

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Federal Extension Service
Washington, D. C.

ANNUAL REPORT OF COUNTY EXTENSION AGENTS

This form is for use by county extension agents in making an annual statistical report on all extension work done in the county during the year. Agents resigning or transferring should make out this report before leaving the county.

County Lunenburg State Virginia

REPORT OF

Name of Agent	Title	Period of Service	
		From	To
<u>Mr. C. Harding</u>	<u>Local Farm Agent</u>	<u>Dec. 1, 1953</u>	<u>Nov. 30, 1954</u>



READ CAREFULLY THE SUGGESTIONS ON PAGE 32, AND THE INTERPRETATION OF EACH ITEM, BEFORE FILLING OUT THIS FORM.

Approved: _____

Date _____

State Extension Director

Form ES-21
(Revised June, 1954)

EXTENSION TEACHING AND OTHER ACTIVITIES—*Interpretation*

Agents who devote more than one-half of their time to a line of work, as determined in item 20, should report ALL OF THEIR WORK in the column provided on pages 3 and 7. For example, an assistant agent devoting more than one-half of his or her time to 4-H Club work would use column B.

When two or more agents are engaged in the same line of work, i. e., agricultural, home demonstration, or 4-H Club work, and participate in the same extension activity, the information should be reported only once in their respective column and only once in the county total. For example, if an agricultural agent and his assistant, both of whom spend more than one-half of their time on agricultural work, participated in the same radio broadcast—it would be counted once in column C and once in the county total, column D.

When agents, engaged in different lines of work, participate in the same extension activity, the information is reported once in each of their respective columns, and only once in the county total. For example, the home demonstration and agricultural agents participate in the same radio broadcast. It would be reported once in column A, once in column C, and once in column D.

1. A single visit to both the farm and home is not to be counted as two visits.
2. An office call is a visit in person by an individual or a group in which information is given or received.
3. Telephone calls may be either incoming or outgoing.
4. Each news release is to be reported as one story or article. Material prepared for an extension column is to be counted as one item, even though several subjects are covered. The same release sent to several papers is to be reported as only one story. If the lead or the entire story is changed to make it different for each paper, then each is to be counted as a separate story. Do not report items relating to notice of meetings only or to news articles written in the State office and sent directly to the newspapers. However, articles sent to an agent for distribution to local papers are reported. Information given directly to reporters or writers as the basis for a story is also reported. News items prepared by local leaders should not be included.
5. A broadcast is a single presentation on the air. It may be given in person or by transcription. An agent does not have to appear on the program so long as he is responsible for its preparation. Information given to station announcers or writers and used as the basis for a broadcast, is also to be reported.
6. The number of copies of bulletins distributed includes circulars, leaflets, and other subject-matter and organizational materials. Commercial publications are not to be counted unless they are recommended by the college.

7. An adult result demonstration is a demonstration conducted by a farmer, homemaker, or other person under direct supervision of the extension worker, to show the value of a recommended practice. It involves a substantial period of time and records of results and comparisons. It is designed to teach others in addition to the person conducting the demonstration. Result demonstrations are definitely planned in advance and not "found." Include all result demonstrations IN PROGRESS during the year, regardless of when started or completed.

8. At leader-training meetings, project leaders, local leaders, or committeemen are trained to carry on extension activities. A project leader, local leader, or committeeman is a person who is selected by extension or the group they represent to lead some phase of the extension program in organization or subject matter.

8b. For the definition of young men and women's work (YMW) see items 132 through 135.

9. Includes general educational meetings, method-demonstration meetings, meetings held at result demonstrations, community-organization meetings, tours, achievement days, encampments, and all other meetings (except those for the training of local leaders) that you were responsible for holding.

Also includes meetings that you did not arrange but attended and actively participated in for the specific purpose of advancing the county extension program. Do not include meetings held by local leaders that you attended for observation or public-relations purposes only. Such meetings should be reported under item 10. Do not report county, district, or State conferences of extension personnel.

In reporting attendance, count the total number of DIFFERENT persons. For example, a farm tour makes three stops. Forty persons are at the first farm (7 of whom do not go to the second farm); 15 others join the tour at the second farm and continue on to the third farm, where 10 other persons join the group, making a total attendance of 65 different persons for the tour. Similarly, for an all-day institute-type of meeting, count the number of persons attending the morning session and the number of additional persons attending the afternoon session. Do not add together morning and afternoon attendance and report the total.

9c. In addition to the 4-H Club meetings you held or participated in, extension meetings for boys and girls who are not enrolled in 4-H Club work should be included.

10. Only those local-leader-held meetings that are a part of the extension program are to be reported. When a complete record of leader-held meetings is not available, it may be necessary to make a conservative estimate of these meetings based upon such records and information as are available.

EXTENSION TEACHING AND OTHER ACTIVITIES

Include all activities carried on this year that are related to extension work.

Item	Agents doing pri- marily home demonstration work	Agents doing pri- marily 4-H Club work	Agents doing pri- marily agricul- tural work	County total
	A	B	C	D
1. Farm or home visits..... Number			591	591
2. Office calls..... do			582	582
3. Telephone calls..... do			634	634
4. News articles or stories prepared Number			15	15
5. Broadcasts made or prepared:				
a. Radio..... Number				
b. Television..... do			610	610
6. Bulletins distributed..... do				
7. Adult result demonstrations con- ducted..... Number			17	17
8. Training meetings held for local leaders:				
a. Adult work:				
(1)..... Number			28	28
(2)..... Attendance			264	264
b. YMW work:				
(1)..... Number				
(2)..... Attendance				
c. 4-H Club work:				
(1)..... Number			33	33
(2)..... Attendance			320	320
9. All other meetings agent held or participated in:				
a. Adult work:				
(1)..... Number			44	44
(2)..... Attendance			851	851
b. YMW work:				
(1)..... Number			3	3
(2)..... Attendance			31	31
c. 4-H Club work:				
(1)..... Number			40	40
(2)..... Attendance			1218	1218
10. Meetings held or conducted by local leaders:				
a. Adult work:				
(1)..... Number			22	22
(2)..... Attendance			296	296
b. YMW work:				
(1)..... Number				
(2)..... Attendance				
c. 4-H Club work:				
(1)..... Number			46	46
(2)..... Attendance			805	805

EXTENSION ORGANIZATION AND PROGRAM PLANNING

11. County organization, association, board, or committee sponsoring extension work in the county:

- a. Name of citizens' organization or group having legal or quasi-legal status, if any.....
County Board of Supervisors
- b. Name of board or group responsible for receipt and disbursement of extension funds in the county, if different from "a".....

12. COUNTY-WIDE advisory COUNCILS or COMMITTEES assisting extension agents with organization, planning, and conduct of extension work in the county:

Item	Councils or committees		Members		Meetings of such councils or committees held during the year	
	A	B	C	D	C	D
	Number	Number	Number	Attendance		
a. Over-all or general.....	1	59	3	75		
b. Agricultural.....						
c. Home demonstration.....						
d. Young men and women.....						
e. 4-H Club.....	2	52	7	150		

13. MEETINGS (other than those involved in 12) held PRIMARILY for the PURPOSE of DETERMINING the extension program:

Item	A	B
	Number	Attendance
a. Community or local meetings.....	25	463
b. County meetings.....		

14. Number of fact-finding surveys for program-planning purposes made during the year.....
15. Total number of different voluntary local leaders or committeemen (county, community and neighborhood) assisting extension agents with organization, planning, and conduct of extension work in the county:

Item	Men		Women		Older club	
	A	B	C	D	Boys	Girls
a. In adult agricultural work.....	58	44	XXXX	XXXX		
b. In adult home demonstration work.....			XXXX	XXXX		
c. In young men and women's work.....			XXXX	XXXX		
d. In 4-H Club work.....	12	30	10	15		
e. Total number of DIFFERENT leaders.....	63	48	10	15		

16. Number of organized clubs or other groups carrying on adult home demonstration work.....
17. Number of members in such clubs or groups.....

ORIGINAL PROGRAM EMPHASIS—*Interpretation* REVERSE

18. This item should show the total number of months each agent or group of agents was employed in the county during the report year. In addition to the time actually worked, it should include the time spent on LEAVE WITH PAY for vacation, sickness, and study other than sabbatical leave. Agents employed in more than one county should report only that portion of the year spent in the county. For example, an agent employed all year, equal time in two counties, would report 6 month's service for each. Report months of service to the nearest whole month.
19. This is the number of days actually worked during the report period. Include Sundays and holidays, if worked; also days in in-service training as defined for item 21b. Do not include days spent on vacation or for sickness or holidays not worked. Each column should contain the total number of days worked by the group of agents designated by that column. Report all days worked to the nearest whole day.
20. The sum of subitems a, b, and c will equal or be slightly less than the total number of days worked as reported in item 19. The difference, if any, between the two totals will depend upon the amount of work done that cannot be charged to one of the three phases of extension work listed. Time should be reported to the nearest whole day.
21. The purpose of this item is to obtain a picture of the relative emphasis each line of work received during the year. Where records are not available, an estimate will suffice, if the days reported are a reasonably accurate reflection of the total time of the agents

engaged in the respective lines of work. Time should be reported to the nearest whole day. Information as to what is included in each line of work can be obtained by studying the respective sections of the report schedule. For example: 21c pertains to the time spent on the crop work as reported on page 9; 21d to the livestock work on page 11; and similarly through 21s; 21t covers the miscellaneous items reported on page 29, as well as time not accounted for elsewhere. Time in training local leaders in extension organization, and program planning should be reported under 21a. Training of local leaders is subject matter should be reported under one of the appropriate subject headings 21c through 21t. Additional information is given below.

Days devoted to cooperation with other agencies (items 146 through 169) should also be reported under the appropriate lines of work. Work with these agencies that does not fall within one of the subject-matter areas (subitems "a" through "s") should be included in subitem "t".

21a. Time devoted to general administrative work such as county staff conferences, preparation of plans of work and reports, and program planning should be included.

21b. This is to include days spent attending summer extension courses, workshops, district and State extension conferences, and other training activities organized primarily for the purpose of the professional development of extension personnel.

The sum of subitems "a" through "t" should equal the total reported in item 19.

CROP		LIVESTOCK		MISCELLANEOUS	
a	b	c	d	e	f
44	44	44	44	44	44
10	10	10	10	10	10
10	10	10	10	10	10

PROGRAM EMPHASIS

Item	Agents doing primarily home demonstration work	Agents doing primarily 4-H Club work	Agents doing primarily agri- cultural work	County total
	A	B	C	D
18. Calendar months of employment.....			12	12
19. Total days worked.....			290	290
20. Days devoted to—				
a. Adult work.....			173	173
b. YMW work.....			5	5
c. 4-H Club work.....			112	112
21. Days devoted to—				
a. Extension organization and program planning.....			39	39
b. In-service training of agents.....			8	8
c. Crops.....			62	62
d. Livestock.....			34	34
e. Marketing; distribution; and service organizations.....			16	16
f. Soil and water conservation and management.....			26	26
g. Forestry.....			4	4
h. Wildlife.....			1	1
i. Planning and management of the farm business.....			13	13
j. Farm buildings and farm me- chanical equipment.....			11	11
k. House and surroundings, furnis- hings and equipment.....			15	15
l. Home management.....				
m. Family economics.....			1	1
n. Clothing.....				
o. Foods and nutrition.....			30	30
p. Health.....			7	7
q. Family life, child development, and parent education.....			2	2
r. Safety.....			1	1
s. Community development and public affairs.....			16	16
t. Days that cannot be charged specifically to one of items a through s.....			4	4

CROPS—Production and Marketing—Interpretation

This section deals with the work done with farmers and others in connection with the production and harvesting of specific crops or groups of crops, and with those aspects of marketing that take place ON THE FARM. Consideration should be given to both the TECHNOLOGICAL and ECONOMIC (decision-making) aspects when you report on the work done. Persons assisted in work relating to the following should also be included in the respective columns:

- B. Corn for silage and grain cut for hay.
 - C. Cottonseed and flax in those areas where they are grown for fiber.
 - E. Crops such as soybeans, flax (for oil), peanuts (both edible and for oil), sugar beets, sugarcane.
 - F. Coffee.
 - G. Watermelons, cantaloups, and yams.
 - H. Work done with commercial nurseries and greenhouses, as well as with farmers and urban people that relates to flowers, shrubs, and lawns.
22. The voluntary local leaders or committeemen who have ACTIVELY ENGAGED in furthering extension work with these crops are to be reported here. See also interpretation of local leaders in item 8.
 23. This should be the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings agent held or participated in, in connection with the line of work, regardless of duplications. For example, in connection with cotton, an agent had 40 office calls, 15 telephone calls, wrote 10 letters, visited 60 farms, and had an attendance of 490 at meetings relating to cotton—a total of 615 contacts. This information should be readily available from office records. If such records are not available, a careful estimate will suffice based upon the information available.
 24. In estimating the total number of DIFFERENT farmers and other persons assisted or influenced TO MAKE SOME CHANGE, either through adopting a new practice or improving an old practice, the following factors should be considered:
 - (1) The number of DIFFERENT persons reached through direct contacts (item 23 with duplications removed).
 - (2) Membership in related extension groups, such as 4-H projects and seed-improvement associations.
 - (3) Probable number of other persons in the county reached with extension information through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other

mass media, including the passing on of extension information from one neighbor to another.

- (4) All other available evidence indicating the proportion of potential clientele in the county; for example, number of cotton growers who made use of extension information relating to that specific crop. Such evidence may be from sample surveys, reports of local leaders, bulletins requested, inquiries received after specific news stories or broadcasts, amount of recommended material sold by dealers, personal observation, and other sources.

Numbers reported in items 24, 25, and 26 should include only those who adopted or put recommended practices into use.

25. Include the total number of DIFFERENT persons helped with any production or management practices relating to a crop or group of crops. In addition to the specific practices listed ("a" through "f"), other practices emphasized in the extension program should be included. Item 25 cannot exceed item 24, but will normally be larger than any one of the subitems 25a through 25f.
 - b. Assistance given in the use of fertilizers on specific crops should be reported here. Use of fertilizers in terms of general soil improvement or long-run benefits should be reported under item 42.
 - f. Those assisted in adopting more efficient ways of producing or handling crops; for example, in the transplanting or harvesting of tobacco, harvesting of hay, cutting seed potatoes, and harvesting of potatoes, fruits, and vegetables.
26. Include the total number of DIFFERENT producers helped with any FARM MARKETING problems relating to a specific crop or group of crops. Work done with "the trade" is to be reported in items 32 through 38. The total will normally be less than the number reported in item 24. It will also be likely to be larger than any one of subitems 26a, b, or c.
 - a. The number of persons assisted in the physical handling of the crop on the farm, through grading, packing, packaging, processing, or otherwise preparing for the market.
 - b. The use of market reports, supply and demand reports, outlook, etc.
 - c. Finding market outlets, contracting for the crop, price agreements, assembling or pooling shipments, or any other activity incident to transfer of crops from the farmer to the buyer or handler.

CROPS—Production and Marketing

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Grain crops including rice, dry peas and beans	Hay and other forage, pas- ture, range	Cotton and other fiber crops	Tobacco	Oil and sugar crops	Fruits and nuts	Vegetables, including potatoes	Flowers, ornamental shrubs
	A	B	C	D	E	F	G	H
22. Number of voluntary local lead- ers assisting.....	48	22		46		10	30	7
23. Total number of personal con- tacts made individually or through meetings.....	481	396		540		52	483	78
24. Estimated total number of DIF- FERENT farmers and other individuals assisted directly or indirectly TO ADOPT recom- mended practices.....	200	125		310		23	196	18
25. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of production.....	165	125		230		18	144	10
Of this number how many were assisted with—								
a. Use of improved varieties and strains.....	34	40		35		3	22	1
b. Use of fertilizers.....	65	55		80		4	36	3
c. Control of injurious insects.....	10			45		3	15	3
d. Control of diseases.....	15			15		4	10	1
e. Harvesting, storing, and curing.....	20	20		25		2	25	
f. Efficient work methods.....	23	10		30		2	14	
26. Estimated number of farmers and other individuals reported in item 24 assisted with any phase of farm marketing.....	35			65		5	51	
Of this number how many were assisted with—								
a. Preparation for market.....	5			65		5	25	
b. Commodity outlook and market information.....	10							
c. Arranging to sell and selling.....	20			25			26	

LIVESTOCK—Production and Marketing—*Interpretation*

Work done with farmers and other persons in connection with the production of various kinds of livestock and livestock products, and with those aspects of marketing ON THE FARM, is grouped in this section. Consideration should be given to both the TECHNOLOGICAL and ECONOMIC aspects when reporting work done.

- F. Under "other livestock," persons assisted in work with horses and mules, rabbits for meat production, and fur animals should be reported. Control of rabbits as rodents is to be reported in item 140.
27. Voluntary local leaders who have ACTIVELY ENGAGED in furthering extension work with each kind of livestock. See also interpretation of item 8.
28. This is the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings agent held or participated in, in connection with the line of work regardless of duplications. For example, there were 35 personal calls at the extension office relating to poultry, 18 telephone calls, 22 letters, 45 farm visits, and a total attendance of 376 at the 14 poultry meetings held during the year. This would make 496 contacts relating to poultry. This information should be readily available from office records. If records are not available, an estimate will suffice, based upon such information as is available.
29. The following factors should be considered in estimating the total number of DIFFERENT farmers and other persons in the county assisted or influenced TO MAKE SOME CHANGE, either through adoption of a new, or improvement in an old, practice—
- (1) Number of DIFFERENT persons reached through direct contacts (item 28 with duplications removed).
 - (2) Membership in related extension groups such as 4-H livestock projects, artificial-breeding, herd-improvement, and poultry- or dairy-marketing cooperatives.
 - (3) Probable number of other persons in the county reached through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other mass media utilized in livestock extension. Include also indirect spread of extension information from one person to another.
 - (4) All available evidence indicating the percentage of the potential clientele in the county: Number

of farms and other places that made use of extension information relating to specific kinds of livestock and livestock products. Such evidence may be from sample surveys, reports from local leaders and secretaries of organized livestock groups, requests for bulletins, inquiries received after the release of specific news articles or after broadcasts, amount of a product or of material handled by dealers, personal observations, and other sources.

Item 29 will normally be greater than either subitem 30a or 31a.

Numbers reported in items 29, 30, and 31 should include only those who adopted or put recommended practices into use.

30. Report the total number of DIFFERENT persons helped with any livestock production or management practice. Include the specific practices listed in 30a through 30e, plus other production and management practices emphasized in the county extension program. Item 30 cannot exceed item 29, but will usually be larger than any one of the specific practice items.
- a. Selection of male and female breeding stock, artificial breeding, selection of feeder animals.
 - e. Those assisted in adopting more efficient ways of handling livestock or livestock products. Examples: Easier ways to care for hogs, do dairy-barn and poultry chores.
31. Includes total number of DIFFERENT producers assisted with any FARM MARKETING problem connected with livestock and livestock products. Work done with the trade is to be reported in items 32 through 38.
- a. Persons helped with practices of grading, sorting, or classifying; farm processing; and otherwise preparing animals or animal products for the market.
 - b. Persons helped primarily with the economics of marketing, use of market news service, supply and demand outlook, etc.
 - c. Persons assisted primarily with those activities involved in arrangements incident to the actual selling of livestock and livestock products, such as market orders as they affect the individual producer, contract selling, market outlets, and delivery arrangements.

LIVESTOCK—Production and Marketing

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Dairy animals and products A	Poultry and products B	Beef cattle C	Sheep, goats, and products D	Swine E	Other livestock and products F
27. Number of voluntary local leaders assisting.....	10	24	11		21	
28. Total number of personal contacts made individually or through meetings.....	110	218	76		152	
29. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	40	120	33		85	
30. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of production and management.....	25	100	22		70	
Of this number how many were assisted with—						
a. Selection and breeding.....	5	15	4		15	
b. Feeding.....	10	70	15		45	
c. Controlling external parasites.....	5	5	3		5	
d. Controlling diseases and internal parasites.....	5	10	4		5	
e. Efficient work methods.....						
31. Estimated number of farmers and other individuals reported in item 29 assisted with any phase of farm marketing.....	15	20	9		15	
Of this number how many were assisted with—						
a. Preparation for market.....	10	15	5		15	
b. Commodity outlook and market information.....		5				
c. Arranging to sell and selling.....	5		4		15	

MARKETING, DISTRIBUTION, AND FARM AND HOME SERVICE ORGANIZATIONS—*Interpretation*

32. Columns A through F to include—

- A. Only cooperatives that are incorporated under State law and have a place of business within the county are to be reported here. Do not report cooperatives whose place of business is outside the county.
- B. Members residing outside the county should not be included, but farmers in your county who are members of a cooperative with place of business in an adjoining county, provided such cooperative has been given extension assistance, are to be included.
- C. Cooperatives assisted in organizing or reorganizing during the year. Such assistance should include analyzing the needs for a cooperative, advisability of organizing a cooperative, procedure for organizing and incorporating, and other organizational information needed to get the cooperative started.
- D. Cooperatives assisted in an educational way to establish and develop a sound plan of financing, including handling of members' capital and borrowed funds. Such assistance would include establishing new and strengthening old associations.
- E. Cooperatives assisted in an educational way with problems of physical operations and running the business, including accounting.
- F. Cooperatives assisted in planning and conducting educational programs for members and employed personnel. Assistance should also include that given in developing better public relations through rural-urban programs, activities with civic clubs, and other means of improving the general understanding of the purposes of the cooperatives and their contributions to the community welfare.
32. Item should include—
- b. Cooperatives for irrigation, livestock, dairy, crops, artificial breeding, grove care, hatcheries, credit and loan, insurance, electricity, telephone, health and hospitalization, frozen-food lockers, volunteer rural fire companies, etc.
33. Groups reported here are those to which assistance may have involved many of the things outlined for cooperatives in item 32, column C, with the one difference that such groups have not yet incorporated as a cooperative. Assistance may also have been given to informally organized groups that do not contemplate formal organization.
34. Only surveys you made or in which you gave assistance when information on marketing or service facilities was obtained.
36. Item should include cooperatives and other private enterprises with which you worked.
- a. Elevators, country buyers, processors, millers, feed manufacturers, seed dealers and pro-

cessors, wholesalers, retailers, and others engaged in marketing grain.

- b. Country buyers, shippers, dehydrators, feed dealers, and others concerned with marketing hay and other forage crops.
- c. (1) Cotton ginners in selecting, installing, maintaining and/or operating cotton gins to obtain better grade cotton.
- (2) Local buyers, oil mills, compressors, warehousemen, textile mills, and others engaged in processing (other than ginning), storing, and merchandizing raw cotton, cottonseed, and cottonseed products.
- d. Auction warehouses, country buyers, and others engaged in marketing and handling tobacco.
- e. Elevators, local buyers, oil mills, warehousemen, peanut processors, and other dealers.
- f. Sugar mills, contractors, and others engaged in handling and marketing sugarcane and sugar beets.
- g. Milk plants, pick-up and delivery routes, condenseries, cheese plants, ice-cream manufacturers, and bargaining groups.
- h. Assembling and processing plants, retailers of poultry and poultry products, grading stations, pick-up routes, and poultry and turkey auctions.
- i. Auction-market operators, terminal markets, processing plants including local locker plants, buyers of livestock and wool, lamb and wool pools, and feeder-calf and feeder-pig auction demonstrations.
- j and k. Cold-storage operators, transportation agencies, processors, wholesalers, retailers, and others engaged in moving agricultural products from the producer to the consumer.
37. This item is to include food retailers with whom work was done in quality preservation, display, supplies and disposition of different food items, and consumer preference. Information prepared for other groups, though of value to food retailers, should not be included.
38. Consumers who were given information regarding supply and relative price of agricultural products, to guide them in the purchase of food, are to be reported. Consumers given assistance in the selection of foods based upon individual or family needs should be reported in item 71b. Persons with whom you worked in consumer education on other than agricultural products should be reported under appropriate items in the respective sections, such as farm mechanical equipment (subitem 55a), home equipment (subitem 61a), and clothing (subitem 67a).

MARKETING, DISTRIBUTION, AND FARM AND HOME SERVICE ORGANIZATIONS

32. Assistance given to FORMALLY organized cooperatives (those incorporated under State law):

Kind of cooperative	Cooperatives assisted	Members in county	Cooperatives in column A given educational assistance with—			
			Organizational problems	Financial problems	Operational problems	Public-relations and membership problems
			A	B	C	D
	<i>Number</i>	<i>Number</i>	<i>Number</i>	<i>Number</i>	<i>Number</i>	<i>Number</i>
a. Marketing and purchasing						
b. Farm and home service						

33. Assistance given to INFORMALLY organized groups (other than those reported under item 32) with organizational and operational problems:

Type of activity	Groups A	Members B
	<i>Number</i>	<i>Number</i>
a. Marketing and purchasing		
b. Farm and home service		

Number

34. SURVEYS made during the year on specific problems of—

- a. Marketing
 b. Service facilities

35. Farmers, homemakers, and other individuals assisted in marketing products through roadside or other farm retail markets:

- a. Agricultural products 75
 b. Home products (arts, crafts, etc.) 18

36. Buyers, sellers, handlers, processors, and transporters of farm products assisted with marketing problems:

- a. Grain, seed, dry beans and peas, etc.
 b. Hay and other forage crops
 c. Cotton: (1) Cotton ginners
 (2) Other
 d. Tobacco
 e. Oil crops (soybeans, flax, peanuts, etc.)
 f. Sugar crops
 g. Dairy and dairy products
 h. Poultry and poultry products
 i. Meat animals and meat products
 j. Fruits and nuts
 k. Vegetables including potatoes

37. Food retailers assisted with merchandising problems.....

38. Persons assisted with CONSUMER information on agricultural products..... *estimated total*

SOIL AND WATER CONSERVATION AND MANAGEMENT, FORESTRY, AND WILDLIFE—*Interpretation.*

Consideration is to be given to the PLANNING and ECONOMIC aspects as well as to the technological problems incident to carrying out the practices listed on this page.

A. Soil-and-water conservation and management refers to all extension work incident to the improvement of soil fertility and the continuous productive capacity of the land. Practices, such as the application of fertilizer utilized PRIMARILY by the crop to which it is applied, should be reported under Crops. However, certain practices, such as fertilizer application, may contribute to both immediate crop-production gain and long-time soil improvement. Some duplication in the reporting of such practices is inevitable.

39, 40, and 41. See interpretation of corresponding items under Crops and Livestock.

41. Figures in columns A, B, and C will usually be larger than any one of the subitems in 42, 43, or 44, respectively.

42. Item—

e. Refers to development of water supplies, both gravity and underground; storage, reservoirs, tanks, distribution systems, and the like. Persons given assistance in determining the quality of water for crop purposes are to be included.

f. Refers to problems relating to the removal of excess water: Installation of tile, drainage

ways, and ditches. Persons given assistance in saline-alkaline reclamation are to be included.

g. Reports assistance given with problems relating to the application of water to the land; water measurement; penetration duty of water, and the like.

h and i. Report only application of soil amendments and fertilizers that contribute to land protection and sustained productivity of the soil. Where such applications are made primarily for use of a crop currently grown, such assistance is to be reported under the appropriate crop.

44. Item—

a. Reports only those assisted in the construction or management of ponds for fish. Ponds constructed primarily for storage of water for use in irrigation should be reported in subitem 42e.

b. Refers to the planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders, and with other plantings for food and protection in wildlife areas.

c. Includes protection of such wildlife areas as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock.

SOIL AND WATER CONSERVATION AND MANAGEMENT, FORESTRY, AND WILDLIFE

In estimating, the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Soil and water conservation and management	Forestry	Wildlife
	A	B	C
39. Number of voluntary local leaders assisting.....	12	4	3
40. Total number of personal contacts made individually or through meetings.....	210	35	51
41. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	91	26	20
42. Farmers and other individuals reported in item 41-A assisted with—			Estimated number
a. Proper land use.....			18
b. Contour and strip cropping.....			16
c. Terracing.....			15
d. Grassing waterways.....			5
e. Water supply, storage, and distribution.....			5
f. Drainage.....			
g. Irrigation.....			
h. Use of soil amendments (lime, sulfur, gypsum, trace elements, etc.).....			20
i. Use of fertilizers (commercial and barnyard) (See subitem 25b).....			18
j. Production of soil-improvement crops.....			23
k. Crop rotations.....			10
l. Land clearing.....			
43. Farmers and other individuals reported in item 41-B assisted with—			
a. Planting forest trees (windbreaks, shelterbelts, erosion control, Christmas trees, etc.).....			1
b. Timber-stand improvement (thinning, weeding, and pruning forest and woodland trees).....			
c. Timber harvesting (includes selective and other recommended cutting for forest products).....			
d. Estimating and appraising.....			
e. Production of maple-sirup products or naval stores.....			8
f. Treating wood products with preservatives (fence posts and building timbers).....			11
g. Marketing of forest products (includes markets and timber-selling practices).....			
h. Fire prevention.....			
44. Farmers and other individuals reported in item 41-C assisted with—			
a. Construction or management of ponds for fish.....			14
b. Making food and cover plantings for wildlife.....			6
c. Protection of wildlife areas from fire or livestock.....			

PLANNING AND MANAGEMENT OF THE FARM BUSINESS—Interpretation

47. This item is the total number of DIFFERENT farmers and other persons assisted in all lines of work concerning the business-management aspects of farming. It will, therefore, include subitems listed under item 48 as well as others. Subitems 48a through 48j are for reporting the different persons helped in various lines. The same person may be helped in several ways, hence the total of these items would ordinarily be greater than the total for item 47.
48. Assistance should include—
- All persons to whom information on the "outlook" ahead was given as an aid to making farm-business decisions. For example, a discussion of the dairy situation and outlook at a dairy meeting with the idea of helping the group to make a decision would be included, as well as any meetings or other efforts to discuss outlook as such.
 - Work done not only in getting persons to keep farm records but in explaining how to keep them; also in summarizing and analyzing farm records.
 - Special work done in helping farmers to make an over-all plan of the farm business for the most profitable use of resources over a period of years.
 - Work done to help farmers make yearly adjustments in size, combination of enterprise, and organization of business. Subitem 48e refers to long-time adjustments, 48d should include adjustments made from year to year.
- e. Special work in helping farmers to develop new sources of income.
- f. Assistance given to obtain and use credit for operating the farm business; for example, in the purchase of livestock, feed, fertilizer, and farm machinery, and in financing the purchase of the farm.
- g. Help given persons in locating and/or appraising a farm for rental or purchase.
- h. Help given in locating farm labor, instructing groups of workers in efficient work methods, and in acquainting employers of good farmer-worker relations.
- i. Leases, partnerships, property transfers, and farm and liability insurance. (See subitem 66d.)
- j. Work in acquainting farmers with income-tax provisions, including how to figure depreciation, handle capital expenditures, and divide joint farm and home costs.
49. This item should include work that may have been done with persons or firms doing business as farm planners or farm managers, as well as lawyers and others giving legal and income-tax assistance.
50. Should include also life-insurance companies, etc.

PLANNING AND MANAGEMENT OF THE FARM BUSINESS

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

45. Number of voluntary local leaders assisting.....	10
46. Total number of personal contacts made individually or through meetings.....	210
47. Estimated number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	105
48. Estimated number of farmers and other individuals reported in item 47 assisted with—	
a. Information on the agricultural outlook.....	20
b. Keeping and analyzing farm records.....	6
c. Developing an over-all farm plan.....	3
d. Making needed adjustments in farm organization.....	22
e. Developing supplemental sources of income.....	17
f. Obtaining and using credit.....	7
g. Selecting a farm for rental or purchase.....	
h. Obtaining, training, and using farm labor.....	
i. Legal aspects of the farm business.....	
j. Income-tax accounting and related problems.....	20
49. Number of individuals or firms assisted in rendering better planning, management, legal, tax, or other specialized services to farmers.....	
50. Number of banks or other agencies assisted in adapting loan and credit policies and procedures to provide better service to farmers.....	

FARM BUILDINGS AND MECHANICAL EQUIPMENT—Interpretation

53. Figures in columns A and B will usually be larger than any one of the subitems in 54 or 55 respectively.
54. The farmhouse should NOT be included. It should be reported under item 60.
- a. This subitem includes the planning and decisions relating to farm-building arrangement, for efficient work methods, and the like.
- b and c. Also include planning and decisions relating to efficient lay-out within a farm building.
- d. Also include equipment that may be constructed as part of the building.
55. Item—
- a. Refers to farm mechanical equipment used outside farm buildings, usually in connection with field work, such as tractor, hay loader, cotton picker, potato digger.
- b. Refers to labor-saving devices and equipment developed or built by the farmer.
56. Item should include the use of electricity in the farm business, such as electric brooders and motors for building equipment.

FARM BUILDINGS AND MECHANICAL EQUIPMENT

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Farm buildings		Farm mechanical equipment
	A	B	B
51. Number of voluntary local leaders assisting.....	12	8	
52. Total number of personal contacts made individually or through meetings.....	78	111	
53. Estimated total number of DIFFERENT farmers and other individuals assisted directly or indirectly TO ADOPT recommended practices.....	20	65	
54. Farmers and other individuals reported in item 53-A, assisted with—			<i>Estimated number</i>
a. Arrangement of farm-building lay-out.....			3
b. Construction of farm buildings.....			
c. Remodeling or repairing farm buildings.....			4
d. Selection or construction of farm-building equipment.....			14
55. Farmers and other individuals reported in item 53-B, assisted with—			
a. Selection of farm mechanical equipment.....			12
b. Developing labor-saving devices and equipment.....			10
c. Use, care, and repair of farm mechanical equipment.....			40
56. Farmers and other individuals assisted in the use of electricity for income-producing purposes.....			20

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT—Interpretation

This section deals with assistance given to homemakers, farmers, and other persons in connection with the house and surroundings, the furnishings and equipment.

- A. Covers specific practices listed under item 60 and other related work.
 B. Covers specific practices listed under item 61 and other related work.

57. This item relates to the voluntary local leaders or committeemen who have **ACTIVELY ENGAGED** in furthering those phases of extension work dealing with the house and surroundings, furnishings, and equipment. See also interpretation of item 8.

58. This is the sum total of office calls, telephone calls, farm visits, individual letters written, and attendance at meetings agent held or participated in, in connection with the line of work, regardless of duplications. For example, in connection with the house and its surroundings, the agricultural agent and home demonstration agent had, together, 75 office calls, 55 telephone calls, wrote 25 letters, visited 60 homes, and had an attendance of 360 at the various types of meetings relating to this line of work—a total of 575 contacts. This information should be readily available from office records. If such records are not available, however, an estimate will suffice, based upon what information is available.

59. In estimating the total number of **DIFFERENT** homemakers and other persons in the county influenced **TO MAKE SOME CHANGE**, either through adopting a new practice or improving an old practice, the following factors should be considered:

- (1) Number of **DIFFERENT** persons reached through direct contacts (item 58 with duplications removed).
- (2) Membership in related extension groups, such as 4-H projects and home demonstration clubs.
- (3) Probable number of other persons in the county reached with extension information, through bulletins, circular letters, news stories, radio broadcasts and television, exhibits, and other mass media, including the passing on of extension information from one neighbor to another.
- (4) All other available evidence indicating the proportion of potential clientele (number of occupied dwelling units in the county or number

of houses, depending upon the phase of extension work being reported) that made use of extension information relating to specific practices or groups of practices. Such evidence may be from sample surveys, reports of local leaders, bulletins requested, inquiries received after publication of specific news stories or after broadcasts, amount of recommended material sold by dealers, personal observation, and other sources.

The totals reported in columns A and B normally will be greater than those reported for any one of the subitems under items 60 and 61, respectively, as those totals will usually include practices in addition to the specific ones listed.

60. Item—

- c. Refers to space, work-saving arrangements, storage, surface finishes, and light and ventilation in the kitchen and laundry.
- d. Refers to storage space in any other area of house other than kitchen and laundry.
- e. Reports work done in planning a suitable electric system to meet present and future needs. This includes size of wiring to power load, number and location of outlets, and switches.
- f. Includes work done in planning as well as the actual landscaping and care of home grounds. Assistance given in insect or disease control of lawn, flowers, shrubs, or house plants should be reported in item 25-H.

The subitems listed under item 60 should not be added and reported in item 59-A, because the same person may have been assisted in adopting several of the practices listed.

61. Item should include—

- a. Electrical equipment in the home. Work done with sewing equipment should be reported under subitem 67d.
- c. Refinishing furniture, upholstering, chair seating, renovation of accessories.

The subitems listed under item 61 should not be added and reported in item 59-B, because the same person may have been assisted in adopting several of the practices listed.

THE HOUSE AND SURROUNDINGS, FURNISHINGS AND EQUIPMENT

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	The house and surroundings A	Furnishings and equipment B
57. Number of voluntary local leaders assisting.....	10	8
58. Total number of personal contacts made individually or through meetings.....	140	30
59. Estimated total number of DIFFERENT families, homemakers, or other individuals assisted directly or indirectly TO ADOPT recommended practices.....	40	19
60. Families, homemakers, and other individuals reported in item 59-A assisted with--		
		Estimated number
a. Building a new house.....		3
b. Remodeling or repairing the house.....		1
c. Improving kitchen or laundry.....		2
d. Improving storage space.....		3
e. Selection, installation, use, and care of water and/or sewage systems.....		4
f. Selection, installation, use, and care of heating and/or cooling systems.....		25
g. Planning electrical systems.....		
h. Landscaping home grounds.....		
61. Homemakers and other individuals reported in item 59-B assisted with--		
a. Selection, use, and care of home equipment (other than sewing equipment).....		16
b. Selection, use, and construction of home furnishings.....		3
c. Repair, reconditioning, and care of home furnishings.....		
d. Furniture arrangement and use of accessories.....		
e. Color schemes and wall finishes.....		
f. Floor finishes.....		

HOME MANAGEMENT, FAMILY ECONOMICS, AND CLOTHING—*Interpretation*

64. See item 59 for interpretation of what to include here.

65a. Management may be defined as "using, as well as we can, what we have, to get what we want." Therefore, in helping people to improve their management we are concerned with "how," "what," "who," "when," and "where" decisions that will aid them in reaching their goals. For example, the management of dishwashing would include "who" and "when" decisions as well as the "how" decision. If only the "how" decision in dishwashing was improved, it should be reported under 65b as an improved housekeeping method. Management decisions have to do with the use of the family's available physical and human resources—time, energy, equipment, skills, knowledge, and money.

Assistance includes work done—

- b. In improvement in the use of time and energy through job-methods training, work simplification, and time and motion study. (See example in 65a.)
- c. On laundering methods and use of new soaps and detergents. (Assistance related to laundering the new-type fabrics in connection with the care of clothing should be reported in subitem 67b.)

66. Includes work done—

- b. On that portion of financial affairs that deals with planning the use of family resources and making distribution to cover cost of food, clothing, shelter, transportation, and savings (thrift).
- d. On wills, inheritance, insurance, notes and installment-buying contracts. Subitem 48i covers legal affairs pertaining to the farm business.

67. Includes work done—

- a. In the selection of shoes, hats, accessories, men's and boys' clothing as well as clothing accounts and inventories.
- b. With storage, dry-cleaning, and special laundering problems in connection with care of clothing. Work on control of moths and silverfish, and the like, as part of the care of clothing, should be reported here. Specific help given to control insect damage to clothing should be reported under item 137.
- c. On both new and remodeled clothing.
- e. On the influence of good grooming on development of the individual.

HOME MANAGEMENT, FAMILY ECONOMICS, AND CLOTHING

In estimating the influence of extension teaching, be sure to consider all phases of the extension program: Agriculture, home demonstration, young men and women's work, and 4-H Club work.

Item	Home management A	Family economics B	Clothing C
62. Number of voluntary local leaders assisting.....		3	
63. Total number of personal contacts made individually or through meetings.....		15	
64. Estimated total number of different homemakers and other persons assisted directly or indirectly TO ADOPT recommended practices.....		7	
65. Homemakers and other individuals reported in item 64-A assisted—			<i>Estimated number</i>
a. In arriving at management decisions.....			
b. In improving housekeeping methods.....			
c. With family laundering.....			
66. Homemakers and other individuals reported in item 64-B assisted—			
a. In the use of rural family outlook information.....			
b. With family financial planning.....			4
c. With keeping and analyzing home records.....			3
d. With family legal matters.....			
67. Homemakers and other individuals reported in item 64-C assisted—			
a. In selecting and buying clothing.....			
b. With care and mending of clothing.....			
c. With clothing construction.....			
d. In selection, use, and care of sewing and pressing equipment and with sewing centers.....			
e. With good grooming and posture (personal appearance).....			

FOODS AND NUTRITION, HEALTH, FAMILY LIFE, AND SAFETY—*Interpretation*

Columns A, B, C, and D include the specific practices listed under items 71, 72, 73, and 74, respectively, as well as other related work.

68 and 69. See interpretations of items 57 and 58.

70. Considers factors outlined for item 59.

71. Assistance includes—

- a. All work done to encourage production and use of home-grown food: Fruits, vegetables, meats, poultry, eggs, dairy products.
- b. Selection on basis of quality, nutritional needs, amount to buy, variety, and form. Work done regarding price and supply should be reported in item 28.
- c. Also food preparation for special occasions, such as holidays and picnics, as well as for outdoor meals and meals for large groups.
- d. Freezing, canning, drying, brining; storage of fruits and root vegetables; curing of meats; and making jams, jellies, and pickles.
- e. Child feeding, maternal diet, food for the aged,

weight control, diets for special needs, as well as general nutrition for good health.

72. Assistance includes—

- a. Work relating to garbage disposal, screening for flies, sanitary outhouses, and other disease-preventive practices. Control of household insects through elimination of breeding places, use of sprays, and the like should be reported under item 137.

c and d. Educational work done to encourage examinations for cancer, heart ailments, polio, and tuberculosis, to protect and/or improve the health of individual persons.

73. Work includes assisting families in—

- c. Willingness to work as a family member toward a family goal—family councils.

d. Development of self-confidence and emotional stability; adjustments to life situations.

74. Work includes assisting families in—

- c. Safe driving, bicycle riding, safe practices for pedestrians, and other safety practices.

FOODS AND NUTRITION, HEALTH, FAMILY LIFE, AND SAFETY

In estimating the influence of extension teaching, be sure to consider all phases of the extension program. Agriculture, home demonstration, young men and women's work, and 4-H Club work

Item	Foods and nutrition	Health	Family life	Safety
	A	B	C	D
68. Number of voluntary local leaders assisting	37	4		10
69. Total number of personal contacts made individually or through meetings	354	95		100
70. Estimated total number of DIFFERENT families assisted directly or indirectly TO ADOPT recommended practices	211	50		56
71. Families reported in item 70-A assisted—				<i>Estimated number</i>
a. With planning and/or producing the home food supply				130
b. In selecting food				
c. With meal planning and food preparation				45
d. With preservation and storage of food				80
e. In improving diets				
72. Families reported in 70-B assisted in—				15
a. Sanitation practices and facilities				3
b. First aid and home nursing				4
c. Dental-health education				37
d. Health education leading to physical examination by a physician				
73. Families reported in item 70-C assisted with—				
a. Child development and guidance				
b. Providing recommended play, clothing, and equipment suited to age of children				
c. Understanding roles of family members and strengthening family relationships				
d. Individual adjustments and personality development				
e. Home and family recreation				
74. Families reported in item 70-D assisted with—				20
a. Fire prevention around the farm and home				21
b. Accident prevention around the farm and home				15
c. Accident prevention away from home place				

COMMUNITY DEVELOPMENT AND PUBLIC AFFAIRS—*Interpretation*

Note that the nature of this section requires treatment quite different from that for regular subject-matter pages. Here we try to get a picture of the number of different educational projects or activities agents worked on, size of the area covered, number of groups assisted, and the like.

The general approach is to start with projects affecting the individual (item 75); then to move on to projects relating to the community and county (items 76 and 77); to the regional or area programs that may cover part of a county or several States (item 78); to the national program (item 79); and finally to world affairs (item 80). Item 81 covers emergency activities in which extension agents participated.

A. Educational projects, programs, or activities may be things such as making a survey of a community's need for telephone lines; promoting a dinner between a businessmen's service group and the farmers in the area, to improve rural-urban relations; planning for a hospital or a community health project of some kind; organizing a soil conservation district; or work done to get a bookmobile started in the county. Any community-improvement projects the 4-H Clubs engaged in should be reported in this column under the appropriate heading. Report only the projects, programs, or activities in which county extension agents participated, either alone or in cooperation with State specialists or others. Do not report in this section work done unofficially, such as school or church work.

B. Entries in this column should indicate the number of communities or groups within the county assisted in each project reported in column A. A community is a more or less well-defined group of people with common interests and problems. Such a group may include those within a township, trade area, or similar limit. For purposes of this report, a community is one of several units into which a county is divided for conducting organized extension work.

C. This column reports on those projects where local leaders assisted. Members of special committees appointed by other groups with whom you worked should be reported as local leaders. Include only those living within the county.

D. In addition to local leaders, include all others actively engaged in advancing the project or activity. For example, a community forum to discuss national or international problems would include adults and youths in attendance at the forum, local leaders, and all others who assisted in planning, arranging, or promoting the forum.

75. Item includes such things as developing an understanding of citizenship responsibilities and functions of government—local, State, or national; and study of public documents.

76. Includes improvement clubs, councils, committees for special purposes.

77. Item includes—
j. Music, drama, and art.

78. Item includes—
a. Such regional or area development programs or projects as river basin; watershed; soil conservation district; land use; land reclamation; flood control; and industrial development.

79. Item includes national programs or proposals such as those relating to prices, trade, taxation, labor, public welfare, and industry.

80. Includes things such as developing understanding of international problems, programs, and organizations, including work with foreign visitors and trainees; understanding of other peoples; and impact of world affairs on American life.

81. Includes emergency assistance in connection with fires, floods, drought, and other disasters, and special drives.

COMMUNITY DEVELOPMENT AND PUBLIC AFFAIRS

Item	Different educational projects, programs, or activities	Communities or groups assisted	Voluntary local leaders assisting	Persons participating
	A	B	C	D
	<i>Number</i>	<i>Number</i>	<i>Number</i>	<i>Number</i>
75. Citizenship activities.....	2	2	3	25
76. Developing and improving county or community organization.....	1	3	12	45
77. Local projects of a general public nature:				
a. General community problems; studies, surveys, etc.....	1	1	2	31
b. Improving health facilities, services, and programs.....				
c. Improving schools.....				
d. Improving churches.....	2	2	5	13
e. Bettering town-country relations.....				
f. Libraries.....				
g. Roads.....				
h. Telephones.....				
i. Community centers.....				
j. Recreation programs and facilities.....	2	3	8	26
k. Community beautification.....				
78. Regional or area development programs or projects.....				
79. National programs and proposals affecting agriculture and rural life.....				
80. World affairs.....				
81. Emergency activities.....				

SUMMARY OF 4-H CLUB PROJECTS—*Interpretation*

- A. 4-H Club members enrolled are the boys and girls who actually start the work outlined for the year.
- B. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.
- C. Where certain phases of a project cannot be measured in terms of the unit designated, the units for that phase of the project should not be answered. Report to the nearest whole unit for the completed projects only.
- The following items include projects in—
89. Home and market gardens as well as commercial canning crops.
91. Improvement and management of range and pasture. Also includes projects in identification of grasses and weeds, and the control of weeds.
92. All crops not falling in one of items 82 through 91. Note that pasture projects are reported separately (item 91).
95. Also includes game and fur-bearing animals.
102. Horses and mules, goats, and other livestock not listed in items 96 through 101.
104. Study of insects and insecticides.
- 105-C. Tractors maintained or serviced.
- 106-C. Articles that may be either made or repaired.
- 107-C. Articles that may be either made or repaired.
109. Farm records and accounts.
110. Farmstead and home improvement, landscaping, flowers. Improvement of the home deals with the exterior. Work on the interior is reported under item 118.
111. Also includes food selection.
- 113-C. Frozen foods should be entered as quarts or pounds. Do not duplicate entries by converting quarts to pounds or pounds to quarts.
117. 4-H personal accounts as well as time-and-energy management and other home-management problems.

SUMMARY OF 4-H CLUB PROJECTS

A club member may engage in more than one project. The sum of the projects may, therefore, be greater than the number of different club members enrolled.

Item	Members enrolled	Members completing	Units involved in completed projects	
	A	B	C	
	Number	Number	Number	
82. Corn.....	14	6	5	acres
83. Other cereals.....				do.
84. Peanuts.....				do.
85. Soybeans, field peas, alfalfa, and other legumes.....				do.
86. Potatoes, Irish and sweet.....	3	3	1	do.
87. Cotton.....				do.
88. Tobacco.....	18	9	5	do.
89. Vegetable growing.....	47	21	7	do.
90. Fruits.....				do.
91. Range and pasture.....				do.
92. Other crops.....				do.
93. Soil and water conservation and management.....				do.
94. Forestry.....	1	0	0	do.
95. Wildlife and nature study.....			XXXXXXXXXXXX X	
96. Poultry (including turkeys).....	25	12	400	birds
97. Dairy cattle.....	1	1	2	animals
98. Beef cattle.....	5	2	3	do.
99. Sheep.....				do.
100. Swine.....	23	13	40	do.
101. Rabbits.....	8	1	10	do.
102. Other livestock.....				do.
103. Bees.....				colonies
104. Entomology.....	1	1	XXXXXXXXXXXXXXX	
105. Tractor maintenance.....	3	1	1	tractors
106. Electricity.....	3	1	7	articles
107. Farm shop.....				do.
108. Other engineering projects.....			XXXXXXXXXXXXXXX	
109. Farm management.....			XXXXXXXXXXXXXXX	
110. Beautification of home grounds.....	29	16	XXXXXXXXXXXXXXX	
111. Meal planning and preparation (include baking and food selection).....				dishes prepared
112. Canning and preserving (other than freezing).....				meals served
113. Freezing of foods.....				quarts
114. Health, nursing, and first aid.....	5	2	XX	quarts frozen
115. Child care.....			XXXXXXXXXXXXXXX	pounds frozen
116. Clothing.....				articles
117. Home management.....			XX	garments
118. Home furnishings and room improvement.....				articles
119. Home industries, arts, and crafts.....				rooms
120. Junior leadership.....			XXXXXXXXXXXXXXX	articles
121. All other..... Safety	2	2	XXXXXXXXXXXXXXX	
122. Total	188	91	XXXXXXXXXXXXXXX	

4-H CLUB MEMBERSHIP—*Interpretation*

123. The number of different 4-H Clubs in the county is to be reported under this item. Do not count the same club more than once. A 4-H Club is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture and home economics, and of providing desirable training for members.
124. 4-H Club members—
- a. Enrolled are those boys and girls who actually start the work outlined for the year.
 - b. Completing are those boys and girls who satisfactorily finish the work outlined for the year.
125. Census definitions may be used as a guide in determining the kind of home in which 4-H Club members reside.
- a. Bureau of the Census definition of a farm as used in the 1950 Census is:
 In 1950, places of 3 or more acres were counted as farms only if agricultural products, exclusive of a home garden, with a VALUE of \$150 or more were produced in 1949. Also in 1950, places of less than 3 acres were counted as farms only if the value of agricultural products SOLD amounted to \$150 or more.
 - b. Rural nonfarm homes are located in open country and do not qualify as farms, or in centers having up to 2,500 population.
 - c. Urban homes are located in centers of 2,500 population and over, also in densely settled fringe areas around cities of 50,000 or more.
127. Age of club members at time of enrollment is to be used as basis for reporting.
128. Report only club members who received DEFINITE training in the subitems listed. Be sure to include those enrolled in corresponding 4-H projects. Do not count all members as having received training in broad subjects such as citizenship, personal improvement, and music appreciation, unless they were given specific training in such subjects.
- e. Includes members who received training in how to keep and use personal accounts; development of money plans; arriving at decisions about savings; becoming familiar with life insurance; and in other ways to save.
130. A 4-H Club camp is conducted under the direction of a professional extension worker or voluntary local leader and provides a group of club members with the experience of being away from home overnight and participating in an organized educational, recreational, or nature-study program. Do not include "day camps," short courses, picnics, institutes, or other similar training or recreation events.

123	Number of different 4-H Clubs in the county	123	Number of different 4-H Clubs in the county
124	4-H Club members	124	4-H Club members
124a	Enrolled	124a	Enrolled
124b	Completing	124b	Completing
125	Census definitions	125	Census definitions
125a	Bureau of the Census definition of a farm	125a	Bureau of the Census definition of a farm
125b	Rural nonfarm homes	125b	Rural nonfarm homes
125c	Urban homes	125c	Urban homes
127	Age of club members	127	Age of club members
128	Report only club members who received DEFINITE training	128	Report only club members who received DEFINITE training
128e	Includes members who received training in how to keep and use personal accounts	128e	Includes members who received training in how to keep and use personal accounts
130	A 4-H Club camp is conducted under the direction of a professional extension worker	130	A 4-H Club camp is conducted under the direction of a professional extension worker

4-H CLUB MEMBERSHIP

123. Number of 4-H Clubs.....		10
124. Different 4-H Club members--	Boys	Girls
a. Enrolled.....	93	95
b. Completing.....	44	47
125. 4-H Club members from--		
a. Farm homes.....	88	85
b. Rural nonfarm homes.....	5	10
c. Urban homes.....	93	95
	(For checking purposes; total equals 124a)	
126. 4-H Club members enrolled by years in club work:		
a. 1st year.....	28	28
b. 2d year.....	20	33
c. 3d year.....	22	19
d. 4th year.....	16	10
e. 5th year.....	5	3
f. 6th year and over.....	2	2
	(For checking purposes; total equals 124a)	93 95
127. 4-H Club members enrolled by ages:		
a. 10 years and under.....	4	10
b. 11 years.....	15	14
c. 12 years.....	21	22
d. 13 years.....	11	14
e. 14 years.....	13	13
f. 15 years.....	11	8
g. 16 years.....	4	5
h. 17-20 years, inclusive.....	4	9
	(For checking purposes; total equals 124a)	93 95
128. 4-H Club members who received definite training in--		Members
a. Judging.....		111
b. Giving demonstrations.....		52
c. Group recreation leadership.....		42
d. Music appreciation.....		46
e. Money management (thrift).....		86
f. Farm and home safety.....		63
g. Citizenship.....		60
h. Personality improvement.....		54
i. Soil and water conservation.....		54
j. Forestry.....		11
k. Health, nursing, and first aid.....		123
129. 4-H Club members having health examination because of participation in the extension program.....		44
130. Number of members attending a 4-H Club camp.....		4
131. 4-H Clubs engaging in community activities, such as improving school grounds, conducting local achievement programs, and fairs.....		5

MISCELLANEOUS—Interpretation

- The following items should include work done—
136. In control of grasshoppers and any insects that feed on a number of crops or group of crops that are not reported under specific crops or livestock.
137. In control of insects in the home including ants, roaches, fleas, ticks, clothes moths, carpet beetles, silverfish, termites, cereal and bean pests, and insects affecting house plants. Control of flies, mosquitoes, and other insects through sanitation practices, is to be reported under subitem 72a.
138. With elevator people and other handlers and processors, as well as with farmers, in the control of insects in grains stored off the farm. Control of insects

in crops stored on the farm is to be reported in subitem 25e.

140. In control of rats, mice, moles, squirrels, gophers, prairie dogs, ground hogs, coyotes, rabbits, and pestiferous birds.
141. With Beekeepers and producers of seed and fruit crops when bees are used for pollination.
142. Other than those incident to foods, clothing, house-furnishings, etc., which are to be reported in their respective subject-matter sections. Assistance in the selling of arts and crafts is to be reported in subitem 35b.

MISCELLANEOUS

Item	Estimated number
136. FARMERS and other individuals assisted with control of general feeder insects.....	
137. FAMILIES assisted with control of household insects.....	29
138. HANDLERS, PROCESSORS, and other individuals assisted with control of insects in off-the-farm storage of grain.....	
139. FARMERS and other individuals assisted with control of noxious weeds.....	
140. FARMERS and other individuals assisted with control of rodents and other predatory animals.....	145
141. BEEKEEPERS and other individuals assisted with problems in the care of bees, honey, and honey products.....	
142. FAMILIES assisted with practices incident to production of arts and crafts.....	

SUMMARY OF EXTENSION INFLUENCE—*Interpretation*

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 conservative estimates based upon records, surveys, and such other sources of information as are available will be satisfactory.

ESTIMATES FOR THIS SECTION SHOULD BE CONSISTENT WITH THE MOST RECENT COUNTY STATISTICAL DATA. All agents should work together in trying to make these figures reflect as accurately as possible the situation in the county. Adaptation of the factors outlined for items 24 and 59 might be helpful in making these estimates.

A, B, and C. In determining the number of families to be reported in each column, it is suggested that the same approach be used as outlined for item 125.

143. In this section emphasis is only on the number of families assisted, whereas emphasis has been on individuals in earlier sections of the report. Therefore, it is going to be necessary to eliminate duplications in numbers assisted in changing agricultural practices. For example, when a farmer is assisted with crop-production problems and his son is in a 4-H dairy-calf club, the assistance would be reported as given to one farm family.
144. As outlined in item 143, care should also be exercised in estimating the number of families assisted directly or indirectly in changing homemaking practices.
145. This item should be a total of items 143 and 144 with duplications removed owing to the same farm or family's being assisted in both agricultural and homemaking practices.

SUMMARY OF EXTENSION INFLUENCE

Item	Farm A	Rural nonfarm B	Urban C
	<i>Estimated number</i>	<i>Estimated number</i>	<i>Estimated number</i>
143. Families assisted directly or indirectly, by the extension program, in making some change in AGRICULTURAL PRACTICES this year.....	295	76	
144. Families assisted directly or indirectly, by the extension program, in making some change in HOMEMAKING (home economics) practices this year.....	90	32	
145. Total DIFFERENT families assisted by extension programs (items 143 and 144, less duplication).....	290	65	

COOPERATION WITH OTHER PUBLIC AGENCIES—*Interpretation*

The purpose of this section is to bring together in one place the cooperation given to other public agencies working with the people of the county. This information is used for public-relations purposes.

A, B, and C. Days devoted by agents to cooperating with the agencies listed below should already have been reported in the section on Program Emphasis under the appropriate program headings.

- D. The meetings to be reported in this column are those devoted to programs of other agencies in the county that extension agents attended. In many instances these meetings will already have been reported under item 9, depending upon whether the extension agent held the meeting or attended and actively participated in the program. For example: The county agent is expected to attend the meetings of the Agricultural Stabilization and Conservation Program Committee. These meetings would be reported in this section. In contrast, the extension agent holds several meetings

in the county where he and the committeemen explain the agricultural program to farmers. Those meetings would also be reported in this section as well as in the Extension Teaching Activities section. "Days devoted" in both places would be reported in the appropriate column below and also in the Program Emphasis section.

148. This item should include work with production-credit associations, national farm-loan associations, and district banks for cooperatives; also participation in work with the other Farm Credit district personnel and representatives of its central office in Washington, D. C.
158. Line is left blank so that States, if they desire, may request information about a Federal agency not listed.
165. Line is left blank for State use.
168. Line is left blank for State use.

COOPERATION WITH OTHER PUBLIC AGENCIES

Public agency worked with	Days devoted by—			Number of meetings relating to program of agency attended by county extension workers
	Agents doing primarily home demonstration work A	Agents doing primarily 4-H Club work B	Agents doing primarily agricultural work C	
FEDERAL AGENCIES				
146. Item discontinued.....				
147. Bureau of Land Management, Bureau of Reclamation.....				
148. Farm Credit Administration.....			1	1
149. Farmers Home Administration.....			1	1
150. Fish and Wildlife Service.....				
151. Forest Service.....				
152. Bureau of Indian Affairs.....				
153. Agricultural Stabilization and Conservation Program Committee.....			18	2
154. Rural Electrification Administration.....				
155. Selective Service System.....				
156. Soil Conservation Service.....			22	3
157. Valley authority (TVA, etc.).....				
158. Other (specify).....			3	1
STATE AGENCIES				
159. Health department.....				
160. Highway department.....				
161. State departments of agriculture and forestry.....				
162. State department of education: General schools.....			5	4
163. State employment service.....				
164. Welfare department.....				
165. Other (specify).....				
COUNTY AGENCIES				
166. Soil conservation districts.....				
167. Vocational-agriculture and home economics departments.....			9	3
168. Other (specify).....				

NATIONAL EXTENSION SERVICE YOUR ANNUAL REPORT

The preparation of an annual report setting forth the progress made in the county during the year is of greatest interest and value to you as an extension worker. It provides an opportunity to measure how far you have gone in relation to the goals set forth in the plan of work outlined at the beginning of the year; to check on the effectiveness of the extension program; to consider where improvements can be made; and to decide what things should be handled differently next year. The preparation of an adequate annual report is a stimulating experience.

In addition, your annual report offers an excellent means of building good will and support of the sponsoring group in the county, the county governing body, local extension leaders and other key people, the agencies with which you work or would like to work, and the general public—rural and urban. It helps to build good public relations.

Your annual report is also a record of the year's work put into convenient shape for future reference. It helps new persons joining the county staff to become acquainted with the extension program. It assists State specialists to develop effective supporting programs in their respective subject-matter fields. The State supervisory staff frequently uses the county annual report as a guide in determining an agent's readiness for promotion and suitability to fill vacancies that arise.

The annual report in reality is another chapter in the extension history of your county to be added to the permanent record maintained in the National Archives of the United States Government.

General Directions

From four to six copies of the annual report should be made, depending upon the number required by the State office: One copy for the county officials, one copy for the agent's files, one or more copies for the State extension office, and one copy for the Extension Service, United States Department of Agriculture. The report to the Washington, D. C., office should be sent through the State extension office. When an assistant agent has been employed during a part of or all the year, the report of his or her work should be included with the report of the leader of that line of work. When an agent in charge of a line of work has left the county 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

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

A good narrative report should enable the reader to obtain, for EACH MAJOR line of work undertaken, a comprehensive picture of—

1. WHY the line of work was emphasized; what were the people's problems, situations, or needs warranting attention.
2. WHAT was attempted and what were the objectives and the major things the people were to learn, or do, in connection with this line of work.

3. HOW the work was carried on; principal and new extension teaching methods and activities used and their effectiveness; selection, training, and use of local leaders; and cooperation obtained from other extension workers, rural people, commercial interests, and other public agencies.
4. What RESULTS were obtained, not in terms of the activities carried on but in terms of objectives, or what was attempted at the beginning of the year.
5. HOW next year's work can be strengthened and improved in light of the current year's experience.

For minor lines of work, only the results need to be reported to complete the record of the year's work.

The following suggestions may help you prepare a better annual report:

1. Read last year's annual report again, and apply the criteria for a good narrative report discussed above.
2. Prepare an outline with main headings and subheadings.
3. Go over the information and data assembled from various office and field sources during the year.
4. Decide upon a few outstanding pieces of work to receive major emphasis.
5. Employ a newspaper style of writing, placing the more important information first.
6. Observe accepted principles of English composition.
7. Include only those photographs, circular letters, or other exhibits that help to emphasize the points you make in the text. Do NOT make the annual report a scrapbook. (Material of local value may be attached to or filed with your office copy, rather than being made a part of the official report.)

The Statistical Report

When 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. In some States a combined white and Negro report may also be requested by the extension director.

County totals are the sums 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, homemakers, or families assisted in making some improvement or definitely influenced to make a change. Such an improvement or change may be the outcome of any phase of the extension program in agricultural, home demonstration, young men and women's, or 4-H Club work. ONLY THE IMPROVEMENTS OR CHANGES TAKING PLACE DURING THE CURRENT YEAR AS THE RESULT OF EXTENSION EFFORT SHOULD BE REPORTED. Of necessity the information called for in the national statistical report schedule has broad application to extension work as it is conducted throughout the United States. In addition to the information provided for in this report form, some State extension services may need to obtain additional statistical information on programs and activities peculiar to their States.

Annual Report

COUNTY EXTENSION WORK

Virginia Agricultural Extension Service



1954

M. C. Harding

agent

2

assistant agent

Lunenburg

county

NARRATIVE REPORT OF AGRICULTURAL EXTENSION WORK

IN

LUNENBURG COUNTY

1954

DECEMBER 1, 1953 to NOVEMBER 30, 1954

M. C. HARDING- - - - - LOCAL FARM AGENT

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THE EXTENSION AGENTS JOB

The Virginia Agricultural Extension Service is a public educational service for rural people irrespective of color, creed or economic status. It is a cooperative educational organization sponsored by the Federal, State, and County Governments. The purpose of the organization is to carry to the farms and homes in Virginia information from the U. S. Department of Agriculture, Land Grant Colleges, and Experiment Stations in a usable form that will aid in improving the standard of living of farm people within our commonwealth.

In 1914 the General Assembly of Virginia enacted laws providing for Extension in cooperation with the Federal Smith Lever Act. It is known as Appropriation Act 1914 (Acts of the General Assembly of Virginia, 1914, Chapter 352, page 710). Required funds were appropriated to offset the Federal funds and County Boards of Supervisors were authorized to appropriate for salaries and other cost of County Demonstration Agents. There have been a few amendments but the original act remains essentially the same.

Some of the responsibilities of the Extension Service are defined in Section 2 of the Smith Lever Act:

- (1) To assist farm people recognize and analyze their problems.
- (2) To adapt and extend information and research results from State and Federal experimental work to all Virginia rural families.
- (3) To anticipate and recognize state agricultural problems, and to acquaint the colleges of agriculture with such problems needing research attention.
- (4) To assist farm people to organize themselves into effective groups to meet their problems.

"That Cooperative Extension Work shall consist of the giving of instruction and practical demonstrations in agriculture and home economics to persons not attending said colleges in the several communities, and imparting to such persons information on said subjects through field demonstrations, publications, and otherwise; and this work shall be carried on in such manner as may be mutually agreed upon by the Secretary of Agriculture and the State Agricultural College or Colleges receiving the benefit of this act"

The act is clear and definite. By providing for the giving of instruction and practical demonstrations, the act sets forth the work of County Farm and Home Demonstration Agents as strictly educational. It contemplated a broad and comprehensive work that covers all farm and home problems, including economic production, economic marketing, and the development of better home, community and social conditions.

IV. COUNTY SITUATION

Lunenburg County, which is also called the Free State, is located in the heart of Southside Virginia. Its boundaries join the counties of Brunswick on the east, Nottoway and Prince Edward on the north, Charlotte on the west and Mecklenburg on the south. Two rivers flow through its area of 425 square miles.

There are 1849 farms in the county of which 793 are operated by colored farmers. Approximately 43% of all farm operators in the county are colored operators. The 1945 census showed that approximately 52% of the colored operators were owners. At that time they operated farms that contained a total acreage of 187, 747 of which 67, 420 acres are crop land, 8, 712 acres are open pasture land and 106, 319 or more are woodland, waste, etc.

Most of the land in the county is on gentle to steep rolling slopes and require some conservation measures to obtain maximum returns. The principal types of soil are appling, durham, cecil, madison, louisburg, and georgeville.

The principal type of farming in the county is flue cured tobacco production. A little over 75% of the total farm income is derived from less than 10% of the total crop land. Soil and climate conditions are favorable to the production of various crops and livestock. Livestock numbers have increased tremendously over the last ten years even though three drought years and falling prices have retarded the rate of increase from 1952 through 1954. Intensive row crop, tobacco, farming without sufficient conservation measures has resulted in depleted soils through erosion, leaching, etc.

Five tobacco markets supply channels to dispose of the principal cash crop. A livestock market offers opportunities to those who wish to market surplus livestock. Two main highways and a railroad provide easy transportation to get other produce to the markets outside the county. The county is listed as 100% rural with two small townships. Thus, the standard of living for people of the county is entirely dependent upon the economic status of the farmers. Three excessively dry years and the closing of Camp Pickett in June has dealt a terrific blow to our standard of living and thereby caused complex problems which must be dealt with in the near future.

V. COUNTY ORGANIZATION

A. County Advisory Board

The County Advisory Board, composed of representatives from the various communities, has a total membership of 45 men and women. This board is responsible for the over all extension program among the Negro population. They are supported by an additional 90 neighborhood and community leaders in executing the program. Three meetings were held during the year to evaluate progress reports of appointed committees.

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72

Some of the groups and special committees that functioned during the year were:

Agronomy Committee	Livestock Committee
Community Farm Clubs	4-H Leader Council
Livestock Committee	4-H Junior Council
Demonstration Community	4-H Awards Committee

All major and minor projects were planned by members of these groups. Specific activities of some will be brought out in this report.

V. MAJOR PROJECTS

A. Soil and Water Conservation

1. Situation

The conservation of soil and water constitutes the major problem in the county. Most of the land is on gentle to steep rolling slopes and require major conservation practices to obtain maximum returns. Farmers have followed a one row crop system for many years and are apparently still unaware of the necessity for conservation measures. As a result the soils have been depleted. Poor soils have produced poor yields; poor yields have contributed poor incomes; poor incomes have supported a low standard of living. The county is 100 per cent rural and therefore must resort to major conservation practices if we expect to maintain and improve our standard of living through agriculture.

2. Goal

- Continue supervision of Reese Farm "Conservation on Parade" demonstration and schedule revisit meeting
- Establish 4 demonstration farms with complete soil and water conservation plans in 4 magisterial districts
- Conduct intensive education program to get cover crops seeded—special emphasis on crimson clover vetch, winter pastures (All major crop activities to be conducted in accordance with good soil and water conservation practices)

3. Methods

Two circular letters, 125 farm visits, 18 community meetings and office calls were used to get the program over to the farmers. One hundred thirty bulletins were distributed. A third dry year forced us to cancel the revisit meeting to the demonstration farm.

4. Results

Five more farmers applied for plans. This brings the total number of cooperators with complete plans to 98. Practices which required technical assistance as reported by the local technician are as follows: terraces have been layed off on four farms totaling 4,000 ft.; six acres were stripped cropped; 85 soil samples were taken during the year and fertilizer and lime recommendations made for same. Interest in winter cover crops was increased as evidenced by a few seedings made inspite

25

of dry weather and request for mixtures and seeding dates for late fall sowing. The lack of sufficient moisture at the proper seeding time has probably held actual acres planted to a minimum. Insufficient rainfall has also failed to point out the real need for conservation measures and has thereby contributed to a negative response. At least 15 farmers reported some benefit from cover crops used last year. Twenty five or more farmers have requested technical assistance that could not be given because of the local technician was busily engaged with farm ponds and irrigation systems. These two phases of the conservation program have monopolized the time that needs to be spent with other practices. The agent feels that the project has helped to change the attitude of many farmers with regard to the value of these measures. The extent to which this is true can be measured better in a more favorable year as pertains to rainfall. In any event this project will need continued support and emphasis in the future. The project was a failure in 1954.

B. Pasture and Hay

1. Situation

There are 27,634 acres of pasture land in the county of which approximately 8,000 acres are improved. In recent years there has been a gradual shift to livestock production. Good pastures provide the cheapest source of feed and greatly supplement hay in the feed program. A survey of 300 farmers during the year indicated that less than ten percent of them had sufficient pasture and hay to take care of livestock on the farms at present. The drought, coupled with over grazing and poor pasture management which accompanied it due to a shortage of pasture during the last half of the 1953 growing season, weakened pastures and in some cases caused loss of stand. An aggressive pasture program is needed to re-establish the pastures and to encourage an improved year around pasture and forage program on each farm where livestock is kept.

2. Goal

- a. To continue supervision of Plant Food Institute Demonstration and publicize
- b. Establish 3 other fertilization demonstrations using same procedure
- c. Conduct seven winter pasture demonstrations using crimson clover, rye grass and any available small grain.
- d. Conduct general education program on other pasture cultural practices
 - top dressing
 - soil sampling
 - seeding in cooperation with ASC program
- e. Supervise established alfalfa plots to assure proper cultural practices and establish tow demonstrations using Williamsburg seed
- f. Conduct 4 lespedeza fertilization demonstrations
- g. Conduct seasonal mixed hay demonstrations

3. Methods

The advisory board placed this project high on the list of "felt needs." The agronomy committee with the assistance of people with the program. These plans were taken to all organized community farm clubs for inclusion in their plans of work. Two county wide and five community meetings were held to discuss cultural practices. Two field meetings, one method demonstration, four result demonstrations, 210 farm visits and 130 office calls were among the methods used. Three hundred bulletins, circulars, and leaflets were distributed. A special effort was made to keep farmers informed of the ASC program.

4. Results

Our results for 1954 are quite similar to 1953 when dry weather took its toll. It is safe to say that efforts on the part of the farmer practically doubled. An estimated 200 acres of permanent pasture and 100 acres of winter pasture were seeded during the year. Dealers still report an increase in the sale of hay and pasture fertilizers. Three of the proposed summer supplementary pastures were established with good results. Three winter pasture demonstrations were established. Agronomy committee members reported forty acres of sudan grass and soybeans pasture seeded during the spring. This is a relatively new practice for county farmers. One alfalfa demonstration was established using the Williamsturg variety. Four fertilization demonstrations were established. This was a new practice for each cooperator.

Thirty one farmers attended two field meetings at pasture and hay demonstrations. The first of these meetings was held on the farm of J. C. Irby of Route 3, Kenbridge where they observed a six acre sweet sudan grass and soybean pasture. In spite of inadequate rainfall Irby reported that he had been able to graze 14 head of livestock on the plot for twenty eight days. This supplemental hay supplied feed at the time when permanent pastures were declining thus giving them a chance to recover. The second meeting took place at the farm of George Edmonds where farmers observed an alfalfa demonstration plot. Edmonds had been able to cut an estimated ton per acre for two cuttings.

Fifty three farmers observed winter pasture demonstrations established in the fall of 1953 when field meetings were held during the month of March. W. D. Jones of Route 2 Victoria had an outstanding 3 acre demonstration on which he had applied 1000 pounds of 5-10-19 per acre and seeded a recommended mixture. The pasture was top dressed with 150 pounds of Nitrate of Soda in February. "Don't know what I would have done without it" is the comment he passed on to the visiting farmers.

C. Corn

1. Situation

Most of the corn produced in the country is used for feed for livestock on the farm. The average yield of corn in the county was 39 bushels in 1951. Application of better cultural practices should increase yields to 50 bushels per acre by 1960. The grain shortage caused by two dry years is acute. A corn production program emphasizing efficiency in production to build back depleted grain supplies and increase per acre yields is needed.

2. Goal

- a. To continue the 100 bushels corn club
- b. To conduct 7 corn fertilization demonstrations (get cooperators to increase fertilizer on a portion of regular crop)
- c. Conduct aggressive program to get small grain seeded in fall to supplement corn as a grain feed.
- d. Conduct general educational program to increase yields on all farms by applying better cultural practices
- e. Investigate felt need for corn maturity demonstration and establish if warranted

3. Method

A circular letter, five community meetings, one news article, 75 farm visits and office visits were among the methods used to get the program to the farmers. Eight members were enrolled in the 100 bushels corn club. Local fertilizer distributors supported the program by contributing 200 pounds of fertilizer to participants. Small grain cultural recommendations were given through meetings, farm visits and office calls.

4. Results

The corn project has failed again in 1954. Acreage planted to small grain has been kept to a minimum. Expressed interest in the 100 bushels corn club is dwindling. Several farmers are doubting the feasibility of heavy fertilization in terms of results witnessed. In many instances less fertilizer and less corn planted per acre has produced better quality corn in these dry years. The agent feels that emphasis on the corn program should be coordinated with small grain production as a balanced feed grain program. Small grain seedings will also strengthen our major Soil and Water Conservation program.

D. Tobacco

1. Situation

More than seventy five percent of the total farm income in Lunenburg County is derived from less than ten per cent of the farm land. Tobacco, the main cash crop, comprises 6,067 acres of the 67,420 total crop land acreage. Disease has been spreading much more rapid than farmers are awakening to its damage and steps to prevent and control. Many farmers do not use the best cultural and marketing practices which would result in maximum profits. The agronomy committee feels that all farmers can increase their per acre yields by 100 pounds by following a few recommended practices. A 100 lb. increase on 793 farms averaging \$.50 a pound would gross 39,650 dollars. Add to this the number of acres on each farm and the amount could be increased several times.

2. Goals

- a. Participate in Junior Tobacco Show and Sale
- b. Conduct 4 fertilizer placement demonstrations
- c. Conduct 2 weed control demonstrations (tobacco bed)

- d. Conduct 2 grading and sorting demonstrations
- e. Conduct disease resistant varietal demonstration in any community requesting same
- f. Survey tobacco barn demonstrations for performance and publicize.

3. Method

One county wide meeting and five community meetings were held to discuss disease prevention and control and improved cultural practices. Fourteen boys were enrolled in the Junior Tobacco Show and sale. More than 300 farmers received bulletins, leaflets and circulars concerning cultural practices. Two grading and sorting demonstrations were held, one primarily for boys enrolled in the Junior Tobacco Show and Sale contest. Each member of the agronomy committee agreed to use any suggested practices that they were not already using. Farm visits, office visits, circular letters and news articles were also used.

4. Results

Seven of the fourteen boys enrolled in the tobacco show and sale contest completed their projects. These projects created a lot of interest among the boys, parents and friends in the communities. Contestants and parents have pledged their efforts to improve the work for a new year. Members of the agronomy committee reported several practices applied such as; chlorodane in transplanting water, deep placement of fertilizer, sucker control with mineral oil, and fertilization according to soil sample analysis. Fifty six soil samples were taken for tobacco farmers which represents more than 300 per cent increase. One tobacco plant bed weed control demonstration was established. Twenty five farmers and 4-Hers attended the tobacco, grading and sorting demonstrations. Field meetings at the demonstrations and 4-H tobacco plots were canceled because of the drought. The disease resistant varietal demonstration was not established. Over-all the Agent feels that this project has been successful from the standpoint of practices applied and interest shown in the program. More favorable results can be expected in years ahead when rainfall is adequate.

VI. MINOR PROJECT ACTIVITY

A. Small Grain (Wheat)

1. Situation

Wheat is the principle small grain grown in the county. In 1949 farmers produced 54,000 bushels on 2,942 acres with an average yield of 18.3 bushels. Good farmers are averaging 25 bushels and more. Three bad corn years have pointed out the need of increased small grain production as a supplement to the corn feed grain crop. The agronomy committee set up this goal in its plan of work.

2. Goal

- a. Conduct 5 wheat seeding demonstrations using recommended practices and variety
- b. Conduct a nitrogen top dressing demonstration
- c. Conduct aggressive program to get small grain seeded in fall to supplement corn as a feed grain

3. Methods

Three wheat seeding demonstrations were conducted. Five nitrogen top dressing demonstrations were conducted. Four community meetings were held to discuss cultural methods. A circular letter and a leaflet with recommended practices were sent to all wheat growers. A small grain varietal recommendation sheet was distributed 300 farmers this fall. Farm visits, office calls and one field meeting were used to get the program to farmers of the county.

4. Results

A field meeting at a demonstration concluded the fall wheat program. Thirty three farmers met at the farm of Ollie Maddox, Route 1 Blackstone, Va., on Friday June 11 to observe a combined varietal and fertilization demonstration. Five acres of VaHart and five acres of Atlas 66 that had received identical cultural treatment contrasted the two varieties. The cooperator has followed every recommended practice on these two plots. On an adjacent three acre field of Atlas 66 which was not treated according to recommended practices the group noted sharp differences. These plots clearly demonstrated the purpose of the demonstration: 1. to compare two recommended varieties, 2. to show fertilizer requirements for good yields, and 3. to compare wheat top-dressed in February with that top-dressed a month or more later. The yield from the three plots seem to justify the practices followed:

Yield Data

Plot 1- 5 acres VaHart	-32 bushels per acre
Plot 2- 5 acres Atlas 66	-42 bushels per acre
Plot 3- 3 acres Atlas 66	-24 bushels per acre

Satisfactory results have been reported by members on the adoption of recommended practices for 1954. Thirty farmers in the 4 organized community farm clubs reported top-dressing applied to wheat in February for the first time. The 1954 fall seeding of wheat is progressing according to anticipated plans. Due to the allotment placed on wheat and shortage of corn it is estimated that oats and barley acreage will be increased. The agent feels that the small grain program has been one of the most successful projects attempted in 1954.

B. Livestock

1. Situation

Livestock production in the county is not of major importance commercially. Falling prices and feed shortage caused by drought has lessened interest in livestock production. Most of the livestock is produced for local consumption. One of the long time objectives is to stimulate interest in commercial livestock production since climate and soil conditions are suited to the enterprise.

2. Goal

- Participate in district Junior Market Hog Show and Sale
- Supervise established poultry demonstrations
- Conduct general educational program on proper feeding, breeding and management methods

3. Method

Twelve 4-H boys were enrolled in the Junior Market Hog Show and Sale contest. Farm visits, community meetings, office calls and bulletins were used to teach proper feeding, breeding, and management methods.

4. Results

Seven of the 14 members in the show and sale contest carried their projects to completion. (Results will be discussed under 4-H activities). Fifteen farmers were assisted with placement of better breeding stock. The results of the supervised poultry demonstration are encouraging. At the writing of this report many farmers are asking why their hens aren't laying. A check of the two demonstrations shows that each flock is producing better than 60%. As such they are paying the cost of production and a little profit in spite of low egg prices. The contrast of these situations clearly indicates the advisability of following all recommended practices.

C. Forestry

None of the goals set up under this project were reached. The project was a failure for this year. The Agent feels that the lack of appreciation of the value of farm woodland poses our greatest problem. An intensive educational program designed to alert farmers to this value is the primary. The agent has not approached the problem as such.

D. Demonstration Community

1. Situation

New Grove community in Columbian Grove District is the area which intensive work in the live-at-home program sponsored by the State Advisory Board is conducted. The purpose of the work is to encourage all families within the community to apply better farm and home practices and thereby demonstrate how scientific farming and home-making can improve the standard of living on a community basis.

2. Goal

- a. To get more families to achieve goals set up at the beginning of the year in compliance with the state score sheet.
- b. Add five new families to community list
- c. Conduct winter pasture and fall and winter garden contests.
- d. Initiate plans to entertain State Advisory Board in 1955 or 1956

3. Method

Six community meetings, eight committee meetings, 8 circular letters, two methods and three result demonstration, 125 farm and home visits, and office calls were among the methods used. Two scorings were made during the year.

4. Results

Results for the community live-at-home work for 1954 are not favorable. This section was one of the hardest hit by drought. Final scores have not

been completed but it is safe to state that the conditions among the families are worse now than they were at the first scoring. Many do not have sufficient feed, cows, chickens, and hogs for family use. Gardens were poor. Furthermore, a short cash income, coupled with the other conditions afore mentioned will leave many in debt and force others to seek credit.

E. Extension Organization and Planning

One of the goals set in the 1954 plan of work was to organize four community clubs in an effort to create more interest in the Extension program. Members of the Advisory Board felt that it would work and it did. Two clubs were organized during January with a total of 68 families enrolled. These clubs cooperated with the demonstration community on a competitive basis. The advisory board sponsored the activity by setting aside twenty five dollars for award money to be given to the most progressive community. Officers and community club members from each community met with the agent and developed a plan of work which included all phases of the county plan of work and added a few more. Point values were assigned various activities for ease of judging winners. Monthly meetings were held in each community at which program planning and project completions are discussed. These clubs will hold an achievement day in cooperation with the H-H Junior Council. The agent feels that this effort has been successful in that it has helped reach more people with person to person contact with the county plan of work. Our county advisory board has been strengthened in that officers of the community clubs became members. Friendly competition always seems to cultivate spirit. The thinking of the leaders in the county seem to be in keeping with the recent trend in extension teaching.

VII MISCELLANEOUS PROJECT WORK

In keeping with one of the goals set in the 1954 plan of work, two pruning demonstrations were held and three farm visit made on February 18. More than sixty farm people witnessed the demonstrations held on the farms of Richard Winn, Route 1, Victoria and Bernard Gordon, Route 3, Kenbridge. The purpose of the demonstrations was to give farmers technical assistance in pruning as well as call attention to other phases of fruits culture. The meeting began with a brief discussion of the situation with regard to orchard conditions in the county by the Agent. Most farm orchards are too small to merit proper attention economically, yet a few farmers can make profits with small commercial units. Mr. J. A. Pompey, horticulture instructor, Virginia State College, Petersburg, Virginia conducted the demonstrations. After pruning one peach and one apple tree, the group was divided into teams and assigned to trees with pruning tools necessary to do the job. Under the supervision of Mr. Pompey and the Agent each person got a chance to get some practice in pruning. High interest was shown as a result of this method of teaching. Several farmers have reported additional pruning done on their respective farms. Ten spray bulletins were distributed to farmers who stated their intentions to follow a spray program on their home orchards.

B. Farm Credit

Farm finance was studied by thirty farmers in the county on February 9 with A. H. Fuhr, Administrative Officer, Farm Credit Administration, Washington, D. C. The family approach to problems of credit, wise use of money in the farm business, credit agencies, interest rates, farm management and related subjects were discussed and solutions outlined in a question and answer period following the talk by Mr. Fuhr. As a direct result of this meeting 20 farmers organized a fertilizer purchasing cooperative from which they saved approximately 300 dollars in their first year of operation. Five crop loans were applied for and approved by the Production Credit Association. Numerous requests have come to the agent to have Mr. Fuhr come again in 1955.

C. Ornamental Horticulture

Numerous requests have come from farm women for assistance with ornamental horticulture. Cultural practices for lawns and flowers and insect and disease control are major fields of interest. Dr. W. A. Watson, horticulture department, Virginia State College, Petersburg, Virginia was called in to discuss these problems with twenty women who attended the meeting. Dr. Watson also helped prepare landscape plans for three farm homes. These persons have asked for a repeat performance in 1955.

VIII COOPERATION WITH OTHER AGENCIES

② The agent has cooperated with other public service agencies where convenient and possible. The agent feels that the total development of the people in the county will consist of applied practices recommended by all agencies working in the interest of rural people.

Thirty-nine days were spent in cooperation with SCS and ASC assisting 400 farmers with problems of agronomy and land use. Farmers depend on the agent for suggestions pertaining to land use and best use to make of ACP payments. The agent supported the health department in its mass x-ray clinic through the 4-H clubs. Ten days were spent assisting the veteran instructors and classes with programs and problems. Nine days were spent assisting the vocational agriculture and home economics department. Bulletins and printed materials have been supplied all agencies requesting them. The county PTA and school groups have been assisted in rendering assistance to and cooperation with the extension program.

IX 4-H CLUB WORK

A. Situation

Lunenburg County 4-H club work is set up under the standard pattern for the state, having a Junior Council heading the club and a supervising council of adult leaders. Each club elected five officers. Officers from the clubs make up the membership of the county council (50). The 4-H leader Council has a membership of 33.

B. Our goal generally is to promote a strong 4-H program for the youth of county-to develop boys and girls into more desirable citizens through 4-H activities.

C. Method

Clubs elected officers in December and January and we held our first council meeting in March. The council adopted a six point plan of work. It approved a list of 18 items from which each club could make its plan of work. The 4-H Leader Council held six meetings during the year to formulate plans and to assist in carrying out activities. Farm and home visits, project visits, circular letters, regular monthly meetings, bulletins, news articles, radio announcements, special project group meetings and special activities were among the methods used to get the work done.

D. Results

One hundred eighty-six boys and girls enrolled in ten 4-H clubs carrying 200 projects. We had a total project completion of 91. The projects enrolled in consisted of 14 corn projects, 18 tobacco projects, 58 home garden and market garden projects, 25 poultry projects, 8 rabbit projects, two farm and home safety projects, 3 handicraft projects, 1 entomology projects, 3 tractor maintenance projects, 29 home grounds beautification projects and 5 health projects. The quality of project work is improving. In previous years our enrollment has been too large to devote much time to project instruction. Consequently we have had to sacrifice quantity for quality. Friends, parents, leaders and members are making greater contributions to the program. The affect of the drought caused some members not to carry their projects to completion thus holding our per cent completed down. The agent feels that 4-H work has been the strong part of the extension program for 1954.

1. National 4-H Club Week

In keeping with one of the Junior Council goals five clubs prepared exhibits for observance of National Club Week. Three clubs presented community plays and skits while two clubs published news articles of their past activities.

2. Rural Life Sunday

Eight clubs were represented at Rural Life Sunday service which was held at the St. Matthews Baptist Church with 200 persons in attendance. Four clubs participating in the program by supplying ushers, furnishing music, presenting a skit, presiding and reciting. Rev. H. R. Watkins, pastor and local leader, delivered the main address. Rural Life Sunday Observances have done a lot to cultivate good relations and a cooperative spirit with the churches of the county.

3. State 4-H Short Course and Wildlife Conferences

The county was represented at the State Short Course by six 4-H members and an adult leader. Three of the members who were also state award winners were: Mary S. Fowlkes--ten dollar scholarship winner to the Short Course in garden work; Dora Blackwell--ten dollar scholarship winner to the Short Course in garden work; Matthew Ellis--\$50.00 savings bond winner in tractor maintenance. Two other county 4-H-ers who were state winners and could not attend the conference were: William Taylor--pen and pencil set winner in field crops. Other members attending the short course were Shirley Stokes, Walter Craddock, and John Taylor. The 4-H Leader in attendance was Miss C. A. Billups. Delegates to the wildlife conference were Elsie Hurt, Leonard Bridgeforth and Eric Jackson, Mrs. W. D. Jones was the local leader in attendance.

4. 7th. Regional 4-H Conference

Shirley Stokes, member of the Cool Spring 4-H club, was one of eight Virginia delegates to the 7th. Regional 4-H club at Jackson, Mississippi August 9-16. Shirley successfully completed six projects during the four years she was a 4-H club member. These projects were: garden, poultry, home ground beautification, health, farm and home safety, and tractor maintenance. The selection of projects indicate her diversified interest and desire to improve conditions of the farm and home for the family. As a club member she held the following offices: secretary of her local club (2 yrs.); reporter of her local club (1 yr.); president of the Junior Council (1 yr.); secretary of State 4-H Short Course (2 yrs.) She served as a junior project leader for two years, participated in five individual and group demonstrations, prepared three exhibits and represented the county at the State 4-H Short Course two years.

As a student Shirley exhibited outstanding leadership qualities. She was a member and held offices in many school clubs and groups. She was valedictorian of the Lunenburg High School graduation class of 1954. This honor merited her a scholarship to Virginia State College where she began a college career in September. Other recognitions at graduation which attested her talent included medals won in social studies, french, commerce and loyalty and achievement. Shirley was an active member of the local church in her community. She was secretary of the Junior Missionary Circle, teacher of the church school Beginners Class, and pianist for the Junior Choir. All of these qualities add up to a well rounded older youth and future citizen.

5. Junior Market Hog Show and Sale

Schuyler Freeman, 13 year old New Grove 4-H club member of Route 2, Kenbridge, Virginia came up with a grand champion at the Junior Market Hog Show and Sale on Monday, October 18. The event took place at the Farmville Livestock Market and drew 4-H and NFA contestants from a ten county area. Schuyler's hog, a 175 pound Berkshire-Hampshire cross won top billing in the light weight class and then went on to capture grand champion honors in the singles division. Mr. J. E. Settle, animal husbandman, Virginia State College and Mr. R. S. Westing, Jr., animal husbandman, VPI, Blacksburg, Virginia did the judging.

Schuyler was one of six boys from Lunenburg County participating in the show and sale. Jerome Ghee, another member of the New Grove Club, received second place for his single entry in the middle weight class while Lander Baine, Jr., a third member of this club, settled for third place in the heavy weight class. Three other members from the Lone Oak 4-H club Benny Hurt, William Fowlkes, and Wilbur T. Berkley received honorable mention in the single division. The show and sale is designed to get boys to demonstrate good methods of pork production and to show the proper type of hog to produce for market. Parents and friends showed a lot of interest in the project and show and sale.

6. 4-H Leader Council

The 4-H Leader Council is composed of all adult local and sponsor leaders. The group has a set of by-laws and a constitution setting forth the purpose, aims, and responsibilities of the members. Collectively they

assume direct responsibility for organization, project instruction, and special activity planning. Four council meetings and six committee meetings were held to plan for 4-H activities during the year. We are proud of this group because it represents one of the pioneer counties in the state with an effective leader group organization. One of the outstanding projects this group has sponsored is a scholarship award. One hundred dollars will be given to the boy or girl who has done at least three years of good 4-H club work, maintained a good average through high school and enrolls in an institution of higher learning for at least two semesters. This award is given each year and becomes available at the beginning of the second semester of the school at which a participant is eligible. The group planned an educational exhibit for achievement day and sponsored certain other contest by providing awards. The contest sponsored in 1954 include club exhibits, best 3 contributions to the tobacco rally, and outstanding record book. Through the efforts of this group a silver cup has been given by one of the business establishments of the county. The cup is awarded to the best all-around club each year with the club's name engraved and the year it won. When space for engraving has been filled, the club winning the cup the most years will be given a \$25.00 cash award. This cup will be returned to the county agents office and a new one started.

The 4-H awards committee is a component part of the 4-H Leader Council. This group has a membership of 5. They have assumed the responsibility of selecting winners in the different 4-H contests and providing standards and goals by which members and clubs may participate. Two meetings were held with this group to train them in their specific duties and to evaluate the awards program.

Recent improvements in office space and equipment provided continues to facilitate efficiency of work. The two greatest problems faced are: 1. Lack of secretarial help; 2. Lack of a home agent to help plan an adequate program to meet the total needs of the farm people. Many contacts are missed through office visits and office visits because a full time secretary is not in office. The agent has to spend entirely too much time with secretarial chores, time that could be spent in program planning and execution. It is difficult to imagine an effective extension program which does not provide a home agent to meet the many needs of the home and home makers. By comparison it is noted that 793 operators of the 1849 in the county are colored. Only one person, a farm agent, is available to supply the needs of this group where as a county agent, a home agent, an assistant agent and a full time secretary are available for the remaining 1056 farm operators. Percentage wise this means that one man takes care of the needs of 43% of the operators while 4 people take care of 57%. Measured in these terms the agent feels that conditions might justify an assertion that extension work among colored people in the county has been creditable.

7. Achievement Day

Approximately 100 people attended the sixth annual achievement day program held at the Peoples Community in Victoria on Saturday, November 20. Six of the ten organized clubs were represented. Highlights of the program included individual club reports, club exhibits, and awards. Awards and recognitions were as follows: Mrs. Cecil Brydie, Rev. H. R. Watkins, and Mrs. J. J. Holmes were presented a 4-H silver clover pin and certificate for five years service as local leaders; New Grove 4-H club received

the silver cup, a meritorious award, for being the best all around club in 1954. Cash awards of \$3.00, \$2.00 & \$1.00 were awarded Long Oak, New Grove and Kenbridge clubs respectively for largest contributions to the 4-H tobacco rally; Cash awards of \$3.00, \$2.00 and \$1.00 were given Cool Spring, New Grove, and Unity clubs for best club exhibits; The following members received medals for best work in the project mentioned: Sarah Barnes, New Grove 4-H club-Poultry; John Taylor, Free State 4-H Club,-Tractor maintenance; Shirley Stokes, Cool Spring 4-H club,-Achievement; Edward Pawlkes, Cool Spring 4-H club, Field crop; Schuyler Freeman, New Grove 4-H club, meat animal; and Nancy L. Palmer, New Grove 4-H club, Garden-Note: Nancy Palmer had the second best project and record book as judged by the awards committee, but the first place winner had already received the county medal which made Nancy eligible. The cooperation, support and interest of leaders, friends, parents and members in preparing for this event has never before been excelled.

Records of county members selected by the awards committee to be entered in the state contests were as follows: Shirley Stokes, achievement; John Taylor, tractor maintenance, and Dora Blackwell, Garden.

Shirley Stokes, a student at Virginia State College, has been recommended as a recipient of the first \$100.00 scholarship award to be given by the Leader Group.

X EVALUATION OF YEARS WORK

The evaluation of a years work seems most difficult to the agent. Yet it is a process that must be carried out in any field of education. The first half of the year showed a marked increase in information requested and practices applied. Members of the several extension organization were very enthusiastic over the goals set up and methods used. People evaluate educational processes in terms of economic or material values received. The drought has dealt another crippling blow. The agent feels that the conditions brought on by the drought years will necessitate a change in the plan of work for two or three years hence. Progress along the lines of our long time objectives will be delayed accordingly. These statements apply generally to the adult phase of the program. Our work with 4-H boys and girls has been very successful. The awards program and competitive contest have done a lot to stimulate interest. I would say that the over-all accomplishments in extension education has not been as favorable as anticipated.

In conducting the program the agent has written 70 circular letters, prepared 15 news articles, distributed 610 bulletins, received 582 office calls, had 634 telephone calls, made 591 farm and home visits, conducted and participated in 148 meetings related to extension work, and conducted 30 method and result demonstrations.

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COOPERATIVE EXTENSION SERVICE WORK
IN
AGRICULTURE AND HOME ECONOMICS

Virginia Polytechnic Institute &
U. S. Department of Agriculture,
Cooperating

EXTENSION SERVICE
County Agent Work

PLAN OF WORK

COUNTY Lunenburg

YEAR 1953-54

Name M. C. Harding
(Local Farm Agent)

Date Mailed December 23, 1953



ORGANIZATIONS

County Agricultural Advisory Board

William D. Jones	-----President-----	Route 2 Victoria, Va.
Leory Davis	-----Secretary-----	Lunenburg C. H., Virginia
James Reese	-----Treasurer-----	Route 2, Kenbridge, Va.
Rev. Daniel Booker	-----Chaplain-----	Route 3 Kenbridge, Va.

4-A JUNIOR COUNCIL

(The following officers served in 1950)

Idella Hairston	-----President-----	Route 1 Ontario, Va.
Shirley Stokes	-----Secretary-----	Route 1 Ontario, Va.
Eric Jackson	-----Treasurer-----	Route 1 Memerrin, Va.
Dorn Blackwell	-----Reporter-----	Bagley's Mill, Va.
Marion Fowlkes	-----Song Leader-----	Route 1 Keyeville, Va.

COUNTY SITUATION

Lunenburg County, which is also called the Free State, is located in the heart of Southside Virginia. Its boundaries join the counties of Brunswick on the east, Nottoway and Prince Edward on the north, Charlotte on the west and Mecklenburg on the south. Two rivers flow through its area of 425 square miles.

There are 1549 farms in the county of which 790 are operated by colored farmers. All farms contain a total acreage of 187,747 of which 67,420 are crop land, 8,712 acres are open pasture land and 106,319 or more are woodland, waste, etc. The 1945 census showed that 429 or approximately 52% of the colored farmers were owners. At that time they operated farms that contained 30,704 acres of land with farms and buildings valued at \$647,125.

Most of the land in the county is on gentle to steep rolling slopes

and requires some conservation measures to obtain maximum returns. The principal types of soil are spling, Durham, cecil, madison, louisburg and georgeville.

The principal type of farming in the county is flue cured tobacco production. A little over 75% of the total farm income is derived from 6,967 acres of tobacco or less than 10% of the total farm land. Soil and climate conditions are favorable to the production of various crops and livestock. In recent years livestock numbers have increased tremendously. Intensive tobacco farming has resulted in the depletion of soils through erosion, leaching and other forces that take affect when land is continuously row cropped without following sound soil and water conserving practices.

Five tobacco markets supply channels to dispose of the principal cash crop. A livestock market offers opportunity to those who wish to market surplus livestock. Two main highways and a railroad provide easy transportation to get other produce to markets outside the county. Camp Pickett, a nearby army installation, is providing off the farm employment for a few rural people. The county is listed as 100% rural with two small townships.

COUNTY POPULATION

Total No. Operators-----	793
Owners-----	429
Tenants-----	364

ORGANIZATION MEMBERSHIP

County Agricultural Advisory Board-----	43
Men---27	
Women-- 15	
Community Clubs-----	4
Families in Clubs-----	143
No. Adult Leaders-----	Men Women Total
	49 28 77
4-H Leader Council-----	10 18 28
No. 4-H Clubs-----	8
4-H Members-----	250

PROBLEMS IN COUNTY

The conservation of soil and water is the major problem in Lunenburg County. Intensive row crop farming has depleted our soils and

returns there from have resulted in a lowered standard of living. Our ultimate objective is to get a complete soil and water conservation plan on every farm.

Along with the need of soil and water conservation is a great need for diversification. More than 75% of the total farm income is derived from less than 10% of the total crop land. A statement of other major problems follows:

1. Corn, Hay, tobacco and pasture acre yield are far below the state average. Many farmers are buying feed and food that should be produced.
2. Livestock production is totally inadequate. Most farmers do not efficiently produce sufficient poultry, swine and cattle for home use. A few farmers could divert to commercial production
3. The evaluation and appreciation of the farm woodlands are remote. The farm forest land is neglected except for the harvesting of products provided by nature
4. Income from farm products is not being used to the fullest extent to improve conditions of living. Homes are delapidated, un-painted, poorly constructed and uncomfortable. Only ten of 793 farmers have pressure water systems
5. There are 1400 boys and girls in the county between the ages of 10 and 20. The average 4-H enrollment has been 250. The quality and quantity of their work has not been favorable. Only a few adults will volunteer their services to help train larger numbers. Leaders who realize the value of the work are already over worked. An estimated 1000 young men and young women are not being reached with any phase of the extension program

MAJOR PROJECT ACTIVITY

Extension Organization and Planning

- Community Clubs-----In 1954 we plan to organize 4 additional community clubs to strengthen our program. We feel that an effort to reach more people in their local communities will create more interest. Present members of the Advisory Board and Agronomy Committee will be used to reach people with our plans.
- 4-H Clubs ----- Increase membership of 4-H leader group by adding project leaders to each club. Extend membership of Awards Committee and train in their respective duties.
- Advisory Board---- Increase membership of Advisory Board by adding more members from additional church communities. Replace inactive members from community club groups
- Agent----- Investigate possibilities of establishing a radio program

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Demonstrations

Soil and Water Conservation

Problem:----- Most of the land in Lunenburg county is on gentle to steep rolling slopes and requires some conservation practices to obtain maximum results. The farmers have followed a one row crop system of farming for many years with too little regard for soil and water conservation measures. As a result the soils have become depleted. Poor soils have resulted in low yields. Subsequently the standard of living is low. Since the county is 100% rural farmers must resort to major soil and water conservation practices if we expect to maintain or improve our standard of living through agriculture.

- Goals-----
1. Continue supervision of Reese Farm "Conservation on Parade" demonstration and schedule revisit meeting
 2. Establish 4 demonstration farms with complete soil and water conservation plans in 4 magisterial districts.
 3. Conduct intense educational program to get cover crops seeded--special emphasis on crimson clover, hairy vetch, and winter pastures- (All major crop activities to be conducted in accordance with good soil and water conservation practices.
 4. Establish two farm ponds with idea of installing irrigation systems in the future

Pasture and Hay

Problem----- Pasture is the cheapest source of feed for livestock. The drought coupled with over grazing, and poor pasture management which accompanied it due to a shortage of pasture during the last half of the growing season, has weakened pastures and in some cases caused loss of stand. An aggressive pasture program is needed in 1954 to reestablish the pastures and to encourage an improved pasture and forage crop program on each farm where livestock is kept. A year around pasture and hay program is the major need.

- Goal-----
1. Continue supervision of Plant Food Institute pasture demonstration.
 - a. Establish 3 fertilization demonstrations in 3 other districts using same procedure
 2. Conduct 7 supplementary pasture demonstrations (summer) using sweet sudan grass and soybeans
 3. Conduct 7 winter pasture demonstrations using crimson clover, rye grass and any available small grain

4. Conduct general educational program on other pasture cultural practices.
 - a. top dressing
 - b. Soil samples
 - c. seeding in cooperation with ACP program
5. Schedule meetings at established winter pasture demonstrations

- Goals (Hay)-
1. Supervise established alfalfa plots to assure proper cultural practices are applied
 2. Establish 2 Williamsburg alfalfa demonstrations
 3. Conduct 4 mixed hay demonstrations (seeding)
 - a. Winter---Oats & Lespedeza
 - Spring---Oats and Lespedeza
 - Summer---Soybeans and sudan grass or sobeans
 - Fall---- Crimson clover and Barley or Clover
 4. Conduct 4 lespedeza fertilization demonstrations

Corn

Problem:-- Most of the corn produced in the county is used for feed for livestock on the farm. The average yield of corn in the county was 39 bushels in 1951. Application of better cultural practices can increase average yields to 50 bushels by 1960. Because of adverse weather conditions during 1952 and 1953, the corn yield was much below the average and many farmers are facing a shortage. A corn production program emphasizing efficiency in production to build back depleted grain feed supplies and increase per acre yields is needed.

- Goal-----
1. Continue 100 bushels corn club
 2. Conduct 7 corn fertilization demonstrations--(Get cooperators to increase fertilizer on a portion of regular crop)
 3. Conduct aggressive program to get small grain seeded in fall to supplement corn as a grain feed
 4. Conduct general educational program to increase yields on all farms by applying better cultural practices.
 5. Investigate felt need for corn maturity demonstration and establish if necessary

Tobacco

Problem Seventy five per cent of the total farm income is derived from less than 10% of the total crop land. Tobacco, the main cash crop, comprises 6,067 acres of the 67,420 total crop land acres.

In recent years disease has been spreading much faster than farmers are awakening to its affect and taking ~~xxx~~ steps to control or prevent. Too few farmers are applying modern techniaues of production and marketing which will result in increased quantity and quality of product. Since our economic status is based primarily on the production of this crop, continued emphasis on better cultural methods is essential.

- Goal-----
1. Participate in Junior Tobacco Show and Sale
 2. Conduct 4 fertilizer placement demonstrations
 3. Conduct 2 weed control demonstrations
 4. Conduct 2 grading and sorting demonstrations
 - a. Use Local Leader George Edmonds suggestions on planting and harvesting to facilitate sorting and grazing
 5. Conduct disease resistant varietal demonstration in any community that need it felt
 6. Survey tobacco barn demonstrations for performance and publicize

MINOR PROJECT ACTIVITY

Small Grain (Wheat)

Problem--- Wheat is the principle small grain crop grown in the county for grain. In 1949 farmers produced 54,00 bushels on 2,942 acres with an average yield of 18.3 bushels. Good farmers are averaging 25 bushels and more. Too few acres of barley and oats are grown for feed grain.

- Goal-----
1. Conduct 5 wheat seeding demonstrations using recommended varieties--(Get cooperators to use variety for first time)
 2. Conduct 3 nitrogen top dressing demonstrations--(Get cooperators to apply on time and leave check area-locate on farms that have not followed recommendations for top dressing.
 3. See 3 under major project, Corn

Forestry

Problem---There are 106,319 acres of woodland in the county according to the 1950 census. Less than five per cent of the total sales of farm products comes from forest products. Under proper management the forest can be handled as any other farm crop with

frequent cash returns. There are 14,730 acres of idle land that can be converted into productive forest land. It offers a splendid opportunity to utilize available labor efficiently and profitably during slack seasons.

- Goals-----
1. Conduct one demonstration to show proper management practices and acquaint farmers with ACP program
 2. Conduct one fence post treating demonstration-(Use selective cutting to secure post
 3. Set up two 4-H pine tree seeding demonstrations

Livestock

Problem-----Livestock production in the county is not of major importance except for home use. With the recent price squeeze and feed shortage interest in livestock production has decreased. One of the long time objectives is to stimulate interest in commercial livestock production. Climate and soil conditions are suited to the enterprise

- Goal-----
1. Participate in 4-H fat pig show and sale
 2. Supervise established poultry demonstrations
 3. Conduct general educational program on proper feeding, breeding and management methods.

Demonstration Community

Problem -- New Grove Community in Columbian Grove District is the area in which intensive work in the live-at-home program sponsored by the State Advisory Board is conducted. The purpose of the work is to encourage all families within a community to apply better farm and home practices and thereby demonstrate how scientific farming and home making can improve the standard of living on a community basis.

- Goal-----
1. Conduct intensive educational program to get families to achieve goals set up at the beginning of the year in compliance with the state score sheet.
 2. Initiate plans to entertain State Advisory Board in 1955 or 1956
 3. Add five new families to community list.
 4. Conduct winter pasture and fall & winter garden contests
 - 5.

Miscellaneous Projects

Farm Machinery-----Conduct 4-H tractor maintenance work

Fruit Culture-----Conduct one Orchard pruning demonstration

Farm & Home Unit Demonstration---Continue supervision of Reese demonstration
and set up one at Braggs.

Home Economics-----Provide all information possible on problems of the
home maker. Emphasize the following:

Pressure water systems
Lawn improvement
Improved Health-----4-H Health Project
House screening
Improved Kitchens

COUNTY WIDE ACTIVITIES

Specialist needed

Tobacco Meeting-----April-----G. R. Matthews

County Advisory Board Meetings---Jan.-June-Nov. ---R. W. Newsome

Conservation on Parade----- May

Farm Credit Meeting-----Feb.-----A. H. Furr

Tobacco Rally -----Sept to Oct

Field Meetings & Tours---(To be scheduled as warranted)

Demonstration Community Tour

Rural Life Sunday----- May-----Rev. S. L. Candy

4-H Picnic-----June-----

National 4-H Club week Observance--March

4-H Leader Council Meetings---Dec. Mar. May-Sept.

4-H Achievement Day-----Oct-----

PARTICIPATION IN STATE EVENTS

Farmers Conference-----April

Advisory Board meeting----- September

4-H Short Course----- June

4-H Wildlife Conference-----August

Tractor Maintenance Clinic----- March

SPECIALIST NEEDED

G. R. Matthews-----Assit with Tobacco meeting-----April
A. H. Furr----- Assist with Farm Credit meeting----February
C. E. Gill-----Assist with Forestry demonstration
meetings-----Feb. & Sept.
Rev. S. L. Candy-----Rural Life Sunday Address----- May
S. B. Fenne-----Supervise plant bed demonstration---- Oct.
plans
R. R. Gordon-----Conduct tobacco grading and sorting----Oct.
demonstrations

(Other specialist to be requested as needed)

COOPERATION WITH OTHER AGENCIES

The Agent will cooperate with all public service agencies where possible

AGP	Department of Education	FHA
SCS	Health Department	NFLA
FCA	Veteran's Administration	
	Vocational Agriculture Department	
	Home Economics Department	
	Employment Service	

CALENDAR OF ACTIVITIES

January

1. Hold Advisory Board meeting-plan for community organizations-review plan of work-investigate need of tobacco varietal demonstration and corn maturity demonstration
2. Organize 4-H clubs
3. Locate 4--soil and water conservation demonstrators
4. Check fertilization of plant food institute demonstration
5. Locate farm pond demonstrations
6. Locate 3 ladinoclover-orchard grass fertilization demonstrations
7. Circular letter on top dressing pastures, taking soil samples, seeding winter oats
8. Visit Conservation on parade demonstration-plan activities
9. Plan 4-H fat pig project work-select boys, locate source of pigs, attend district planning meeting
10. Locate forestry demonstrator -notify specialist
11. Hold demonstration community meeting-complete scores and mail
12. Prepare 4-H mailing list-state paper

February

1. Complete 4-H enrollment and mail
2. Select 4-H participants in tobacco show and sale
3. Select 4-H pine tree seeding demonstrators
4. Hold Farm Credit meeting
5. Visit Radio station to see about program
6. Plan for 4-H tractor maintenance work
7. Circular and general educational work on spring oat seeding
8. Continue item 7 for January --group meetings, office calls, etc.
9. Continue item 3 for January
10. Check established winter pastures-plan field meetings
11. Check 4-established alfalfa demonstrations-take soil samples, locate new cooperators for fall seeding
12. Visit 4-H fat pig project members and parents
13. Locate 3 small grain (wheat) top dressing demonstrations-get material applied
14. Conduct forestry demonstration field meeting
15. Hold demonstration community meeting
16. Follow up work on community club organization
17. Follow up on radio program
18. Plan pruning demonstration-notify specialist
19. Hold 4-H club meetings--set up health project

March

1. Check conservation on parade demonstration
2. Revisit conservation demonstration farms-note progress
3. Revisit pasture fertilization demonstrations-note progress
4. Conduct field meetings at water pasture demonstrations
5. Plan 4-H tractor maintenance work-select members-locate leaders send delegates to State meeting
6. Hold training meeting for Awards committee and Project leaders
7. Local fence post treating demonstrator
8. Visit 4-H tobacco show and sale participants and parents-complete details
9. Hold demonstration community meeting
10. Attend 4-H club meetings
11. Observe National 4-H club week
12. Hold Junior Council meeting
13. Conduct pine tree seeding demonstration
14. Hold 4-H leader training meeting
15. Plan tobacco meeting-notify specialist

April

1. Hold 100 bushels corn club meeting
2. Check conservation on parade demonstration-schedule revisit meeting
3. Locate corn maturity demonstration if needed
4. Locate 7 corn fertilization demonstrations
5. Locate 4 tobacco fertilizer placement demonstrations
6. Attend State Farmers conference with delegation
7. Revisit fence post treating demonstrator-note progress
8. Hold community club meetings-demonstration community meetings
9. Follow up work on 4-H tobacco show and sale work
10. Conduct tractor maintenance work
11. Revisit wheat top dressing demonstrations
12. Check 4-H fat pig projects
13. Hold tobacco meeting-(see goals for 1964)

14. Check soil conservation demonstration farms
15. Attend 4-H club meetings

May

1. Conduct revisit meeting at conservation on parade demonstration
2. Local 7 supplementary (summer) pasture and hay demonstrations
3. Check 4-H pig projects and tobacco projects
4. Revisit tobacco fertilizer placement demonstrations
5. Attend 4-H club meetings
6. Secure delegates to State Short Course and Wildlife Conference
7. Locate 4-leaved clover fertilizing demonstrations
8. Visit 100 bushels corn club projects
9. Conduct survey of demonstration community project work-add new members
10. Visit small grain top dressing demonstrations-schedule meetings
11. Plan educational program on pressure water systems and home screening
12. Hold Rural Life Sunday Program
- 13.

June

1. Visit summer supplementary pasture demonstrators-establish plots
2. Attend State 4-H Short Course with delegation
3. Visit 100 bushels corn plots
4. Visit Corn fertilization demonstrations
5. Visit tobacco fertilizer placement demonstrations
6. Conduct field meetings at wheat top dressing demonstrations
7. Hold County Advisory Board meeting-select delegates to State Advisory Board-discuss plans for entertaining in 1955 or 1956
8. Hold field meeting at Plant Food Institute demonstration
9. Hold 4-H picnic
10. Visit 4-H projects

July

1. Visit 4-H fat pig and tobacco projects-check records, hold small group meetings
2. Visit other 4-H projects
3. Visit corn demonstrations--schedule field meetings
4. Visit summer supplementary pasture and grazing demonstrations
5. Hold Demonstration community meeting-set up garden and winter pasture contests
6. Locate 7 winter pasture demonstrators
7. Conduct field meetings at tobacco fertilizer placement demonstrations
8. Revisit Alfalfa seeding demonstrators
9. Locate 2 tobacco plant bed weed control demonstrators
10. Prepare survey forms for tobacco barn result demonstrations
- 11.

August

1. Visit 4-H projects
2. Visit tobacco barn demonstration-check results
3. Establish alfalfa seeding demonstrations
4. Establish winter pasture demonstrations
5. Schedule community meetings at corn demonstrations
6. Complete plans for fence post treating demonstration
7. Send 4-H delegates to Wildlife conference
- 8.

September

1. Conduct community club meetings---cover crops-small grain seeding, etc.
2. Establish winter pasture demonstrations
3. Establish 4 hay demonstrations--barley and clover or oats and clover
4. Complete 4-H tobacco show and sale
5. Conduct fence post treating demonstration
6. Follow up educational work on pressure water systems
7. Hold Leader training meeting--Plans for achievement day
8. Hold 4-H wards committee meeting--plans for achievement day
9. Hold Junior council meeting--plans for achievement day
10. Attend 4-H club meetings--plans for achievement day
11. Visit 4-H fat pig projects--final plans for show and sale
12. Complete plans for tobacco plant bed weed control demonstrations--notify specialist
13. Hold demonstration community meeting--plan tour--visit contest participants
14. Attend State Advisory Board with delegation
15. Conduct tobacco rally
16. Hold Advisory Board Meeting--reports, records to date
- 17.

October

1. Secure results of major projects and demonstrations
2. Establish wheat seeding demonstrations
3. Continue educational program to get cover crops and small grain seeded
4. Complete winter pasture seeding demonstrations
5. Take 100 bushels corn plots yields
6. Conduct 2 tobacco sorting and grading demonstrations
7. Conduct demonstration community tour
8. Hold 4-H achievement day program
9. Establish tobacco plant bed weed control demonstrations

November

1. Hold community club meetings--check results--plan for new year
2. Hold Advisory Board meeting--report results--plan for new year
3. Re-organize 4-H clubs
4. Score demonstration community--submit to Petersburg
5. Prepare annual and narrative and statistical reports