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NARRATIVE
ANNUAL REPORT
OF
COOPERATIVE EXTENSION WORK
IN
PAGE COUNTY
VIRGINIA
1948

G. H. Clark, County Agent
G. B. Allison, County Agent
H. E. Landis, Ass't. County Agent
Margaret Modisett, Secretary

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County Organization:

There has been no significant change in the form of organization used in conducting the agricultural extension program in this county this year. The organization is composed of four community committees of 15 members each. The chairman and vice chairman of each community are members of the county board of agriculture.

The extension program is first worked out with the community committees and then all suggestions are worked over by the board of agriculture in a county meeting. At this meeting the county board and county agent work out a rough sketch of the year's plan for the extension program. The board of agriculture has proven to be a most valuable asset in carrying out an effective extension program.

Type of Agriculture:

More than 90% of Page County's 1,365 family sized farms are owner operated. The average size of Page County's farms is 90 acres and a majority of the farms approach the average in size. The early agriculture of the county devoted itself largely to extensive types of agriculture in spite of the small size of the farms, wheat and beef cattle being the chief cash crops.

The long time extension program has been one of introducing a more intensified type of agriculture into the county.

During the years there has been a gradual movement away from these extensive projects toward the more intensive projects such as poultry production, dairying and vegetable production.

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Lack of marketing facilities has been more responsible than any other one factor in holding back production in some of the more intensified fields.

Nearly every farm in the county sells some milk or cream during the year. More than 100 farmers grow 1000 acres of vegetables for processing.

The poultry industry, particularly the broiler phase of it, has continued to grow by leaps and bounds. New broiler houses are being built in every community of the county.

Farmers of Page County are interested in finding ways and means of improving their farms and rural living. They willingly accept new practices if they can be convinced that they are economically sound. This characteristic of the people of the county has proven to be most valuable in carrying out an extension program.

The county extension program in Page county is not something that has been worked out and completed each year but rather a continuous thing that has been developed as it progressed for the past 18 years.

Now that a change is to be made in county agents the program is far from completed.

In working out a program for the county we have tried to keep in mind the functions of extension work as well as the needs of the farm families.

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Page County
1948 Plan of Work
County Agent Work

Chief Projects:

- 1. Poultry
- 2. Beef cattle
- 3. Dairying
- 4. Sheep
- 5. Hogs
- 6. Corn
- 7. Small grains
- 8. Ladino clover
- 9. Permanent pasture
- 10. Alfalfa
- 11. Tree fruits
- 12. TVA Community discussion meetings
- 13. Soil Conservation

This program of work was developed by holding four community meetings and later a county meeting to correlate the programs of each community. The community boards of agriculture were made up of 15 leading farmers of each community. The county board of agriculture is composed of the chairman and vice chairman of each community board and the chairman and secretary of the county board.

Poultry (Turkeys):

- Dec.: Hold meeting of poultry committee to plan year's work.
- Jan.: Select turkey breeding flocks for result demonstrations.
- Mar.: Hold field meeting at turkey breeding result demonstrations.
- April: Hold countywide turkey meeting to emphasize management practices. Select range management demonstrators.
- May: Hold meetings at turkey brooding result demonstrations.
- Sept.: Hold meetings at range management demonstrations.
- Nov.: Assist with the selection of turkey breeders.
- All year: Assist turkey raisers with problems of management and disease control. Get timely material in circular letters and newspapers. Make personal visits when needed.

Chickens:

- Dec.: Hold meeting of poultry committee to plan year's work.
- Mar.: Hold countywide meeting of poultry raisers to emphasize program. Hold 10 method demonstrations on the control of coccidiosis with sulfaguanidine.
- April: Select four range management demonstrators.
- May: Hold four fowl pox vaccinating demonstrations.

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June: Hold range management field meetings.
Aug: Conduct four culling demonstrations selecting both old hens and pullets.
Sept.-
Mar.: Conduct 4-H egg laying contest.
All
Year: Give assistance to individuals in solving management and disease control problems. Get out timely information in letters and newspapers. Personal visits when needed.

Beef cattle:

Feb.: Hold cattle feeders field meeting. Visit three farms. Concentrate on purebred sires--goal--place at least 50 purebred beef bulls during the year. Check on such bulls being used in the county.
Mar.: Visit all purebred herds.
May: Hold three DDT fly control demonstrations.
July: Cattlemen tour of outstanding herds of each beef breed.
Aug.: Select 4-H calves--baby beef--plan purebred beef cattle sale for the county. Select animals for sale.
All
year: Get out timely information in letters and newspapers on management problems.

Dairying:

Feb: Countywide feeding and breeding school.
Mar.: Emphasize purebred sire campaigns.
April: Hold two DDT demonstrations of fly contro.
May: Hold bangs control meeting with state veterinarian. Assist with marketing problems.
July: Dairymen's tour.
Oct.: Dairy feeding and management school.
All
year: Assist dairymen with problems of management. Get out timely information in letters and newspapers.

Sheep:

Dec.: Send out timely lambing and feeding information.
Mar.: Hold two docking and castrating demonstrations. Reorganize sheep committee.
April: Hold two worm control demonstrations using phenothiazine.
May: Send out shearing and fleece handling information.
June: Hold county wool pool. Emphasize purebred sire program. Locate sire for interested breeders.
July: Emphasize salt phenothiozine treatment for worms.
Nov.: Emphasize full treatment for stomach worm control.

Hogs:

Feb.: Hold four method demonstrations on worm control with sodium flumide.
Mar.: Emphasize purebred sire program.
April: Select 4-H pigs for feeding contest.
June: Visit 4-H pig projects.
Aug.: Visit 4-H pig projects.

AGRONOMY (Corn):

- Jan.: Hold countywide corn meeting with movie--Goal 95% of corn acreage planted with a corn hybrid. Emphasize best strains.
 Feb.: Plan corn growing contest.
 Mar.: Announce corn growing contest with rules and prizes.
 April: Emphasize value of corn hybrids. Arrange nitrate demonstrations.
 May: Measure contest acres.
 June: Check on percentage of corn crops planted to a corn hybrid.
 Aug.: Hold field meeting at nitrate demonstrations.
 Nov.: Check yields on contest.
 Dec.: Announce winner of corn growing contest at a countywide meeting.

Small grains:

- Jan.: Arrange four nitrate demonstrations.
 Feb.: Get nitrate applied--get out information on spring oat varieties.
 May: Hold field meetings at two nitrate demonstrations.
 Aug.: Emphasize varieties--seeding dates and fertilizers.
 Sept.: Hold four seed treating demonstrations.

Ladino clover:

- Feb.: Select four demonstrators.
 Mar.: Secure seed. Get out publicity.
 July: Hold field meetings at demonstrators. Goal--get at least 50 acres seeded this year.

Permanent Pasture:

- Feb.: Secure demonstrators. Work out plan with demonstrators.
 Mar.: Reseed--fertilize--lime.
 June: Hold pasture field meeting. Take clippings to determine yields.

All

year: Get out information on pasture improvement plan.

Alfalfa:

- Feb.: Emphasize fertilization program.
 May: Emphasize better haying methods.
 June: Begin more alfalfa publicity.
 August: Actual seeding demonstration meeting.

Tree fruits (Peaches):

- Feb.: Hold three peach pruning demonstrations.
 April: Hold one borer control demonstration. Keep spray calendar up.

Apples:

- Dec.: Hold one apple pruning demonstration.

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TVA:

- Feb.: Hold meeting of demonstrators to explain program. Get applications. Make farm plan for each demonstrator. Visit all demonstrators at least four times per year.
- June: Check pastures and hay fields.
- July: Check record books.
- Nov.: Check record books and farm plan. Make annual report.

Community Discussion Meetings:

Hold winter series of discussion meetings from September through March. Hold six meetings in each of four communities. Program to be planned by committees.

Soil Conservation:

- Feb.: Hold community meetings to discuss program. Get out timely information.
- Aug.: Hold field meetings with S.C.S.

This plan represents the chief projects to be undertaken in 1948 but is not all inclusive. There will surely be hundreds of demands for service in addition.



Agronomy (Corn):

Page County planted virtually its entire corn crop in a corn hybrid this year. This is the result of 10 years work in demonstration and trials. The results have been so obvious that all have seen and all have adopted the practice.

A corn growing contest was conducted this year to determine the champion corn grower for Page County in 1948. There were twenty contestants and the highest yield was 115.6 bushels per acre. The winner will be awarded a silver cup and a \$50.00 cash prize.

As a result of the introduction of corn hybrids and the additional use of fertilizer the average yield of corn for Page County has risen from 27 bushels per acre in 1937 to 45 bushels per acre in 1948.

Barley:

Since the introduction of Wong barley every extension method has been used to sell it to the farmers of the county. As a result of 5 years of effort more than 90% of the barley grown in the county is Wong.

Wheat:

During 1948 two new varieties of wheat were introduced into the county. Certified Vahart wheat was secured in 1947 through the Crop Improvement Association for two demonstrations. These two demonstrations created considerable interest and there will be considerable increase in the average of the variety this fall. Thorne wheat was also introduced. Farmers were well pleased and reported yields of 5 to 8 bushels per acre greater than older varieties. There was little difference in the yields of Vahart and Thorne.

Oats:

New varieties of spring and winter oats were pushed. A large percentage of the winter oats seeded were Lee Cold Proof with Forkeddeer being tried experimently.

Clinton, the new spring variety, was introduced in demonstrations and made a good impression.

Fertilization:

During the past ten years of higher farm income the use of commercial fertilizers has just about doubled in Page County. Before this time farmers have felt that they could not afford to use the recommended amounts of fertilizer. Now that they have been financially able to experiment, farmers have learned that larger amounts of fertilizer can be profitably used. Now that the lesson has been learned it is probable that even with lowered farm prices farmers will not go back to the use of smaller amounts of fertilizers.

While amounts of fertilizer used per acre has nearly doubled there has been a corresponding improvement in the quality of materials used.

Hay (Alfalfa):

The long time extension program had as one of its projects the growing of alfalfa on every farm in the county. While the objective has not been reached it is being approached. New seedings were greatly reduced during the years of seed scarcity but during the past two years of good seed supply the acreage of alfalfa has been greatly increased in the county.

The use of adequate amounts of lime and fertilizer has greatly increased the number of farmers who are able to successfully grow alfalfa.

The general use of boron on alfalfa has greatly increased both yields and the life of the stand. This practice has become common place.

Clover:

Efforts are still being made to bring red clover back to the place it had with the introduction of lespedeza. Many farmers now realize that when soils are properly limed that considerably larger hay yields can be made from clover than lespedeza.

Proper time for cutting and improved methods of hay making have resulted in much improvement in the quality of clover hay produced.

The best quality hay made in the county has been made on barn hay dryers.

Pasture Improvement:

The improvement of pastures which have never had any care is a slow process. Page County farmers pastured most of their livestock on mountain pastures until these lands were incorporated into the Shenandoah National Park. The pastures in the lowlands were allowed in most instances to grow up. It became necessary to improve the lowland pastures or to greatly reduce the livestock population of the county. The livestock population was reduced at first. Then through the use of lime, fertilizer and better pasture management practices the carrying capacity of these pastures have been more than doubled in many instances. The result has been that Page County has more livestock now than at any time in its history.

TVA demonstration farms have been most valuable in teaching the possibilities of improved pasture.

The use of materials furnished under the P.M.A. have played an important part in the pasture improvement program.

Poultry:

The poultry industry has grown from nearly nowhere in 1930 to the point where it now produces more than half of the gross farm income of the county. Because of its great importance a great deal of time and effort have been given to the maintenance and improvement of the project.

A well rounded program including several phases of the poultry project has been developed and executed.

The poultry industry of the county divides itself into three main projects, broiler production, hens for egg production and turkey raising.

For each phase of the industry a program was developed.

Result demonstrations have been constantly carried on in all phases of the poultry enterprise. Much work has been done in cooperation with hatcheries and feed contractors. This has been especially true with broilers, turkeys and hatching egg production. The great improvement in marketing facilities has done much to increase the production of all types of poultry.

Livestock (Dairying):

The most significant change in the livestock picture in the county has been the great increase in dairying. Nearly every farm sells some milk or cream during the year with 19 producers now selling grade A milk. There have been six new dairy barns built in the county during 1948. There has been a great improvement in the quality of the cows being milked.

Both purebred bulls and high quality cows have been brought in.
Three milk routes and two cream routes operate over the county.

Beef cattle:

Efforts have been continued to improve the quality of the beef cattle in the county through better breeding and feeding practices. To accomplish this end result demonstrations have been carried on in both fields.

DDT lice control demonstrations have proven to be both popular and effective.

There is considerable interest in improving systems of marketing livestock. Farmers of the county have been active in the establishment of the cooperators meat plant at Timberville.

There are now 31 breeders of purebred beef cattle in Page County. It has not been too long ago when there were not that many registered beef bulls in the county.

There has been progress made in feeding. This year one demonstrator who creep fed Hereford calves sold March and April calves in early October at an average weight of 600 pounds. The creep feeding added about 100 pounds over similar calves that were not creep fed.

Field meetings were held to show the results which could be expected from carrying out recommended practice.

Sheep:

Sheep numbers in the county have continued to decline in spite of the fact that sheep have shown a good profit in low price periods as well as good times.

The sheep problem has been largely one of purebred sires, parasite control and wool marketing.

The use of phenothiozine has become a general practice both as a drench and in a salt mixture.

The marketing of wool has been done cooperatively for the past 17 years. It has now reached the point that the pool is the only wool market in this county. Dogs continue to be the chief reason advanced for farmers going out of the sheep business.

- o There seems to be little that can be done about dog control.

Fruits:

The growing of fruits is not a major enterprise in this county but there are a few growers of tree fruits who must be supplied with information. Spray service and pruning demonstrations have been the chief activities.

Small fruit growing for processing has grown to be an important project. A market for berries, cherries, plums, damsons, etc. has been developed at Front Royal. This project will probably increase as labor becomes more plentiful.

Vegetables:

The growing of vegetables both for home consumption and for processing is an important project. During the year every effort is made to get every family to grow a well balanced garden. There are many calls for information on varieties, diseases, and insect control in the home gardens.

- o Commercial vegetable growing is confined to tomatoes and string beans. Tomatoes are by far the more important. In 1946 there were six commercial tomato canneries in Page County. Because of the late blight only three of these canneries operated in 1948.

Late blight is seriously threatening the commercial tomato industry of the county. If weather conditions favorable to blight development should prevail next year the tomato canning industry will of necessity come to an end.

This industry in past years has added thousands of dollars in income to small families who badly needed it.

This situation is certainly a challenge to the extension and research staffs of our state.

There is little that can be done so far as improving practices is concerned unless we can first do something about late blight.

TVA Demonstrations:

In 1947 the TVA demonstration program was overhauled. Ten new and representative farmers were selected as demonstrators.

- ② These new demonstrators have done a creditable job of carrying out as far as they were able recommended practices. These farmers have served as demonstrations in their respective communities of results to be expected from using sound farm management practices. These 15 cooperators have been most cooperative.

Planning and Discussion meetings:

Agricultural planning is done largely by community groups of committeemen. There are four such groups of 15 members each. Most of these meetings are held in the rural communities where the people are.

- ② Community discussion meetings are held in all communities as a means of determining just what type of program is needed.

For a number of years community discussion meetings have been held during the winter months in each of the four communities of the county.

Attendance at these meetings has been excellent all during an 18 year period. During the year many topics were discussed. Much of the years extension work had its beginning in these meetings.

All Agricultural agencies have been most cooperative and have assisted in putting on these programs.

Cooperative Activities:

More than 90% of the farmers of this area are members of one or more cooperative organization. During the year assistance has been rendered to each cooperative where requested.

The cooperative organizations are almost entirely of the economic service type none of them attempting to convey on an educational program.

The cooperatives have been most helpful in assisting where possible in putting over the extension program among their members.

Cooperation with other agencies:

The personnel of all other agencies working with farm people has been most cooperative.

An honest effort has been made by the extension workers of the county to acquaint the farmers of this county with the programs of all other agencies working with the farm people of this county.

More work has been done with the P.M.A. and S.C.S. because of the fact that they have resident workers in the county.

This educational work is carried on largely through community meetings, farm tours, letter and news articles and numerous personal contacts.

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PAGE COUNTY 1948

ANNUAL NARRATIVE OF BOYS AND GIRLS 4-H CLUB WORK

N. E. Landis
Assistant Agent

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PAGE COUNTY 1948
ANNUAL NARRATIVE OF BOYS AND GIRLS 4-H CLUB WORK

A. Organization

The 188 4-H club members in Page County were organized into 9 4-H clubs well distributed over the county. These clubs hold regular monthly meetings. The first meeting of the year was reorganization and planning. The other meetings are devoted to topics of interest to the members; including, project instruction, demonstrations and discussions.

The county 4-H club council, composed of the officers and leaders of the community clubs, was reorganized as soon after the community clubs had been reorganized as convenient. The council held three meetings during the year. The first meeting, held in December, was largely reorganization and planning. A county 4-H club program was outlined and certain goals or objectives were set up. The second meeting, held in June, was a check up meeting and final plans for summer's work were made. The third meeting was to sum up the results of the year's work and make final plans and arrangements for the county achievement program.

The Page County 4-H Honor Club, which was organized in 1943, has continued active ever since it was organized. Each year the highest rating 50% of the eligible list of 4-H members are recognized for their outstanding work and are given an invitation to become active members of the Honor Club. This Honor Club has given assistance to the county 4-H club program as a group, individually, directly and indirectly.

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Page County, like many counties, lacks a generous supply of local leaders. However, the local 4-H leaders in several of the clubs have been very active and have given much of their time to their club which has been of great value to the club and community.

B. Project Work

The project work with livestock and poultry of 4-H club members includes the production of 22 baby beeves, 1 dairy heifer, 3 breeding pigs, 82 fat pigs, and 9535 head of poultry. Other projects include 32 vegetable gardens, 2 acres of corn and 49 girls had home grounds improvement projects.

C. Achievements

A tour of the baby beef projects was made in December. Some fifty or more boys and girls, 4-H leaders and parents went on this tour. The group assembled at one of the farms where a 4-H boy was feeding a baby beef and after viewing his project the group visited all the other 17 baby beef projects. This tour was very educational and has done much in stimulating interest in this 4-H project.

In April the Page County 4-H Baby Beef Show and Sale was held at the Front Royal livestock market. The 17 4-H members exhibited and sold their 23 baby beeves. There were 17 Herefords, 4 Angus and 2 Hereford and Shorthorn crosses. Fourteen graded choice, 8 good and 1 medium. The average weight of all animals was 955 pounds and sold for an average of \$33.50 per hundred weight. All of these calves were selected from herds in Page County.

Local business establishments and the Chamber of Commerce awarded prizes and ribbons.

The 4-H Fat Hog Show and Sale was also held at the Front Royal livestock market the middle of September. Twenty 4-H members exhibited 20 pens of 3 pigs each. These hogs were started on feed early in May to demonstrate the advantages of feeding hogs for the early fall markets. The hogs were placed in the pens and judged in the morning and were sold at auction in the afternoon. This was a three county show and sale. Page Spitler, from Page County won the grand championship. The average weight of all the hogs was 227 pounds which sold for an average of \$30.21 per hundred weight.

A special poultry project was sponsored by the Page County 4-H club council to help some under privilege members to secure good chicks for their project. The council purchased 1000 New Hampshire chicks from a local hatchery in April. These chicks were divided into 20 lots of 50 chicks each and given to 20 different members. Each member receiving a lot of these chicks agreed to give back to the council six of their best cockerels when they were 13 to 15 weeks of age and weighing about 3 pounds. To keep all good pullets for one laying year, follow feeding and management recommendations. The cockerels from this project were collected at the age of 13 weeks. The average weight of these cockerels was 3.64 pounds. The cockerels were sold as broilers and the money placed in the county council treasure to sponsor this project again the following year. These 4-H members

did an excellent job of raising these chicks. They raised 93.7 per cent of all chicks received.

To encourage more 4-H members to keep their pullets to continue their poultry work with a laying flock, the 4-H home egg laying contest was continued. Stress has been placed on those practices known to be essential to good egg production. A total of 455 hens were entered in this contest by 12 members. This contest began October 1, 1947 and ended March 31, 1948. Charles Clark's flock of 40 white Leghorn pullets won first place in class B from 25-50 hens per flock. His birds averaged 116 eggs during this period. Wayne Shuler's flock of 85 New Hampshires averaged 92 eggs. These boys were awarded a prize of some New Hampshire chicks for their good records.

Eight boys and three girls and one leader from Page County attended the State Short Course held in Blacksburg. One girl was taken into the All Star Chapter. Four All Stars attended the State All Star Conference.

The district 4-H camp held in the Powell's Fort Valley was attended by eight boys and eight girls and one leader from Page County.

The Page County 4-H club picnic, held at the Hawksbill, was attended by 200 boys and girls, leaders and parents. Practically all the 4-H clubs in the county held one or more socials or picnics during the year.

The county 4-H council set up a booth at the Page County Fair to explain 4-H club work to the public.

The annual 4-H Achievement Program was held in the Luray High School auditorium in November. Approximately 175 members, leaders and parents attended this program. A summary

of the work done by each club was given by a representative member of that club and a summary of the work accomplished in the county was given by the assistant agent. The county awards were presented by the county agent to winners in the project contest, the gold cup to the most outstanding member in the county and the banner to the best all around club. Entertainment was furnished by the Luray High School band and a motion picture entitled, "Where the Road Turns Right."

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

AGENT'S ANNUAL REPORT

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 Page

REPORT OF

From	to	194
(Name) <u>Home Demonstration Agent.</u>		
From	to	194
<u>Assistant Home Demonstration Agent.</u>		
From	to	194
<u>4-H Club Agent.</u>		
<u>N. E. Landis</u>	From <u>11-30-47</u> to <u>12-1</u>	<u>1948</u>
<u>Assistant County Agent in charge of Club Work.</u>		
<u>G. H. Clark</u>	From <u>11-30-47</u> to <u>11-1</u>	<u>1948</u>
<u>Agricultural Agent.</u>		
<u>S. B. Allison</u>	From <u>11-1-48</u> to <u>12-1</u>	<u>1948</u>
<u>Assistant Agricultural Agent.</u>		



READ SUGGESTIONS, PAGES 2 AND 16

Approved: _____

Date _____

State Extension Director.

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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 farm and home practices should not be included. For use on the national level the statistical data on the year's extension activities and accomplishments must be expressed in somewhat broad and general terms. Each State extension service may desire to include in a statistical supplement additional information on problems and activities peculiar to the State or sections of the State.

GENERAL ACTIVITIES

Report only this year's activities that can be verified		Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
1. Months of service this year (agents and assistants)			4	12	XXXXXX
2. Days devoted to work with adults*			99	267	XXXXXX
3. Days devoted to work with 4-H Clubs and older youth*			20	31	XXXXXX
4. Days in office*			29	80	XXXXXX
5. Days in field*			199	218	XXXXXX
6. Number of farm or home visits made in conducting extension work*			172	875	1474
7. Number of different farms or homes visited			67	564	625
8. Number of calls relating to extension work	(1) Office		87	1764	1831
	(2) Telephone		10	877	966
9. Number of news articles or stories published*			336	46	56
10. Number of bulletins distributed				2652	2988
11. Number of radio talks broadcast or prepared for broadcasting	(a) Number			7	7
12. Training meetings held for local leaders or committeemen	(1) Adult work	(b) Total attendance of:		80	80
		(c) Men leaders			
		(c) Women leaders			
(2) 4-H Club and older youth	(a) Number		4	2	4
	(b) Total attendance of:				
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12)	(1) Adult work	(b) Leaders	85	18	85
		(c) Total attendance		70	70
	(2) 4-H Club and older youth	(a) Number	84	3	558
		(b) Total attendance	1124	117	87
14. Number of adult result demonstrations conducted	(a) Number		3	68	68
	(b) Total attendance			3	3
15. Meetings held at such result demonstrations	(1) Adult work	(a) Number		73	73
		(b) Total attendance		4	4
	(2) 4-H Club and older youth	(a) Number		1	175
		(b) Total attendance		50	50
16. Tours conducted	(1) Adult work	(a) Number		1	1
	(2) 4-H Club and older youth	(a) Number		1	1
17. Achievement days held	(1) Adult work	(a) Number		1	1
	(2) 4-H Club and older youth	(a) Number	200	200	200

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

GENERAL ACTIVITIES—Continued

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

1 Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.
 † County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.
 ‡ Does not include plenary, 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 (1945 census)	8,200	
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	1,200	1,365
23. Number of farms involved in preceding question which were reached this year for the first time	1,200	900
24. Number of nonfarm families making changes in practices as a result of the agricultural program	1,200	50
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	1,200	
26. Number of farm homes involved in preceding question that were reached this year for the first time	1,200	
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	1,200	
28. Number of other homes involved in preceding question that were reached this year for the first time	1,200	
29. Number of farm homes with 4-H Club members enrolled	1,200	171
30. Number of other homes with 4-H Club members enrolled	1,200	12
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	1,200	950
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	1,200	12

GENERAL ACTIVITIES

16-5074-2

EXTENSION ORGANIZATION AND PLANNING

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

- (a) Over-all or general (1) Name County Board of Agriculture (2) No. of members 60
- (b) Agricultural (1) Name _____ (2) No. of members _____
- (c) Home demonstration (1) Name _____ (2) No. of members _____
- (d) 4-H Club (1) Name County 4-H Club Council (2) No. of members 52
- (e) Older youth (1) Name _____ (2) No. of members _____

34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):
 (a) Agricultural 60 (b) Home demonstration _____ (c) 4-H Club 52 (d) Older youth _____

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

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

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

38. Number of members in such clubs or groups _____

39. (a) Number of 4-H Clubs. (See question 173.) (b) Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth. (See question 185.) (a) 9 (b) 0 XXXXXXXXXX

40. Number of neighborhood and community leaders in the neighborhood-leader system Men 60 Women _____

41. Number of different voluntary local leaders, committeemen, or neighborhood leaders actively engaged in forwarding the extension program.
 (a) Adult work (1) Men 60 (b) 4-H Club and older youth work (1) Men 4 (2) Women 4 (3) Older club boys 2 (4) Older club girls _____

COOPERATIVE AGRICULTURAL PLANNING

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

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

- (a) Unpaid lay members: (1) Men 60 (2) Women _____ (3) Youth _____
- (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men 4 (2) Women 3

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

45. Number of members of such community planning committees: (a) Men 60 (b) Women _____ (c) Youth _____

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

	Extension organization and planning ¹ (a)	County agricultural planning ¹ (b)	Total ¹ (c)
47. Days devoted to line of work by—			
(1) Home demonstration agents	7	2	9
(2) 4-H Club agents	7	27	34
(3) Agricultural agents	3	3	6
(4) State extension workers	2	3	5
48. Number of planning meetings held:	(1) County <u>4</u>		
	(2) Community _____		
49. Number of unpaid voluntary leaders or committeemen assisting this year _____			
50. Days of assistance rendered by voluntary leaders or committeemen:	(1) County <u>75</u>		
	(2) Community _____		

¹ Where extension program planning and county agricultural planning (over-all planning) have been completely merged into a single program-planning activity, only column (c) should be filled out. Where extension program planning is the only planning activity, the entries in column (a) and (b) should be reported in the top part of column (c) and (b).

CROP PRODUCTION (other than for family food supply)

16-5007a-4

41	42	43	44	45	46	47	48	49	50	51	52	53	
												(a)	(b)
51. Days devoted to line of work by—													
(1) Home demonstration agents													
(2) 4-H Club agents													
		43	12	5	3	12			16				
		2							8		3		
		4							2				
52. Number of communities in which work was conducted this year													
		4	4	4	4	4			4		2		
53. Number of voluntary local leaders or committeemen assisting this year													
		106	8	2		15			11				
54. Number of farmers assisted this year by—													
(1) Obtaining improved varieties or strains of seed													
		185	44	4	35				131				
(2) The use of lime													
		212			135	45							
(3) The use of fertilizers													
		225	200	30	135	275			310				
(4) Controlling plant diseases													
		110	410	410									
(5) Controlling injurious insects													
									250		27		
(6) Controlling noxious weeds													
		16				25							
(7) Controlling rodents and other animals													

LIVESTOCK PRODUCTION (other than for family food supply)

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

	Soil and water (a)	Forestry (b)	Wildlife (c)
62. Days devoted to line of work by—			
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents		3	
(4) State extension workers		4	
63. Number of communities in which work was conducted this year		4	
64. Number of voluntary local leaders or committeemen assisting this year		28	

Soil and Water—Continued

Forestry—Continued

65. Number of farmers assisted this year—	
(a) With problems of land use	165
(b) In the use of crop rotations	185
(c) With strip cropping	65
(d) In constructing terraces	5
(e) In grassing waterways or otherwise preventing or controlling gullies	10
(f) With contour farming of cropland	
(g) In contouring pasture or range	
(A) In the use of cover or green-manure crops	22
(f) In otherwise controlling wind or water erosion	2
(j) In summer-fallowing	
(k) In making depth-of-moisture tests	
(l) With drainage	
(m) With irrigation	5
(n) With land clearing	5
66. Number of farmers—	
(a) In soil-conservation districts which were assisted with education for organization or operations this year	400
(b) Assisted in arranging for farm-conservation plans this year	
(c) Assisted in doing work based on definite farm-conservation plans this year	

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

Wildlife—Continued

69. Number of farmers assisted this year—	
(a) In construction or management of ponds for fish	
(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock	
(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders	
(d) With other plantings for food and protection in wild-life areas	

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, ¹ 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.....	9	14		5
	(4) State extension workers.....	4	4		4
71. Number of communities in which work was conducted this year.....					
72. Number of voluntary local leaders or committeemen assisting this year.....					
73. Number of farm-survey records taken during the year: (a) Farm business.....	(a) Farm business.....	15	75. Number of farmers assisted this year—Continued:		
	(b) Enterprise.....		(e) In getting started in farming, or in re-locating.....		6
	(c) Other.....		(f) With credit problems (debt adjustment and financial plans).....		
74. Number of farmers assisted this year in keeping—	(a) Farm inventory.....		(g) In using "outlook" to make farm adjustments.....		115
	(b) General farm records.....	57	(h) With a farm-income statement for tax purposes.....		25
75. Number of farmers assisted this year—	(c) Enterprise records.....	22	(i) With farm-labor problems.....		
	(a) In developing a farm plan only.....		(j) In developing supplemental sources of income.....		
	(b) In developing a farm and home plan.....				
	(c) In analyzing the farm business.....	10			
	(d) In improving landlord-tenant relations and leasing arrangements.....	10			

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 zones, tenure, land development, reclamation, public land management, etc.)	Public finance and services (taxation, bond 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.....				
	(4) State extension workers.....				
77. Number of communities in which work was conducted this year.....					
78. Number of voluntary local leaders or committeemen assisting this year.....					
79. Number of tours conducted this year to observe economic and social conditions in various land use areas.....					
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems.....					
81. Number of displaced families assisted this year in finding employment (agricultural and non-agricultural).....					
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year.....					

¹ Includes all work on farm adjustments conducted in cooperation with AAA and other agencies, and not definitely related to individual crop or livestock production or marketing (pp. 6 and 9) or to soil management (p. 7).

MARKETING AND DISTRIBUTION

(a) Include all work with adults, 4-H Club members, and side youth	General	Grain and hay	Livestock and wool	Dairy products	Poultry and eggs	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment
(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
83. Days devoted to line of work by:											
(1) Home demonstration agents											
(2) 4-H Club agents			1								
(3) Agricultural agents	2		4	1	3						2
(4) State extension workers											
84. Number of communities in which work was conducted this year	4		4	4	4						
85. Number of voluntary local leaders or committeemen assisting this year			6		6						
86. Number of new cooperatives ² assisted in organizing during the year			1								
87. Number of established cooperatives ² assisted during the year			1	1	1						1
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87)			87	25	220						960
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87)	\$	\$	\$10,000	\$250,000	\$250,000	\$	\$	\$	\$	\$	\$300,000
90. Number of farmers or families (not members of cooperatives) assisted during the year											
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											15
93. Number of programs ³ pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs ² participated in or conducted this year											
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs ² participated in or conducted this year											
97. Number of consumer information programs ² pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs ³ relating to marketing services and costs of distribution conducted this year											
99. Number of programs ³ relating to transportation problems conducted this year											
100. Number of programs ³ relating to the specific use of market information conducted this year											
101. Number of other marketing programs ³ 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.

1. This report should be prepared by the county agent or extension agent in charge of the county extension work. It should be prepared on the basis of the work done during the year ending on the 31st day of December. It should be prepared on the basis of the work done during the year ending on the 31st day of December. It should be prepared on the basis of the work done during the year ending on the 31st day of December.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT				
101. Days devoted to line of work by—	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
	(1) Home demonstration agents			
(2) 4-H Club agents	4			
(3) Agricultural agents			6	
(4) State extension workers	7		7	
102. Number of communities in which work was conducted this year				12
103. Number of voluntary local leaders or committeemen assisting this year				
The House, Furnishings, and Surroundings—Continued		Rural Electrification—Continued		
104. Number of families assisted this year in—		106. Number of associations organized or assisted this year to obtain electricity		
(a) Constructing dwellings		107. Number of families assisted this year in—		
(b) Remodeling dwellings	11000	(a) Obtaining electricity		110000
(c) Installing sewage systems		(b) Selection or use of electric lights or home electrical equipment		
(d) Installing water systems	25	(c) Using electricity for income-producing purposes		500
(e) Installing heating systems	32			10
(f) Providing needed storage space		Farm Buildings—Continued		
(g) Rearranging or improving kitchens	1	108. Number of farmers assisted this year in—		
(h) Improving arrangement of rooms (other than kitchens)	1	(a) The construction of farm buildings		45
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings	9	(b) Remodeling or repairing farm buildings		70
(j) Selecting housefurnishings or equipment (other than electric)	4	(c) Selection or construction of farm-building equipment		5
(k) Improving housekeeping methods	4	Farm Mechanical Equipment—Continued		
(l) Laundry arrangements	1	109. Number of farmers assisted this year in—		
(m) Installing sanitary closets or outhouses	1	(a) The selection of mechanical equipment		
(n) Screening or using other recommended methods of controlling flies or other insects		(b) Making more efficient use of mechanical equipment		
(o) Improving home grounds		110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year		
(p) Planting windbreaks or shelterbelts		111. Number of gin stands assisted this year in the better ginning of cotton		

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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				
(4)	State extension workers				
113.	Number of communities in which work was conducted this year				
114.	Number of voluntary local leaders or committeemen assisting this year				
115.	Number of families assisted this year—	115(g) FOOD PRESERVATION BY ADULTS			
(a)	In improving diets		Fruits (e)	Vegetables (e)	Meats and fish (e)
(b)	With food preparation				
(c)	In improving food supply by making changes in home food production ¹				
(1)	Of vegetables	1. Quarts canned			
(2)	Of fruits	2. Gallons brined			
(3)	Of meats	3. Pounds: Dried ^{2,3}			
(4)	Of milk	4. Cured ^{2,4}			
(5)	Of poultry and eggs	5. Stored			
(6)	With home butchering, meat cutting or curing	6. Frozen ⁴			
(7)	With butter or cheese making	7. Number of different families represented by the above figures			
(8)	With food preservation problems ⁵	115(h) FOOD PRESERVATION BY 4-H CLUB MEMBERS			
(1)	Canning		Fruits (e)	Vegetables (e)	Meats and fish (e)
(2)	Freezing	1. Quarts canned			
(3)	Drying	2. Gallons brined			
(4)	Storing	3. Pounds: Dried ^{2,3}			
(5)	In producing and preserving home food supply according to annual food-supply budget	4. Cured ^{2,4}			
(6)	In canning according to a budget	5. Stored			
(7)	With child-feeding problems	6. Frozen ⁴			
(8)	In the prevention of colds and other common diseases				
(9)	With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				
(10)	With first-aid or home nursing				
(11)	In removing fire and accident hazards				
116.	Number of schools assisted this year in establishing or maintaining hot school lunches				
117.	Number of nutrition of health clinics organized this year through the efforts of extension workers				

¹ Sum of the substitute minus displacements due to families participating in more than one activity.

² Weight of finished product after drying.

³ Weight of raw meat, before curing.

⁴ Include contents of locker plants and home freezer units.

⁵ Do not include vine-ripened peas and beans.

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

Include all work with adults, 4-H Club members, and older youth		Home management— family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
117	Days devoted to line of work by—	(1) Home demonstration agents			
		(2) 4-H Club agents			
		(3) Agricultural agents			
		(4) State extension workers			
118	Number of communities in which work was conducted this year				
119	Number of voluntary local leaders or committeemen assisting this year				
(b) Home Management—Family Economics—Continued		Clothing and Textiles—Continued			
121	Number of families assisted this year—	127	Number of families assisted this year with—		
	(a) With time-management problems		(a) Clothing-construction problems		
	(b) With home accounts		(b) The selection of clothing and textiles		
	(c) With financial planning		(c) Care, renovation, remodeling of clothing		
	(d) In improving use of credit for family living expenses		(d) Clothing accounts or budgets		
	(e) In developing home industries as a means of supplementing income		Family Relationships—Child Development—Continued		
122	Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of—	128	Number of families assisted this year—		
	(a) Food		(a) With child-development and guidance problems		
	(b) Clothing		(b) In improving family relationships		
	(c) Housefurnishings and equipment	129	Number of families providing recommended clothing, furnishings, and play equipment for children this year		
	(d) General household supplies	130	Number of different individuals participating this year in child-development and parent-education programs: (a) Men		
123	Number of families assisted this year through cooperative associations* or individually, with the buying of—		(b) Women		
	(a) Food	131	Number of children in families represented by such individuals		
	(b) Clothing	Recreation and Community Life—Continued			
	(c) Housefurnishings and equipment	132	Number of families assisted this year in improving home recreation		
	(d) General household supplies	133	Number of communities assisted this year in improving community recreational facilities		
124	Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications)	134	Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs		
125	Number of families assisted this year with "making versus buying" decisions	135	Number of communities assisted this year in establishing—	(a) Day or community house	
126	Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living		(b) Permanent camp	(c) Community rest rooms	
127	Number of communities assisted this year in providing library facilities	136	Number of communities assisted this year in providing library facilities		
NOTE.—Individual families and groups assisted with selling problems should be reported in column (f), page 9.		137	Number of school or other community grounds improved this year according to recommendations		

* The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 10.

* Includes question 122; also families buying through marketing cooperatives, organized or assisted, column (b), p. 9.

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SUMMARY OF 4-H CLUB BOYS' AND GIRLS' PROJECTS
 (One club member may engage in two or more projects. The sum of the projects is therefore greater than the number of different club members enrolled.)

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)	
138. Corn	2					Acres
139. Other cereals						Acres
140. Peanuts						Acres
141. Soybeans, field peas, alfalfa, and other legumes						Acres
142. Soil and water conservation						Acres
143. Potatoes, Irish and sweet						Acres
144. Cotton						Acres
145. Tobacco						Acres
146. Fruits						Acres
147. Home gardens	27	5	24	5	8	Acres
148. Market gardens, truck and canning crops						Acres
149. Other crops (including pasture improvement)						Acres
150. Poultry (including turkeys)	44	13	42	13	95.35	Birds
151. Dairy cattle						Animals
152. Beef cattle	14	3	14	3	22	Animals
153. Sheep						Animals
154. Swine	20	10	20	10	85	Animals
155. Horses and mules						Animals
155a. Rabbits						Animals
156. Other livestock						Animals
157. Bees						Colonies
158. Beautification of home grounds	9	40	3	38		XXXXXXXXXXXX
159. Forestry						Acres
160. Wildlife and nature study (game and fur animals)						XXXXXXXXXXXX
161. Agricultural engineering, farm shop, electricity, tractor						Articles made
162. Farm management						Articles repaired
163. Food selection, preparation, and/or baking						Meals planned
						Meals served
164. Food preservation. (Include frozen foods)						Quarts preserved
165. Health, home nursing, and first aid						XXXXXXXXXXXX
165a. Child care						XXXXXXXXXXXX
166. Clothing						Garments made
						Garments remodeled
167. Home management (housekeeping)						Units
168. Home furnishings and room improvement						Rooms
169. Home industry, arts and crafts						Articles
170. Junior leadership						Articles
171. All others						XXXXXXXXXXXX
172. Total (project enrollment and completion)	117	71	104	67		XXXXXXXXXXXX

4-H CLUB MEMBERSHIP

173. Number of 4-H Clubs.....	9
174. Number of different 4-H Club members enrolled.....	(a) Boys 117 (b) Girls 71
175. Number of different 4-H Club members completing.....	(a) Boys 104 (b) Girls 69
176. Number of different 4-H Club members in school.....	(a) Boys 104 (b) Girls 69
177. Number of different 4-H Club members out of school.....	(a) Boys 3 (b) Girls 20
178. Number of different 4-H Club members from farm homes.....	(a) Boys 106 (b) Girls 67
179. Number of different 4-H Club members from nonfarm homes.....	(a) Boys 11 (b) Girls 4

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	40	23	10 and under	7	12
2d. year	22	19	11	14	10
3d. year	22	11	12	25	9
4th year	14	5	13	24	14
5th year	7	8	14	13	13
6th year	5	3	15	13	11
7th year	6		16	14	2
8th year		2	17		
9th year	1		18	1	
10th and over			19	2	
			20 and over		

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—	
(a) Judging.....	(f) Fire and accident prevention.....
(b) Giving demonstrations.....	(g) Wildlife conservation.....
(c) Recreational leadership.....	(h) Keeping personal accounts.....
(d) Music appreciation.....	(i) Use of economic information.....
(e) Health.....	(j) Soil and water conservation.....
	(k) Forestry.....
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.....	

¹ All data in this report 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 assigned to the year in calendar with the preceding year's program.

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

WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth.....						
186. Membership in such groups.....	(a) Young men..... (b) Young women.....					
187. Number of members by school status and age.....						
	In school (a)	Out of school (b)		Under 21 years (c)	21-24 years (d)	25 years and older (e)
		Unmarried (b)	Married (c)	(c)	(d)	(e)
(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-rural youth program devoted to—	Under 10 percent (a)	10-19 percent (b)	20-39 percent (c)	40 percent or more (d)
(1) Citizenship, democracy, and public problems.....				
(2) Vocational guidance.....				
(3) Family life and social customs.....				
(4) Social and recreational activities.....				
(5) Community service activities.....				
(6) Technical agriculture.....				
(7) Technical home economics, including nutrition and health.....				

MISCELLANEOUS

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

	Include all work w. 3 adults, 4-H Club members, and older youth	Bees (5)	General/leader insects (6)	All other work (7)
195. Days devoted to line of work by—				
(1) Home demonstration agents	4			
(2) 4-H Club agents				
(3) Agricultural agents	2			
(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 (5)	4-H Club agents (6)	Agricultural agents (7)
198. Estimated number of days devoted to—				
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)				
(2) Problems arising from new military camps, munitions plants, and war industries				
(3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)				
(4) Other war work (including collection of salvage material)				

COOPERATION WITH OTHER FEDERAL AGENCIES

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

	Activities to Veterans (5)	U. S. D. A. (6)	Farm Credit Administration (7)	Employment Service (8)	Production and Marketing Administration (9)	Soil Conservation Service (10)	Farm Home Administration (11)	Rural Electrification Administration (12)	Tennessee Valley Authority (13)	Social Security, Public Health, Children's Bureau (14)	Other Agencies (15)
199. Days devoted to line of work by—											
(1) Home demonstration agents					5	4	2		15		
(2) 4-H Club agents											
(3) Agricultural agents			2								
(4) State extension workers											1
200. Number of communities in which work was conducted this year					1	4			4		
201. Number of voluntary local leaders or committeemen assisting this year											
202. Number of meetings participated in this year by extension workers											

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