

ANNUAL NARRATIVE REPORT FOR YEAR 1943

APPOMATTOX COUNTY

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John L. Chaite
State Agent

PREFACE

This report is based on the work accomplished in Appomattox County. Its purpose is to present in a clear, connected manner the summary of activities for the year beginning December 1, 1942, to November 30, 1943.

In preparation of this report the author referred to daily and monthly records and summaries of meetings and demonstrations held. Accurate records were kept and used for this report. A copy of the preceding Statistical Report was referred to also.

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APPOMATTOX COUNTY ANNUAL NARRATIVE REPORT

1943

The purpose of this report is to relate extension activities in Appomattox County from December 1, 1942, to November 30, 1943; the plan of work that was followed, the method employed in doing it, and finally the work accomplished.

I. County Organization

Appomattox County has fourteen Neighborhoods. These have been organized into eleven Community Clubs, consisting of the regular officers and three representatives to the County Advisory Board - (one woman and two men). The County Advisory Board governs the plans and activities of the extension program in the county as a whole. It meets semiannually; in the Spring for the purpose of setting up the yearly plan of work, and in the Fall for the reports of the past season's accomplishments and the continued discussion of farm problems. New projects were launched, also the assignments of various working committees and delegates to the State Advisory Board. The program set up for 1943 consisted of:

1. Prizes for 4-H members on Achievement Day, and a program for the purpose of giving the members incentives for more and better projects.
2. Substitute crops as cash income in place of sole dependency upon tobacco.
3. Tours to Experiment Station and group meetings for better soil practices, and increased membership with Soil Conservation Administration.

4. Financial aid through Farm Security Administration.
5. Home beautification.
6. Successful execution of the "Live-At-Home Program".
7. Advantage of cooperative buying.
8. Community demonstrations in storage house construction.

The neighborhood Community Club meets once each month to discuss its problems with the Agent and leaders. One Demonstration Community, Spout Spring, has been set up as an example for the county. Here improved methods of farming and gardening, with emphasis on better farm buildings and home beautification are carried on.

Finally, but the most important information life line, that reaches the last home across the branch is the Neighborhood Leader system. All the names of the families have been taken, both owner and tenant, then one outstanding progressive farmer is chosen as Leader. His duty is to distribute information that is given him through circular letters, called leader's meetings, and "The Leaders' Digest". This system is proving the best communication between County Agent and the rural people in need.

At the joint fall meeting of the Advisory Board and Neighborhood Leaders, State Agent John L. Charity was in attendance and gave additional instruction to the Leaders on their duties in regard to the War Program. After the formal meeting was held and reports on the past season's work given, Mr. Charity led a Round Table Discussion of any and all problems that each Leader had come in contact with. Some of the result solutions were: Short explanations be given in the community Church by a Neighborhood Leader who had recently received information to be given out; Storage of sweet potatoes, and proper curing (sweating) before storage in a suitable place where the temperature does not drop below 45° F. The meeting was a success as well as being very informative.

II. Type of Agriculture

Crops

In Appomattox County the chief crop is dark tobacco. Almost every active farmer has an allotment from fractional acreage to five acres. Tobacco is the sole cash crop, therefore a good deal of dependence is placed upon it.

Wheat and corn rate second in the line of crop importance. One main reason being, it completes the three crop rotation of tobacco, corn, and wheat. Then the fields are rested for one or two years with a hay crop of lespedeza or clover.

Tomatoes are planted by some farmers. Although the tomato crop was poor this year, a good deal of time and effort was spent trying to supply the needs of the local commercial tomato canner.

Livestock

Beef cattle overshadows dairy cattle in number, by far. The herds range from two or three head up to 50 on general farms. The mountainous topography of the county affords better grazing facilities than cropland. The number of beef cattle is increasing due to the farmers realization of greater grazing possibilities.

On the farm one or two milk cows are used for home supply. There are no Negro dairies, although three farms ship cream, and use the skim milk for feeding pigs and chickens.

Hogs rate next in importance to beef cattle. On the average, a farmer owns four brood sows which supply him with his home meat, next years breeding stock, and a good cash income from those he sells on the hoof.

Poultry

Chickens are raised for home consumption, therefore the flocks are small. Turkeys and ducks are raised on a small scale. Any surplus of the family supply is traded in to a local receiving station.

Wood

Kiln props, pulp wood, and fire wood are prepared for market and sold on a large scale, especially since the war demand for it. All the spare time finds the farmer in his woods with all available labor, getting these three wood products on the market. Due to the abundance of available timber in this section, the farmer is doing his best to meet the war demands for raw wood materials and also in the food for freedom program.

III. Project Activities

Cooperative Agricultural Planning

One Farm Unit Demonstration has been set up in Stonewall Community. Farmer G. M. Lee has consented to adopt all improved methods of farming and attempt to set an example for his community and county. Thus far Mr. Lee has joined the Triple A for crop improvement through lime and phosphate payments, and the Soil Conservation Administration for better soil working practices and the correct use of fertilizer in fields. He is determined to eradicate galls, of which he has many, through level line plowing and strip cropping.

This farm totals 160 acres, with hilly pasture and crop land. The livestock consists of 8 cows, 1 bull, and 3 head of young stock; 400 chickens from frying size to hens, 100 of which are laying; 2 horses and a mule that supply the power. The outstanding livestock is the pigs which are the best grade of Poland China and Berkshire. There are 8 sows and 1 purebred boar. Mr. Lee's pigs are his largest source of cash income. Mrs. Lee raises 15-20 turkeys each year in addition to helping her husband with other farm tasks. Theirs is a cooperative affair. Farmer Lee is investing most of his time this year in attempting to fulfill the present demands of Wood for War uses, and expects to put the money thus earned back into his farm. On some days he and his helpers clear as much as \$31.

Four months ago since Mr. Lee agreed to let his farm be used as a demonstration, and in spite of his working in the woods most of the time, the following has thus far been accomplished:

1. Front to backyard clean up, and proper sheltering of farm tools.
2. Seeding of a front lawn and fencing in both lawn and orchard, (trees having been pruned for coming year).
3. Purchase of three batches of chicks (200 per batch), and one male hog.
4. Joining of Soil Conservation and laying out plowing strips and securing lime and phosphate through Triple A.

The following is a human interest story of a cooperating farm family in Agee Community.

"The Lewis Family's Contribution To The War Effort"

Mr. Mace Lewis operates a 306½ acre farm in Agee Community, Appomattox County, with the help of his wife and six teen-age children; five boys, ages 11, 13, 14, 16, and 18; and one girl, age 10.

The ten year old daughter made an excellent record with her one-fourth acre garden in the 4-H Club, winning first prize on Achievement Day for the best all-around garden in the county. She also helps her mother care for 200 laying hens. The boys have one young heifer apiece and one coming brood sow each. Roosevelt won first prize on Achievement Day with his beef heifer and corn exhibit. The family boasts \$300.00 worth of pork sold each year and enough to supply their own table. The hogs used for selling and killing are grade stock, but the breeders are registered Hampshire sows and a Thoroughbred Poland China male, making a total at present of 14 hogs. Dad Lewis says, "Any animal or crop that our children raise, they get their share of the profits. I like to see them take hold of opportunities."

Of the 17 head of cattle, they milk three for home use and for growing pigs and chickens. Most of the stock are yearlings to be sold for beef as soon as they produce one calf. The breed consists of crosses with Hereford and Guernsey, with a good grade Hereford male. This cross produces a short, compact animal, weighing in heavy at the block. Mr. Lewis claims \$500.00 worth of beef in his pasture that are to be sold when he feels they are ready to go. There are three mules and one horse. New machinery bought was a drill and plow last year, and a mowing machine this year. They have joined recently the Soil Conservation Administration in light of the improvements and benefits that can be derived from it.

The crops planted by this family and harvested were 14 acres of wheat, 3.4 acres of tobacco, 30 acres of lespedeza and clover, and the outstanding crop was corn. Considering the dry weather for this crop season, their corn was outstanding not only in this county but this section of Virginia by a count made and checked by the Local Farm Agent. From 1½ acres, 18 barrels was harvested, equalling 45 bushels to the acre. In addition to the necessary field crops, were 2 acres of garden, 3 acres of potatoes, and 1 acre of sorghum. The Lewis family also own a sorghum mill which they rent to the entire community on one-fourth per cent toll basis.

Much credit is due the younger members of the Lewis family because a good deal of Mr. Lewis' time is consumed in the woods hauling and cutting mine props and pulp wood, a very necessary commodity to our war effort, as seen in the Army Caravan on the "Salute to Wood" which has been touring the country from Mississippi to Virginia to show the importance of "staying in the woods" to supply the armed forces with wood for war. Two truck loads of wood per day is averaged with the help of one hired hand. Wood not suitable for props or pulp is piled as firewood for home use. In spite of the labor shortage, this family manages to keep up their home front battle with each member of the family having a set responsibility. The children between attending school and doing

their share on the farm have set a high standard for all farm children in this county. Mrs. Lewis is due much credit for her help and encouragement.

Mr. Lewis is an outstanding leader in his community and is President of his Community Club. Each teen-age member of the family has one \$25.00 War Bond. In addition two of them, Roosevelt and Lillie Mae, won \$3.00 worth of Defense Stamps as first prizes on Achievement Day, which is a starter to getting a second \$25.00 Bond. One son is in the armed forces; the other oldest son is building ships in Baltimore, Maryland.

Agronomy

Planting Hybrid Corn

Hybrid corn is being planted by two farmers, Mr. Colonel Walker of Hixburg Community, and Mr. Mace Lewis of Agee Community, in 1944. Due to the successful results of one farmer, Mr. Isaac Patterson of Appomattox Community, who planted this year 8 acres of Hybrid corn, yielding 40 bushels to the acre, they plan to do likewise. Mr. Patterson followed fertilizer recommendations of 1000 lbs. of 4-12-4 after having turned under a green manure crop, and cultivated according to suggestions which were deep plowing for the first two cultivations, and shallow plowing for the last cultivation. In spite of the dry season, he received a bumper crop.

Level Line Plowing

On three different farms, Mr. Colonel Walker of Hixburg Community; Mr. Alvin Pennix, Oakville Community; and Mr. Sam Jones, Hixburg Community, level lines were laid off, showing them the advantages of saving run off top soil, and fertilizer loss. Now these three men have joined S.C.A. and are following full Soil Conservation practices of strip cropping, fertilizer recommendations, level line plowing, liming, and green manure crops. With these examples, eight farmers are now with the S.C.A.

Poultry

Fifteen poultry culling demonstrations were held both on the farm and at regular Community Club meetings. Each member was given the opportunity to find the good and poor birds and then by demonstration and lecture by the Agent the person learned to cull his own flock and advise his neighbors. Although poultry raising is mostly for home use in this county, families set hens or purchase approximately 100 baby chicks each year, and culling is very necessary. In one demonstration on Mr. Eugene Pennix farm, their 200 hens were culled.

After the culls had been removed from the flock, they gathered the same number of eggs as when the so called boarders were present. This demonstration gave the people confidence in culling, the simplicity of it, and the money saved when culls have been eradicated.

Storage

In the early gardening season a drive was made and the money collected for the purchase of 15 pressure cookers to be used by families in joint groups, but as cookers were not available, this project could not materialize. In its place the government set up canning centers, one being here in the town of Appomattox at the high school. The drive was again taken up and the people were urged to use this community canning set up. Several thousand cans of vegetables, fruits, and meats, were processed by this method. Combining the community canner and home canning, a neighborhood check showed that families boasted almost twice the canned goods in their pantrys as in the previous year.

Storage space of these canned goods were in cabinets in the house, cellars, and discarded tobacco barns. In most cases the products were stored in the house to prevent freezing. Vegetables, such as potatoes, carrots, cabbage, and onions, were stored in barns. There was arranged on the farm of Mr. Charlie Patterson, of Evergreen Community, an ideal storage place for root crops; a discarded tobacco barn. His white potatoes were placed on a flat, slated platform, bedded lightly with straw; his onions were spread out overhead on a similar rack without straw bedding. The carrots and cabbage were also on a rack on the floor. With door closed all winter and the barn having air tight joints, vegetables will be had by this farmer up until Spring.

In a second case, that of Mr. Isaac Patterson, shelves were put up in a partly excavated cellar, and all air spaces closed. Here he placed all his supply of canned vegetables, numbering 275 quarts. Tin cans were wrapped in paper to prevent rust and freezing. Their vegetables, fruits, and meat (beef and hog), were canned at the Community Canner and at home by his wife and daughter. Much they have sent to relatives in cities where ration points are needed, and still their shelves have more than their family needs for the winter.

Demonstration Community

In the Demonstration Community, Spout Spring, where improvement projects are first carried before they become a county wide program, there were three new barns built, by Mr. Labron Fleshmann, Mr. M. Turner, and Mrs. Berta Elliott, for housing cows, mules, and hay. A wagon size aisle runs through the center of the barn. On one side is an overhanging roof for farm tools and feed protection.

Yards in the Community were cleaned up and some repair work done on the outbuildings. Two homes were painted and two cows were purchased for home use by Mr. Vasset Harris and Mr. M. Turner.

In cooperation with the victory garden, Spout Spring topped all other communities with their canning center, and canned one-third of the amount of all vegetables canned by the county as a whole. Spout Spring School also canned meats and vegetables for the school hot lunch. The produce was gotten from the school garden and donations by parents. The canning for this special purpose was done by a group of volunteer school mothers. Their Neighborhood Leader, Mrs. Theda Harris, also Secretary of the County Advisory Board, was in charge of these activities. Mrs. Harris was also entered in the Bond Contest, given by Colonial Stores, as being the outstanding 4-H Club Leader in the county. Spout Spring 4-H Club received many of the prizes awarded on Achievement Day, including Sweepstakes, due to Mrs. Harris' outstanding leadership.

Farm Machinery

Farmers were encouraged to trade labor and machinery to aid in the labor shortages. This proved to be a great help on large well equipped farms and also on the small, less equipped ones. Labor and machinery, especially tractor powered equipment exchange was suggested because of the speed and efficiency of the work done.

Very little farm equipment was purchased by Negro farmers this year. However, they managed to produce average or better than average corn crops, while tobacco was below previous average yields due to dry weather.

The purchase of farm equipment and fencing for poultry and cattle, including the Farm Security Cooperators were as follows:

Machinery

- | | |
|-------------------|--------------------------------|
| 2 Horse Mowers | 1 Fertilizer Distributer |
| 1 Hay rake | 1 Spike Tooth Harrow |
| 1 Manure Spreader | 3 Corn Shellers - Combinations |

Poultry Wire

2 rolls
7 bales 5 ft.

Cattle Fence & Barbwire

5 spools - 5 1/2 ft.
36 spools barbwire

Hog Wire

2 rolls - 4 ft.

Dairy Equipment

2 milk cans
2 cream separators
(F.S.A.)

Water Pump

Note:

Used implements were also purchased from Public Sales and Trades.

Farm Labor

Labor has not been an acute problem in Appomattox as it has in other sections of Virginia. With tobacco and livestock being the leading forms of cash returns and with the additional pulp wood and mine prop demands, the labor so far is self sufficient in the county.

During the hay and corn harvesting season, 12 soldiers were sent from Camp Pickett to help harvest the crop. These two crops were the only ones that called for additional outside help.

A check in cooperation with the County War Board was made of those classified in 4-F, to make sure they were engaged in war work, and it was found they were employed in gathering wood pulp.

Cooperation in the exchange of tractor and horse drawn tools has helped the shortage, and also the exchange labor agreements made by the farmers needing help at seasonal times of the year.

According to the production units for colored farmers, 17 draft age men were placed in 2-C; and 30 in 3-C. These men are working farms that meet the required number of livestock and food production units.

IV. Agricultural Conservation Program

In correlation with the "Live-At-Home Program" and due to the food shortages, State Agent John L. Charity twice visited the county making an inspection of the gardens planted and vegetables raised and the amount of canning done, and provision for storage. The canning of all vegetables possible and the storage of all root crops was stressed, and pointers on the storing of sweet potatoes which have always been a poor keeping root, were given groups and individual farmers.

Community Canner

The Community Canning Program, sponsored by the government and supervised by the Vocational Department, received whole-hearted cooperation. This Community Cannery took the place of the shortage of pressure cookers. Help was given victory garden planters, from seeding through the growing season, until harvest time. Seed, fertilizer, planting, insecticides, and storage recommendations were given the cooperators, in the form of lectures, circulars, bulletins, and demonstrations at Community Clubs, and also at special called class meetings.

At the canning center, which is in the town of Appomattox, patronized by resident and rural alike, 8425 quarts of vegetables were canned by the colored patrons, who had two days of the week (Tuesday and Thursday) to can. One-half of the total products canned up until September were canned by colored patrons. This report with the additional home canned vegetables was given at the Annual State Advisory Board Meeting, and this total ranked high.

Two Negro assistants were employed for the Negro days, Mrs. W. A. Jones of Hixburg Community, and Mrs. Nancy Owens of Spout Spring Community. They proved a great help in assisting with the canning. The cooperation between the colored and white was to be commended - on some days the two groups working together when not crowded. The cannery is still in operation for the purpose of canning meats as many farmers are butchering their beef and hogs because of the feed shortage and saving the best animals to feed out.

The advantages of the cannery was mass production of the vegetables canned. Each cooperator aided the other in the preparation (peeling, cutting, and washing) of their own products, and the task of canning became less work and drudgery and more pleasure in the quantity of work resulting.

Home Canning

In connection with the Food Conservation Program, a check was made on the home canned vegetables. Of those families who for reasons of transportation difficulties and other disadvantages were unable to use the Community Canner, there was found an abundance of canned meats and vegetables. In one particular case, that of the Edgar Chilton family of Promised Land Community, 200 quarts of canned vegetables filled the shelves, cabinets, and all available storage spaces in the home. Mrs. Chilton stated that she still had 30 quarts left over from last year, and she had a great deal of canning to do this season, in order to feed a family of six.

Dehydrating

The dehydrating method of conservation was attempted in a few cases at the Community Canner, where a special dehydrating apparatus had been installed. Four bushels of apples, and 1 bushel of string beans were dried by two farm women. Most of the people preferred the old method of glass jar canning. Although dehydrating in this fashion is new, more people are expected to use it during the next canning season.

Storage

A permanent storage house has been started in Hixburg, on Mr. Colonel Walker's place. The site has been chosen for proper drainage, convenience to the home, and wood frame has been constructed. The next meeting on this home storage house will be the final construction and proper placing of vegetables to be stored. This frame is made of 4"x4" brace poles, and the sides are to be tongue and groove lumber. It will be covered with layers of straw and dirt.

Three more families plan to construct a similar storage house in Hixburg Community. The plan is to construct a model in each community, then have the rest of the families build their own houses.

All families in the county that were checked through the Food For Victory Program possessed from a family size garden of 1/5 to 2 acres, which shows the need for permanent storage houses.

V. Cooperation With Farm Security Program

Farm Security is growing from year to year among the colored farmers in Appomattox. Last year one farm was purchased through F.S.A., and this year the purchaser, Mr. Sam Jones of Hixburg Community is realizing his first income. This farm is in excellent condition. The appearance of the buildings and total cleanliness about the whole place is to be noted. In addition, all available open land is under cultivation and five acres of "new ground" is being cleared. Farms that are purchased through F.S.A. are in better shape than those bought with money borrowed from banks or other credit agencies because of the principles and "musts" set up for the borrower to conform to. When money is borrowed from F.S.A., they not only protect their loan but also the farmer's investment.

On a smaller scale loan, the following items were purchased which includes livestock, poultry, farm tools and implements, with the aid of F.S.A. funds.

Livestock

	No.
Workstock (horses & mules)	9
Cows (dairy)	11
Heifers (dairy)	11
Sows (brood)	2
Poultry (egg producers)	13
Total	46

Farm Implements and Equipment

Wagons	1
Horse mower	2
Horse rake	1
Fencing	4
Lime, Fertilizer, & Seed	12
Hand tools & tillage equip.	6
Total	26

Household Equipment

Kitchen range	1
Washing machine	1
Canning equipment	11
Pressure cookers	2
Separator	1
Total	16

VI. Cooperation With Soil Conservation Program

Tour

The practical uses of pasture and land possibilities was first shown the farmers in a tour to the Pasture Experiment Station located in Stonewall District, Appomattox County, and under the direction of Mr. Hosley. Transportation by school buses was arranged for the tour. Mr. Hosley, after a short explanatory talk of the work and benefits of the S.C.A. program, led the group of farmers on a field to field tour of inspection of his farm. One acre plots in a series of 10 acres were exhibited, showing the different treatments of lime, phosphate, potash, and nitrogen applications, and the affect it had upon the grazing qualities of the pasture. Strip cropping, "lazy mans meadow" (which could be used for pasture or hay) were seen. Bulletins were distributed and advice in individual cases were given. Other instructive talks were given by Soil Technician Booth of Appomattox, and Mr. R. B. Hudgins, County Agent, Appomattox.

Results

Following this meeting, these methods were adopted and carried out with unusual success:

Each prospective farm was visited, first by the Agent and then by Soil Technician Booth and Agent. Plans of other farms already signed were shown the cooperator, then level lines were laid out for strip cropping and three year rotation. Together with the owner, Agent, and Technician, a plan was suggested with the necessary recommendations. When a thorough understanding of his duties and the benefits of the program completed, the farmer was signed up.

Thus far the results have been six farmers actually signed and their strips laid out, recommendations given, soil tests and maps made, and a three year rotation agreement written up to 1947. There are five more who have not been completed to the point of joining the S.C.A., but work along these lines are nearing completion on their respective farms.

VII. 4-H Club WorkOrganizations

The clubsters have completed the year in their various projects. In the majority of cases it was their first year; the Greater number ranging from 10-15 years of age. The interest was very high and full cooperation was given by the parents, elected club leaders, and the various teachers at whose school each of the clubs were organized and where the club meetings were held. 180 members were enrolled - 83 boys and 97 girls. Of this number 79 boys and 71 girls completed the projects in which they had enrolled. Eleven different kinds of projects were carried, namely; crops, (corn, potatoes, tobacco, and Gardens). In livestock; fat pig, breeding pig, baby beef, dairy calf, poultry, ducks, and turkeys.

From the 11 schools, 8 clubs were organized; three clubs were combined into one because of the small enrollment in the three one-room schools. A 4-H Council was organized at the high school. This council has met four times during the club year; while in the county each club has averaged six meetings including a recreational period. At the 4-H Council meetings plans were laid for the years work, such as club programs and membership drives and the Achievement Day program.

The 4-H club activities for Achievement Day were financed by \$5.50 contributed by each of ten Community Clubs in the county. This measure was voted on by the County Advisory Board for raising the money due to the time element as the organizing of the 4-H clubs and getting projects started took most of the time. This money was given to the club members in War Stamps and ribbon prizes as reward for their achievements.

Project Work

The outstanding project was that of an eleven year old member in Spout Spring Club, who produced two 225 lb. Chester White pigs in eight months time. Bessie Lee Rosser kept her records in order and attended every meeting held. As prizes, she won first on the best fat pig project which was \$5.00 in War Stamps, and in addition her project was voted the Best All-Around Project, causing her to win the Sweepstake prize - \$5.00 in War Stamps. Bessie fed "Red Dog Chop" and gave the hogs coal as mineral supplement. Her Dad paid \$6.00 a piece for the pigs at eight weeks of age, and Bessie raised them to killing size of 225 lbs. each at eight months of age. The hogs are now valued at \$80.

Project Work (Continued)

Breeding Pig

Two thoroughbred Poland China breeding pigs were placed with two reliable boys who had good projects this year. The pigs are registered in each boys name, Willie Marshall of Promised Land Community, and Robert Jones of Hixburg Community. They are to raise the pigs to the size of brood sows, then the sows will be carried to the adjoining county where they are to be bred by a qualified, thoroughbred Poland China boar. The plan is to place the pigs farrowed with a new member, and this process continued until each pig project member has a thoroughbred pig or sow. A monthly check is made of the progress of these pigs and the animals are in excellent condition. The feeding mixture for the pigs is given according to recommendations and direction.

Calf Projects

The dairy and beef calf projects were introduced this year in addition to the pig, poultry, garden, and crop projects. Special attention and encouragement was given those members carrying calf projects. Pictures were taken of the three prize winning calves, and tips on feeding were given those boys so that they may be ready to exhibit at the tri-county or State Fair. The majority of the calves this year were grade offsprings. One purebred guernsey calf was purchased by Leon Laving of Carver High 4-H Club in Appomattox. The remaining nine calf projects were four dairy and five beef calves. The beef calf is more popular because the member can secure his choice calf from his Dad's beef stock and in addition sell the animal for cash returns upon the completion of his project.

The Negro club members have been invited to sell their beef calves at a specially arranged sale on the Lynchburg livestock market. Here top prices are given for those animals that have received special attention on feeding and grooming.

Gardens

Special emphasis was placed on the enrollment in garden projects. The garden enrollment was 24 boys and 46 girls, totaling 70 members. This project held the largest enrollment over any of the others. Gardens were observed in their first state of production and the total production was exhibited and judged on Achievement Day where county wide 4-H products were on display. Prizes were awarded in ribbons for individual garden products both in the canned state and those fresh from the garden.

Gardens (Continued)

\$3.00 in War Stamps was given for the best all-around garden. This prize was won by Lillie Mae Lewis, a member of Agee 4-H Club. The garden consisted of one-fourth acre, well cultivated and weed free vegetables. Lillie planted string beans, potatoes, sweet corn, and lima beans; the latter being sold at the local stores amounting to \$6.75. The rest of the garden produce was canned for home consumption. Lillie Lewis made the best exhibit of canned garden stuffs on Achievement Day, and claimed four of the ribbon awards, in addition to the prize for Best All Around Garden.

Colonial Store Entries

An entry was made in the Colonial Stores' War Bond offer for the outstanding club member and leader in the county. Willie Marshall, a club member who has carried on projects since he was ten years old, and is now eighteen, was the entry. This year he cleared \$360.00 from an acre of tobacco, a project carried as a member of the 4-H club. One thoroughbred Poland sow pig is now in his possession, later to be bred by a purebred male.

The Club Leader entered in the same contest was Mrs. Theda Harris, of Spout Spring. Under her direction the following programs were accomplished: In connection with food conservation the club members planted a school garden, cared for and harvested enough vegetables to can 897 quarts which was used in the school, served as hot lunch for winter months. Spout Spring Club won prizes in Gardens, Sweet and White Potatoes, Lima Beans, and Beets, in addition to Bessie Rosser who won First Prize and Sweepstakes with her pigs. They collected scrap iron and old records, bought \$257 worth of Defense Stamps, and the Red Cross enrollment was 100%.

The following story is one of an outstanding 4-H club member and his contribution to production and an example for all future members to follow.

8
"Doing His Bit"

Willie D. Marshall of Promised Land Community, is an outstanding 4-H boy in the County. Willie is the son of a railroad employee and part time farmer. Since he was old enough to work, he and his older brother have shared the responsibility of the operation of their Dad's 145 acre farm. The oldest brother is now in the armed forces of the United States and now Willie has been deferred at 18 years of age to run the farm entirely on his own. The regular crops have been planted and harvested with some aid from Mr. Marshall who is able to help him half a day on Saturday and evenings; his work on the railroad being vital to the war effort also. Aside from this new responsibility, Willie has had and kept records on his own projects from 1939 to this year, and he is now carrying 1 acre of tobacco and 1 thoroughbred Poland China sow, which he intends to be a 4-Star sow. In addition Willie wants to purchase a beef calf for a third project to be carried next year in the 4-H club.

The projects this farm boy has carried from year to year are as follows:

<u>Year</u>	<u>Project</u>	<u>No. animals, bu., etc.</u>	<u>Total Value</u>	<u>Profit</u>	<u>Prizes</u>
1939	Corn	25 bu. 1 acre	\$14.00	\$10.00	
1940	Corn	30 bu. 1 acre	18.75	14.75	
1941	Potatoes	$\frac{1}{4}$ acre 35 bu.	35.00	20.00	
1942	Beans	$\frac{1}{4}$ acre	50.00	40.00	
1942	Tobacco	1 acre 900 lbs.	360.00	340.00	
1943	Tobacco	1 acre 1000 lbs.	400.00	360.00	2d
1943	Brood sow	1	50.00		2d

Each crop that he had ranged from one-fourth to one acre plots. He has made as profit after expenses have been paid and including his own labor, from \$10.00 on a corn project in 1939, his first attempt, to \$360.00 on this year's tobacco. Of the six crops, \$784.75 has been made in clear profit. In addition to this he has purchased a thoroughbred sow that is now valued at \$50.00

Willie Marshall is also very active in club work. He is Acting President of the 4-H Club Council, and was master of ceremonies on Achievement Day. He is cooperative and especially apt in working up programs and working with his fellow club members. On Achievement Day he won second prize on his tobacco exhibit and was one of the first two members to purchase from his own profits a thoroughbred sow for breeding purposes.

Achievements

4-H Demonstration Meeting

After the enrollment and organization of the 4-H Clubs in the county had been completed for the current year 1943, a Demonstration Meeting was planned in correlation with the 4-H Council. The meeting was held at the County High School, March 10, 1943, where all members from the various communities were represented, for the purpose of demonstrating the activities of the 4-H Club. A regular business meeting was held with a complete report by the committees and the regular officer's activities.

An inspiring, educational talk was given by State Agent John L. Charity in which he compared the "Tree of Life" to the 4-H boy and girl.

A demonstration was given on the proper method of culling a laying flock and the dividends paid in both feed and money. The Agent was assisted by one of the club members who had a poultry project.

Reports were also given by floor members on their progress up to date in their various projects.

4-H Achievement Day

The first County Achievement Day for Appomattox County Negro 4-H Club members was held at the Carver High School, Friday, September 17, with two-hundred 4-H Club members and their leaders in attendance. Nine 4-H Clubs were represented. Crops and garden products exhibited by club members were judged by County Agent R. B. Hudgins, County Home Agent Miss Ella Anderson and Mrs. Wilkinson, home economics instructor. The livestock projects were judged by the local county agent at the homes of the club members prior to the meeting.

Prizes were awarded by County 4-H Club Agent, Alfred Price, consisting of \$3.00 in War Saving Stamps for first places on crops and livestock projects and ribbons on the second and third places.

The prize winners were as follows: Dairy calves, Raymond Lawing, first; Foster Lewis, second; Theodore Pennix, third; Beef calves, Raymond McCoy, first; Roosevelt Lewis, second; Dudley Christian, third; Hogs, Sally Walker, first; Bessie L. Rosser, second; Peyton Callahan, third; Poultry, Virginia Ferguson, first; Elmo Marshall, second; Eldon Walker, third; Best All Around Garden, Lillie M. Lewis; Best Crop Exhibit, Roosevelt Lewis.

Sweepstake prize went to Bessie L. Rosser of the Spout Spring 4-H Club.

Among the speakers were State Agent John L. Charity and County Agent R. B. Hudgins. State Agent Charity talked on "Growth" and compared the growth of a tree from seed to maturity to that of the growth of the club member in relation to Head, Heart, Hand, and Health. Mr. Hudgins pointed out the importance of helping our boys on the front and the many ways in which 4-H Club members can contribute to the war effort.

Willie Marshall of the Promised Land Club presided over the meeting and presented the speakers and various skits from the 4-H Clubs consisting of group singing, playlets, and yells. The Appomattox 4-H Club was awarded a flag for the best skit presented.

Local County Agent G. L. James expressed his thanks to the County Superintendent of Schools for the use of the High School building and school buses for transporting the children and club members to the meeting. He also pointed out the fine spirit of cooperation shown by the County Supervisor of Schools, Mrs. Mozelle Price, the Principal of the High School, Mr. Clarence Pennington, the Vocational Agricultural Teacher, Mr. R. Q. Lawing, and all other 4-H Club leaders in helping to make the meeting a success.

VIII. General Activities

Farm Visits

Farm visits are outstanding in accomplishing an objective with individual persons. Suggestions are given as the Agent and farmer talk and the livestock and farming practices, or the various individuals are observed on these visits. Demonstrations are often given. The problems of the farmer in the Community and County present themselves to the Agent and thus enables him to solve many difficulties that arise in working out projects and objectives in favor of the farmer.

Meetings Held

The Church has been discovered as one of the best places to reach the largest number of rural people. Although all programs of farming interest cannot be carried on in the Church, it serves as one form of getting material over to a group. The League Meetings are another form of reaching the farming group with lectures, talks, and demonstrations, often upon invitation of the officers. These combined meetings are particularly good because of the gas situation during the war demands.

The Community Club is organized especially for promoting extension practices and these meetings are held monthly. The community school serves as a meeting place for each neighborhood.

Office Work

The office which is centrally located in the town has many advantages in serving the farmers. Of the 136 days out of the year spent in the office, this time was consumed planning programs, projects in adult and 4-H work, farmers coming for consultation, the issuance of circular letters, bulletins; and reviewing incoming literature. Full cooperation was given the war working agencies in their various programs.

Outstanding cooperation and aid was given by white County Agent R. B. Hudgins on the planning and participation in the numerous Negro Extension Activities; namely, as speaker to the Achievement Day Program, 4-H Demonstration meetings, and special called meetings of the farmers. He was assisted in vaccinating calves for blackleg. Much experience has been derived from such herd vaccinations and the numerous sick calls. From a personal side, he has given me advice and counsel and can be approached at any time on problems that may arise.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service
Washington, D. C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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

State Virginia County Appomattox

REPORT OF

..... (Name) Home Demonstration Agent.	From to 194.....
..... Assistant Home Demonstration Agent.	From to 194.....
..... 4-H Club Agent.	From to 194.....
..... Assistant County Agent in charge of Club Work.	From to 194.....
<u>G. L. Jones</u> Agricultural Agent.	From <u>Dec 1, 1942</u> to <u>Nov. 30, 1942</u>
..... Assistant Agricultural Agent.	From to 194.....



READ SUGGESTIONS, PAGES 2 AND 16

Approved: Dec. 15, 1943

John L. Chaney
State Agent

Date

State Extension Director.

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

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

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

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

NARRATIVE SUMMARY

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

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

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

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

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

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

STATISTICAL SUMMARY

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

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

GENERAL ACTIVITIES

Report only this year's activities that can be verified		Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)	
1. Months of service this year (agents and assistants)				12	XXXXXXXXXX	
2. Days devoted to work with adults ³				212	XXXXXXXXXX	
3. Days devoted to work with 4-H Clubs and older youth ⁴				90	XXXXXXXXXX	
4. Days in office ⁵				136	XXXXXXXXXX	
5. Days in field ⁵				166	XXXXXXXXXX	
6. Number of farm or home visits made in conducting extension work ⁴				573		
7. Number of different farms or homes visited				361		
8. Number of calls relating to extension work		(1) Office		141		
		(2) Telephone				
9. Number of news articles or stories published ⁶				11		
10. Number of bulletins distributed				1090		
11. Number of radio talks broadcast or prepared for broadcasting				16		
12. Training meetings held for local leaders or committeemen	(1) Adult work	(a) Number		16		
		Total attendance of:				
	(b) Men leaders			226		
	(c) Women leaders			16		
	(2) 4-H Club and older youth	(a) Number		17		
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12)	(1) Adult work	(a) Number		51		
		Total attendance		14		
	(2) 4-H Club and older youth	(a) Number		246		
	(b) Total attendance			2		
	(b) Total attendance			230		
14. Number of adult result demonstrations conducted				1		
15. Meetings held at such result demonstrations		(1) Number		1		
		(2) Total attendance		45		
16. Tours conducted	(1) Adult work	(a) Number		1		
		(b) Total attendance		50		
	(2) 4-H Club and older youth	(a) Number				
		(b) Total attendance				
17. Achievement days held	(1) Adult work	(a) Number				
		(b) Total attendance				
	(2) 4-H Club and older youth	(a) Number			1	
		(b) Total attendance			225	

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

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

³ The sum of questions 2 and 3 should equal the sum of questions 4 and 5.

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

⁵ Do not count items relating to notices of meetings only.

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)	
18. Encampments held (report attendance for your county only) ³	(1) Farm women	(a) Number					
		(b) Total members attending					
		(c) Total others attending					
	(2) 4-H Club and older youth	(a) Number					
		(b) Total boys attending					
		(c) Total girls attending					
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number			8 ⁰⁰		
		(b) Total attendance			196		
	(2) 4-H Club and older youth	(a) Number					
		(b) Total attendance					
	20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere	(1) Adult work	(a) Number			23	
			(b) Total attendance			380	
(2) 4-H Club and older youth		(a) Number			1		
		(b) Total attendance			10		

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

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

³ Does not include picnics, rallies, and short courses, which should be reported under question 18.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR,

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

21. Total number of farms in county (1940 Census)	464
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	100
23. Number of farms involved in preceding question which were reached this year for the first time	56
24. Number of nonfarm families making changes in practices as a result of the agricultural program	5
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	
26. Number of farm homes involved in preceding question that were reached this year for the first time	
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	
28. Number of other homes involved in preceding question that were reached this year for the first time	
29. Number of farm homes with 4-H Club members enrolled	162
30. Number of other homes with 4-H Club members enrolled	16
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	176
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	21

EXTENSION ORGANIZATION AND PLANNING

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

(a) Over-all or general (1) Name _____ (2) No. of members _____
 (b) Agricultural (1) Name County Advisory Board (2) No. of members 33
 (c) Home demonstration (1) Name _____ (2) No. of members _____
 (d) 4-H Club (1) Name Career Hqs. 4-H Council (2) No. of members 8
 (e) Older youth (1) Name _____ (2) No. of members _____

24. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):
 (a) Agricultural 33 (b) Home demonstration _____ (c) 4-H Club 8 (d) Older youth _____

25. Total number of communities in county. (Do not include number of neighborhoods.) _____ (2) No. of members _____

26. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees. _____ (2) No. of members _____

27. Number of clubs or other groups organized to carry on adult home demonstration work. _____ (2) No. of members _____

28. Number of members in such clubs or groups. _____ (2) No. of members _____

29. (a) Number of 4-H Clubs. (See question 173.) (b) Number of groups (other than 4-H Clubs) organized for conduct of extension work with older rural youth. (See question 185.) _____ (2) No. of members _____

30. Number of different voluntary local leaders or committee members actively engaged in forwarding the extension program:
 (a) Adult work (1) Men 5 (2) Women 4 (3) Older club boys _____
 (4) Older club girls _____

COOPERATIVE AGRICULTURAL PLANNING

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

42. Number of members of such county agricultural planning group:
 (a) Unpaid lay members: (1) Men _____ (2) Women _____ (3) Youth _____
 (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men _____ (2) Women _____

43. Number of committees with agricultural planning committee (over-all planning) _____ (c) Youth _____

44. Number of members of such community planning committee: (a) Men _____ (b) Women _____ (c) Youth _____

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

	Extension organizations and planning ¹ (a)	County agricultural planning ¹ (b)	Total ¹ (c)
46. Days devoted to lines of work by—	(1) Home demonstration agents _____	(1) County _____	
	(2) 4-H Club agents _____	(2) Community _____	
	(3) Agricultural agents _____		
	(4) State extension workers _____		
47. Number of planting meetings held _____			
48. Number of unpaid voluntary leaders or committee members assisting this year _____			
49. Days of assistance rendered by voluntary leaders or committee members _____			
50. Days of assistance rendered by county agricultural planning (over-all planning) _____			

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

CROP PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Corn	Wheat	Other cereals	Legumes	Pasture	Cotton	Tobacco	Potatoes and other vegetables	Fruits	Other crops
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
51. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	20	6		10	9		5	7	4	2
(4) State extension workers										
52. Number of communities in which work was conducted this year	14	14		9	14		14	14	4	2
53. Number of voluntary local leaders or committeemen assisting this year	5			42	42		10	42	5	
54. Number of issues assisted this year in—										
(1) Obtaining improved varieties or strains of seed	12	16		28	35		2	12	2	
(2) The use of lime				35	35					
(3) The use of fertilizers	20	15		20	35		10	22	4	5
(4) Controlling plant diseases	4	2			35		12	150		
(5) Controlling injurious insects	8							40	4	
(6) Controlling noxious weeds	30						8			
(7) Controlling rodents and other animals	4	4						10	4	

LIVESTOCK PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Dairy cattle	Beef cattle	Sheep	Pigs	Horses and mules	Poultry (including turkeys)	Other livestock ¹
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
55. Days devoted to line of work by—							
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents	10	9	4	10	5	22	10
(4) State extension workers							
56. Number of communities in which work was conducted this year	10	8	1	9	3	19	2
57. Number of voluntary local leaders or committeemen assisting this year						25	
58. Number of breeding circles or clubs or improvement associations organized or assisted this year				2			
59. Number of members in such circles, clubs, or associations				4			
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals							
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males		1	1	5		18	
(2) Obtaining purebred or high-grade females		4		10		12	
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	30	XXXXX
(4) Improving methods of feeding	14	4		50	10	100	
(5) Controlling external parasites	8	8					
(6) Controlling diseases and internal parasites	20	25		30	8		
(7) Controlling predatory animals							

¹ Do not include rabbits, game, and fur animals, which should be reported under wildlife conservation.

CONSERVATION OF NATURAL RESOURCES

Include all work with adults, 4-H Club members, and older youth	Soil management (a)	Forestry (b)	Wildlife conservation (c) 1
62. Days devoted to line of work by—			
(1) Home demonstration agents.....			
(2) 4-H Club agents.....			
(3) Agricultural agents.....	7	5	2
(4) State extension workers.....			
63. Number of communities in which work was conducted this year.....	14	14	2
64. Number of voluntary local leaders or committeemen assisting this year.....	42		

Soil Management—Continued

65. Number of farmers assisted this year—	
(a) With problems of land use based on soil types.....	40
(b) In the use of recommended crop rotations.....	40
(c) With strip cropping.....	18
(d) In constructing terraces.....	
(e) In grassing waterways or otherwise preventing or controlling gullies.....	12
(f) With contour farming of cropland.....	18
(g) In otherwise controlling wind or water erosion.....	5
(A) In contouring pasture or range.....	8
(i) In the use of cover or green-manure crops.....	9
(j) In summer-fallowing.....	
(k) In making depth-of-moisture tests.....	2
(l) With drainage.....	18
(m) With irrigation.....	
(n) With land clearing.....	14
66. Number of soil-management associations organized or assisted during the year:	
(a) Legal soil-conservation districts.....	30
(b) Voluntary soil-conservation associations.....	
(c) Grazing associations.....	

Forestry—Continued

67. Number of farmers assisted this year—	
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings).....	2
(b) In making improved thinnings, weedings, or pruning of forest trees.....	4
(c) With selection cutting.....	25
(d) With production of naval stores.....	
(e) With production of maple-sirup products.....	
(f) In timber estimating and appraisal.....	40
68. Number of farmers cooperating this year in prevention of forest fires.....	300

Wildlife Conservation—Continued

69. Number of farmers assisted this year in making specific improvements for wildlife.....	4
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¹ Include nature study.

FARM MANAGEMENT

Include all work with adults, 4-H Club members, and older youth		Farm accounts, cost records, inventories, etc.	Individual farm planning, adjustments, tenancy, and other management problems	Farm credit (short and long time)	Outlook information
		(a)	(b)	(c)	(d)
70. Days devoted to line of work by—	(1) Home demonstration agents				
	(2) 4-H Club agents				
	(3) Agricultural agents	2	3	2	3
	(4) State extension workers				
71. Number of communities in which work was conducted this year		6	6	2	10
72. Number of voluntary local leaders or committeemen assisting this year		2			
73. Number of farm-survey records taken during the year:	(a) Farm business				
	(b) Enterprise				
	(c) Other	3			
74. Number of farmers assisted this year in keeping—	(a) Farm inventory	3			
	(b) General farm records	9			
	(c) Enterprise records	1			
75. Number of farmers assisted this year—					
(a) In developing a farm plan only					
(b) In developing a farm and home plan	2				
(c) In analyzing the farm business					
(d) In improving landlord-tenant relations and leasing arrangements					
		75. Number of farmers assisted this year—Continued.			
			(e) In getting started in farming, or in re-locating		3
			(f) With credit problems (debt adjustment and financial plans)		2
			(g) In using "outlook" to make farm adjustments		12
			(h) With a farm-income statement for tax purposes		14
			(i) With farm-labor problems		12
			(j) In developing supplemental sources of income		6

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Include all work with adults, 4-H Club members, and older youth		Price and trade policies (prices, international trade, interstate trade barriers, transportation, interregional competition, etc.)	Land policy and programs (classification of land, zoning, tenure, land development, settlement, public-land management, etc.)	Public finance and services (taxation, local government, facilities such as roads and schools for rural areas, etc.)	Rural welfare (rural-urban relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural works programs, etc.)
		(a)	(b)	(c)	(d)
76. Days devoted to line of work by—	(1) Home demonstration agents				
	(2) 4-H Club agents				
	(3) Agricultural agents		7		
	(4) State extension workers				
77. Number of communities in which work was conducted this year		14			
78. Number of voluntary local leaders or committeemen assisting this year		6			
79. Number of tours conducted this year to observe economic and social conditions in various land use areas					1
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems					8
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural)					
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year					

¹ Include all work on farm adjustments conducted in cooperation with AAA and other agencies, and not definitely related to individual crop or livestock production or marketing (pp. 5 and 6) or to soil management (p. 7).

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and older youth	General	Grain and hay	Livestock and wool ¹	Dairy products	Poultry and eggs ¹	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by—											
(1) Home demonstration agents											
(2) 4-H Club agents											
(3) Agricultural agents	10	5	5	3	9	10		5	5	5	5
(4) State extension workers											
84. Number of communities in which work was conducted this year	14	10	8	3	14	14			10	14	5
85. Number of voluntary local leaders or committeemen assisting this year	42				42	42				42	10
86. Number of new cooperatives ² assisted in organizing during the year											
87. Number of established cooperatives ² assisted during the year											
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87)											
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) ³	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year	8	10	15	8	25	40		20			10
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
92. Number of private marketing and distributing agencies and trade groups assisted this year											
93. Number of programs ² pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs ² participated in or conducted this year										1	
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs ² participated in or conducted this year											
97. Number of consumer information programs ² pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs ² relating to marketing services and costs of distribution conducted this year											
99. Number of programs ² relating to transportation problems conducted this year										4	
100. Number of programs ² relating to the specific use of market information conducted this year										4	
101. Number of other marketing programs ² conducted this year (specify)											

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

² Where a cooperative association serves more than one county, include only the membership and proportionate volume of business originating in the county covered by this report.

³ Organized pieces of work.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

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

The House, Furnishings, and Surroundings—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings	4
(b) Remodeling dwellings	1
(c) Installing sewage systems	5
(d) Installing water systems	1
(e) Installing heating systems	
(f) Providing needed storage space	100
(g) Rearranging or improving kitchens	
(h) Improving arrangement of rooms (other than kitchens)	4
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings	4
(j) Selecting housefurnishings or equipment (other than electric)	10
(k) Improving housekeeping methods	
(l) Laundry arrangement	
(m) Installing sanitary closets or outhouses	3
(n) Screening or using other recommended methods of controlling flies or other insects	10
(o) Improving home grounds	54
(p) Planting windbreaks or shelterbelts	

Rural Electrification—Continued

106. Number of associations organized or assisted this year to obtain electricity	
107. Number of families assisted this year in—	
(a) Obtaining electricity	
(b) Selection or use of electric lights or home electrical equipment	4
(c) Using electricity for income-producing purposes	15

10

Farm Buildings—Continued

108. Number of farmers assisted this year in—	
(a) The construction of farm buildings	4
(b) Remodeling or repairing farm buildings	5
(c) Selection or construction of farm-building equipment	4

Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment	10
(b) Making more efficient use of mechanical equipment	25
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year	150
111. Number of gin stands assisted this year in the better ginning of cotton	

NUTRITION AND HEALTH

Include all work with adults, 4-H Club members, and older youth	Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by—				
(1) Home demonstration agents				
(2) 4-H Club agents				
(3) Agricultural agents	14	16	10	3
(4) State extension workers	4	6	2	
113. Number of communities in which work was conducted this year	14	14	14	14
114. Number of voluntary local leaders or committeemen assisting this year	42	42	42	
115. Number of families assisted this year—				
(a) In improving diets				200
(b) With food preparation				10
(c) In improving food supply by making changes in home food production ¹				306
(1) Of vegetables				250
(2) Of fruits				125
(3) Of meats				30
(4) Of milk				10
(5) Of poultry and eggs				198
(d) With home butchering, meat cutting or curing				10
(e) With butter or cheese making				5
(f) With food-preservation problems ¹				200
(1) Canning				214
(2) Freezing				
(3) Drying				25
(4) Storing				280
(g) In producing and preserving home food supply according to annual food-supply budget				
(h) In canning according to a budget				
(i) With child-feeding problems				
(j) In the prevention of colds and other common diseases				
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				
(l) With first aid or home nursing				24
(m) In removing fire and accident hazards				25
116. Number of schools assisted this year in establishing or maintaining hot school lunches				3
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				2

¹ Sum of the subitems minus duplications due to families' participating in more than one activity.

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

Include all work with adults, 4-H Club members, and other youth	Home management— family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
118. Days devoted to line of work by—	(1) Home demonstration agents			
	(2) 4-H Club agents			
	(3) Agricultural agents			3
	(4) State extension workers			
119. Number of communities in which work was conducted this year				14
120. Number of voluntary local leaders or committeemen assisting this year				10

Home Management—Family Economics—Continued

121. Number of families assisted this year—
- (a) With time-management problems
 - (b) With home accounts
 - (c) With financial planning
 - (d) In improving use of credit for family living expenses
 - (e) In developing home industries as a means of supplementing income
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of—
- (a) Food
 - (b) Clothing
 - (c) Housefurnishings and equipment
 - (d) General household supplies
123. Number of families assisted this year through cooperative associations¹ or individually, with the buying of—
- (a) Food
 - (b) Clothing
 - (c) Housefurnishings and equipment
 - (d) General household supplies
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications).
125. Number of families assisted this year with "making versus buying" decisions
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living

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

Clothing and Textiles—Continued

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

Family Relationships—Child Development—Continued

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

131. Number of children in families represented by such individuals

Recreation and Community Life—Continued

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

¹ The home—its arrangement, equipment, and furnishings, including kitchen improvements and care of the home—is reported under "The home, furnishings and surroundings," p. 18.
² Includes question 122; also families buying through marketing cooperatives, organized or assisted, column (b), p. 9.

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units (workload) completed projects (e)	in
138. Corn	14	1	14	0	25	Acres
139. Other cereals						Acres
140. Peanuts						Acres
141. Soybeans, field peas, alfalfa, and other legumes						Acres
142. Soil conservation and pasture improvement						Acres
143. Potatoes, Irish and sweet	2	0	2	0	1	Acres
144. Cotton						Acres
145. Tobacco	2	0	2	0	2	Acres
146. Fruits						Acres
147. Home gardens	24	46	22	36	18	Acres
148. Market gardens, truck and canning crops						Acres
149. Other crops						Acres
150. Poultry (including turkeys)	20	37	18	23	1972	Birds
151. Dairy cattle	2	3	2	3	5	Animals
152. Beef cattle	4	1	4	1	6	Animals
153. Sheep						Animals
154. Swine	15	9	15	8	39	Animals
155. Horses and mules						Animals
156. Other livestock						Animals
157. Bees						Colonies
158. Beautification of home grounds					XXXXXXXXXXXXXX	
159. Forestry						Acres
160. Wildlife and nature study (rabbits, game, fur animals)					XXXXXXXXXXXXXX	
161. Agricultural engineering, farm shop, electricity					{	Articles made
					{	Articles repaired
162. Farm management					XXXXXXXXXXXXXX	
163. Food selection and preparation					{	Meals planned
					{	Meals served
164. Food preservation					{	Quarts canned
165. Health, home nursing, and first aid					XXXXXXXXXXXXXX	
166. Clothing					{	Garments made
					{	Garments remodeled
167. Home management						Units
168. Home furnishings and room improvement					{	Rooms
					{	Articles
169. Home industry, arts and crafts						Articles
170. Junior leadership					XXXXXXXXXXXXXX	
171. All others					XXXXXXXXXXXXXX	
172. Total (project enrollment and completion)	83	97	79	71	XXXXXXXXXXXXXX	

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4-H CLUB MEMBERSHIP

173. Number of 4-H Clubs. (Same as question 39) 8
174. Number of different 4-H Club members enrolled (a) Boys 83 (b) Girls 97
175. Number of different 4-H Club members completing (a) Boys 79 (b) Girls 71
176. Number of different 4-H Club members in school (a) Boys 83 (b) Girls 97
177. Number of different 4-H Club members out of school (a) Boys 0 (b) Girls 0
178. Number of different 4-H Club members from farm homes (a) Boys 75 (b) Girls 81
179. Number of different 4-H Club members from nonfarm homes (a) Boys 8 (b) Girls 16

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	<u>95</u>	<u>90</u>	10 and under	<u>21</u>	<u>32</u>
2d	<u>3</u>	<u>4</u>	11	<u>19</u>	<u>12</u>
3d	<u>2</u>	<u>2</u>	12	<u>15</u>	<u>12</u>
4th	<u>3</u>	<u>1</u>	13	<u>14</u>	<u>10</u>
5th			14	<u>3</u>	<u>4</u>
6th			15	<u>4</u>	<u>8</u>
7th			16	<u>4</u>	<u>9</u>
8th			17	<u>2</u>	<u>3</u>
9th			18	<u>1</u>	<u>2</u>
10th and over			19		<u>1</u>
			20 and over		

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—
- (a) Judging 10 (f) Fire and accident prevention 10
- (b) Giving demonstrations 4 (g) Wildlife conservation 10
- (c) Recreational leadership 3 (h) Keeping personal accounts 10
- (d) Music appreciation 40 (i) Use of economic information 10
- (e) Health 10
183. Number of 4-H Club members having health examination because of participation in the extension program _____
184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs 10

WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth (same as question 40) _____
186. Membership in such groups (a) Young men _____ (b) Young women _____

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

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

194. Check column showing approximate portion of older-youth program devoted to—	Under 10 percent (a)	10-19 percent (b)	20-29 percent (c)	40 percent or more (d)
(1) Citizenship, democracy, and public problems				
(2) Vocational guidance				
(3) Family life and social customs				
(4) Social and recreational activities				
(5) Community service activities				
(6) Technical agriculture				
(7) Technical home economics, including nutrition and health				

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

² Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 13, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in connection with the succeeding year's program.

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

MISCELLANEOUS

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

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

SUMMARY OF CONTRIBUTION TO WAR EFFORT

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

War programs	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)
198. Estimated number of days devoted to—			
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)			40
(2) Problems arising from new military camps, munitions plants, and war industries			
(3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)			15
(4) Other war work (including collection of salvage material)			30

COOPERATION WITH OTHER FEDERAL AGENCIES

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

	War boards (a)	Civilian defense agency (b)	Employment service (c)	Agricultural Adjustment Agency (d)	Food Distribution Administration (e)	Soil Conservation Service (f)	Farm Security Administration (g)	Rural Electrification Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)
199. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	8	12	1	25		40	15	2		
(4) State extension workers										
200. Number of communities in which work was conducted this year	6	14	1	14		14	8	2		
201. Number of voluntary local leaders or committeemen assisting this year	7	3	2	42		15	6			
202. Number of meetings participated in this year by extension workers	4	4	1	10		4	4	1		

¹ Include grasshoppers, armyworms, chinch bugs, and other insects not reported under specific crop or livestock headings.

TERMINOLOGY

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

DEFINITIONS OF EXTENSION TERMS

1. A **community** is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report, a community is one of the several units into which a county is divided for conducting organized extension work.
 2. A **cooperator** is a farmer or homemaker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent, and records are not required, but reports on the success of the practices may be obtained.
 3. **Days in field** should include all days spent on official duty other than "days in office."
 4. **Days in office** should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
 5. **Demonstrations** as contemplated in this report are of two kinds—method demonstrations and result demonstrations. A **method demonstration** is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Example: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry. A **result demonstration** is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Example: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, that the use of certified seed in growing potatoes is a good investment, or that a large farm business results in a more efficient use of labor.
- The **adoption of a form or home practice** resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.
6. A **demonstration meeting** is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
 7. A **result demonstrator** is an adult, a boy, or a girl who conducts a result demonstration as defined above.
 8. An **extension school** is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not residents at the college.
 9. An **extension short course** differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
 10. A **form or home visit** is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
 11. **Farmers (or families) advised this year** should include those directly or indirectly influenced by extension work to make some change during the report year as indicated by:
 - (1) Adoption of a recommended practice.
 - (2) Further improvements in a practice previously accepted.
 - (3) Participation in extension activities.
 - (4) Acceptance of leadership responsibility.
 - (5) Or by other evidence of desirable change in behavior.
 12. A **J-H Club** is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.
 13. **J-H Club members awarded** are those boys and girls who actually start the work outlined for the year.
 14. **J-H Club members completing** are those boys and girls who satisfactorily finish the work outlined for the year.
 15. A **project leader, local leader, or committeeman** is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.
 16. A **leader-training meeting** is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.
 17. **Letters** written should include all original letters on official business. (Duplicated letters should not be included.)
 18. An **offer call** is a call in person by an individual or a group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an offer call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.
 19. A **plan of work** is a definite outline of procedure for carrying out the different phases of the program. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.
 20. An **extension program** is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
 21. **Records** consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.
 22. The **older rural youth group** is primarily a situation group, out of school, at home on farms, not married or started farming on their own account, and mostly 16 to 25 years of age.