farmers with their various problems, individually or in meetings. Four regular fruit meetings were held at which time specialists were present to discuss particular problems. Four pruning demonstrations and four peach borer demonstrations were held. Growers were also given special assistance in the use of liming materials, fertilizers, controlling plant diseases, injurious insects and rodents. This type of information was furnished through letters, newspaper publicity, radio broadcasts, individual visits to the office by growers as well as visits to the field.

d. Dairying

Dairy production continued at about the same level in 1942 which was below normal. While some farmers went out of business others came in. The feed situation was the most serious problem faced by the dairymen during the year. This was aggravated by the drought condition and as a result costs of production increased. Another problem that dairymen faced was that of Bangs' Disease. Several herds were tested and cleaned up through the indemnity plan. Others were tested but retained all reactors and agreed to vaccinate calves. Consequently a number of dairy cows were slaughtered. This probably will result in a much better situation in the future if the different herds continue to follow this procedure of cleaning up.

The DHIA continued to function for most of the year until a tester could no longer be found to do the work in Frederick County. At present no DHIA records are being kept. A feeding school was held last winter and from time to time various kinds of information on breeding, feeding, care and management has been distributed to the dairymen through letters, newspapers and radio. Other matters pertaining to dairy production are handled in this report under the section header Farm Management, Marketing and Distribution.

e. Livestock

1. Beef Cattle

Beef herds in the county continue to increase slightly. Most of these herds are using purebred sires and good bred cows. There are purebred registered breeders of Polled Angus, Polled Shorthorn and Hereford. Two purebred sales were held in the spring. One mixed sale for purebred Angus and Hereford bulls and heifers and a purebred sale for Polled Shorthorn. Farmers from Clarke, Frederick and Shenandoah Counties consigned to these sales. Local as well as other buyers bought these animals. In the fall the annual Feeder Calf Sale was held in which consignors from Frederick, Clarke, Loudoun and Fauquier Counties participated. This sale was held at Winchester. Six different farmers consigned a total of 92 calves which were Polled Angus and Hereford and brought a gross sale price of \$5,113.98. The sale averaged \$16.65 per 100 pounds. There are at present two purebred Polled-Shorthorn breeders, three purebred Hereford and four purebred Polled-Angus breeders in the county. These breeders are doing a splendid job in building up the quality of beef cattle in the county.

2. Sheep

Sheep numbers continue about the same. Lambs were marketed through the livestock rings and the major portion of the wool was sold cooperatively. The sheep dipping vat for the control of external parasites was operated again but only 936 were dipped. This was largely due to the fact that it was difficult to secure someone to operate the vat. Farmers were advised on docking and castrating. Information on the treatment of sheep for internal parasites was provided. Phenothiazine was the material recommended. Nema capsules were handled through the office though and large numbers of farmers used them. We cooperated with the purebred ram sale held at Berryville. A breeder in the county consigned several rams, and several farmers in the county bought rams at this sale.

3. Hogs

Hog production increased considerably throughout the year. As a result of the drought large numbers of hogs, particularly brood sows, have been sold this fall. Except for the price of small hogs and pigs the market has been very satisfactory. Two purebred registered hog sales have been held in the county - one in January and the other in August. A number of farmers in the county purchased purebred animals. There are several purebred breeders. These sales and the location of these breeders in the county, is helping considerably in getting farmers to use purebred sires.

f. Poultry

Poultry production for both broilers and layers made a substantial increase. The size of individual flocks were increased as well as the

addition of many more producers. Turkey numbers continued to decrease. This was largely due to the difficulty in securing poults and the shortage of feed. A well organized poultry program was followed throughout the year. Field visits were made monthly and four culling demonstrations were held. Other problems pertaining to the production and marketing of poultry meat and eggs were also discussed. More poultrymen had their flocks blood tested and were certified to sell hatching eggs. There have been numerous inquiries on obtaining better strains of baby chicks, methods of feeding and matters pertaining to the control of external and internal parasites, diseases and predatory animals. Information concerning all of these inquiries have been given to poultrymen upon request.

#### g. Conservation of Natural Resources

In cooperation with the Lord Fairfax Soil Conservation District we were able to make some contributions for the conservation of natural resources. Our most important contribution was that of matters pertaining to soil management. When farmers came to us with these problems we would urge them to file an application with the Soil Conservation District in order that they might secure the benefit of having a complete inventory made of their land-use problems. This often resulted in most of the farmers working out a complete plan for their farming operations. In other cases only specific problems were worked on such as crop rotations, strip cropping, controlling gullies, contour farming, green manure crops and a number of others. Each year there is a very noticeable increase in the amount of interest with problems of land-use. Our records show that 100 farmers were interested in the problem this year. So far as forestry and wildlife conservation is concerned not a great deal was done, except in a few instances farmers were assisted in securing trees for reforestation and seeds for planting to provide feed for wildlife.

#### h. Farm Management

Farm Management problems seemed to be greater this year. This no doubt is due to the unusual conditions that now exist because of the war. The problems that seem to disturb the farmers most were inadequate labor, machinery, equipment and materials, shortages of seeds, feeds and other supplies. Also problems of rationing, determination of ceiling prices and other matters that have arisen by reason of the war program. The most important job under farm management that we did this year was to conduct a Production Cost Survey to determine the actual cost of producing 100 pounds of milk. This survey was conducted by the Extension Dairy Department, at VPI, and the County Agent. Twenty-three farmers cooperated in the survey which covered capital investment including land, buildings, equipment, and cows. Feeds and other miscellaneous costs were included, too. It was found that for the period May 1, 1942 to April 30, 1943, the cost of production was \$3.97 per 100 pounds of fluid milk. The average price received by farmers was \$3.24 per cwt. These figures were brought up to date and based on the September price of feed and other items required to produce milk. It was found that feed costs and labor had increased to the point where cost of producing 100 pounds of milk was \$4.60. This was used as a basis for filing

another appeal with OPA for an increase to \$4.80 per cwt. which is \$1.00 more than the price that producers are now receiving.

We endeavored to advise farmers in accordance with information that we had in our files on various problems and if we did not have the information we would try to secure it for them. We assisted over 1,000 people on matters pertaining to farm accounts, cost records, inventories, individual farm planning, adjustments, tenancy, farm credit and outlook information. This represents a considerable amount of work and time but without a source from which this type of information could be secured, farmers would have been placed at a very serious disadvantage. The farm labor problem is covered more specifically in another section of this report.

### 1. Marketing and Distribution

Considerable more time was spent on marketing and distribution during this past year than usual. This probably is due to the general economic situation with reference to farm prices and distribution. Local cooperative selling organizations and others worked very closely with us. A lot of this was due to the rationing and other types of programs brought on by the war. In working with these specific matters it brought us in closer contact with the general marketing and distribution situation on other matters. In the case of livestock we cooperated and assisted with six different sales. In the case of four of these sales we spent considerable time in working with consignors of livestock for the sale. All of these sales were sponsored and conducted cooperatively with farmers and other agencies in the adjoining counties.

The dairymen made two attempts to secure an increase in the price of fluid milk. The first appeal for an increase was made last February. The dairymen held a meeting at which time it was decided to employ a lawyer and file an appeal with OPA for this increase. They agreed to contribute \$10 each to defray the cost of making such an appeal. \$200.00 was collected. As an outgrowth of this effort the Winchester Cooperative Milk Producers Association was organized and incorporated. A Board of Directors was elected and membership agreements signed. An increase was finally granted on the first appeal which amounted to 40¢ per cwt of fluid milk. This increased the payment to the fluid milk producers over a period of nine months of \$9,903.96. This helped a great deal but it still was not enough. Later in the summer when the drought conditions became severe the producers again agreed to file another appeal. Before filing the appeal it was decided to make a Cost Production Survey to determine the actual cost of producing 100 pounds of milk. This survey was completed and later brought up to date in order to substantiate the request of the producers for an increase from \$3.80 to \$4.80 per cwt. Consumers were contacted and their cooperation secured in filing this appeal. No action has been taken on the appeal due largely to the subsidy payments now being paid dairymen during October, November and December.

Since poultry production has become important in the county we found it necessary to spend more time on marketing and distribution. Probably the greatest contribution we made to farmers was that of getting poultry

producers to blood test their flocks and sell eggs to hatcheries. Numerous contacts were made with hatcherymen in an effort to secure an outlet for many of the producers in the county. The experience of producers who had been doing this was very helpful in interesting many others in doing the same thing. We do not have a complete record on the total number of people that are doing this but it is estimated that approximately 25 different farmers are disposing of their eggs in this manner. Assistance was also rendered broiler and turkey raisers in selling their birds. Farmers were also kept informed on ceiling prices for both poultry meat and eggs. Like all the other commodities there was a great deal of misunderstanding as to what prices could be charged.

The Frederick County Fruit Growers Association through special committees handled many of the problems of marketing and distribution of apples and peaches this year. Most of these problems concerned government regulations on price ceilings. The determination of these ceilings, of course, classified the kinds of apples to be sold to by-products plants and those to be packed as fresh fruit in containers. Only the number one grades were packed of the different varieties and most of the pack went to cold storage. The remaining was sold to the by-products plants by the hundred weight. As to the vegetable crops the only organized outlet was the Curb Market which was established and sponsored by the County Board of Agriculture. The market worked out very satisfactory this year except for a shortage of products to sell. The market was organized with a Market Master on a business-like basis. Twenty-nine different people sold on the market. Reports of sale show a gross income of \$1,677.57.

Other commodities such as grain, hay, forest products, etc. were handled through the usual trade channels. Numerous inquiries with respect to prices were made by farmers. Where ceiling prices governed we attempted to secure the proper information and in various other instances we investigated prices covering the sale of these products. In general, the matter of marketing and distribution in 1943 was more complicated and confused for farmers than usual. It had a tendency of bringing farmers closer together in working out their common problems with respect to sales and purchases of needed commodities.

#### j. Housing, Farmstead Improvement and Equipment

Due to the limitations placed on needed materials, supplies and equipment, it was impossible to do any sizeable amount of work toward improving the use of better housing, farm buildings and equipment. More time was spent in assisting farmers with their problems of securing the needed materials and equipment required to carry on their operations. These requests generally took in the farm house, buildings, mechanical equipment and rural electrification.

#### k. Cooperative Agricultural Planning

We have taken the lead in the over-all planning of agricultural and educational work in the county. The medium through which this has been accomplished is the County Board of Agriculture. This organization is composed of 143 men, 120 women, 70 boys and girls, and 19 paid representatives of public or other agencies. Without this type of organization it would have been impossible to have handled the various programs, projects, and other

activities. There is today an excellent relationship between the agencies and farm groups in the county. Quarterly meetings are held at which time problems of a county nature are brought up and discussed. This is not all. In each of the 12 organized communities we had during this past year a total of 58 meetings with an attendance of 876. These meetings were handled by the community leaders with the assistance of the Professional Agricultural Workers from the various agencies in the county. Some of the subjects taken up at these meetings include Food for Freedom, Farm Labor, Farm Mobilization, Tomato Production, Victory Garden, Share the Meat Program and others.

In order to carry on effective work under the County Board of Agriculture there are 12 committees designated to handle various projects and activities. These committees include: Motion Picture, Poultry, Youth, Horticulture, Cooperative Marketing, Farm and Home Market, Office Space, Livestock, Dairy, Soil Conservation, Resolutions, and Homemaking. Other special committees concerning matters that may come up from time to time usually are appointed to handle various problems.

For instance one of the most serious problems that farmers faced during the past year was that of rationing. A special committee composed of members of the County Board of Agriculture and the County USDA War Board were appointed to investigate why farm people were having so much difficulty with the local Price and Ration Board. This committee approached the Coordinator and the chairman of the Ration Board on the matter with certain recommendations. After several conferences it was finally agreed that two additional members should be added to the present Board from the county. After some more difficulties the board was reorganized on this basis. From that time forward there has been very little complaint. The farm members of the Ration Board were able to have adopted certain plans and rules that would govern the handling of rationing matters with farm people. This was considered a very worthwhile piece of work and it certainly has saved time and expense for large numbers of farm people. Other committees that handled special problems during the year were labor, and the Curb Market.

At present there seems to be a united front on the part of all the agencies working with farm people in the county. This has been largely brought about through the action programs carried on by the County Board of Agriculture. Farm people as well as the agency representatives have had ample opportunity to bring up matters concerning certain conditions that may exist in the county and other matters that the various agencies are charged with in bringing to the attention of farm people. Today the County Board of Agriculture stands as the clearing house or medium through which all things for the betterment of the people and land in the county can be handled.

#### 1. Farm Labor

Farm labor was a problem throughout the entire year. Because of the numerous inquiries and requests for assistance in securing both seasonal and year-around workers, plans were considered early in the year for

meeting the situation. In addition to the arrangements worked out between the Local Selective Service Boards and the County USDA War Board for investigating and recommending farm deferments for essential workers, we established a Labor Center at the County Agent's Office. A record was kept of applications from farmers for year-around and seasonal workers. A record was also kept for people who were seeking farm work. This was only a partial success due to the fact that we did not have sufficient help and time for handling the applications and placements of workers. At the first quarterly meeting of the County Board of Agriculture in February the farm labor problem was presented to the Board. As a result, the County Farm Labor Committee was appointed consisting of members from the various key agencies and farmers from the different types of agriculture. This Committee held its first meeting on March 18, and heard reports covering a farm labor survey conducted by the Agricultural Adjustment Agency. This survey indicated that the labor shortage in 1943 would range from 15 to 20% less than in 1942. The shortage was felt very keenly in 1942 and because of the increased production requested for 1943 the committee agreed that every effort should be made to develop plans for securing more labor for farm work this year.

The next meeting of the Farm Labor Committee was held on April 15, at which time a more thorough analysis of the situation was made. It was reported at this meeting that efforts were being made to secure a location of a Farm Migratory Labor Camp to house workers in this area. Since the fruit growers probably would have the greatest need for seasonal workers, it was decided that this matter should be referred to the Frederick County Fruit Growers' Association for their consideration. The fruit growers approved the idea and appointed a special committee to work with the Farm Labor Committee. It was thought at first that a camp should be established to serve both Frederick and Clarke Counties. On May 4, another special meeting of the Farm Labor Committee was held. A communication from the Regional Director of the Farm Security Administration, Raleigh, North Carolina was read to the group. No definite work could be given as to the establishment of such a camp but it was suggested that the local community would have to provide a site of about 15 acres which would have to be near electrical current and telephone service. The outgrowth of this meeting resulted in a request for a representative of the Farm Security Administration to visit Winchester and make a survey of our situation. Reports from growers indicated that a thousand to fifteen hundred workers would be required in addition to what labor we now have locally to take care of the harvesting of the various crops. Two special committees were appointed, one to determine the needs for additional labor, and the other to work with the Farm Security Administration in selecting a site for a camp. A brief report was also made at this time on the legislation concerning the Emergency Farm Labor Program. The Extension Service had been selected to handle this program and the details had not as yet been distributed.

On May 21, at another special meeting of the County Farm Labor Committee, the Emergency Farm Labor Program was outlined which directed the Extension Service to recruit, train, transport, and supervise the placement of workers. In the State of Virginia, the program was broken down so that the U. S. Employment Service, the Vocational Agriculture, the

Farm Security Administration, and the American Women's Volunteer Service in Washington would cooperate in handling various phases of the program. The program in general was discussed and approved by the Committee. It was first agreed to establish a Farm Labor Center in the County. Several additional Committees were appointed to handle the program. These additional Committees included: Office and Personnel, Recruitment and Publicity, Wage Scale, and Placement of Workers. A Steering Committee was appointed to serve with the Chairman and the County Agent. It was composed of the Chairmen of all the special committees. The report of the Committee to Determine Farm Labor Needs indicated a thousand to fifteen hundred additional workers would be required to handle the harvesting of the crops this year.

On June 15 a Farm Labor Center was opened at 15 Court Square. The personnel in the office consisted of a farm labor secretary and the supervision of the County Agent. A labor assistant was employed for the months of August, September and October. Considerable publicity was given over the radio, in the newspapers, by mail, and through meetings, on the need for farm workers. This seemed to reach a large number of people. During the period from June 15 until November 30, 173 applications from farmers for year-around and seasonal workers had been made for 1662 workers. Some of these requests were only for a short period such as the harvesting of grain, hay, peaches, apples, etc. Others were for a longer period and still others on a year-around basis. During the same period 386 workers were recruited for farm work, either on seasonal or year-around basis. The record broken down shows that 65 farmers requested 93 year-around workers, and 127 farmers requested 1569 seasonal workers. A total of 87 workers was recruited for year-around work, and a total of 299 workers including men, women, and boys were recruited for seasonal work. A number of people who were recruited for both year-around and seasonal work did not turn out to be very satisfactory at first. This gave us a little concern because farmers would make extra trips in order to secure these workers. Some of these people were not at all serious about working. After a little experience with this sort of thing we were able to know many of these people and avoid this inconvenience to the farmers. The office secretary and the labor assistant handled the details with reference to the placement of workers. Placements were made over the telephone, by letter and by personal visit to the farm with the labor assistant. These workers helped to make hay, harvest grain, pick peaches and apples, cut corn and do various other types of work on the farm.

The establishing of the Farm Labor Camp was not finally approved until late July. Representatives from the War Food Administration came to Winchester and investigated the various sites considered possible for the camp. The site that had been recommended by the Migratory Labor Camp Committee was finally approved and a crew of workers provided by the different fruit growers and farmers started clearing up the site about August 1. The location for the camp was Northwest of Winchester within the city limits. The property was owned by the Frederick County School Board and arrangements for a lease had to be worked out. This was done without any cost to the local people or the War Food Administration. It was necessary to clear the site of brush and level off the ground for the location of shelters and other equipment for the camp. Comments from

several responsible people place an increase value of several thousand dollars to the site by reason of the improvements and location of the camp. The expense to the Frederick County Fruit Growers Association amounted to \$253.65 for clearing the camp site. Arrangements had to be made for pumping and storing a supply of water. All of this work required time and was very expensive. The War Food Administration made every effort to comply with health regulations and other safe guards because the camp was within the City Limits. Some objection was voiced as to the location of the camp, but this was soon smoothed over and everything worked along very satisfactorily. The Camp was built to house approximately 500 workers. A request had been placed for 350 Bahamian workers. It was found that these people had been doing very satisfactory work with other crops along the Eastern Coast. Only 123 of these workers were approved and moved in on September 13. They remained in the camp until Wednesday October 27. The Fruit Growers Association contracted for the use of the workers and agreed to pay a minimum rate of 8¢ per crate or 40¢ per hour. Some few of the people who had agreed to use these workers refused to use them at first due to objection of the local white labor working in the same orchard with them. At first there was some very noticeable objection to these workers but after they had learned how to do the work it was not long until many other growers and farmers were requesting their services. White workers would not live in the camp because these colored workers were living there. Consequently the white section of the camp was not used. According to a report of the placement representative of the Employment Service at the camp, these workers were employed 94.52% of the possible working time while in the camp. Good weather conditions and orders for the workers all the time accounted for this high percentage. 23 different fruit growers and farmers used the workers. They picked a total of 139,729 crates and those who worked by the hour worked a total of 2,501 hours. It is estimated that each worker averaged 40 crates per day. The short crop and scattered picking accounted for this average. Many of the workers did pick 75 to 100 crates per day, depending upon the kind of picking. The most serious objection to the workers was that they had too many women. There was 39% women and 61% men. It is recommended that 20% women would be sufficient. The police records show only one court case. A worker was fined for larceny and paroled in the custody of the camp manager. Their conduct was excellent and the great majority of growers and farmers were well satisfied with their services. Many have already made requests for these workers in 1944. Letters in our files indicate that these workers were very satisfactory. This program saved the critical crops throughout the summer and fall months.

## VII. COOPERATION WITH AGRICULTURAL CONSERVATION PROGRAMS

### a. Organization

The Agricultural Adjustment Agency is organized in the county to handle the various programs and administer them efficiently. There are twelve different communities which have been organized to carry on the necessary contact work with farmers. The County AAA Committee is composed of representative farmers and it has been their practice to hold at least one monthly business meeting and as many other special meetings that may be necessary in handling the work. The County Agent has been serving as Secretary to this Committee for the past ten years. The Treasurer is the Head

Clerk and there has been an average of 2½ workers on the various programs during the past year. In addition to the regular AAA work, these workers have assisted with the various programs of the County USDA War Board.

Up until this last year, the Secretary assumed a great deal of the supervision. For the past year the Chairman of the County AAA Committee has been spending two to three days in the office each week taking care of the various matters pertaining to the different programs. There has been a very close working relationship between the Extension Service and the Agricultural Adjustment Agency.

b. Office Facilities and Equipment

The office, as has been the case for the past ten years, is occupied jointly by the Extension Service and the Agricultural Adjustment Agency. For the past two years, it has also housed the County USDA War Board. This arrangement has been very satisfactory and generally accepted as the proper way in which to handle the various programs. Due to some question about additional space to handle the work, efforts were made to enlarge the present office space. The matter was taken up with the County Board of Supervisors but they refused to accept our suggestions in working out additional space within the Court House to house all the activities of the two agencies. They did agree, however, to make some minor alterations within the present space so as to permit the placement of a counter over which farmers can transact their business with respect to the various programs. This arrangement has been made effective and it seems to be taking care of the situation all right. This will permit workers to do their job under more favorable conditions. Farmers are only admitted to the office on special matters or conferences with the County Committee or the County Agent.

The equipment is more than adequate for the space that we have. Certain equipment is owned by the Agricultural Adjustment Agency and the other is owned by the Extension Service. Under this arrangement it means that the Agricultural Adjustment Agency has saved rental cost as well as additional expense for equipment. The telephone is maintained by the Agricultural Adjustment Agency.

c. Work Sheets

There are 1573 work sheets listed under the 1943 Program. Of this number 1141 have signed Farm Practice Plans. This continues to be the principal program of the Agricultural Adjustment Agency and is very popular among all types of farmers. The program this year involved the furnishing of Grant of Aid Materials rather than the payment for certain other practices that have been carried out in previous years. The principal practices carried out under the 1943 Program were the use of liming materials, Superphosphate Fertilizer, green manure crops in orchards and the furnishing of rye, barley and oats for feed grain and cover crops.

According to the records these materials furnished under the 1943 Program and the 1943 Supplemental Program are as follows:

1. AAA Ground Limestone:

<u>Number of Producers</u>	<u>Number of tons</u>	<u>Value</u>
612 producers	11,368.5 tons	\$25,597.57

2. AAA Superphosphate:

<u>Number of Producers</u>	<u>Number of Tons</u>	<u>Value</u>
613 producers	2,937.95 tons	\$53,644.89

3. Small Grains furnished under Purchase Order Plans:

<u>Number of Producers</u>	<u>Number of Bushels</u>	<u>Value</u>
6 producers - - - - -	107½ bushels Abruzzi Rye	\$201.15
4 producers - - - - -	48 bushels Tenn. Winter Barley	108.00
3 producers - - - - -	26 bushels Lee Cold Proof Oats	46.80
<u>13 producers</u>	<u>181½ bushels Small Grains</u>	<u>\$335.95</u>

Added to the above Grant of Aid Materials, it is estimated that farmers purchased 2,000 tons of Ground Limestone valued at \$3,400 and 100 tons of 20% Superphosphate equivalent valued at \$1,940. This Superphosphate fertilizer was spread on pastures and grass crops. Reports from all the farmers are not in and it is impossible to give the exact figures on these purchases made by the farmers themselves.

In addition to the above list of materials, 190 producers filed applications for 692.75 tons of Superphosphate Fertilizer but, due to the fact that delivery could not be made in time to have the material spread by December 31, these producers were not able to secure these materials.

Wheat Adjustment

Wheat Allotments were established for 1943. No compliance check was made on the acreages seeded due to the fact that all restrictions were lifted. The unusual wet weather in the fall of 1942 prevented the normal seeding of wheat.

A parity wheat payment was made in the summer of 1943 covering 353 applications which amounted to \$12,465.45. This was a surprise to many of the wheat farmers and they greatly appreciated the payment. The Agricultural Conservation Payment for 1943 wheat crop is estimated at \$8,249.42 which is figured at 8.5 cents per bushel. Both of these payments added together make a grand total of \$20,714.87 for 1943.

Wheat Crop Insurance

121 farmers filed applications for Wheat Crop Insurance under the 1943 Program. Premiums amounted to 535 bushels which has a value of \$818.55. Due to the wet seeding season and other unfavorable conditions which developed through the growing and harvesting season, many losses

were reported. 63 claims were filed. These claims amount to 4,033 bushels. The losses inspected and approved for payment will amount to \$7,219.07. The farmers who have been participating in this program for the past several years were very sorry to learn that Congress voted out Crop Insurance. Farmers would like to see some form of insurance continued on wheat and other crops.

#### Wheat Loans

Only one Wheat Loan was issued in 1943. This is a considerable drop compared with 1942 when 24 such Loans were made. The short crop and low yield are responsible for this. This one Loan of 72 bushels amounted to \$103.66.

#### Wheat Marketing Quotas

Wheat Marketing Quotas did not apply in 1943 but due to some cases that had been carried over from 1941 and 1942, it was necessary for the County Committeemen to do some work in clearing up the unpaid penalties. The two outstanding penalties at the present time amount to \$85.95.

#### Dairy Feed Payment

Due to the drouth and feed shortage situation that prevailed in many sections of the country, the War Food Administration authorized a Dairy Feed Payment for the months of October, November, and December. Producers of fluid milk and butter fat in the county filed 271 applications which totalled \$1,837.45. This is the payment for the month of October and the payments for November and December will be made in January, 1944. The rate for fluid milk is 40 cents per cwt and the rate for butter fat is 5 cents per pound. This was handled by the County AAA Committee. The estimated payments for November and December, based on what was paid out in October, should approximate \$3,674.90. Based on this estimate, the grand total for the three months will approximate \$5,512.35.

#### d. Committeemen

The elected Committeemen who served in each of the twelve communities and their alternates assisted with the signing of Farm Practice Plans and certified to the Performance Reports. Due to the shortage of gasoline, tires, and other restrictions, Committeemen did not spend as much time in the field contacting farmers. Much of this work was handled through the County Office by using the medium of the newspapers, radio, and letters to inform farmers of their obligations under the program. In special cases where questions of performance and other matters could not be satisfactorily determined, Committeemen would make certain investigations and contacts. The County Committee handled a number of these cases which did not make it necessary for the Community Committeemen to spend much time in such matters. The County Committee handled the unloading and distribution of Superphosphate Fertilizer off the R. R. Cars and also from several storages at different points in the county.

The most important job done by all the Committeemen was that of handling the Farm Production Plans under the Food for Freedom Program. This included an explanation of the Production Goals which was broken

down on the basis of what was actually done in 1942 and what farmers intended to do in 1943. The War Goals, which included soybeans (for oil), tomatoes (for processing) and potatoes (over 3 acres) were emphasized. This work was started early in January and was not completed until March 5, 1943. These contacts and the information that was secured from the farmers served as a basis in planning other activities during the year, such as the Emergency Labor Program and the adjustments necessary for both crops and livestock. Without the interest and cooperation of the AAA Committeemen it would have been impossible to reach the production goals that were established for the county in 1943. As well as can be determined, all the goals were reached in 1943 except in the production of milk. Most of the crops and livestock exceeded all expectation.

The educational work in connection with the Food for Freedom and other War Programs were handled through the County Board of Agriculture. Agency Representatives working in the county assisted in conducting community meetings and doing such other things to encourage reaching the 1943 Production Goals. So far as the Agricultural Adjustment Agency and the Extension Service are concerned, the policy was for the Extension Service to handle the educational work and the Agricultural Adjustment Agency to handle the administrative details. All of this was worked out very satisfactorily.

e. Summary

31 meetings for both County and Community Committees were held in connection with the various programs of this Agency throughout the year. The value of materials and cash benefits to the farmers under the different programs are as follows:

AAA Grant of Aid Materials - - - - -	\$79,598.41
Commercial Materials bought by farmers (est) - - -	5,340.00
1943 Parity and Conservation Payment for wheat - -	20,714.87
Wheat Crop Insurance Payments for Losses - - - - -	7,219.07
Dairy Feed Payment (est) - - - - -	5,512.35
Total - - - - -	\$118,384.70

All the programs handled by the Agricultural Adjustment Agency, as set forth above, were very helpful to the farmers during 1943. The values placed upon the Grant of Aid Materials and other Adjustments have been figured in accordance with market prices or rates established for such adjustments. All the figures should be correct except for the materials that were purchased by the farmers; this was estimated. The cost of administering the Agricultural Conservation Program was 4 per cent. From 1933 through 1942 the total cash and Grant of Aid Materials furnished farmers amounted to \$550,390.13. When the total cash payments and materials for 1943 are added to this figure, the grand total is \$665,099.93. It has been difficult to keep a record on all these payments and Grant of Aid Materials furnished farmers but as well as we can determine the figures as submitted in this report are reasonably correct.

### VIII. COOPERATION WITH COUNTY USDA WAR BOARD

The functions of the County USDA War Board during the past year have been of the greatest importance to both farmers and others concerned with matters pertaining to the War Effort. The various designated agency representatives, who have served on the Board, have given very valuable time. These people often times sacrificed work of their own in order to take care of war board matters. In addition to the patriotic, policy making, and educational matters of the Board, it has been concerned with many other regulatory matters which required frequent meetings and decisions. In order to fully appreciate the extent of the work carried on by the War Board, a brief statement on each of the programs, projects, and other activities will illustrate the importance of the work.

#### a. Scrap Collection

In all matters concerning the collection of scrap materials the War Board took the lead. Several drives which included the collection of metals, fats, paper, clothing, tin cans, and other items were sponsored by this Board. Usually the matter was handled through a special committee. This committee would take care of the necessary publicity and such other arrangements as would be necessary in making the various collections. We have no record of the amounts of the different items collected, but we do know that farm people and others throughout the county did respond very satisfactorily to these different drives.

#### b. War Savings Bonds and Stamps

Whenever the opportunity presented itself, the War Board urged and sponsored efforts to have more farm people purchase War Bonds and Stamps. One of the most outstanding projects during the year was the Victory Pig Sale where farmers designated a victory pig and agreed to use the proceeds from the sale of the animal for the purchase of a War Bond or Stamps. This particular drive netted \$1,000. The effect of this sale encouraged many other farm people to set aside certain animals to be sold and proceeds applied for the purchase of War Bonds and Stamps. Every opportunity that we had, the matter was publicized over the radio, in the newspapers, through letters, motion pictures, and meetings. Plans were also made for a large livestock sale to be held in November of this past year. Due to the feed shortage and depressing prices, it was finally decided to postpone this sale until January when the fourth war bond drive would be made.

#### c. Food for Freedom Program

The War Board, in cooperation with the County Board of agriculture, carried on an extensive program to meet the County Production Goals in 1943. This required considerable time in working out plans for carrying the information to the farm people in the county. All of the contacts with reference to securing the cooperation of farmers in the Food for Freedom Program were made by County and Community AAA Committeemen. The results secured in this program show what can be done through the coordination of all the agencies working with agriculture in the county. A special Mobilization Day Committee was appointed by the War Board to

handle the publicity in connection with the Food for Freedom Program. There were radio broadcasts, newspaper publicity, and meetings. All the goals were reached except milk and a few of the feed grain crops. Weather conditions were responsible largely for these goals not being reached.

d. Farm Labor

Up until the time the extension Service was designated to handle the Emergency Farm Labor Program, the War Board was concerned with the labor problem in the County. The Board was designated and required to handle the recommendations on farm deferments. This part will be reported more in detail under the heading "Farm Deferments". Each month a Farm Labor Report covering the general labor situation on farms was submitted to the State War Board. Information concerning the situation was secured from the different War Board members and farmer members of the County Board of Agriculture. A special report covering the farm labor situation was submitted based upon the farm-to-farm canvass by the County AAA Committeemen when they were working on the Food for Freedom Program. This survey indicated that there were, on the farms in the county during 1942, approximately 3,000 year-around workers and 5,000 seasonal workers. This was very valuable information and it enabled the War Board and other agencies working on the problem to develop plans for meeting the labor situation this year.

e. Cooperation with Local Price and Ration Board

The War Board was very instrumental in cooperation with the County Board of Agriculture in getting two additional farmer members approved as members of the Local Price and Ration Board. This situation was brought about by the numerous complaints of farm people against the Local Price and Ration Board for not giving proper consideration to their problems. These complaints covered inadequate supplies of gasoline, sugar, tires, etc. Some days as many as fifty different farmers would come to the County Agent's Office for help on matters of this kind. This was a very difficult situation to handle. The Local Price and Ration Board was made up of city people, principally, and, apparently, they did not fully appreciate many of the problems of the farm people. Efforts were made by the War Board members, influential farm people, and others to work out a much better arrangement for handling the ration program. After considerable effort, as reported elsewhere in this report, two farmer members were added to the Local Price and Ration Board. This was a very fine piece of work and certainly has made things much better for the farm people.

f. Farm Machinery and Equipment

The Farm Machinery Rationing Committee, which served under the War Board, handled 338 applications from farmers for the various kinds of machinery and equipment during the year. Of this number, 297 certificates were issued for the purchase of the machinery and equipment approved by the Committee. This covered 59 different kinds of machinery and equipment. This Committee also handled 391 applications for wire fencing and issued 390 Purchase Certificates. This work required at least one meeting a week of the Committee to clear the applications. The Committee was composed of unpaid members who served with the Chairman of the War Board.

g. Farm Transportation

Farm transportation covered applications for Certificates of War Necessity which had to do with gasoline and mileage for farm trucks. A special committee under the War Board handled these applications as well as the appeals for additional gasoline, applications for new farm trucks, and the conversion of steel wheels to rubber tires for tractors and implements. This was a big task and required the assistance of a great many voluntary workers in order to handle the applications in the beginning. The Committee usually met once a week until the applications were taken care of. After that time, it was generally the policy of this Committee to clear applications or appeals as rapidly as possible. There were 564 original highway applications for Certificates of War Necessity and 50 applications for non-highway trucks. Due principally to errors through the Office of ODT, at Detroit, many of the Certificates of War Necessity that were issued did not take care of the needs of the farmers. Consequently, about 350 appeals for additional gasoline and mileage were made. This work required considerable time on the part of the Committee as well as the office personnel, in securing Supplemental Certificates of War Necessity. The situation became so acute that the ODT Office at Hagerstown, Maryland, arranged to have a representative in Winchester where many of these difficulties could be cleared up without undue delay.

In addition to the above work, this Committee was charged with approving applications for new farm trucks. Nine applications were handled but only a few were approved. This generally entailed considerable work for both the Committee and War Board in clearing through such applications. Another function of this Committee was the approval and disapproval of conversions from steel wheels to rubber tires for tractors and implements. Eighteen applications were filed. Of this number, 54 tires were approved and 8 tires were disapproved.

h. Farm Building Permits

Six applications for constructing farm buildings were filed with the War Board. These applications are divided as follows: 2 dairy barns and 4 farm houses. All were approved by the War Board except two applications for farm houses. The applications filed by the farmers required considerable knowledge and time in filling them out. It was also necessary for an investigation to be made before the application could be approved by the War Board. Consequently, each application required considerable time, particularly, when it was sent back for further investigation or supplementing other information with respect to materials and supplies. The total value of the applications approved amounted to \$10,672.50.

i. Other Materials and Supplies

This generally covered electric connections, electric wire for farmstead wiring, pressure cookers, and many other miscellaneous items. The War Board acted on all these applications. Twelve electric connections applications were received. 11 were approved and 1 disapproved. 20 applications for electric wire for farmstead wiring, in the amount of 422.6 pounds, were filed and all 20 were approved. 34 applications for

pressure cookers were filed and all 34 approved. Two applications were filed for metal roofing but, due to the shortage of this material and the fact that the applicants could use some other kind, the applications were not approved.

j. Certifications for Tomato Canneries

Tomato canners who desired to participate in the subsidy payment and be eligible for other considerations, it was necessary for them to file an application with the War Board to be certified in their operation for the year. Five canners in the county filed applications and were approved. Each canner's operation had to be investigated before the War-Board could recommend approval for Certification.

k. Slaughter Permits

Under Food Distribution Orders 26 and 27 the War Board proceeded to handle Slaughter Permits in accordance with instructions. The purpose of these Orders was to forestall black market activities and make a fair distribution of meat to producers. This program entailed considerable time and understanding of the two Orders. A meeting of slaughterers, butchers, livestock dealers, farmers and others was held to create a better understanding of the Orders. For the first several months, the Permits were approved and issued by the War Board itself. One member of the Board was designated to work with this particular phase and keep posted on the various memoranda covering its operation. Later a War Meat Committee, composed of an outstanding farmer, livestock dealer, butcher, veterinarian, a representative from the Local Price and Ration Board and a consumer was appointed to handle the issuance of permits. Quite a number of problems arose as to the issuance of Permits but on the whole the matter has been handled very satisfactorily here. Applications for Permits are as follows:

<u>Applications</u>	<u>Approvals</u>	
2	1	Local Slaughterer
15	10	Butchers
120	120	Farm Slaughterers
30	29	Livestock Dealers

The only acute situation that developed here was that of the Winchester Memorial Hospital. In the past they had been purchasing their meat principally from the packers. For a certain period the packers were not delivering a great deal of meat and it was necessary for the Hospital to make other arrangements. At first they were able to work out a satisfactory arrangement with one of the local butchers but when the butcher had part of his quota cut, it left the Hospital without any source of meat supply. The matter was presented to the War Board and the War Meat Committee and a special effort was made to secure a permit for the Hospital to be established on a quota sufficient to take care of its needs. This matter was handled through the Food Distribution Office in Richmond and the Regional Office in Atlanta, Georgia. A License was issued and a quota established for the Winchester Memorial Hospital.

### 1. Lumber Permits

Performance Ratings of AA-2 for the delivery of supplemental soft wood lumber for specific farm needs were handled through the War Board. In the first place, the local lumber dealers and the War Board met to work out the needs for lumber during the months of June, July, August and September, 1943. We agreed on a County Quota of 256,000 board feet which was approved by the State War Board. The procedure in handling the distribution of this lumber was worked out so that applications could be made with one of the three lumber dealers and the approval of these applications would be handled through the War Board. Out of 7 applications considered, 5 were approved in the amount of 18,293 board feet. No applications involving a cost of \$10.00 or less had to be handled by the War Board.

### IX. COOPERATION WITH CREDIT AND LOAN AGENCIES

Work with the various credit and loaning agencies during the past year was excellent. There was a fine working relationship that made it possible to call upon these various agencies to assist with the different war programs. This has made it easy to work with these people on other matters concerning agriculture in the county. We have always endeavored to assist and cooperate with them in projects and programs that we have been interested in doing. A brief statement on each of these agencies will indicate the extent of cooperation.

#### a. Banks

The local banks have been most cooperative in their efforts to work with us in the various programs affecting farm people. They endeavored to keep us informed on matters concerning their agricultural interests. In many of the programs that we have been concerned with officers and others connected with the banks have volunteered their services. Our relationship, at this time, with the banks probably is better than it has been at any other time.

#### b. Shenandoah Production Credit Association

There has been a very close working relationship with Production Credit. We have followed the usual policy of advising farmers to contact Production Credit on financial matters pertaining to the operation of their farms. The Secretary-Treasurer and other officers of the Association have cooperated with us one hundred percent. The Association closed 61 loans in the county from December 1, 1942 to December 1, 1943 totalling \$75,821.83. During this same period 11 new members from the county came into the Association. In spite of the labor and machinery shortage and drought borrowers have been meeting their obligations with a high degree of promptness. Farmers in this association are following as their goal, - "Get out of debt".

c. Farm Loan Association

The Farm Loan Association is doing an excellent business in this county with the farm people. Each year a few more loans are made. During 1943, two loans were closed in the amount of \$9,000 and there are now three pending in the amount of \$19,700. At this time, there are 200 loans in the county. Five loans were paid off in full during the past year. The Secretary-Treasurer and other officers of this Association have been cooperating in the programs of the County Board of Agriculture.

d. Emergency Crop and Feed Loans

A total of 94 seed and feed loans in 1943 were handled by this agency to farmers in the county in the amount of \$13,820. These loans have been of the greatest help to a large group of farmers who have not been able to secure credit elsewhere. The Field Supervisor has been very cooperative and has worked with us in the various programs that we have handled.

X. COOPERATION WITH FARM SECURITY PROGRAM

There has been a splendid working relationship with the Farm Security Administration in the county. Despite the fact that they no longer have an office here, the RR Supervisor who covers a number of counties in this area has worked very closely with us in the various programs affecting farmers in the county. During the year, 18 new loans were made totalling \$8,132. Thirty-seven old cases were paid off in full. At the present time, there is a case load of 64. The 6 Tenant Purchase Loans in the county have shown excellent progress. None of the cases are delinquent and some of them are more than meeting their required payments. Three of these cases are cooperating in the Extension-TVA Farm Unit Program.

XI. COOPERATION WITH SOIL CONSERVATION PROGRAM

Since the organization of the Lord Fairfax Soil Conservation District for the county in 1941, surveys have been made on 120 farms and 40 complete conservation plans have been worked out with farmers. An additional 30 to 40 farms are well under way at this time for completion.

Correct land use, soil productivity and contour farming are being reflected by the farms developing their patterns and practices throughout the district. Much land not suited to cultivation has been retired to pasture with adequate applications of limestone and fertilizer for the development of good productive sods for a longer and more abundant grazing season of highly nutritious herbage. Some areas and steep slopes have been planted to trees.

On sloping cropland, the crop rotations have been established in patterns of contour strips fitting the lay of the land, the character

of the soil and the general farm operation and layout for the conservation of productive topsoil and rainfall. Those who have changed from the traditional up and down hill farming to contour farming, say, the going is easier on man and beast and the farm equipment. Gully scars are disappearing and yields of corn, small grains and hay show a material increase.

TVA farms, tenant purchase farms and personnel are cooperating well with the procedures in the district. There is a growing interest on the part of business and professional interests throughout the county as well as on the part of the farmers and agricultural workers.

The Winchester and Frederick County Game and Fish Protective Association have been most cooperative along the Wildlife phases of the program. Much idle land in unproductive woodland borders have been retired to wildlife land and planted to perennial lespedezas, cyrtobotrya, and sericea. The Winchester and Frederick County Game and Fish Protective Association has furnished 350 pounds of sericea, the Virginia Game and Inland Fishers 100 pounds of sericea and 60 pounds of cyrtobotrya with similar amounts being made available for 1944. Sites have been surveyed for 20 farm ponds of approximately one acre each. Two of the farm ponds have been constructed and stocked with fish by the Soil Conservation Service. Many of these farm ponds are located so as to serve for stock water ponds and for use in case of fire. Some will be used to irrigate truck patches and as a source of water for spraying as well as a source of fish.

Much interest has developed in the fencing of farm woodland from grazing and the selective harvesting of trees for fuel and lumber.

### XII. COOPERATION WITH OTHER AGENCIES

Vocational Agriculture and the schools in general have cooperated in the programs of the County Board of Agriculture throughout the year. This is particularly true of the various war programs with which we have been concerned. The leaders in Vocational Agriculture and Home Economics have been most cooperative in assisting with educational meetings. We have tried to reciprocate in this fine spirit of cooperation by lending every assistance that we could to the work that these people have been carrying on in the county.

The office of County Welfare has also cooperated in the programs of the Board of Agriculture and in many ways rendered assistance in helping to meet many of the individual problems with farm families throughout the county. The superintendent has assisted in the educational work along with the County Professional Agricultural Workers. This contribution has been well worthwhile and certainly has helped to make the whole program stronger in the county.

### XIII. EXTENSION-TVA FARM UNIT PROGRAM

Due to the war emergency programs it has been impossible to spend as much time on this program as it rightly deserved. We did not



Cultivating corn in a four year crop rotation arranged in alternate contour strips.



Potatoes will be planted on the contour on this field.

secure any additional fertilizer for delivery during the year. This was partly due to the fact that some of the demonstrators had not applied all the materials that they had secured in 1942. There are 14 active demonstrators. All but two farms are now actively working with the Soil Conservation Service in working out complete plans under the Lord Fairfax Soil Conservation District. Some of the plans have already been completed and others are in process of completion. Three of these farms are set up under the Tenant-Purchase Program of the Farm Security Administration. In these three cases the Extension Service, Soil Conservation Service and Farm Security Administration have been working very closely. In all of the cases we have been extremely close with the Agricultural Adjustment Agency.

All of the farm unit demonstrators completed farm record accounts for 1942 and so far as we know now their farm record accounts for 1943 are up to date and will be turned in at the end of this year. During October each of the farm unit demonstrators were visited. At this time the entire program was again explained to the demonstrators in an effort to carry on the program in accordance with its purposes. All the demonstrators seemed interested and expressed a willingness to carry out those recommended practices that would designate their farm in the community as a demonstration. Requests for additional fertilizer were placed and a 50 ton car ordered for immediate delivery. This program more than any other program has proven the value of using superphosphate fertilizer for pastures and grasses. In 1936 when the program was started only a very few farmers in the county fertilized their pastures. Now thousands of acres of pasture and other grasses are being fertilized each year.

#### XIV. 4-H CLUB WORK

During the year 1943 4-H club work in Frederick County, in spite of curtailment of many club activities, has been very good. One new club was organized. Quite a few of our club members were called into the armed forces and many left the county to enter nearby war plants. However, our enrollment was about equal to last year. Nearly all meetings are held in our public schools but our strongest clubs are on a community basis with night meetings.

##### a. County Council

Newly elected officers held an organization meeting the first of the year. A plan of work was outlined for the year. Owing to lack of transportation facilities our social features were curtailed considerably. However, during October a meeting to discuss the possibility of holding an Achievement Day Program was held. November 30 was set for the date and it was finally decided to award pins to all club members completing their project work for the year. This was done to promote the completion of projects and turning in of record books. A recreational program was an added feature to the Achievement Day Program.

b. Club Activities

Club activities were curtailed this year due to war conditions. However, the Round Hill 4-H Club sponsored a bond rally for the 4-H Clubs of the County. All the clubs were represented on October 2 when the boys and girls had charge of the bond booth in front of the Court House in Winchester with a radio hookup to the broadcasting station. Their efforts were rewarded by selling over \$23,000 worth of bonds and stamps. The very fine publicity our club members received from the business places and men and women of the city has encouraged and created a confidence in their ability to contribute to the public welfare.

All clubs took an active part in the scrap drive for iron, rubber and waste fats. Phonograph records were gathered and sold. All of the clubs of the county made a contribution to the state 4-H ambulance fund in memory of 4-H members and leaders in the armed services.

During the summer months each of the clubs held a picnic and recreational meeting.

c. Leaders

The clubs that are organized on a community basis where local leaders take an active part do much the best work. The success of each individual club depends on the local leaders of that club. We have some outstanding leaders in Frederick County. More are needed.

d. Project Work

We had an enrollment of 74 boys carrying 82 projects. They responded to the urge to produce food for our war effort splendidly. A summary of the 1943 projects are as follows:

<u>Project</u>	<u>Enrollment</u>	<u>Completion</u>	<u>Receipts</u>	<u>Expenses</u>	<u>Net Profit</u>
Brood sow	2	1	\$ 61.10	\$ 23.34	\$ 36.76
Fat pig	25	23	1,686.74	1,296.30	390.44
Dairy cow	1	1	226.25	130.70	95.55
Sheep	3	3	500.50	364.47	139.73
Poultry	14	11	5,590.62	4,254.11	1,336.51
Corn	3	3	1,096.50	392.90	703.60
Potatoes	7	6	156.60	68.20	91.65
Strawberries	4	4	196.00	48.95	147.05
Tomatoes	4	4	169.95	30.90	139.05
Garden	18	12	661.84	91.08	570.76
Total	81	68	\$10,346.10	\$6,700.95	\$3,651.10

e. Contests

The highlight of the contests this year was selection of two Frederick County boys for state winners each to receive a \$25.00 War Bond.

Hugh Dailey, of the Whitacre 4-H Club, was declared county and state winner in the Victory Achievement Contest. He was the president of the County Council this year and also acted as junior leader of his club and did outstanding project work.

In the district Shorthorn Judging Contest Frederick County was represented by Burl Carpenter and Garland Cather, of the Round Hill Club, and Hugh Dailey, of the Whitacre Club.

This was the first year in Frederick County to have the 4-H Hand Milking Contest and they made a very creditable showing. The contest was won by Eugene Larrick and Garland Cather, of the Round Hill Club, and Joe Manuel, of the Middletown Club. These boys represented the county in the District Contest, in Rockingham County and placed third. They received Certificates of Performance as awards for their participation.

In the Garden Contest Maurice Carpenter was declared county and state winner and will receive a \$25.00 War Bond. Also awards were given to Burl Carpenter, George Rosier and Warren Lee Driver, of the Round Hill Club and Wendall Phillips, of the Whitacre Club.

Burl Carpenter, of Round Hill, was declared winner in the Food Fights for Freedom Contest which has not been judged on a state basis at this time:

e. Fair and Camps

Due to the war both our county and state fair were cancelled. The county camp was also closed for the duration. Harry Heishman was taken into the 4-H All Star Chapter and our county was represented at Holiday Lake in June by several older All Star members.

XV. NEXT YEARS' WORK

The present organizations in the county are well organized and in a good position to take care of the various programs, projects and other activities that may arise by reason of the war effort. The only improvement that could be made in the program of the County Board of Agriculture would be that of selecting some new neighborhood leaders to take the place of those people who have not been any too active. The Professional Agricultural Workers have already indicated their willingness to continue and assist in the various educational meetings and programs. We should be able to cope with most any situation that might arise.

Probably one of the things that will be most helpful another year is the complete understanding now between the Extension Service and the Agricultural Adjustment Agency as to how the various programs of the two agencies can best be handled. We already have an agreement whereby the Agricultural Adjustment Agency will take the lead in handling the administrative, rationing and other regulatory work.

The Extension Service will take the lead in handling the educational work in connection with the different programs of both agencies. This means that the Extension Service will assist in the Agricultural Adjustment Agency Programs and the County AAA Committee will assist the Extension Service in handling the educational work. With this kind of an understanding it should make it possible to handle the work more effectively in 1944.

Respectfully submitted,

*Fred Stine*

F. Fred Stine  
County Agricultural Agent

IFS:IRO

### COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service  
Washington, D. C.

## COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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

State Virginia County Fredrick

#### REPORT OF

Elizbeth Sprouse  
(Name) Home Demonstration Agent.

From Dec. 1 to Nov. 30 1943

Assistant Home Demonstration Agent.

From \_\_\_\_\_ to \_\_\_\_\_ 194\_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_ 194\_\_\_\_\_

Raymond J. Hoover  
4-H Club Agent.  
Assistant County Agent in charge of Club Work.

From Jan. 15 to Nov. 30 1943

J. MedStine  
Agricultural Agent.  
Assistant Agricultural Agent.

From Dec. 1 to Nov. 30 1943

From \_\_\_\_\_ to \_\_\_\_\_ 194\_\_\_\_\_



READ SUGGESTIONS, PAGES 2 AND 16

Approved: \_\_\_\_\_

Date \_\_\_\_\_ State Extension Director.

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

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

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

From four to six copies of the annual report should be made, depending upon the number required by the State office: One copy for the county official, 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 header of each line of work, such as county agricultural agent, home demonstration agent, boys' and girls' club agent, and Negro agent. Where an assistant agent has been employed during a part or all of the year, the report of his or her work should be included with the report of 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 aided in making some improvement or definitely influenced to make a change. Such an improvement or change may be the outcome of any phase of the program for men, women, older rural youth, or 4-H Club boys and girls. Only the improvement or change taking place during the current year as the result of extension effort should be reported. Census type of information on the status of farm and home possessions should not be included, for use on the national level the statistical data on the year's extension activities and accomplishments must be expressed in somewhat broad and general terms. Each State extension service may desire to include in a statistical supplement additional information on problems and activities peculiar to the State or sections of the State.

### GENERAL ACTIVITIES

Report only this year's activities that can be verified	Home demonstration agents (a)	4-H Club agents <sup>1</sup> (b)	Agricultural agents (c)	County total <sup>2</sup> (d)
1. Months of service this year (agents and assistants)	12 7/8 <i>shop</i>	11	12	XXXXXXXXXX
2. Days devoted to work with adults <sup>3</sup>	187	25 1/2	287	XXXXXXXXXX
3. Days devoted to work with 4-H Clubs and older youth <sup>4</sup>	101	102	12	XXXXXXXXXX
4. Days in office <sup>5</sup>	88 1/2	44 1/2	212 1/2	XXXXXXXXXX
5. Days in field <sup>5</sup>	177 1/2	83	96 1/2	XXXXXXXXXX
6. Number of farm or home visits made in conducting extension work <sup>4</sup>	526	119	347	992
7. Number of different farms or homes visited	212	90	153	455
8. Number of calls relating to extension work	(1) Office	447	56	504
	(2) Telephone	1265	59	1324
9. Number of news articles or stories published <sup>4</sup>	55	148	139	342
10. Number of bulletins distributed	3651	80	199	3928
11. Number of radio talks broadcast or prepared for broadcasting	(a) Number	13	11	24
	(b) Total attendance	23	1	42
12. Training meetings held for local leaders or committeemen	(1) Adult work	(a) Number	90	151
		(b) Total attendance	320	4
	(2) 4-H Club and older youth	(a) Number	7	21
		(b) Total attendance	21	256
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12)	(1) Adult work	(a) Number	227	1666
		(b) Total attendance	1475	109
	(2) 4-H Club and older youth	(a) Number	105	58
		(b) Total attendance	1475	1533
14. Number of adult result demonstrations conducted	1	1	17	19
15. Meetings held at such result demonstrations	(1) Number	1	4	4
	(2) Total attendance	1	4	4
16. Tours conducted	(1) Adult work	(a) Number	1	1
		(b) Total attendance	1	1
	(2) 4-H Club and older youth	(a) Number	1	1
		(b) Total attendance	1	1
17. Achievement days held	(1) Adult work	200	1	200
	(2) 4-H Club and older youth	100	100	100

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

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

<sup>3</sup> The sum of questions 2 and 3 should equal the sum of questions 4 and 5.

<sup>4</sup> Do not count a single visit to both the farm and home as two visits.

<sup>5</sup> 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 <sup>1</sup> (b)	Agricultural agents (c)	County total <sup>2</sup> (d)
18. Encampments held (report attendance for your county only) <sup>3</sup>	(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	60	12	146	218
		(b) Total attendance	1726	450	1638	4014
	(2) 4-H Club and older youth	(a) Number	4	91		95
		(b) Total attendance	55	1837		1892
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	37		65	102
		(b) Total attendance	224		676	900
	(2) 4-H Club and older youth	(a) Number	27	5		32
		(b) Total attendance	345	81		426

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

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

<sup>3</sup> Does not include picnics, rallies, and short courses, which should be reported under question 12.

**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)	1700
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	1400
23. Number of farms involved in preceding question which were reached this year for the first time	200
24. Number of nonfarm families making changes in practices as a result of the agricultural program	800
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	900
26. Number of farm homes involved in preceding question that were reached this year for the first time	250
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	1500
28. Number of other homes involved in preceding question that were reached this year for the first time	1000
29. Number of farm homes with 4-H Club members enrolled	170
30. Number of other homes with 4-H Club members enrolled	64
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	1400
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	1500

**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	<i>County Agricultural Workers Council</i>	(2) No. of members	<i>59</i>
(b) Agricultural	(1) Name	<i>County Board of Agriculture</i>	(2) No. of members	<i>34</i>
(c) Home demonstration	(1) Name	<i>Home Demonstration Committee</i>	(2) No. of members	<i>24</i>
(d) 4-H Club	(1) Name	<i>County 4-H Council</i>	(2) No. of members	<i>60</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	<i>86</i>	(b) Home demonstration	<i>99</i>	(c) 4-H Club	<i>78</i>	(d) Older youth	
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35. Total number of communities in county. (Do not include number of neighborhoods.)

*12*

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

*12*

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

*11*

38. Number of members in such clubs or groups

*340*

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

\*\*\*\*\*  
*333*

40. Number of neighborhood and community leaders in the neighborhood-leader system

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

(a) Adult work	(1) Men	<i>143</i>	(b) 4-H Club and older youth work	(1) Men	<i>2</i>	(3) Older club boys	<i>4</i>
	(2) Women	<i>219</i>		(2) Women	<i>12</i>	(4) Older club girls	<i>5</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	<i>143</i>	(2) Women	<i>120</i>	(3) Youth	<i>70</i>
(b) Paid representatives of public agencies or other agencies, or of organizations:	(1) Men	<i>13</i>	(2) Women	<i>6</i>		

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

*12*

45. Number of members of such community planning committees:

(a) Men	<i>31</i>	(b) Women	<i>29</i>	(c) Youth	<i>6</i>
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46. Was a county committee report prepared and released during the year? (a) Yes (b) No

*(b) No* ✓

	Extension organization and planning <sup>1</sup> (a)	County agricultural planning <sup>1</sup> (b)	Total <sup>1</sup> (c)
(1) Home demonstration agents	<i>58</i>		<i>58</i>
(2) 4-H Club agents			
(3) Agricultural agents	<i>34</i>	<i>594</i>	<i>932</i>
(4) State extension workers	<i>6</i>		<i>6</i>
47. Days devoted to line of work by			
(1) County	<i>29</i>	<i>4</i>	
(2) Community	<i>24</i>		
48. Number of planning meetings held			
(1) County	<i>50</i>	<i>133</i>	<i>185</i>
(2) Community	<i>655</i>	<i>955</i>	<i>1600</i>
49. Number of unpaid voluntary leaders or committeemen assisting this year			
50. Days of assistance rendered by voluntary leaders or committeemen			

<sup>1</sup> 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). 16-5076-2

**CROP PRODUCTION (other than for family food supply)**

Include all work with adults, 4-H Club members, and older youth	Corn (a)	Wheat (b)	Other cereals (c)	Legumes (d)	Pastures (e)	Cotton (f)	Tobacco (g)	Potatoes and other vegetables (h)	Fruits (i)	Other crops (j)
51. Days devoted to line of work by—										
(1) Homedemonstration agents										
(2) 4-H Club agents								17	17	8
(3) Agricultural agents	9½	7½	4½	6	6			10	14½	2
(4) State extension workers		2						4	16	
52. Number of communities in which work was conducted this year	12	12	6	12	12			6	11	10
53. Number of voluntary local leaders or committeemen assisting this year	15	15	2	15	24			18	40	10
54. Number of farms assisted this year in—										
(1) Obtaining improved varieties or strains of seed	200	10	10	15				25	10	
(2) The use of lime	200	100	50	50	150					
(3) The use of fertilizers				230	500					
(4) Controlling plant diseases	10	5	5	5				100	500	
(5) Controlling injurious insects	5							100	500	
(6) Controlling noxious weeds	3			2	5			10	15	
(7) Controlling rodents and other animals								12	250	

**LIVESTOCK PRODUCTION (other than for family food supply)**

Include all work with adults, 4-H Club members, and older youth	Dairy cattle (a)	Beef cattle (b)	Sheep (c)	Pigs (d)	Horses and mules (e)	Poultry (including turkeys) (f)	Other livestock (g)
55. Days devoted to line of work by—							
(1) Home demonstration agents	8	8	1	9		28	4
(2) 4-H Club agents	7½	12	5½	6½		11½	
(3) Agricultural agents	3	1				14	
(4) State extension workers	7	7	12	12		12	
56. Number of communities in which work was conducted this year	15	15	10	10		20	
57. Number of voluntary local leaders or committeemen assisting this year	1	1	1	1		1	
58. Number of breeding circles or clubs or improvement associations organized or assisted this year	7	6	25	3		5	
59. Number of members in such circles, clubs, or associations	2	1	3	3		2	
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals	2	3	5	10		5	
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males	3	2	2	3		2	
(2) Obtaining purebred or high-grade females						15	
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXX	XXXX	XXXX	XXXX	XXXX	15	XXXX
(4) Improving methods of feeding	25	20	10	15	2	50	
(5) Controlling external parasites			10	10		25	
(6) Controlling diseases and internal parasites	10	5	20	25		25	
(7) Controlling predatory animals			3	2		20	

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

**CONSERVATION OF NATURAL RESOURCES**

Include all work with adults, 4-H Club members, and older youth	Soil management (a)	Forestry (b)	Wildlife conservation (c)
62. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	8	1	
(4) State extension workers			
63. Number of communities in which work was conducted this year	12	2	
64. Number of voluntary local leaders or committeemen assisting this year	15	2	

**Soil Management—Continued**

65. Number of farmers assisted this year—	
(a) With problems of land use based on soil types	100
(b) In the use of recommended crop rotations	50
(c) With strip cropping	15
(d) In constructing terraces	
(e) In grassing waterways or otherwise preventing or controlling gullies	5
(f) With contour farming of cropland	12
(g) In otherwise controlling wind or water erosion	5
(h) In contouring pasture or range	2
(i) In the use of cover or green-manure crops	50
(j) In summer-fallowing	25
(k) In making depth-of-moisture tests	
(l) With drainage	2
(m) With irrigation	
(n) With land clearing	1
66. Number of soil-management associations organized or assisted during the year:	
(a) Legal soil-conservation districts	1
(b) Voluntary soil-conservation associations	
(c) Grazing associations	

**Forestry—Continued**

67. Number of farmers assisted this year—	
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings)	3
(b) In making improved thinnings, weeding, or pruning of forest trees	
(c) With selection cutting	
(d) With production of naval stores	
(e) With production of maple-sirup products	
(f) In timber estimating and appraisal	
68. Number of farmers cooperating this year in prevention of forest fires	5

**Wildlife Conservation—Continued**

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

### FARM MANAGEMENT

Include all work with adults, 4-H Club members, and older youth	Farm accounts, cost records, inventories, etc. (a)	Individual farm planning, adjustments, tenancy, and other management problems (b)	Farm credit (short and long time) (c)	Outlook information (d)
70. Days devoted to line of work by—				
(1) Home demonstration agents				
(2) 4-H Club agents	20 1/2			
(3) Agricultural agents	12	10	5 1/4	5 1/4
(4) State extension workers	5			
71. Number of communities in which work was conducted this year	11	12	12	12
72. Number of voluntary local leaders or committeemen assisting this year	14	5	3	15
73. Number of farm-survey records taken during the year:				
(a) Farm business				
(b) Enterprise Dairy	23			
(c) Other				
74. Number of farmers assisted this year in keeping—				
(a) Farm inventory	25			
(b) General farm records	30			
(c) Enterprise records	10			
75. Number of farmers assisted this year—				
(a) In developing a farm plan only	20			
(b) In developing a farm and home plan	3			
(c) In analyzing the farm business	14			
(d) In improving landlord-tenant relations and leasing arrangements	10			
		75. Number of farmers assisted this year—Continued.		
		(a) In getting started in farming, or in re-locating		5
		(f) With credit problems (debt adjustment and financial plans)		20
		(g) In using "outlook" to make farm adjustments		30
		(h) With a farm-income statement for tax purposes		10
		(i) With farm-labor problems		1,000
		(j) In developing supplemental sources of income		50

### GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

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

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

**MARKETING AND DISTRIBUTION**

Include all work with adults, 4-H Club members, and older youth	General	Grain and hay	Livestock and wool <sup>1</sup>	Dairy products	Poultry and eggs <sup>1</sup>	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment <sup>2</sup>
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	
83. Days devoted to line of work by—											
(1) Home demonstration agents										21½	
(2) 4-H Club agents	1	5½	1½	9½	3	6¼		2			13¼
(3) Agricultural agents			2	2	5	3					6
(4) State extension workers											
84. Number of communities in which work was conducted this year	12	12	12	12	12	11		5		12	12
85. Number of voluntary local leaders or committeemen assisting this year	5		5	12	10	20					5
86. Number of new cooperatives <sup>2</sup> assisted in organizing during the year				1							
87. Number of established cooperatives <sup>2</sup> assisted during the year			2		1	2					
88. Number of members <sup>2</sup> in the cooperatives assisted during the year (questions 86 and 87)			56	20	25	325					
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) <sup>2</sup>	\$	\$	\$51,398	\$7,923.96	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year			30	10	100	100				23	
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$11,988	\$
92. Number of private marketing and distributing agencies and trade groups assisted this year											15
93. Number of programs <sup>2</sup> pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											1
94. Number of marketing facilities improvement programs <sup>2</sup> participated in or conducted this year											1
95. Number of marketing surveys assisted with or conducted this year											1
96. Number of special merchandising programs <sup>2</sup> participated in or conducted this year											3
97. Number of consumer information programs <sup>2</sup> pertaining to marketing and distribution participated in or conducted this year											1
98. Number of programs <sup>2</sup> relating to marketing services and costs of distribution conducted this year											1
99. Number of programs <sup>2</sup> relating to transportation problems conducted this year											1
100. Number of programs <sup>2</sup> relating to the specific use of market information conducted this year											
101. Number of other marketing programs <sup>2</sup> conducted this year (specify)											

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

<sup>2</sup> 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.

<sup>3</sup> Organized pieces of work.

## HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with adults, 4-H Club members, and older youth	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102. Days devoted to line of work by—				
(1) Home demonstration agents	27			
(2) 4-H Club agents				
(3) Agricultural agents	14	6	6	5
(4) State extension workers	1			
103. Number of communities in which work was conducted this year	12	2	6	12
104. Number of voluntary local leaders or committeemen assisting this year	75	5	6	4

### The House, Furnishings, and Surroundings—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings	4
(b) Remodeling dwellings	7
(c) Installing sewage systems	4
(d) Installing water systems	9
(e) Installing heating systems	2
(f) Providing needed storage space	26
(g) Rearranging or improving kitchens	37
(h) Improving arrangement of rooms (other than kitchens)	104
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings	300
(j) Selecting housefurnishings or equipment (other than electric)	
(k) Improving housekeeping methods	72
(l) Laundry arrangement	3
(m) Installing sanitary closets or outhouses	
(n) Screening or using other recommended methods of controlling flies or other insects	
(o) Improving home grounds	25
(p) Planting windbreaks or shelterbelts	2

### 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	5
(b) Selection or use of electric lights or home electrical equipment	15
(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	20
(b) Remodeling or repairing farm buildings	5
(c) Selection or construction of farm-building equipment	25

### Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment	25
(b) Making more efficient use of mechanical equipment	50
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year	110
111. Number of gin stands assisted this year in the better ginning of cotton	

**NUTRITION AND HEALTH**

Include all work with adults, 4-H Club members, and older youth	Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
<b>112. Days devoted to line of work by—</b>				
(1) Home demonstration agents	53	50	59	
(2) 4-H Club agents	2			
(3) Agricultural agents				
(4) State extension workers	4	1	1	
<b>113. Number of communities in which work was conducted this year</b>				
<b>114. Number of voluntary local leaders or committeemen assisting this year</b>				
<b>115. Number of families assisted this year—</b>				
(a) In improving diets				800
(b) With food preparation				465
(c) In improving food supply by making changes in home food production <sup>1</sup>				
(1) Of vegetables				1755
(2) Of fruits				325
(3) Of meats				325
(4) Of milk				75
(5) Of poultry and eggs				1250
(d) With home butchering, meat cutting or curing				85
(e) With butter or cheese making				1800
(f) With food-preservation problems <sup>1</sup>				
(1) Canning				900
(2) Freezing				100
(3) Drying				300
(4) Storing				500
(g) In producing and preserving home food supply according to annual food-supply budget				325
(A) In canning according to a budget				475
(c) With child-feeding problems				
(f) In the prevention of colds and other common diseases				150
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				
(l) With first aid or home nursing				275
(m) In removing fire and accident hazards				150
<b>116. Number of schools assisted this year in establishing or maintaining hot school lunches</b>				1
<b>117. Number of nutrition or health clinics organized this year through the efforts of extension workers</b>				

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<sup>1</sup> Sum of the subitems where duplications due to families' participating in more than one activity.

**CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE**

Include all work with adults, 4-H Club members, and older 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	12 1715		2
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	175
(b) With home accounts	16
(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	23
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 associations <sup>1</sup> 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)	325
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	25
(c) Care, renovation, remodeling of clothing	450
(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	1
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs	12
135. Number of communities assisted this year in—	
(a) Club or community base	
(b) Permanent camp	
(c) Community rest rooms	2
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	

<sup>1</sup> The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 18.  
<sup>2</sup> Includes question 122, also families buying through marketing cooperatives, organized or assisted, column (i), 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	3		3		24.0	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		6		2.5	Acres
144. Cotton						Acres
145. Tobacco						Acres
146. Fruits						Acres
147. Home gardens	18		12			Acres
148. Market gardens, truck and canning crops	8		8		474	Acres
149. Other crops						Acres
150. Poultry (including turkeys)	14	1	11	1	1,994	Birds
151. Dairy cattle	1		1			Animals
152. Beef cattle						Animals
153. Sheep	3		3		25	Animals
154. Swine	27		24		28	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		13565		65	4039	Meals planned
					4039	Meals served
					10,425	Quarts canned
164. Food preservation		149		72		XXXXXXXXXXXX
165. Health, home nursing, and first aid						XXXXXXXXXXXX
166. Clothing		14958		7258	182	Garments made
					125	Garments remodeled
167. Home management						Units
168. Home furnishings and room improvement		8943		43	74	Rooms
					101	Articles
169. Home industry, arts and crafts						Articles
170. Junior leadership						XXXXXXXXXXXX
171. All others						XXXXXXXXXXXX
172. Total (project enrollment and completion)	81	5231	68	5767		XXXXXXXXXXXX

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**4-H CLUB MEMBERSHIP<sup>1</sup>**

173. Number of 4-H Clubs. (Same as question 39) 12
174. Number of different 4-H Club members enrolled 1 (a) Boys: 80 (b) Girls: 154
175. Number of different 4-H Club members completing (a) Boys: 56 (b) Girls: 74
176. Number of different 4-H Club members in school (a) Boys: 75 (b) Girls: 149
177. Number of different 4-H Club members out of school (a) Boys: 5 (b) Girls: 5
178. Number of different 4-H Club members from farm homes (a) Boys: 70 (b) Girls: 100
179. Number of different 4-H Club members from nonfarm homes (a) Boys: 10 (b) Girls: 54

**Number of Different 4-H Club Members Enrolled:**

180. By years	Boys (a)	Girls (b)	181. By age	Boys (a)	Girls (b)
1st year	40	48	10 and under	9	27
2d	22	37	11	8	22
3d	9	46	12	14	30
4th	3	13	13	13	13
5th	2	4	14	9	27
6th	1	1	15	7	19
7th		3	16	2	1
8th	3	1	17	2	1
9th		1	18	4	2
10th and over			19	3	
			20 and over		

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

- |                             |           |                                  |           |
|-----------------------------|-----------|----------------------------------|-----------|
| (a) Judging                 | _____     | (f) Fire and accident prevention | _____     |
| (b) Giving demonstrations   | <u>15</u> | (g) Wildlife conservation        | _____     |
| (c) Recreational leadership | <u>5</u>  | (h) Keeping personal accounts    | <u>26</u> |
| (d) Music appreciation      | _____     | (i) Use of economic information  | _____     |
| (e) Health                  | _____     |                                  |           |

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

184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs 12

**WORK WITH OLDER RURAL YOUTH**

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

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

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

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

189. Total attendance at such meetings \_\_\_\_\_

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

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

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

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

194. Check column showing approximate portion of older youth program devoted to—	Under 10 percent (a)	10-19 percent (b)	20-39 percent (c)	40 percent or more (d)
(1) Citizenship, democracy, and public problems				
(2) Vocational guidance				
(3) Family life and social customs				
(4) Social and recreational activities				
(5) Community service activities				
(6) Technical agriculture				
(7) Technical home economics, including nutrition and health				

<sup>1</sup> 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.  
<sup>2</sup> Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 13, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in connection with the succeeding year's program.  
<sup>3</sup> Same as footnote 2, except that reference is to completions instead of enrollments.

**MISCELLANEOUS**

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

Include all work with adults, 4-H Club members, and older youth	Bees (a)	General-Insect Insects <sup>1</sup> (b)	All other work (c)
195. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents			
(4) State extension workers			
196. Number of communities in which work was conducted this year			
197. Number of voluntary local leaders or committeemen assisting this year			

**SUMMARY OF CONTRIBUTION TO WAR EFFORT**

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

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

**COOPERATION WITH OTHER FEDERAL AGENCIES**

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

	War boards (a)	Civilian defense agency (b)	Employment service (c)	Agricultural Adjustment Agency (d)	Food Distribution Administration (e)	Soil Conservation Service (f)	Farm Security Administration (g)	Rural Electrification Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)
199. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	79	2	2	76	132	193	624		421	
(4) State extension workers										
200. Number of communities in which work was conducted this year	12	12	12	12	12	12	12		11	
201. Number of voluntary local leaders or committeemen assisting this year	50	15	10	55	15	10	5		15	
202. Number of meetings participated in this year by extension workers	73	2	1	31	6	4	2			

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

## TERMINOLOGY

If extension reports are to convey the intended information, it is important that the terminology employed be that generally accepted by members of the extension teaching profession everywhere. 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 solicitation of an extension worker. The work is not directly supervised by the extension agent, and records are not required, but reports on the success of the practices may be obtained.
3. *Days in field* should include all days spent on official duty other than "days in office."
4. *Days in office* should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
5. *Demonstrations* as contemplated in this report are of two kinds—method demonstrations and result demonstrations.  
A *method demonstration* is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.  
A *result demonstration* is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, that the use of certified seed in growing potatoes is a good investment, or that a large farm business results in a more efficient use of labor.  
The *adoption of a farm or home practice* resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.
6. A *demonstration meeting* is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
7. A *result demonstrator* is an adult, a boy, or a girl who conducts a result demonstration as defined above.
8. An *extension school* is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college.
9. An *extension short course* differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
10. A *farm or home visit* is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
11. *Farmers (or families) assisted this year* should include those directly or indirectly influenced by extension work to make some change during the report year as indicated by:
  - (1) Adoption of a recommended practice.
  - (2) Further improvement in a practice previously accepted.
  - (3) Participation in extension activities.
  - (4) Acceptance of leadership responsibility.
  - (5) Or by other evidence of desirable change in behavior.
12. A *4-H Club* is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.
13. *4-H Club members enrolled* are those boys and girls who actually start the work outlined for the year.
14. *4-H Club members completing* are those boys and girls who satisfactorily finish the work outlined for the year.
15. A *project leader, local leader, or 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 farming on their own account, and mostly 16 to 25 years of age.