

VIRGINIA

FREDERICK COUNTY

COUNTY AGENT

ANNUAL REPORT

1934

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REPORT FILES  
OFFICE COOPERATIVE  
EXTENSION WORK

NARRATIVE REPORT

OF

I. FRED STINE

COUNTY AGENT

FREDERICK COUNTY, VIRGINIA

JANUARY 1 TO NOVEMBER 30, 1954.

COUNTY AGENT ANNUAL REPORT.

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### III. SUMMARY OF ACTIVITIES AND ACCOMPLISHMENTS

By reason of the recovery programs for Agriculture, the need for the services of a County Agent was recognized by leading farmers in the County, particularly the men who helped to administer the Wheat Adjustment Program in 1933 and those receiving benefits through cooperative efforts.

The County Board of Supervisors were petitioned by a large group of farmers for an appropriation of \$500.00 which was unanimously granted to become effective January 1, 1934.

The work began under very favorable conditions, despite the fact that no organized Extension Activities in Agriculture had been done in the County some ten to fifteen years. County Agricultural Agent work had only been in the County at two different times of two years each, previously.

The major part of the work was the Agricultural Adjustment Program, covering Wheat, Corn and Hogs:

1. Educational Meetings	30
2. Committees Organized	5
3. Total Number Community Committeemen and Supervisors	23
4. County Committeeman	9
5. Community Committee Meetings	9
6. County Board of Director Meetings	23
7. Number of Contracts signed	594
8. Number of Contracts Approved	571
9. Total Contracted Acreage	2448.3
10. Number bushels wheat and corn reduced	58,225
11. Number hogs reduced	2,109
12. Total Benefit Payments, 1933-1934	\$74,047.60
13. Cost of Administration:	
Wheat and Corn--\$4 per bushel	
Hogs--5 per cent	
Total Cost--\$4.25 per cent	
14. This does not include Benefit Payments for 1935 in wheat.	

In addition to the Adjustment Program other work has been done very effectively in developing an Orchard Program, organization of two production Credit Associations and assistance to applicants in securing loans, relief, 4-H Club Work with boys, Reforestation Projects, markets for walnuts and other commodities, distribution of Farm Record Books, bulletins and other information on various subjects and had a good attendance of people at the Farmers' Institute, Blacksburg, Virginia.

All of the work was done by farmers and County Girls, which shows very clearly that rural people can be organized to administer their work cooperatively. A generally good feeling exists in appreciation of all that has been accomplished.

#### IV STATUS OF COUNTY WHEN WORK STARTED

1. Agricultural Extension Work in the County was little known to the people, except for the work of two County Agents, Mr. C. E. Keents and Mr. James E. DeWase, who served some ten to fifteen years ago for a short period each. The County made no appropriation for the work at that time.

Until the need arose for assistance in the summer of 1933 to put on the Wheat Adjustment Program, the county has been without the services of the Extension Division of the State. For the period August 1 to October 25, 1933, Mr. Grover Kinzy served as an Emergency Agricultural Assistant on the organization of the FREDERICK COUNTY WHEAT PRODUCTION CONTROL ASSOCIATION. Upon the resignation of Mr. Kinzy, the Board of Directors for the newly created Association elected the writer Secretary who was later appointed County Agent by the Board of Supervisors for Frederick County and the Extension Division, Blacksburg, Virginia, beginning January 1, 1934.

#### Agricultural Organizations in the County comprise the following:

1. Grange with a membership of about 200 have three organizations located, namely, at Middletown, Mount Airy, and Star Tannery.
2. Frederick County Fruit Growers' Association with a membership of all interested growers of apples.
3. Virginia State Horticultural Society with a membership of about 50.
4. The Farm Bureau with a membership of 276.
5. The Southern States, Inc. with a membership of about 100.
6. The Virginia Short-Horn Breeders' Association.
7. The Farmers' Union with three branches and the Valley Co-operative Fruit Exchange were two active organizations but due to financial trouble and other causes neither are in operation.

There are five Magisterial Districts, Back Creek, Gainsboro, Opequan, Shawnee, and Stonewall.

Opequan District has a High School at Middletown and Stephens City each with a Department of Vocational Agriculture. The other Districts generally use the Department of Vocational Agriculture at the Handley High School, at Winchester, Virginia. Back Creek and Gainsboro Districts are mountainous and the great majority of farming is on a small and diversified basis. The Valley comprising, Opequan, Shawnee and Stonewall Districts is about half and half limestone and shale soil. Approximately ten to fifteen per cent of the tillable land is planted to apple trees and other fruits. About one-third of the commercial apple crop in the State is produced in this County.

3. The need for a County Agent became very apparent, if the farmers were to receive their share of benefits under the new Program for Agriculture. This was shown very convincingly in the Program for Wheat Adjustment. Benefit payments to 240 Wheat Contract-Signers, approximated \$10,000.00 for the first payment, which was expended

for taxes, fertilizer, etc. The value of such a Program and other efforts of the new Administration in Washington to help Agriculture was quickly recognized by the leading farmers, who immediately petitioned the County Board of Supervisors for an appropriation of \$500.00 and appointment of a County Agent. The appropriation was granted with the understanding that the Board of Supervisors could recommend a local man, who would be responsible to both the County and the Extension Division. This constituted the general policy to be followed.

- C. In view of the circumstances that brought about the appointment of a County Agent, the procedure for the work was to give first, attention to the Agricultural Adjustment Program and other forms of Governmental Relief for Agriculture; second, County Relief to the poor; and third, any other assistance that could be given under the Supervision of the Extension Division that would be helpful to farmers.

#### V. COUNTY PROGRAM OF WORK

- A. The County is predominately apple producing and considered the hub of the industry in the State, contributing approximately one-third in commercial production. Approximately sixty to seventy per cent of the farms have some orchard on them together with the usual crop system of corn, wheat, sometimes followed by wheat and then timothy and clover, either one or two years. Buckwheat is grown in the mountain sections and Gainsboro and Back Creek Districts hardly grow enough wheat and corn for home consumption and feeding of livestock. A considerable amount of alfalfa is grown and some soy beans, sweet clover, lespedeza, and other grazes are produced. Fertilizer is always applied for wheat, and sometimes for corn.

There is considerable grazing land, but due to the decline in beef and sheep production in recent years, much of the land is idle. There are some few dairy herds in the County, but in the majority of cases the operations are small, selling generally to local markets. Most every farm has some poultry and hogs.

1. Total Land Area-----	275,540 acres
Proportion in farms-----	51.2 per cent
2. Total number of farms-----	1,756 farms
3. Average size of farms-----	123 acres
4. Total acreage of Apples 1933-----	23,571 Est.
Number of trees-----	1,000,000 Est..
5. Average Acreage of Wheat 1920-1932-----	11,110
Production 1920-1932-----	192,533 bushels
Yield per acre-----	17.3
6. Average Acreage of Corn, 1922-1932-----	12,867
Production, 1922-1932-----	297,000 bushels
Yield per acre-----	22.4 bushels
7. Beef Cattle, 1922-1932-----	5,250
8. Milk cows and Heifers, 1922-1932-----	5,790
9. Swine, 1922-1932-----	10,000
10. Sheep and Lambs, 1922-1932-----	9,000

In the beginning a general survey of the County was made, obtaining all the available statistical information on the crops and livestock, particularly that of corn and hogs, as both of these were included in the Program for Adjustment. A mailing list was compiled from the information gleaned out of the Program for Adjustment together with lists of members in the various Agricultural groups and names listed on the books of the County Treasurer, E. S. Smith. Newspaper publicity and Educational meetings were used considerably to determine the Program of work as well as discussions with the three Vocational Teachers, Mr. D. J. Howard, Mr. W. R. Legge, and Mr. E. A. Wall and many of the leading farmers.

## B. PROJECT ACTIVITIES AND RESULTS

### COHN-HOG ADJUSTMENT PROGRAM

#### 1. Goal set for sign-up and results achieved:

The Program for organizing a County Corn-Hog Control Association was the first work to do. Together with two interested farmers, Mr. John W. Larrick, Jr. and Mr. Wm. S. Hayett, a District Meeting at Luray was attended and at which time the whole Program was outlined for Administration in each county.

Plans followed with appointment of a Temporary County Committee composed of representative farmers in each District:

Back Creek-----	C. M. Rosenberger
Chainsboro-----	Lee N. Whitacre
Opequon-----	C. I. Drumback
Shenando-----	John W. Larrick, Jr.
Stonewall-----	C. E. McCann

Announcement of eleven Educational Meetings were made together with Newspaper publicity and mimeograph letters on the benefits obtainable under the Program. The first meeting was held at the County Court House with representatives from Blacksburg and other counties. About five hundred farmers were present who manifested a keen interest. The results of all the Educational Meetings showed clearly that the farmers were interested in the Program, and which was further confirmed with scores of people coming into the office for information. Mr. W. R. Legge, Vocational Agricultural Teacher explained the purpose and benefits of the Program before the various Service Clubs in Winchester.

#### 2. Organization of Community Committees:

When the Educational work was completed, about February 1st, sign-up days were designated in each of the five Magisterial Districts at which time the Program was again explained. Everybody helped each other in filling out the contracts and at the end of each meeting, three Community Committeemen for the District were elected temporarily and later confirmed permanently. Each of the five Districts organized into Committees designated one member as Chairman and later these men organized the Control Association.

### 3. How Officers Performed their Duties:

Due to very cold and wintry weather, many people were not able to attend the sign-up meetings and as a consequence, the results showed only about one-third having signed. A special canvass was then outlined for the newly elected committeemen to contact all the non-signers, explain the Program and obtain the production figures on both corn and hogs for the basic years. This work was completed very satisfactorily and considered generally responsible for the later increased number of signers. Except for a few stragglers, the sign-up was completed about April 1.

Organization of the Community Chairmen into a County Committee created the Frederick County Corn-Hog Control Association:

President	-----	Mr. S. Huett, Stonewall District
Vice-President	-----	Edwin Barker, Shamooe District
Secretary	-----	I. Fred Stiles
Treasurer	-----	J. E. Pankhouser, Opequon District
Other Members	-----	M. J. Pease, Gainesboro District V. O. Baker, Back Creek District

The County Allotment Committee comprise all those named except the Vice-President and Secretary. The Vice-President serves in the absence of the President.

A Budget of \$2,000.00 was approved for the fiscal year ending, June 30, 1934.

All the contracts were tabulated from the time the sign-up began, which was most helpful in the work. Committeemen estimated the corn production on all contracted acres, and checked the hog base and the number on hand as of the signing of the contract. About 60 per cent in evidence to support the hog base was secured, while the remainder was satisfied to take the County Average.

The Community Committees carefully checked the contracts in their District, which was followed by a closer scrutiny by the County Committee, who in a number of instances scaled down the producer's figures. After this was done, all the contracts were forwarded to the Board of Review, Richmond, where they were carefully checked and the Allotment approved.

About June 15, the Board of Review reported the allotment for the County Committee to cut nine-tenths of a bushel on corn and sixteen per cent in hogs produced for market. This reduction was made under protest and then the contracts were completed and returned to the Board of Review about July 10 for approval and mailing to Washington. The first payment was made about August 1.

#### 4. Compliance

Five Supervisors were appointed by the Association to survey the corn acreage and count the number of hogs. These men were compensated for their services. A steel tape was used for measuring and the triangulation method followed, from which computations were made to determine the acreage.

The work was very satisfactorily completed, except in some few cases of too much corn or too many pigs. Before compliance would be approved by the County Committee, the signer in excess would have to agree to feed the corn green or in case of hogs, either kill or turn them over for Relief. Only one case was not certified for the second payment.

#### 5. Status of County Association:

The fifteen members of the five committees are outstanding farmers in the county who have the confidence of the people. It was through their cooperative efforts that the Program met with success. There have been misunderstandings and ill feelings but most of this has been brought about through unfair criticism and lack of information of the facts. Through the Corn-Hog Referendum, quite a great deal of this has been corrected as a result of the vote. About 180 signers voted of which 89.2 per cent expressed themselves favorable to a continuation. A very good attitude now exists.

#### 6. Statistical Accomplishments:

1. Educational meetings held	21
2. Communities organized	5
3. Total number Community Committeemen	15
4. Community Committee Meetings	5
5. Board of Director Meetings	8
6. Number of Contracts signed	352
7. Number of Contracts approved	331
8. Total acreage contracted	1472.3
Number of bushels reduced	41,960
9. Average number of hogs produced for market, 1933-1935	8,436
10. Number of litters, 1934	1,738
11. Number Hogs reduced	2,109

#### REVENUES

First Corn Payment	\$ 6,131.65
First Hog Payment	12,654.00
Total	\$18,785.65
Second Corn Payment	\$ 6,294.75
Second Hog Payment	5,527.00
Total	\$11,821.75
Third Hog Payment	\$12,654.00
GRAND TOTAL	\$44,061.40

### ADMINISTRATION COSTS

Corn 5¢ per bushel-----	\$ 1,256.80
Wage 5 per cent-----	1,561.75
Total-----	\$ 2,840.55

### WHEAT ADJUSTMENT PROGRAM

#### 1. Status of Frederick County Wheat Production Control Association

This Program was completed in the fall of 1933 under the direction of Mr. Grover Kinsy, Emergency Agricultural Assistant, who was succeeded by the writer as Secretary on October 25, 1933.

Due to many delayed benefit payments, expenses of Administration and other details of the work, it required some time to bring matters to date. This accomplished, however, the Association went forward very nicely under the Administration of its Directors, Mr. R. L. Cape, Mr. Wm. S. Hayett, Mr. J. H. Funkhouser and Mr. John W. Larrick, Jr. A meeting of the Board of Directors each month was held to keep everyone advised of the work, which accounts in a large measure for its success.

#### 2. Compliance

The Board of Directors recommended four men, Mr. A. F. Lillard, Mr. G. Wilson Whitmore, Mr. E. J. Pease and Mr. F. H. Wakeman as Supervisors to survey the wheat and contracted acreage. Due to the newness of the work some time was required in training the Supervisors to use the method prescribed, which was a bicycle wheel and plane table for measuring the sides and angles. These figures obtained, each contract was computed in the office. In case of an average, a resurvey was generally made before the work was completed. Some difficulty was had in securing all the necessary forms for compliance but aside from some few contracts showing an average which was agreed to be fed mixed with other grains for home consumption, the work was completed very satisfactorily.

#### 3. How Officers Performed their Duties:

A number of problems arose out of some of the contracts and in each instance, the County Allotment Committee heard the facts and solved the difficulties, which in every case was complied with. All the officers and Supervisors were very conscious of their responsibilities, and did everything possible to advance the cause of the Program with individuals under contract and the general public. The leadership and influence of these men have won the confidence of the farmers generally.

#### 4. Statistical Accomplishments:

1. Educational Meetings held-----	9
2. Committees organized-----	4
3. Total number community committees-----	12
4. Community Committee Meetings-----	4

6. Board of Director's Meetings----- 11  
 7. Number of Contracts signed----- 245  
 7. Total acreage contracted----- 374  
 8. Number bushels reduced----- 16,868

Benefits:

First Payment, 1933-----	\$10,306.00	
Second Payment, 1933-----	4,630.00	Est.
Total-----	\$14,936.00	
First Payment, 1934-----	\$10,500.00	Est.
Second Payment, 1934-----	4,560.00	Est.
Total-----	\$15,060.00	
GRAND TOTAL-----	\$29,996.00	

Note: Payment for 1935 on crop planted in 1934 has not been determined.

Administration Costs

1933-----	3.2¢ per bushel-----	\$1630.00
1934-----	5¢ per bushel-----	1550.00
Total-----		\$3180.00

ORCHARD PROGRAM

1. Status:

The flare-back from the drought and depression has made a very serious effect on the apple industry in this County. Hundreds of trees have died and scores of others are suffering from lack of attention. Depleted working capital and other causes are responsible for the condition. Some few orchards, however, have survived and are in good condition, but these are generally the larger tracts.

2. Goal and Achievement:

To help reorganize the Frederick County Fruit Growers' Association and give cooperative assistance in demonstrations and experimental work in pruning, fertilizing, cultivation, cover crops, etc. and do other intensive work in educating the growers in proper orchard management, is the goal.

Due to the many other activities this year, only a small beginning has been made. Two pruning and two fertilizer demonstrations were held in the early spring with a good group of growers attending each. Aside from mailing cards of the spray schedule and distributing other information nothing further was done until fall, when three experimental fertilizer plots were made in two apple orchards, L. G. Hick, Clearbrook, and Ray Robinson, Stephens City, and one peach orchard, E. Clay DeGrange, Winchester, Va. Chilean Nitrate, Cyanamid, Arcadian Nitrate, Sulphate of Ammonia and Potash were used in various quantities. All the plots will be watched closely and records kept. About twenty-five orchards were selected for soil tests over the county and analysis have been made. We

obtained over 1000 pounds of Poison bait for killing mice in orchards, which was distributed to a number of growers.

Cooperative assistance was given in the organization of the Frederick County Packing Association, a community apple packing plant. About 22,000 barrels were packed and employment was given to 75 people for two months. The operation met with a fair success and plans are now being considered for next year.

At the request of leading growers in the Virginia State Horticultural Society, cooperative assistance was given through the organization of a committee of fifteen growers to arouse interest in the annual meeting of the Society to be held December 11, 12, and 13 and obtain 1935 memberships. This work is still in progress and seems to be meeting with success.

Apple growing is the major industry in this County and the work thus far indicates very conclusively that the response to a well-rounded Program is good.

### 3. Statistical Accomplishment:

1. Pruning Demonstrations-----	2
Attendance-----	55
2. Fertiliser Demonstrations-----	2
Attendance-----	30
3. Fertilizer experimental plots-----	5
4. Soil samples-----	25
5. Poison House Bait distributed-----	1025 pounds
6. Helped organize Community Apple Packing House-----	1

### PRODUCTION CREDIT

#### 1. Goal and Achievement:

Considerable assistance was given in the organization and administration of two Production Credit Associations, namely, East-Central Fruit Growers Production Credit Association, comprising the states of Virginia, West Virginia, Delaware, Pennsylvania, and Maryland, and the Strasburg Production Credit Association, comprising the counties of Frederick, Clarke, Page, Warren and Shenandoah. In each instance, help was given in getting farmers and fruit growers to attend the organization meeting. Mr. P. E. Gold was elected Director in the larger Association from Virginia and Mr. J. E. Funkhouser was elected Director in the small Association from Frederick County.

The office of the County Agent was used to make applications for loans, as well as give information on the eligibility of applicants seeking operating expenses for their crops. In many instances where the security was insufficient these applicants were referred to the Emergency Crop Loan Section of the Farm Credit Administration.

This medium of Credit helped considerably in the production of apples, farm crops, and livestock and saved many farmers from further losses.

## 2. Statistical Accomplishments.

### 1. East-Central Fruit Growers Production Credit Association:

Number of applications taken-----	13
Total amount-----	\$30,171.00
Number of applications approved-----	6
Total amount-----	\$23,800.00

### 2. Strasburg Production Credit Association:

Number of applications taken-----	73
Total amount-----	\$18,635.00
Number of Applications approved-----	32
Total Amount-----	\$7,645.00

## FEDERAL EMERGENCY RELIEF

### 1. Crop Loans:

In cases where farmers had insufficient security to obtain Crop Production Credit through the regular channels of credit, they were referred to the Emergency Crop Loan Section of the Farm Credit Administration where loans from \$25.00 to \$250.00 were made to people of good character.

This was the last form of help obtainable from the Government and in many cases actually was the only means for that farmer to produce his crops. About 45 of these loans were made to farmers, totaling approximately \$5,500.00, which was recorded in the Crop Men Book of the County, specifically covering certain crops.

### 2. Cattle:

Due to the serious drought in the west, many thousands of cattle were shipped east to pasture. On the strength of many inquiries, efforts were made time and time again to get a large number of these cattle for pasture, but as a drought situation existed in this County until August, it was impossible to obtain any until September. Six cars or 240 cattle were distributed to nineteen farmers for pasturing and wintering. All were taken up in November for slaughter, leaving 129 for wintering. This source of income to these farmers has netted something over \$1000.00 to date.

### 3. Pigs:

Under the Corn-Hog Contract some few farmers raised more pigs than their allotment. To show compliance and receive the benefit payment, they were required to kill the excess number of pigs or turn them over for Relief. Records show that 74 have been turned over for distribution to needy cases, either in the County or outside. This was accomplished very nicely through the efforts of the Emergency Relief Administration.

#### 4. Garden Seeds, etc.

Through the influence and efforts of the County Agent Office a warehouse was obtained free of charge for storage and distribution of Garden Seeds, Fertilizer, etc. to needy cases by the Emergency Relief Administration.

#### 4-H CLUBS

##### 1. Status:

There was no Club work for boys in the County, except in some few cases where boys had enrolled in Clubs for Girls under the Home Demonstration Agent, Miss Elisabeth Farrar. The girls' work was progressing nicely and with the assistance of Miss Farrar, the outlook for Boys' Clubs was good.

##### 2. Goal and Achievement:

Due to the rush of other work, it was not possible to begin the organization of Clubs before April, which was a short while before the closing of school. Clubs were organized at Core, Middletown, and Chambersville with a great deal of enthusiasm. Various projects were selected and everyone began work. Members in two of the Clubs lived far apart and it was difficult to hold very many meetings, which had a bad effect. The other Club kept up in a splendid way, holding meetings and taking part in many social activities of the Club.

##### 3. Statistical Accomplishments:

1. Number Clubs	3
2. Membership	53
3. Projects Completed	34-54.1%
4. Net Profit	\$1063.76
5. Number Unorganized Boys	9
6. Number Completions	0
7. Number Boys to State Short Course	3
8. Number Project Meetings	18
9. Number Program Meetings	18
10. Number Socials, etc.	4
11. Total Attendance	400

#### OTHER GOALS AND ACHIEVEMENTS

##### 1. Reforestation:

100 seedlings each were planted of White Pine, Red Pine, and Short-Leaf Pine. These trees were set out by Boy Scouts and about 50 have survived the drought. There is more interest for this kind of work.

##### 2. Walnuts:

Markets have been secured for many people having walnuts for sale, either kernels or in the shell. Prices for walnut nuts range from 18¢ to 40¢ according to the kind of sale made.

3. Dairy Herds, Beef Cattle, Sheep, etc.

Only a little educational work was done.

4. Farm Record Books:

About 500 copies were distributed and assistance in a number of cases of their use was given. One Educational Meeting was held explaining the use of these books.

5. Agricultural Bulletins:

Over 500 copies on various subjects were distributed to farmers desiring specific information.

6. Farmers' Institute:

About 20 leading farmers attended the Farmers' Institute in Blacksburg, July 31 to August 2, which was the largest delegation ever to attend from this County. Everyone enjoyed the trip and meetings.

7. Farm Debt Adjustment:

Cooperation with the local Farm Debt Adjustment Committee has been given together with assistance to farmers in determining their eligibility for some scaling of debts.

OFFICE AND FIELD ADMINISTRATION

1. Status and Statistical:

Due to the nature of the Agricultural Programs, Relief, 4-H Club Work, together with general Extension Activities, the office has been the center of work from the beginning. Except for a very few days, visits and telephone calls have been many, covering a multitude of subjects. All of this has been dispensed in a manner of willingness to help and if information could not be given immediately, it was obtained later.

The complexity and details of the work required at times a lot of help both in the office and field. Necessary clerical help, services of County and Community Committees and the Supervisors have been used. Everyone has worked diligently and in many instances, time has been given voluntarily without pay. In order to complete certain work, overtime and nights have been devoted.

To understand better the facts covering the work as outlined in this narrative report, the following Statistical Summary is submitted, which does not include salaries paid by County, State or Federal.

STATISTICAL SUMMARY

Number Office Visits-----	3300
Number Telephone Calls-----	2168
Number News Articles-----	129
Number Individual Letters written-----	2518
Number Individual Cards written-----	1028
Number Different Circular Letter Mailed-----	50
Total number of different Copies-----	18,000
Number Visits of District Agent-----	12
Number Visits of Specialists-----	77
Number Different Farms and Homes Visited-----	150

A.A.A.

Number Community Committeemen and Supervisors-----	29
Salaries-----	\$2513.60
Number of County Committeemen-----	9
Salaries-----	695.00
Secretary, November & December, 1933-----	100.00
Number girls at different times-----	5
Clerical Salaries-----	496.50
Miscellaneous:	
Supplies, Telephone, Equipment, Etc.-----	466.58
TOTAL-----	\$4272.68

PRODUCTION CREDIT ASSOCIATIONS

Inspectors-----	2
Salaries-----	\$ 203.35
Clerical-----	1
Salary, C.V.A.-----	94.50
Salary, Sarasburg-----	43.50
TOTAL-----	\$ 341.35
GRAND TOTAL-----	\$4,614.03

## VI. OUTLOOK AND RECOMMENDATIONS, 1935

The outlook for 1935 is very encouraging with a general better feeling and understanding of the problems ahead of us. With the experience, everyone has had and a deeper appreciation of the efforts being put forward for Agricultural Recovery there is evident, a better spirit of cooperation on every hand.

It is particularly noticeable that Extension work is needed for the County, as numbers of people make inquiries on various subjects, and in the light of this interest and desire for help, the plan of work for 1935 is submitted:

- A. To administer the Wheat, Corn-Hog and such other Programs that the Agricultural Adjustment Administration may direct.
- B. To distribute and give supervision in the use of Farm Record Books to farmers who desire to improve their present method of keeping records.
- C. To assist farmers in securing Production Credit Loans and any other financial aid that will contribute to their needs.
- D. To assist in the reorganization of the Frederick County Fruit Growers' Association and develop an Orchard Program suitable to the needs of the growers of apples, such as experimental plots, demonstrations, etc. Also, to encourage interest and membership in the Virginia State Horticultural Society.
- E. To continue the Program of organizing 4-H Clubs, covering work projects, recreational and social activities:

### County Council Goals, 1935

1. Each Club assumes responsibility of getting its leaders to Leader Training Meetings.
2. Each Club raise \$1.00 for Council. The Council also add to the fund by some money making scheme.
3. Send two delegates to State Short Course.
4. Hold Achievement and Contest Day during the year. Council Committee make program and arrange details of these meetings.
5. Each Club sponsor some type of Community work.
6. Encourage all members to enter as many state contests as possible.
7. Develop more recreation and singing in clubs and invite parents to attend club meetings.
8. Adopt an honor roll for 4-H Clubs. Detailed requirements to be worked out.
9. Each club drive hard to have 100% completed projects and records from members.
10. Hold County Camp, if possible; last week of June tentative date.

11. 4-H Club members to hold a project and hobby fair in early September.
- F. To encourage reforestation projects on waste lands, in County, etc.
- G. To encourage the growing of certified small grains, dairy herd improvement, planting soil improving and erosion prevention crops, etc, all of which is intended to lead to higher cultural practices in farming.
- H. To help in establishing a Market House for the County.
- I. To establish an exchange service in the office for farmers who desire to sell or purchase commodities, livestock, etc.
- J. To render all educational assistance possible through talks, newspaper publicity, letters, distribution of bulletins and other literature and personal contacts with our farmers in the county on all matters pertaining to general Extension work.

Respectfully Submitted,

*F. Fred Stine*  
F. Fred Stine  
COUNTY AGENT

December 8, 1934.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service  
Division of Cooperative Extension  
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 Fredricks

REPORT OF

Elizabeth Sear  
(Name) Home Demonstration Agent,

From December<sup>1933</sup> to November<sup>30</sup> 1934

From \_\_\_\_\_ to \_\_\_\_\_, 193

Fred Stine  
4-H Club Agent,  
Agricultural Agent,

From January to December 1934

READ SUGGESTIONS, PAGES 2 AND 3



COUNTY AGENT ANNUAL REPORT

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

Date \_\_\_\_\_

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

The annual report should be a summary, with analysis and interpretations, for presentation to the people of the county, the State, and the Nation of the extension activities in each county for the year, and the results obtained by the county extension agents assisted by the subject-matter specialists. The making of such a report is of great value to the county extension agents and the people of the county in showing the progress made during the year as a basis for future plans. It is of vital concern also to the State and Nation as a measure of rural progress and a basis for intelligent legislation and financial support of extension work.

At least four copies of the annual report should be made: One copy for the county officials, one copy for the agent's files, one copy for the State extension office, and one copy for the Extension Service, United States Department of Agriculture. The report to the Washington office should be sent through the State extension office.

### 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. Results obtained through assistance rendered agents by specialists should also be included. This report shows, insofar as possible, the part each agent has taken in forwarding the extension program. The county totals should be the sum of the activities and accomplishments of individual agents minus duplications due to two or more agents participating in the same activity or accomplishment. The county totals, when properly recorded, show the progress made in the county during the year in forwarding the entire extension program. Negro men and women agents should prepare a combined statistical report separate from that of the white agents.

The statistical summary should be a report of this year's activities and results that can be verified by records on file in the county office. Where records are not available careful estimates are desired. Such estimates should be marked "Est."

### 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 and the extension methods used for each project. Every statement should be clear-cut, concise, forceful and, where possible, reinforced with necessary data from the statistical summary. Use a descriptive style of writing, giving major accomplishments first under each project. Give extension methods fully relating to outstanding results only, and where practicable illustrate with photographs, maps, diagrams, blueprints, or copies of charts and other forms used. Full credit should be given to all cooperating agencies. The lines should be single-spaced, with double space between the paragraphs and reasonably good margins. The pages should be numbered in consecutive order.

The following outline is merely suggestive of how the narrative report may be clearly and systematically presented. Each agent should prepare an outline to fit the situation and the work to be reported.

### SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT

- I. Cover and title page.
- II. Table of contents.
- III. Summary of activities and accomplishments, preferably of one or two typewritten pages only, placed at the beginning of the narrative report.
- IV. Changes in county extension organization.
  - (1) Form.
  - (2) General policies.
  - (3) Procedure.
- V. County program of work.
  - (1) Factors considered and methods used in determining program of work.
  - (2) Project activities and results.

Under appropriate headings and subheadings present in some detail for each major project or line of work the goals set up, the methods used, the results achieved, and the significance of these results in terms of improved farms and homes and of better community life.

- VI. Outlook and recommendations, including suggestive program of work for next year.

## TERMINOLOGY

To insure reports which convey the intended meaning to others and to facilitate the compilation of satisfactory national statistics on extension, it is extremely important that terms be used in accordance with accepted definitions. The following definitions of extension terms have been approved by the United States Department of Agriculture and the Association of Land Grant Colleges and Universities. Agents should read these definitions before starting to write the annual reports.

## DEFINITIONS OF EXTENSION TERMS

1. A program of work is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
2. A plan of work is a definite outline of procedure for carrying out the different phases of the program of work. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.
3. A community is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report a community is one of the several units into which a county is divided for conducting organized extension work.
4. A project leader, local leader, or committeeman is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.
5. Demonstrations as contemplated in this report are of two kinds—method demonstrations and result demonstrations. A method demonstration is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry. A result demonstration is a demonstration conducted by a farmer, home maker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Example: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain chickens can be corrected through broiler 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 result demonstrator is an adult, a boy, or a girl who conducts a result demonstration as defined above.
7. A cooperator is a farmer or home maker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent and records are not required, but reports on the success of the practices may be obtained.
8. A 4-H Club is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.
9. 4-H Club members enrolled are those boys and girls who actually start the work outlined for the year.
10. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.
11. A demonstration meeting is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
12. A 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.
13. 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.
14. A farm or home visit is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
15. Days in office should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
16. Days in field should include all days spent on official duty other than "days in office."
17. Letters written should include all original letters on official business. (Duplicated letters should not be included.)
18. An extension school is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college. An extension short course differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
19. Records consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.
20. The county extension association or committee is that county organization, whether a membership or a delegate body, which is recognized officially in the conduct of extension work in the county.

## GENERAL ACTIVITIES

Report Only This Year's Extension Activities and Results That Can Be Verified

1. List below the names, titles, and periods of service of the county extension agents whose work is included in this report. Include time of assistants with that of regular agent.

AGENT	Total months of service this year	Days devoted to A. S. A. work	Days devoted by relief work	Total days in office	Total days in field
	60	60	60	60	60
<i>Elizabeth Ferrer</i> (Name) Home demonstration agent	(1)	12	20	87	199
Asst. home demonstration agent					
4-H Club agent					
<i>S. J. and Marie</i> (1) Name Assistant 4-H Club agent	(2)	11	200	17	229
Agricultural agent					
Assistant agricultural agent					
	(3)				

2. County extension association or committee:
- (a) Agricultural extension: *Board of Supervisors* (3) Number of members *5*
- (b) Home demonstration: *County of Agriculture Board* (2) Number of members *42*
- (c) 4-H Club: *County 4-H Council* (2) Number of members *95*
3. Number of communities in county where extension work should be conducted *15*
4. Number of above communities in which the extension program has been planned cooperatively by extension agents and local committees *15*
5. Number of different voluntary county or community project leaders or committeemen actively engaged in forwarding the extension program:
- (a) Adult work: (1) Men *20* (2) Women *66* (b) 4-H Club work: (1) Men *9* (2) Women *40* (c) Other club boys *10* (d) Other club girls *24*
6. Number of different paid local leaders engaged in A. S. A. program, or in relief work: (a) Men *21* (b) Women *6*
7. Number of clubs or other groups organized to carry on adult home demonstration work *7*
8. Number of members in such clubs or groups *269*

ITEM	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
9. Number of 4-H Clubs	<i>15</i>		<i>3</i>	<i>18</i>
10. Number of different 4-H Club members enrolled	(1) Boys <i>92</i>		<i>53</i>	<i>145</i>
	(2) Girls <i>171</i>			<i>171</i>
11. Number of different 4-H Club members completing	(1) Boys <i>77</i>		<i>24</i>	<i>111</i>
	(2) Girls <i>159</i>			<i>159</i>

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

MEMBERS	64 year	65 year	66 year	67 year	68 year	69 year and over
(a) Boys	<i>92</i>	<i>25</i>	<i>19</i>	<i>19</i>		
(b) Girls	<i>50</i>	<i>31</i>	<i>33</i>	<i>50</i>		

(1) County total should equal sum of preceding three columns unless duplication due to title or more agents participating in the same activity or membership.

(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 7 to 10, unless duplication due to the same boy or girl carrying on two or more related major lines of work.

(3) Same as footnote 2 but refers to completion instead of enrollment.

(4) The total for this question should agree with county total, question 8.

GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Events That Can Be Verified

ITEM	Age	10 and under	11	12	13	14	15	16	17	18	19	20 and over		
13. Number of different 4-H Club members enrolled according to age	(a) Boys	34	26	23	22	12	16	12					13	
	(b) Girls	29	23	32	27	21	17	7	6	5	2	2		
14. Number of 4-H Club members:	(a) In school	205										(b) Out of school	11	14

ITEM	Home demonstration agents	4-H Club agents	Agricultural agents	County total <sup>1</sup>	
	60	20	60	60	
15. Number of 4-H Club teams trained:	(1) Judging	40			15
	(2) Demonstration	10			
16. Number of groups other than 4-H Clubs organized for extension work with rural young people 16 years of age and older					16
17. Members in groups reported in question 16:	(1) Young men				17
	(2) Young women				
18. Total number of farm or home visits <sup>2</sup> made in conducting extension work		925	100		18
19. Number of different farms or homes visited		647	150		19
20. Number of calls relating to extension work	(1) Office	389	3500		20
	(2) Telephone	623	2165		
21. Number of news articles or stories published <sup>3</sup>		151	129		21
22. Number of individual letters written		657	2518		22
23. Number of different circular letters prepared (not total copies mailed)		39	50		23
24. Number of bulletins distributed		231	517		24
25. Number of radio talks made					25
26. Number of events at which extension exhibits were shown		5			26
27. Training meetings held for local leaders or committee members	(1) Adult work	(a) Number	4		27
		Total attendance:	46		
		(b) Men leaders			
	(c) Women leaders	46			
(2) 4-H Club	(a) Number	4	3		
	Total Attendance: Leaders	33	9		
28. Method demonstration meetings held (include all method demonstrations in both adult and 4-H Club work given by agents and specialists not reported under question 27)	(1) Number	334	5		28
	(2) Total attendance	6253	100		
29. Meetings held at result demonstrations	(1) Number	10			29
	(2) Total attendance	210			

<sup>1</sup> The total for this question should agree with county total, question 10.  
<sup>2</sup> County total should equal sum of preceding three columns minus duplications due to two or more agents participating in the same activity or service.

<sup>3</sup> Do not count a single visit to both the farm and home as two visits.

<sup>4</sup> Do not count items relating to portion of meetings only.

Note.—Questions 18-25 refer to the total number of different activities conducted this year. The totals should equal the sum of the corresponding information reported on following pages minus duplications where the same activity relates to two or more lines of work.

9-222

## GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Events That Can Be Verified

ITEM		Home dem-	4-H Club	AgriExt	County	
		stration (a)	agents (b)	agents (c)	total (d)	
30. Tours conducted	(1) Adult work	(a) Number				
		(b) Total attendance				
	(2) 4-H Club	(a) Number				
		(b) Total attendance				
31. Achievement days held	(1) Adult work	(a) Number			1	
		(b) Total attendance	85		85	
	(2) 4-H Club	(a) Number	1		1	2
		(b) Total attendance	225		225	450
32. Encouragements held (Do not include plans, rallies, or short courses, as these should be reported under other meetings.)	(1) Farm women	(a) Number				
		(b) Total members attending				
		(c) Total others attending				
	(2) 4-H club	(a) Number				
33. Other meetings of an extension nature participated in by agents or specialists and not previously reported	(1) Adult work	(a) Number	46	70	116	
		(b) Total attendance	4809	2000	6809	
	(2) 4-H club	(a) Number	18	16	34	
		(b) Total attendance	180	300	480	
34. Meetings held by local leaders or co-ops in 1946 in which not participated in by agents or specialists and not reported elsewhere	(1) Adult work	(a) Number	30	40	70	
		(b) Total attendance	396	450	846	
	(2) 4-H club	(a) Number				
		(b) Total attendance				

## SUMMARY OF EXTENSION INFLUENCE FOR YEAR

It is highly desirable for extension workers to consider the proportion of farms and farm homes in the county which have been definitely influenced to make some substantial change in farm or home operations as a result of the extension program for men, women boys, and girls. It is recognized that this information is very difficult for agents to report accurately, as a conservative estimate based upon such records, surveys, and other sources of information as are available will be satisfactory. Such estimates should be marked "Est."

Incl. do results of emergency activities as well as the regular extension program.

35. Number of farms in county	1756	35
36. Number of farms on which changes in practices have definitely resulted from the agricultural extension program	Est	6008
37. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	Est 423	37
38. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	Est 173	38
39. Number of farm homes with 4-H Club members enrolled	234	39
40. Number of other homes with 4-H Club members enrolled	46	40
41. Total number of different farm families influenced by some phase of the extension program	821	41
42. Total number of different other families influenced by some phase of extension program	146	42

\*County total should equal sum of preceding three columns unless duplication due to two or more agents participating in the same activity or overlapping.

†Items 36-39 refer to the total number of different activities conducted this year. The totals should equal the sum of the corresponding information reported on following page unless duplication where the same activity relates to two or more lines of work.

CEREALS<sup>1</sup>

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Corn (a)	Wheat (b)	Oats (c)	Rye (d)	Barley (e)	All other cereals <sup>2</sup> (f)
43. Days devoted to line of work by:						
(1) Home demonstration agents						
(2) 4-H Club agents						
(3) Agricultural agents	130	70				
(4) Specialists						
44. Number of communities in which work was conducted	5	5				
45. Number of voluntary local leaders or committees assisting	5	5				
46. Days of assistance rendered by voluntary leaders or committees	5	5				
47. Number of adult result demonstrations conducted						
48. Number of meetings at result demonstrations						
49. Number of method-demonstration meetings held						
50. Number of other meetings held	56	25				
51. Number of news stories published	75	20				
52. Number of different circular letters issued	30	10				
53. Number of farm or home visits made	75	25				
54. Number of office calls received	1860	1000				
55. Number of 4-H Club members enrolled						3
(1) Boys	2					
(2) Girls						
56. Number of 4-H Club members completing						2
(1) Boys	1					
(2) Girls						
57. Number of acres in projects conducted by 4-H Club members completing	10					1
58. Total yields of crop grown by 4-H Club members completing	500 bu.		bu.	bu.	bu.	50 bu.
59. Number of farmers following fertilizer recommendations						
60. Number of farmers following insect-control recommendations						
61. Number of farmers following disease-control recommendations						
62. Number of farmers following marketing recommendations						
63. Number of farmers assisted in using timely economic information as a basis for reordering enterprises						
64. Number of farms for which production-reduction contracts were signed	331	240				
65. Total acres taken out of production on such farms in accordance with contracts reported in question 64	1472	976				
66. Number of farmers following other specific practice recommendations: <sup>3</sup>						
(1)						
(2)						
(3)						
(4)						
(5)						

<sup>1</sup> Report fall acres sown the year they are harvested.<sup>2</sup> Includes crop by count.<sup>3</sup> Includes all crops but hay contracts. This total should agree with 2000.<sup>4</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## LEGUMES AND FORAGE CROPS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Alfalfa	Green-chase	Other (red, yellow, white)	Yield	Locations	Pattern	
	(66)	(67)	(68)	(69)	(70)	(71)	
67. Days devoted to line of work by:							
(1) Home demonstration agents							67
(2) 4-H Club agents							
(3) Agricultural agents							
(4) Specialists							
68. Number of communities in which work was conducted							68
69. Number of voluntary local leaders or committees assisting							69
70. Days of assistance rendered by voluntary leaders or committees							70
71. Number of adult result demonstrations conducted							71
72. Number of meetings at result demonstrations							72
73. Number of method-demonstration meetings held							73
74. Number of other meetings held							74
75. Number of news stories published							75
76. Number of different circular letters issued							76
77. Number of farm or home visits made							77
78. Number of office calls received							78
79. Number of 4-H Club members enrolled							79
(1) Boys							
(2) Girls							
80. Number of 4-H Club members completing							80
(1) Boys							
(2) Girls							
81. Number of acres in projects conducted by 4-H Club members completing							81
82. Total yields of crops grown by 4-H Club members completing	bu.    tons	bu.    tons	bu.    tons	bu.    tons	bu.    tons	XXX    XXX	82
83. Number of farmers following fertilizer recommendations							83
84. Number of farmers following insect-control recommendations							84
85. Number of farmers following disease-control recommendations							85
86. Number of farmers following marketing recommendations							86
87. Number of farmers assisted in using timely economic information as a basis for marketing enterprises							87
88. Number of farms for which production-reduction contracts were signed							88
89. Total acres taken out of production on such farms in accordance with contracts reported in question 88							89
90. Number of farmers following other specific practice recommendations:							90
(1)							
(2)							
(3)							
(4)							
(5)							

For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

2-5424

LEIGURES AND FORAGE CROPS—CONTINUED

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Boys	Cooper and field girls	Volunt. leaders	Field teams	Parents	All other laymen and farm groups	
	(1)	(2)	(3)	(4)	(5)	(6)	
67. Days devoted to line of work by:							
(1) Home demonstration agents							67
(2) 4-H Club agents							
(3) Agricultural agents							
(4) Specialists							
68. Number of communities in which work was conducted							68
69. Number of voluntary local leaders or committeemen assisting							69
70. Days of assistance rendered by voluntary leaders or committeemen							70
71. Number of adult result demonstrations conducted							71
72. Number of meetings at result demonstrations							72
73. Number of method-demonstration meetings held							73
74. Number of other meetings held							74
75. Number of news stories published							75
76. Number of different circular letters issued							76
77. Number of farm or home visits made							77
78. Number of office calls received							78
79. Number of 4-H Club members enrolled:							79
(1) Boys							
(2) Girls							80
80. Number of 4-H Club members completing:							
(1) Boys							81
(2) Girls							
81. Number of acres in projects conducted by 4-H Club members completing							81
82. Total yields of crops grown by 4-H Club members completing	bu.	bu.	bu.	bu.	bu.	bu.	82
	total	total	total	total	total	total	
83. Number of farmers following fertilizer recommendations							83
84. Number of farmers following insect-control recommendations							84
85. Number of farmers following disease-control recommendations							85
86. Number of farmers following marketing recommendations							86
87. Number of farmers assisted in using timely coprostate information as a basis for readjusting acreage							87
88. Number of farms for which production-reduction contracts were signed							88
89. Total acres taken out of production on such farms in accordance with contracts reported in question 88							89
90. Number of farmers following other specific practice recommendations <sup>3</sup>							90
(1)							
(2)							
(3)							
(4)							
(5)							

<sup>1</sup> Indicate crop by name.

<sup>2</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## POTATOES, COTTON, TOBACCO, AND OTHER SPECIAL CROPS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Irish potato	Strawpotato	Cotton	Tobacco	All other special crops <sup>1</sup>
	(a)	(b)	(c)	(d)	(e)
91. Days devoted to line of work by:					
(1) Home demonstration agents.....					91
(2) 4-H Club agents.....					
(3) Agricultural agents.....	1				
(4) Specialists.....					
92. Number of communities in which work was conducted.....	2				92
93. Number of voluntary local leaders or committeemen assisting.....	5				93
94. Days of assistance rendered by voluntary leaders or committeemen.....	1				94
95. Number of adult result demonstrations conducted.....					95
96. Number of meetings at result demonstrations.....					96
97. Number of method-demonstration meetings held.....	2				97
98. Number of other meetings held.....	1				98
99. Number of news stories published.....					99
100. Number of different circular letters issued.....					100
101. Number of farm or home visits made.....	2				101
102. Number of office calls received.....					102
103. Number of 4-H Club members enrolled.....	(1) Boys 2				103
	(2) Girls				
104. Number of 4-H Club members completing.....	(1) Boys 1				104
	(2) Girls				
105. Number of acres in projects conducted by 4-H Club members completing.....	3				105
106. Total yields of crops grown by 4-H Club members completing.....	15 bu.	bu.	lb. <sup>2</sup>	lb.	106
107. Number of farmers following fertilizer recommendations.....					107
108. Number of farmers following insect-control recommendations.....					108
109. Number of farmers following disease-control recommendations.....					109
110. Number of farmers following marketing recommendations.....					110
111. Number of farmers assisted in using timely economic information as a basis for readjusting enterprises.....					111
112. Number of farms for which production-reduction contracts were signed.....					112
113. Total acres taken out of production on such farms in accordance with contracts reported in question 112.....					113
114. Number of farmers following other specific practice recommendations: <sup>3</sup>					114
(1).....					
(2).....					
(3).....					
(4).....					
(5).....					

<sup>1</sup> Includes crop by crop.<sup>2</sup> Report yield of cotton in pounds of seed cotton.<sup>3</sup> For the sake of consistency it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## FRUITS, VEGETABLES, AND BEAUTIFICATION OF HOME GROUNDS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Home garden		Market garden, truck, and cooling crops	Beauty-tactics of home grounds	Tree fruits	Fruit and nut trees	Grapes
	(a)	(b)					
115. Days devoted to line of work by:							
(1) Home demonstration agents	30			2			
(2) 4-H Club agents							
(3) Agricultural agents	5					1	
(4) Specialists							
116. Number of communities in which work was conducted	17			3		2	
117. Number of voluntary local leaders or committeemen assisting	24						
118. Days of assistance rendered by voluntary leaders or committeemen	15						
119. Number of adult result demonstrations conducted	22						
120. Number of meetings at result demonstrations	2						
121. Number of method-demonstration meetings held	54			2			
122. Number of other meetings held	21						
123. Number of news stories published	18						
124. Number of different circular letters issued	8						
125. Number of farm or home visits made	279			14			
126. Number of office calls received	52						
127. Number of 4-H Club members enrolled:						2	
(1) Boys	42						
(2) Girls	8						
128. Number of 4-H Club members completing:							
(1) Boys	34						
(2) Girls	7						
129. Number of acres in projects conducted by 4-H Club members completing	10			xxxx			
130. Total yields of crops grown by 4-H club members completing	26 bu.		bu.	xxxx	bu.	bu.	bu.
131. Number of farms or homes where fertilizer recommendations were followed	33						
132. Number of farms or homes where insect-control recommendations were followed	43						
133. Number of farms or homes where disease-control recommendations were followed	31						
134. Number of farms or homes where assistance was given in using timely economic information as a basis for marketing enterprises							
135. Number of homes where recommendations were followed as to establishment or care of lawn	xxxx	xxxx			xxxx	xxxx	xxxx
137. Number of homes where recommendations were followed regarding planting of shrubbery and trees	xxxx	xxxx			11	xxxx	xxxx
138. Number of homes where recommendations were followed as to treatment of walks, drives, or fences	xxxx	xxxx			8	xxxx	xxxx
139. Number of homes where recommendations were followed as to improving appearance of exterior of house and outbuildings	xxxx	xxxx				xxxx	xxxx
140. Number of homes where other specific practice recommendations were followed:							
(1)					27		
(2)							
(3)							
(4)							

\* For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## FORESTRY AND AGRICULTURAL ENGINEERING

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Forestry 60	Agricultural engineering (farm and home) 65	
141. Days devoted to line of work by:			
(1) Home demonstration agents			141
(2) 4-H Club agents			
(3) Agricultural agents	1		
(4) Specialists			
142. Number of committees in which work was conducted			142
143. Number of voluntary local leaders or committeemen assisting	1		143
144. Days of assistance rendered by voluntary leaders or committeemen			144
145. Number of adult result demonstrations conducted			145
146. Number of meetings at result demonstrations			146
147. Number of method-demonstration meetings held	2		147
148. Number of other meetings held			148
149. Number of news stories published	2		149
150. Number of different circular letters issued			150
151. Number of farm or home visits made			151
152. Number of office calls received			152
153. Number of 4-H Club members enrolled:			153
(1) Boys			
(2) Girls			
154. Number of 4-H Club members completing:			154
(1) Boys			
(2) Girls			
155. Number of units handled by 4-H Club members completing	(1) Transplant beds cared for	(1) Acres terraced	155
	(2) Acres planted to forest trees	(2) Machines or equipment repaired	
	(3) Acres thinned, weeded, pruned, or managed	(3) Articles made	
	(4) Acres of farm woodland protected from fire	(4) Equipment installed	

## FORESTRY—Continued

156. Number of farms on which new areas were reforested by planting with small trees		156
157. Acres involved in preceding question		157
158. Number of farmers planting windbreaks or shelter belts		158
159. Number of farmers planting trees for erosion control		159
160. Number of farmers making improved thinnings and windings		160
161. Number of farmers practicing selection cutting		161
162. Number of farmers pruning forest trees		162
163. Number of farmers cooperating in prevention of forest fire		163
164. Number of farmers adopting improved practices in production of sawal stores		164
165. Number of farmers adopting improved practices in production of maple sugar and sirup		165

\*4-H farm shop data should be reported under this heading.

8-100

## FORESTRY—Continued

Report Only This Year's Estimated Activities and Results That Can Be Verified

166. Number of farmers assisted in timber estimating and appraisal	166
167. Number of farmers following wood-preservation recommendations	167
168. Number of farmers following recommendations in the marketing of forest products	168
169. Number of farmers following other specific practice recommendations: <sup>1</sup>	
(a)	
(b)	
(c)	
(d)	

## AGRICULTURAL ENGINEERING—Continued

Engineering activities	Number of farms	Number of units	Total value of service or savings	
	(a)	(b)		
170. Terracing and erosion control		acres	\$	170
171. Drainage practices		acres		171
172. Irrigation practices		acres		172
173. Land-clearing practices		acres		173
174. Better types of machines		machines		174
175. Maintenance and repair of machines		machines		175
176. Efficient use of machinery		XXXXXXXXXX		176
177. All buildings constructed		buildings		177
178. Buildings remodeled, repaired, painted	12	buildings		178
179. Farm electrification	2			179
180. Home equipment	24			180
181. Total of columns (a) and (c)	38 farms	XXXXXXXXXX	\$	181
182. Number of machines repaired as reported in question 175, by type:				
(a) Tractors	1			182
(b) Tillage implements	5			
(c) Harvesters and thrashers	1			
(d) Plows	10			
(e) Mowers			3	
(f) Planters			5	
(g) Other				
183. Number of buildings and equipment improved as reported in questions 177, 178, 179, 180, by type:				
(a) Dwellings constructed according to plans furnished				
(b) Dwellings remodeled according to plans furnished				
(c) Sewage systems installed	2	(i) Silos	1	183
(d) Water systems installed	2	(j) Hog houses		
(e) Heating systems installed		(k) Poultry houses	3	
(f) Lighting systems installed	2	(l) Storage structures	2	
(g) Home appliances and machines	24	(m) Other		
(h) Dairy buildings	1			

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## POULTRY AND BEES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Poultry 00	Bees 00	
184. Days devoted to line of work by:			
(1) Home demonstration agents	32	3	184
(2) 4-H Club agents			
(3) Agricultural agents			
(4) Specialists			
185. Number of communities in which work was conducted	17	1	185
186. Number of voluntary local leaders or committeemen assisting	14		186
187. Days of assistance rendered by voluntary leaders or committeemen			187
188. Number of adult result demonstrations conducted	18		188
189. Number of meetings at result demonstrations	3		189
190. Number of method-demonstration meetings held	96	3	190
191. Number of other meetings held			191
192. Number of news stories published	21		192
193. Number of different circular letters issued	12		193
194. Number of farm or home visits made	126	4	194
195. Number of office calls received	40		195
196. Number of 4-H Club members enrolled	(1) Boys 76 (2) Girls 15	2	196
197. Number of 4-H Club members completing	(1) Boys 63 (2) Girls 12	2	
198. Number of units in projects conducted by 4-H Club members completing	2039 chickens	20 colonies	198
POULTRY—Continued			
199. Number of families following an organized improved breeding plan as recommended			199
200. Number of families following recommendations in purchasing baby chicks			200
201. Number of families following recommendations in chick rearing			201
202. Number of families following production-feeding recommendations			202
203. Number of families following sanitation recommendations in disease and parasite control			203
204. Number of families improving poultry-house equipment according to recommendations			204
205. Number of families following marketing recommendations			205
206. Number of families assisted in using timely economic information as a basis for readjusting enterprises			206
207. Number of families following other specific practice recommendations: <sup>1</sup>			207
(a) _____			
(b) _____			
BEES—CONTINUED			
208. Number of farmers following recommendations in transferring colonies to modern hives	24	2	208
209. Number of colonies involved in question 208	20		209
210. Number of farmers following disease-control recommendations			210
211. Number of farmers following requeening recommendations			211
212. Number of farmers following marketing recommendations			212
213. Number of farmers following other specific practice recommendations: <sup>1</sup>			213
(a) _____			
(b) _____			

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the most important practices to be reported upon by all agents in that State.

## DAIRY CATTLE, BEEF CATTLE, SHEEP, SWINE, AND HORSES

Report Only the Year's Extensive Activities and Results That Can Be Verified

ITEM	Dairy cattle	Beef cattle	Sheep	Swine	Horses, mules, etc.	Other livestock	
	00	00	00	00	00	00	
214. Days devoted to line of work by:							
(1) Home demonstration agents						4	
(2) 4-H Club agents							214
(3) Agricultural agents			5	130			
(4) Specialists							
215. Number of communities in which work was conducted			3	5		2	
216. Number of voluntary local leaders or committees assisting			3	5		1	216
217. Days of assistance rendered by voluntary leaders or committees			3	5			217
218. Number of adult result demonstrations conducted							218
219. Number of meetings at result demonstrations						2	219
220. Number of method-demonstration meetings held						10	220
221. Number of other meetings held			6	56		2	221
222. Number of news stories published			1	75		4	222
223. Number of different circular letters issued				30			223
224. Number of farm or home visits made				75		11	224
225. Number of office calls received				1800			225
226. Number of 4-H Club members enrolled:			5	1		8	226
(1) Boys							
(2) Girls							
227. Number of 4-H Club members completing:						7	227
(1) Boys							
(2) Girls							
228. Number of animals in projects conducted by 4-H Club members completing			5			26	228
229. Number of farmers assisted in obtaining purebred sires		2	2	1			229
230. Number of farmers assisted in obtaining high-grade or purebred females							230
231. Number of bull, boar, ram, or stallion circles or clubs organized or assisted							231
232. Number of members in breeding circles or clubs							232
233. Number of herd or flock-improvement associations organized or assisted							233
234. Number of members in these associations							234
235. Number of farmers not in associations keeping performance records of animals							235
236. Number of families assisted in home butchering, meat cutting, and curing				49			236
237. Number of families assisted in butter and cheese making	31						237
238. Number of farmers following parasite-control recommendations							238
239. Number of farmers following disease-control recommendations							239
240. Number of farmers following marketing recommendations				50 per			240
241. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise							241
242. Number of farms for which production-reduction contracts were signed				31			242
243. Total reduction in number of animals on such farms in accordance with contracts reported in question 242				1109			243

\*Includes rabbits, guinea pigs and ferrets.  
 †Includes all sows and pig weaners. This total should agree with 602.

## AGRICULTURAL ECONOMICS

Report Only This Year's Educational Activities and Results That Can Be Verified

ITEM	Public problems and non-credit planning on county or community level	FARM MANAGEMENT			Outlook	Marketing, buying, and financing
		Farm records (Inventory, accounts, etc.)	Individual farm planning	Farm and home budgeting (short and long time)		
		(a)	(b)	(c)		
244. Days devoted to line of work by:						
(1) Home demonstration agents						12
(2) 4-H Club agents						
(3) Agricultural agents		2				244
(4) Specialists						
245. Number of communities in which work was conducted		2				245
246. Number of voluntary local leaders or committees assisting						246
247. Days of assistance rendered by voluntary leaders or committees						247
248. Number of adult result demonstrations conducted						25
249. Number of meetings at result demonstrations						249
250. Number of method-demonstration meetings held		1				10
251. Number of other meetings held						14
252. Number of news stories published		1				3
253. Number of different circular letters issued		1				
254. Number of farm or home visits made						254
255. Number of office calls received						255
256. Number of 4-H Club members enrolled	(1) Boys	XXXX	5	XXXX	XXXX	XXXX
	(2) Girls	XXXX		XXXX	XXXX	XXXX
257. Number of 4-H Club members completing	(1) Boys	XXXX	3	XXXX	XXXX	XXXX
	(2) Girls	XXXX		XXXX	XXXX	XXXX
258. Number of farmers keeping farm accounts throughout the year under supervision of agent					(a) Regular	258
					(b) A.A.A.	500
259. Number of farmers keeping cost-of-production records under supervision of agent						259
260. Number of farmers assisted in summarizing and interpreting their accounts						260
261. Number of farmers assisted in making inventory or credit statements						261
262. Number of farmers assisted in obtaining credit						150
263. Number of farmers assisted in making mortgage or other debt adjustments						263
264. Number of farm credit associations assisted in organizing during the year						2
265. Number of farm business or enterprise-survey records taken during year						264
266. Number of farmers making recommended changes in their business as result of keeping accounts or survey records						265
267. Number of other farmers adopting cropping, livestock, or complete farming systems according to recommendations						266
268. Number of farmers advised relative to losses						25
269. Number of farmers assisted in developing supplemental sources of income						267
270. Number of families assisted in reducing cash expenditures:						268
(a) By exchange of labor or machinery						
(b) By bartering farm or home products for other commodities or services						
(c) By producing larger part of food on farm						270
(d) By making own repairs of buildings and machines						
271. Number of urban families moving to farms who have been assisted in getting established						271
272. Number of farm families on relief assisted to become self-supporting						272

\*Include taxation, land utilization, rural rehabilitation, economic basis of extension program, drought and flood relief. Insofar as possible, production adjustment activities should be reported under the crop or livestock concerned.

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## AGRICULTURAL ECONOMY—Continued

Report Only This Year's Extensive Activities and Results That Can Be Valid

273. Number of marketing associations or groups <sup>1</sup> assisted in organizing during the year	5	273
274. Number of marketing associations or groups <sup>1</sup> previously organized assisted by extension agents this year	4	274
275. Membership in associations and groups organized or assisted (273 and 274)	125	275
276. Number of individuals (not in associations) assisted with marketing problems	3	276
277. Number of families following other specific practice recommendations <sup>2</sup>		277

(a)		
(b)		
(c)		
(d)		
(e)		

ITEM	Stocking, planting, or grafting	Pruning or manure- fertilizing	Leaving markets and transportation	Use of current market information	Pruning	Organic fertilizers	Account- ing	Keeping records of laboratory	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
278. Number of organizations assisted with problems of	1		1	1	1	1	1	1	278
279. Number of individuals (not in organizations) assisted with problems of	14		19	39	XXXX	XXXX	XXXX	XXXX	279

ITEM	Hay and straw	Cotton	Dairy products	Livestock	Fruits and vegetables	Poultry and eggs	Honey products		
	(a)	(b)	(c)	(d)	(e)	(f)	Honey (g)	Manufactured (h)	
280. Value of products sold by all associations or groups organized or assisted	\$	\$	\$	\$	\$60,000	\$	\$	\$	280
281. Value of products sold by individuals (not in organizations) assisted	\$	\$	\$10.00	\$	\$500	\$	\$	\$25.00	281

ITEM	Livestock	Feed for livestock	Farm equipment	Oil and gas	Fertilizer, seed, and other farm supplies	Honey equipment	Honey supplies	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	
282. Value of supplies purchased by all associations or groups organized or assisted	\$	\$	\$	\$	\$	\$	\$	282
283. Value of supplies purchased by individuals (not in organizations) assisted	\$	\$	\$	\$	\$	\$	\$	283

<sup>1</sup>Includes independent local associations, units of federations, branches of centralized organizations, terminal sales agencies, producer's associations which do business in selling, and cash and home demonstration club markets.

<sup>2</sup>For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## FOODS AND NUTRITION

Report Only The Year's Extension Activities and Results That Can Be Verified

ITEM	Food extension and preparation		
	(A)	(B)	
284. Days devoted to line of work by:			
(1) Home demonstration agents	82	20	284
(2) 4-H Club agents			
(3) Agricultural agents			
(4) Specialists			
285. Number of communities in which work was conducted	14	12	285
286. Number of voluntary local leaders or committees assisting	25	12	286
287. Days of assistance rendered by voluntary leaders or committees	46	23	287
288. Number of adult result demonstrations conducted	269	269	288
289. Number of meetings at result demonstrations			289
290. Number of method-demonstration meetings held			290
(1) By agents or specialists	72	14	
(2) By leaders	23	9	
291. Number of other meetings held			291
(1) By agents or specialists	7		
(2) By leaders	6		
292. Number of news stories published	63	10	292
293. Number of different circular letters issued	9	2	293
294. Number of farm or home visits made	105	36	294
295. Number of office calls received	60	15	295
296. Number of 4-H Club members enrolled			296
(1) Boys			
(2) Girls	150	150	
297. Number of 4-H Club members completing			297
(1) Boys			
(2) Girls	136	136	
298. Number of units in projects conducted by 4-H Club members completing:			
(a) Dishes of food actually prepared	325		298
(b) Meals planned and served		1959	
(c) Quarts canned	582		
(d) Other containers of jelly, jam, and other products		5160	
(e) Pounds of vegetables and fruits stored or dried			
299. Number of families budgeting food expenditures for a year			299
300. Number of families following food-buying recommendations			300
301. Number of families serving better-balanced meals	233		301
302. Number of families improving home-packed lunches according to recommendations		194	302
303. Number of schools following recommendations for a hot dish or school lunch		2	303
304. Number of children involved in question 303	43		304
305. Number of families following recommended methods of child feeding			305
306. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra, and constipation)			306
307. Number of families producing and preserving home food supply according to annual food-supply budget			307
308. Number of families assisted in the canning or otherwise preserving of fruits, vegetables, and meats		19	308
309. Number of quarts canned by families reported under question 308. (Do not include 4-H Club members)		124	309
310. Number of other containers of jam, jelly, or other products made by families reported under question 308. (Do not include 4-H Club members)		184	310
311. Total estimated value of all products canned or otherwise preserved (questions 298, 309, 310)		\$ 19434.50	311
312. Number of families following recommendations for the storage of home food supply		52	312
313. Number of families assisted in using timely economic information as a basis for readjusting family food supply			313

## CHILD DEVELOPMENT AND PARENT EDUCATION

Report Only This Year's Extension Activities and Results That Can Be Verified

314. Days devoted to line of work by:		
(a) Home demonstration agents.....	}	314
(b) 4-H Club agents.....		
(c) Agricultural agents.....		
(d) Specialists.....		
315. Number of communities in which work was conducted.....		315
316. Number of voluntary local leaders or committeemen assisting.....		316
317. Days of assistance rendered by voluntary leaders or committeemen.....		317
318. Number of adult result demonstrations conducted.....		318
319. Number of meetings at result demonstrations.....		319
320. Number of method-demonstration meetings held.....	(a) By agents or specialists..... (b) By leaders.....	320
321. Number of other meetings held.....	(a) By agents or specialists..... (b) By leaders.....	321
322. Number of news stories published.....		322
323. Number of different circular letters issued.....		323
324. Number of farm or home visits made.....		324
325. Number of office calls received.....		325
326. Number of 4-H Club members enrolled.....	(a) Boys..... (b) Girls.....	326
327. Number of 4-H Club members completing.....	(a) Boys..... (b) Girls.....	327
328. Number of 4-H Club members not in special child-development projects who participated in definite child-development work.....		328
329. Number of families improving habits of children.....		329
330. Number of families substituting positive methods of discipline for negative ones.....		330
331. Number of families providing recommended play equipment.....		331
332. Number of families following recommendations regarding furnishings adapted to children's needs.....		332
333. Number of different individuals participating in child-development and parent-education program.....	(a) Men..... (b) Women.....	333
334. Number of children involved in question 333.....		334
335. Number of families following other specific practice recommendations: <sup>1</sup>	(a)..... (b)..... (c)..... (d).....	335

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents to that State.

## CLOTHING

Report Only This Year's Extension Activities and Results That Can Be Verified

326. Days devoted to line of work by:				
(a) Home demonstration agents	13		326	
(b) 4-H Club agents				
(c) Agricultural agents				
(d) Specialists				
327. Number of communities in which work was conducted	7		327	
328. Number of voluntary local leaders or committeemen assisting	10		328	
329. Days of assistance rendered by voluntary leaders or committeemen	5		329	
330. Number of adult result demonstrations conducted	178		330	
331. Number of meetings at result demonstrations			341	
332. Number of method-demonstration meetings held		(a) By agents or specialists	14	342
		(b) By leaders		
333. Number of other meetings held		(a) By agents or specialists		343
		(b) By leaders		
334. Number of news stories published	4		344	
335. Number of different circular letters issued	2		345	
336. Number of farm or home visits made	31		346	
337. Number of office calls received	26		347	
338. Number of 4-H Club members enrolled		(a) Boys		348
		(b) Girls		
339. Number of 4-H Club members completing		(a) Boys		349
		(b) Girls		
340. Number of articles made by 4-H Club members completing		(a) Dresses		350
		(b) Other		

ITEM	Adults (a)	Youths (b)	
351. Number of individuals following recommendations in construction of clothing			351
352. Number of individuals following recommendations in the selection of clothing	91		352
353. Number of individuals keeping clothing accounts			353
354. Number of individuals budgeting clothing expenditures			354
355. Number of families following clothing-buying recommendations	91	XXXXX	355
356. Number of individuals improving children's clothing according to recommendations			356
357. Number of individuals following recommendations in improving care, renovation, and remodeling of clothing	178		357
358. Number of families assisted in using timely economic information in determining how best to meet clothing requirements		XXXXX	358
359. Total estimated savings due to clothing program	\$ 800	\$	359
360. Number of individuals following other specific pressing recommendations:			360
(a) Remodeling garments to remodel	472		
(b) Remodeling garments to garment	178		

\* For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## HOME MANAGEMENT AND HOUSE FURNISHINGS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Home management	Home furnishings	Handbook	
	(a)	(b)		
351. Days devoted to line of work by:				
(1) Home demonstration agents		51	12	361
(2) 4-H Clu. agents				
(3) Agricultural agents				
(4) Specialists				
362. Number of communities in which work was conducted		7	7	362
363. Number of voluntary local leaders or committeemen assisting		16	16	363
364. Days of assistance rendered by voluntary leaders or committeemen		47	12	364
365. Number of adult result demonstrations conducted		75	5	365
366. Number of meetings at result demonstrations		3		366
367. Number of method-demonstration meetings held	(1) By agents or specialists	46	8	367
	(2) By leaders	14	2	
368. Number of other meetings held	(1) By agents or specialists	5		368
	(2) By leaders	4	1	
369. Number of news stories published		40	2	369
370. Number of different circular letters issued		7	2	370
371. Number of farm or home visits made		126	32	371
372. Number of office calls received		81	17	372
373. Number of 4-H Club members enrolled	(1) Boys			373
	(2) Girls	28		
374. Number of 4-H Club members completing	(1) Boys			374
	(2) Girls	28		
375. Number of units in projects conducted by 4-H Club members completing		(28 rooms) 26 articles	articles	375

## HOME MANAGEMENT—Continued

376. Number of kitchens rearranged or improved for convenience according to recommendations	376
377. Number of families following recommendations in obtaining labor-saving equipment	377
378. Number of families adopting recommended laundering methods	378
379. Number of families assisted in home map making	379
380. Number of families adopting recommended methods in care of house	380
381. Number of families assisted in making home-made equipment or conveniences	381
382. Number of women following a recommended schedule for home activities	382
383. Number of 4-H Club members keeping personal accounts	383
384. Number of families keeping home accounts according to a recommended plan	384
385. Number of families budgeting expenditures in relation to income according to a recommended plan	385
386. Number of families assisted in developing home industries as a means of supplementing income	386
387. Number of families following recommended methods in buying for the home (other than foods and clothing)	387
388. Number of families assisted in using timely economic information as a basis for readjusting family living (other than repaired under foods and clothing)	388
389. Number of families assisted in making adjustments in home making to gain a more satisfactory standard of living	389



## HOME HEALTH AND SANITATION—Continued

415. Number of 4-H Club members enrolled	(a) Boys	} 415
	(b) Girls	
416. Number of 4-H Club members completing	(a) Boys	} 416
	(b) Girls	
417. Number of 4-H Club members not in special health projects who participated in definite health-improvement work	(a) Boys	15
	(b) Girls	136
418. Number of individuals having health examination on recommendation of extension workers or participating in health contests	(a) 4-H Club members	31
	(b) Others	4
419. Number of individuals improving health habits according to recommendations		154
420. Number of individuals improving posture according to recommendations		80
421. Number of individuals adopting recommended positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)		31
422. Number of families adopting better home-nursing procedure according to recommendations		
423. Number of families installing sanitary closets or outhouses according to recommended plans		
424. Number of homes screened according to recommendations		
425. Number of families following other recommended methods of controlling flies, mosquitoes, and other insects		3
426. Number of individuals enjoying improved health as a result of health and sanitation program		
427. Number of families following other specific practice recommendations: <sup>1</sup>	(a)	} 427
	(b)	

## COMMUNITY OR COUNTRY-LIFE ACTIVITIES

Report Only This Year's Extension Activities and Results That Can Be Verified

428. Number of communities assisted in making social or country-life surveys, or in scoring themselves, or their community organizations		428
429. Number of country-life conferences or training meetings conducted for community leaders		429
430. Number of community groups assisted with organizational problems, programs of activities, or meeting programs		22
431. Number of communities developing recreation according to recommendations		13
432. Number of families following recommendations as to home recreation		432
433. Number of community or county-wide pageants or plays presented		4
434. Number of community houses, clubhouses, permanent camps, or community rest rooms established for	(a) Adults	} 434
	(b) Juniors	
435. Number of communities assisted in establishing work centers for canning, seed treatment, meat curing, etc.		2
436. Number of communities assisted in improving hygienic or public-welfare practices		436
437. Number of school or other community grounds improved in accordance with plans furnished		3
438. Number of communities assisted in providing library facilities		438
439. Number of 4-H Clubs engaging in community activities, such as improving school grounds, conducting local fairs, etc.		4
440. Number of families aided in obtaining assistance from Red Cross or other relief agency		24
441. Total number of different communities assisted in connection with the community or country-life work reported on this page		17
442. Number of communities following other specific practice recommendations: <sup>1</sup>	(a)	} 442
	(b)	

<sup>1</sup> For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

## OTHER ACTIVITIES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Prochary	Students	Expend-	Woods	Other*	
	(0)	(0)	(0)	(0)	(0)	
442. Days devoted to line of work by:					<i>Partly</i>	
(1) Home demonstration agents					30	} 443
(2) 4-H Club agents						
(3) Agricultural agents		2			10	
(4) Specialists						
444. Number of communities in which work was conducted		5			5	444
445. Number of voluntary local leaders or committeemen assisting					35	445
446. Days of assistance rendered by voluntary leaders or committeemen					25	446
447. Number of adult result demonstrations conducted					22	447
448. Number of meetings at result demonstrations						448
449. Number of method-demonstration meetings held					5	449
450. Number of other meetings held					2	450
451. Number of news stories published		2			1	451
452. Number of different circular letters issued					2	452
453. Number of farm or home visits made					96	453
454. Number of office calls received					45	454
455. Number of 4-H Club members enrolled	(1) Boys	XXXX	XXXX	XXXX	XXXX	} 455
	(2) Girls	XXXX	XXXX	XXXX	XXXX	
456. Number of 4-H Club members completing	(1) Boys	XXXX	XXXX	XXXX	XXXX	} 456
	(2) Girls	XXXX	XXXX	XXXX	XXXX	
457. Number of farmers following recommendations						457
458. Pounds of poison used		1000				458
459. Total estimated saving due to control program			\$	<i>Est. 100</i>	\$	\$

\* Includes grasshoppers, army worms, diamond borers, and other insects not reported under specific crop or livestock headings.

† Indicate by name.