

CUMBERLAND COUNTY

NARRATIVE REPORT OF FARM DEMONSTRATION WORK

DECEMBER 1, 1951 - NOVEMBER 30, 1952

M. J. Edwards
Local Farm Agent

.....
.....
.....
.....
.....
.....

TABLE OF CONTENTS

	Page
Preface	1
Acknowledgments	1
The County Advisory Board	1
4-H Club Council	2
Type of Agriculture	2
Agronomy	3
Small Grain	4
Alfalfa	4
Pasture Improvement	5
Tobacco	6
The Live-At-Home Program	7
Horticulture	8
Dairying	8
Beef Cattle	9
Fruits	9
Soil and Water Conservation	9
Farm and Home Unit Demonstration	10
4-H Council Work	10
The Crop Projects	10
Live Stock Projects	11
4-H Short Course	11
Agricultural Fairs	11
Four-H Club Picnic	11
Summary and Evaluation	11-12

Preface

This report represents the work of the Local Farm Demonstration Agent in Cumberland County for the year of 1952. The purpose of this report is to give information to the Federal, State, and County officials having supervision over the Agricultural Extension Service work, as well as to inform more men and women of other agencies and the public at large, of the influence of the Extension Service in the County.

It is quite obvious from all angles that our rural people are in great need of improved farming practices and methods. This report presents some of the existing problems of farm people in Cumberland County, some of the effective means of solving them, and some of the results obtained.

The Agent understands that it is the obligation of the Extension Service to establish and maintain leaders who will assist in reaching rural people with desirable and helpful information on activities designed for the farm family, to make maximum contributions to rural living and to promote efficiency in rural life. To this end he pledges his sincere efforts.

Acknowledgments

We acknowledge gratefully the work of the community leaders, for adult and 4-H Club Work, Demonstrators, co-operators, Professional Associates from Blacksburg, Virginia State College and Hampton Institute, and all others who have contributed to the promotion of Extension Service activities here in Cumberland County.

We realize that what progress has been made is due largely to your cooperation and contributions. To all, the agent wishes to express his sincere thanks.

The County Advisory Board

The County Advisory Board consists of 28 members, 20 men and 8 women. The object of the Advisory Board is to cooperate with the County Extension Service in improving agriculture and Home Economics, and in raising the standards of living among the rural people of the county.

The Board is made up of representatives from the different communities, both men and women, wherever Extension Work is being carried on, and such other citizens of the county as may be instrumental in improving and promoting better county conditions as a whole.

The function of this Board is to plan and promote county wide programs in agriculture and home-making and to put into effect certain activities delegated to them by the U.S.D.A. The Farm Agent seeks the

vice of this Board in determining, planning, and carrying through his official duties.

The Board members of the different communities are the official representatives of their respective communities. Their functions are to carry out plans made by the Board and to bring to their attention the interests, needs, and problems of the communities.

The Board men are the County Chairmen, and are responsible for keeping committees informed and active. They are also advisors to the Agent in their respective communities.

The County Advisory Board was very helpful in carrying out our objectives for 1952. Three meetings were held, one where a review of the work for the previous year was made and a plan for the coming year worked out. The others were for the purpose of helping to carry out certain phases of the County program. Certain individual members were very helpful in planning and carrying out program activities in their respective communities, such as Field Meetings, Tours, and Demonstrations. Delegates from the County Advisory Board, along with the Farm Agent, attended the State Advisory Board Meeting in Westmoreland County, in September, 1952.

4-H Club Council

The 4-H Club Council is made up of officers of each of the local 4-H Clubs. The purpose of the council is to hold group meetings and to bring together the best thoughts and experiences of those responsible for the development and conduct of the 4-H Club work. It gives them a chance to plan together for county-wide activities and to correlate the work throughout the county. It helps them to meet and know each other, and to pool their ideas for programs of activity, through which all clubs may cooperate to reach a desired county goal. It serves as an information program to keep members up to date on all club affairs. It gives the 4-H Club boys and girls an opportunity to meet and know the group of voluntary leaders, and gives the leaders and officers a chance to see how other clubs are being developed.

The 4-H Club Council held two meetings in 1952. It functioned very effectively, which resulted in full cooperation of all clubs in most of the county-wide activities.

Type of Agriculture

Cumberland County is in the Piedmont Section of the state, comprising 293 square miles. It is bordered on the north by Fluvanna and Goochland Counties, on the east by Powhatan and Amelia Counties, on the south by Prince Edward County, and on the west by Buckingham County.

This county may be termed as a general farming area, the main crops being corn, small grain, hay, tobacco, truck crops, including gardens, livestock, poultry and forestry. Indications are that there

has been, and is at present, a great misuse and wastage of the Natural Resources. The soil is generally poor and shows a definite need for improved soil building and conservation practices. There is, however, an upward trend toward better land use, cultural and managerial practices. The soil is capable of growing about all crops necessary for a good Live-At-Home Program.

There is need for more livestock, poultry, food and feed for home use, and a definite need for more and better pastures.

The various farm agencies of the county are not used by the farmers to the extent that they should be.

In order to bring the matter more fully before the people, method and result demonstrations and field meetings were planned, at which time methods of procedure were outlined, comparisons made, and results obtained pointed out. Twenty-eight demonstrations were carried out in 1952.

Agronomy

Corn Hybrids:

Corn is the basic crop in Virginia, as well as in Cumberland County. The average yield is less than 50 bushels per acre. Corn hybrid demonstrations have been conducted in various communities in the county, and field meetings were held at these demonstrations. The merits of the different varieties were pointed out, and yield comparisons made. Better seed and cultural practices and more liberal amounts of plant food were stressed. Many of the farmers put the recommended practices to use, and in most cases the yields were increased. Since labor is scarce and costly, the increase yield per acre was very important to the farmer. Therefore, they were willing to go along with the corn program at least in part.

In 1949, the first 100 Bushel Corn Club was organized here in order to help support the corn program of the State, and to motivate an interest in increasing the per acre yield of corn in the county. The 100 Bushel Club has been operating each year since 1949. The average of the club members in 1950 was 78 bushels per acre, an increase of 10 bushels per acre over the 1949 average. Two farmers produced more than 100 bushels per acre in 1950 for the first time.

There were 22 members in the Club in 1951, and thirty more members cooperating in the corn program. There were many other farmers who followed some of the recommendations from the Extension Service. The average yield for the club was 91 bushels per acre, an increase of 13 bushels per acre over 1950. Six members produced more than 100 bushels per acre in 1951.

The Corn Club members numbered 23 for 1952. Due to the severe drought throughout the county, the corn yields were greatly reduced this year. Only one farmer of the club produced as much as 100 bushels per acre. He was Mr. Albert Manford of Route 1, Box 25, Farmville, Virginia. His yield was 108.37 bushels per acre.

More than 75% of the farmers have been reached by the corn program of the county, and a substantial increase has been made. The Agent feels that they will continue to support the corn program.

Small Grain

The farmers of Virginia do not raise near enough small grain to take care of home needs, but much of it is imported from out of the State. This is definitely true with Cumberland County. I have met numbers of farmers who have no idea of the variety of wheat or other small grain they grow, and many cannot tell what their yields are. They usually secure seed from a farmer whose wheat looks good. The experiment stations have stated that in many cases the changing of the variety of seed will increase the yield per acre to a considerable extent.

The use of good seed wheat was discussed and letters were sent out asking farmers to use the recommended varieties. Demonstrations were set up in various parts of the county, with the recommended varieties being used. At Field Meetings many of the farmers compared the seed, and at harvest time the yields were compared. Several farmers ordered certified wheat seed from the recommended list. It was understood that farmers in the different communities would be able to secure this seed the next Fall for planting. By this method, better seed have been secured throughout much of the County.

The recommended varieties usually gave better yields and the farmers were convinced they were better. Each year more and more farmers are buying a bushel or so of good seed to supply their seed for the next year. In this way many of the farmers are getting better seed and better yields.

This method was used in the case of other small grain and gradually good seed are being secured. The farmers are being encouraged to grow more small grain other than wheat, and you can see an increase in the amount of oats, rye and barley being grown.

The small grain demonstrations were top-dressed with a nitrogen fertilizer and in most cases there was considerable improvement in development and yield. This has led more farmers to top-dress their grain and in so doing have gotten greater yields.

Alfalfa

Alfalfa is recognized as perhaps the best hay for dairy cows, but only a small percent of the county farmers grow it. This is perhaps due to the fact that it is expensive to get established and to maintain. Many farmers feel that any kind of feed is good enough for dairy cattle, and they are fed corn stover and poor hay. With the increased emphasis on dairy cattle, good quality hay is a necessity on all farms.

Demonstrations in production of alfalfa have been conducted for the past 5 years, and meetings held at the demonstrations where information was given as to advantages, cultural practices, results, and so forth.

Those who had grown the crop successfully advised others to try some on a small acreage. In meetings, information was given on methods and procedure of getting started properly. The number of farmers seeding alfalfa is increasing each year.

The feeding comparison was also used to encourage farmers to grow more good hay and especially alfalfa. In the feed comparison, corn stover, weedy hay, good lespedeza and alfalfa were used. Where the good lespedeza hay and alfalfa were fed, there was a noticeable increase in the milk flow. The alfalfa gave the best results. When poor hay and corn stover were used the milk flow decreased. This has led a few more farmers to seed more alfalfa.

Mr. Richard Foster, of Route 1, Cumberland County, has 10 acres and usually gets 3 to 4 cuttings per season and grazes it some. He has a dairy herd of about 32 herd. He is planning to increase his acreage. Mr. Joseph M. Giles of Columbia, has four acres that he has cut 4 to 5 times per year. The drought in 1952 reduced the number of times he could cut to 3. He has a number of beef cattle. He is also planning to plow up and re-seed and increase his acreage. Mr. Albert Munford of Route 1, Farmville, has several acres of alfalfa and plans to increase his acreage next spring. He is gradually going into the dairy business. He is at present milking five cows.

Pasture Improvement

The present trend in Cumberland County is to produce more livestock, especially cattle. Some are interested in dairy cattle, some in beef cattle, and some in hogs.

At the price of feed, it seems that a good sound pasture program is very important and necessary. For these reasons and in support of the State Pasture Program, a county program has been launched as the first step toward more and better livestock.

Through personal visits, group meetings, letters, and leaflets on pasture development, improvement, and maintenance, the matter of pasture needs was put before the farmers. A few pasture fertilizer demonstrations were put on and some new pastures were seeded and results kept before them at group meetings and field meetings.

The "Plant Food Institute of North Carolina and Virginia, Incorporated", gave Mr. Morris Loughorn of Route 2, Cumberland, 1000 pounds of 2-12-12 fertilizer for the seeding of one acre of Ladino Clover-Orchard grass pasture in 1950. This was to be used as a demonstration to show other farmers what could be done on ordinary poor farm land. They have given 1000 pounds each year since to apply as a top-dressing. Several other farmers have set up pasture demonstrations where meetings have been held during the year.

The Loughorn pasture of one acre took care of 9 hogs for 90 days during which time 13 pigs were born to the herd. At the end of 90 days, the hogs were taken off for 10 days and then put back until the latter part of October. There was still a good stand of clover and grass. The

feed bill was cut in half. Two cattle also grazed the pasture for one month. The pasture has done equally as well for the past two years.

Pasture demonstrations were seeded by Mr. Richard Foster of Route 1, Cumberland, and Mr. Elwood Scott of Route 2, Sunny Side, Virginia. Both of these demonstrations did equally as well as the one previously mentioned, and meetings were held at all three where 50-60 men had a chance to observe and discuss the pastures.

The Governor's Pasture Committee set up a number of objectives, and asked each county to assist in carrying them out. The pasture program has been carried to practically every farmer in the county.

There are around 95 farmers in the county who have some type of improved pasture on their farms amounting to more than 200 acres.

Tobacco

Tobacco is the principle cash crop grown in this county. Many of the farmers have been growing the same tobacco for as long as 20 years. Many varieties of tobacco have been produced of late by the Experiment Station that are far superior to the older varieties. Then, for the last two or three years, there have been outbreaks of Black Shank, Granville Wilt, and other tobacco diseases which present a serious threat to the tobacco farmers of this county.

In order to get this valuable information before the farmers of the county, two tobacco variety demonstrations were conducted in the county in 1952. One in flue-cured tobacco and one in dark-fired tobacco. There were 9 varieties of flue-cured tobacco on the farm of Mr. John Hatcher of Sunny Side, and 8 varieties of dark-fired grown by Mr. James Hatcher, also of Sunny Side, Virginia. One field meeting was held at each of the demonstrations during the summer. Twenty-five farmers attended the meeting on August 13th. The purposes of the demonstrations and field meetings were to observe and discuss the performance of the different varieties of tobacco and check their adaptability to the various communities. Most of the varieties showed up very well, some of which were resistant to Black Shank and Granville Wilt. This offers an outlet to the farmers if the diseases severely attack any of the farms. Each variety was observed closely and the merits of each discussed. Many of the varieties grown were not known by the farmers.

A sucker control demonstration with oil emulsion was visited on the same farm. The treated plots had not been suckered since the treatment and very few were present, while the untreated section had been suckered 3 times and was ready for another. The farmers seemed quite pleased with the results of the demonstrations.

Similar results were obtained on the farm of Mr. Ardel Booker of Route 1, Cumberland, where two types of the oil treatments were used.

Many of the farmers of the county have been losing money on the sale of tobacco, both flue-cured and dark fired, because of improper sorting

and grading. To help prevent such losses, two sorting and grading demonstrations were held on flue-cured tobacco on October 2nd. The first at the home of Mr. Howard Sims of Route 1, Cumberland, and the other at the home of Mr. S. G. Booker also of Cumberland. The demonstrations were conducted by Mr. Roy R. Gordon, Tobacco Specialist, U.S.D.A. Productions and Marketing Administration, Raleigh, North Carolina. Twenty-two men and women gathered to witness the demonstrations. It created a lot of interest and many of the farmers actually sorted and graded according to recommendations, and declared that the demonstrations were of untold value, and would help them save many dollars.

In connection with the sorting and grading demonstrations, representatives of V.E.P.C.P. and the South Side Cooperative were present to demonstrate the selection of lighting fixtures, fluorescent tubes, their proper installation, and use, to provide ideal lighting intensity and color for sorting tobacco at any time. Several farmers were already using the fluorescent light for sorting and grading tobacco and others are planning to have them installed.

On October 23rd, fifteen farmers met at the farm of Mr. Robert L. Holcomb, Jr., of Guinea Mills, for a sorting and grading demonstration on fire-cured tobacco.

Mr. Morris Loughorn of Route 2, Cumberland, constructed a new tobacco barn with the Oxford type ventilation system. Mr. John Hatcher of Sunny Side, Virginia, had an old barn renovated and the Oxford type ventilation system put in. Both said they were well pleased with results obtained. Mr. John Hatcher said he sold more 70 cents tobacco this year than he ever had, and used less fuel for curing.

The Live-at-Home Program

The Live-at-Home Program was started as a means of encouraging farmers to produce sufficient feed and food for home use the year around. It further aims to raise the standard of living and to provide conveniences for the farm and home so as to make farm life easier and more enjoyable. The work was started in the Cedar Fork community in 1947. It took some time to get the people interested in the program or to understand it. With the leadership of Mrs. Adlene Trent, the community has made much progress in the last year or two. The report from the community leader states that about 100% of the people of the community produce sufficient food and feed for the family the year around. More than 50% of the farmers in the community are carrying out some improved practices as recommended by the Agricultural Extension Service. They are using better seed, better cultural and managerial practices, more liberal use of plant food, and so forth.

Each year some type of demonstration is carried out by some farmer in the community. The farmers are becoming more willing to cooperate in the improvement programs being offered in the county. Each year a few more join the Soil and Water Conservation program. New homes are being built and painted, old homes repaired and painted, electricity

installed and conveniences bought. This includes both the farm and the home. Pastures are being established, and good sires are being bought to improve the livestock.

The community leader went as a delegate to the State Advisory Board meeting in Westmoreland County, on September 10-11. Since that time she has influenced eight additional families to join the Live-At-Home Program. She states that she has a better idea as to what the program is trying to do.

The first new tobacco barn with the Oxford type ventilation system built in the county, was built in this community by Mr. Morris Loughorn, of Route 2, Cumberland. For the last two years, the community has been in the first 10 in terms of improvements made.

Poultry

Most of the farmers raise a small amount of poultry for home use, but they give too little attention to the enterprise. The work is usually done by the women and the men do not provide sufficient equipment to adequately handle them.

Information pertaining to proper housing and management has been given out through letters, meetings, and personal visits. A few farmers in the different communities have built small brooder and laying houses for demonstrations, in the hope that other farmers will do the same. The idea is gradually spreading.

Four-H Club boys and girls carrying poultry projects are helping to correct the situation by having their parents provide adequate facilities for their chickens, or for the farm flocks that they are taking over.

Dairying

The trend towards more livestock here in the county is gradually increasing. They consist mostly of dairy cows, beef cattle and hogs. The milk routes make it convenient for the farmer with a few cows to sell the surplus milk for additional farm income.

As dairying ranks first in Virginia as the largest source of farm income, the farmers have been advised to increase the dairy cows as fast as feed and pasture development will justify, so that they may supplement the farm income by selling some milk. They are advised through Advisory Board Members, group meetings, letters and leaflets, of the advantages of dairy cows in the farming program, but cautioned not to expand faster than they are able to care for the animal. Good pastures, more and better hay and grain supplies are recommended. The county pasture program has influenced more of the farmers to establish small pastures and provide for more good hay.

Mr. Richard Foster of Route 1, Box 38, has a herd of thirty odd milk cows. During many periods of the year they provide the only means of income for the farm, and they have played a definite part in the progress and development of the farm which ranks among the best in the county for its size.

Mr. Albert Mumford of Route 1, Farmville, and Mr. Clarence Daniels of Route 5, Farmville, are developing small herds and selling milk and cream which adds greatly to the farm income.

Beef Cattle

Several county farmers are interested in the production of cattle for beef. They are providing for pastures and hay which is very important in the production of livestock. Ten farmers have purchased registered or good grade bulls, as a means of improving the herd and providing more desirable beef.

Fruits

The farmers of the county for the most part, pay very little attention to the care and management of fruit trees. For that reason the yields are small and the fruits are very inferior.

To develop greater interest in fruit trees and small fruits, a few pruning and management demonstrations were held in the county, and the farmers had a chance to participate and enter discussions with specialists who handled the demonstrations.

Fruit clinics have been held at Virginia State College for the past two years, and farmers have attended the meetings. Proper care and management were discussed by experienced fruit growers and demonstrations in pruning and spraying were given.

A few of the farmers have attempted to follow instructions on care and management, and are watching with interest the outcome. The shortness of the time, along with late frost, have prevented them from actually determining the success or failure of the experiment. Several farmers have said that at least it makes the trees look pretty.

Soil and Water Conservation

The misuse of farm land is a big problem in Cumberland County. The farmers are gradually improving conditions and making better use of the agricultural agencies provided for them.

To create greater interest in the conservation of natural resources, a Soil Conservation contest has been sponsored for the past several years, known as the Thomas B. Patterson Soil Conservation Contest. Prizes are given to the district winners, who may compete for the State prize and a free trip to the Jamboree in Georgia.

Mr. Richard Foster of Route 1, Cumberland, has been the district winner for the past three years. A Soil Conservation Day Program has been held annually in one section of the county where a Soil Conservation Plan is being carried out. The advantages are pointed out and the farmers have a chance to see for themselves what is being done. This has caused an increased interest and more farmers are taking part in the program. Around 100 farmers are now participating in the Soil Conservation Program.

Farm and Home Unit Demonstration

On many of the farms there is not a good balance between the improvements on the farms and in the homes. As a means of improving this condition we set up a Farm and Home Unit Demonstration. This Demonstration was conducted by Mr. and Mrs. Richard Foster and five of their children. The purpose was to show that through family cooperation and understanding, the entire unit could be developed and farm life could be made easier and happier. This family has made much progress in balancing the program. The home has been repaired and painted inside and out, installed electricity and fixtures, new porches built and screened. Five of the children live on the farm, three are in school and two are in the 4-H Club Work. Each child helps with the farm work and shares in the profits. Each child has its own bank account. I don't know of any family unit with better cooperation.

Our aim and effort is to create the same type of cooperation on all farms in the county.

4-H Council Work

The 4-H Club Council met twice in 1958. Once in the Fall, where a brief report of the year's work was made, and plans made for county wide activities, and once in the Spring where plans for county wide and summer activities were completed.

All of the clubs participated in the rural life program, most of them in the 4-H Club Week program, all took part in the annual 4-H Club picnic, and most of them exhibited at the Five County Fair.

There were eight 4-H Clubs in the county last year, with 139 members, 82 boys and 57 girls. The Council had 40 members. There were 17 4-H Club leaders.

The Crop Projects

The 4-H Club Crop project report follows: Eight boys completed 8 acres of corn, 600 bushels; three boys produced 3000 pounds of tobacco; one boy produced 28 bushels of tomatoes; twelve boys and 6 girls produced 3 1/2 acres of garden; three girls and one boy had home ground beautification; three girls took sewing and one boy tractor maintenance.

Armadillo Projects

In livestock, two boys had beef cattle, five had dairy cows or calves; twenty-one had fat hogs; two had breeding sows; and 18 completed poultry. The total profit for livestock and poultry was \$1318.65, and the total profit for crops was \$1568.00. Eighty-one of the 139 members completed their ~~own~~ ~~own~~ projects.

4-H Short Course

Five 4-H Club members and one leader attended the 4-H Club Short Course in June, 1952, and two boys and a leader attended the Wild Life Conference in August.

Agricultural Fairs

Thirty-five 4-H Club agricultural and Home Economics products were exhibited at the Wise County Fair in Farnville, in September. More than \$20.00 was received in cash prizes.

4-H Club Picnic

On July 15, 1952, one hundred and fifty 4-H Club members, their parents, leaders and friends, attended the annual 4-H Club picnic, held at the Prince Edward State Park, in Prince Edward County.

This was a day of great enjoyment for the 4-H Club members and their parents and friends, who took part in swimming, fishing, boating, and other activities furnished by the park officials.

The 4-H Club picnic is looked forward to with great interest each year by the 4-H Club members and also their parents.

Summary and Evaluation

During the period from December 1, 1951 to November 30, 1952, a total of 280 days were spent in conducting Extension work. There were 166 days spent with adults and 117 with 4-H Clubs and older youths. Of this number, 115 were spent in office work, and 168 in the field.

Six hundred forty-nine farm or home visits were made to 365 different farms. There were 278 office calls and 17 phone calls for information and assistance. Five hundred forty-five bulletins were distributed to adults and 4-H Club members.

Some phase of the Extension Program was discussed at 28 meetings, with adults and 76 with 4-H Club members. A total of 1566 persons attended these meetings, including duplications. Six meetings were held by local leaders for adults, with 50 in attendance. Twenty meetings were held by leaders for 4-H Club members, with 265 in attendance.

It is quite impossible for me to give a complete evaluation of the Extension work here in the county. Progress seems slow to me, but I realize that there has been much progress in the past six years. Each year there is growing interest in the farm program by the adults and the 4-H Club members as well. More hogs and cattle have been inoculated for prevention of diseases in the last two years than ever before. More farmers are using good sires to improve their livestock. More good pastures are being developed and maintained in the past three years than ever before. Within the last three years, 9 farmers have produced more than 100 bushels of corn per acre. The first two to produce 100 bushels per acre was in 1950. There were 6 in 1951, and 1 in 1952.

The number of farmers carrying out some soil and water conservation practice has increased from around 12 in 1947 to near 100 in 1952.

Homes are being improved and farmers are producing more food and feed for home use. More are cooperating with the F.M.A. program.

While the Extension Service does not claim credit for all the improvements being made, it goes in for its share. The Extension Service and the Soil Conservation Service, work closely together.

Perhaps the greatest influence observed is in the communities where result demonstrations and good farming practices have netted good returns to the farmers. The neighbors are seeking information and attempting to follow the same practices.

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service
Washington, D. C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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

State Virginia County Cumberland

REPORT OF

From _____, 19____ to _____, 19____	Home Demonstration Agent.
From _____, 19____ to _____, 19____	Assistant Home Demonstration Agent.
From _____, 19____ to _____, 19____	4-H Club Agent.
From _____, 19____ to _____, 19____	Assistant County Agent in charge of Club Work.
From <u>Dec. 1, 1951</u> to <u>Nov. 30, 1952</u>	Agricultural Agent.
From _____, 19____ to _____, 19____	Assistant Agricultural Agent.

M. J. Edwards
Agricultural Agent.



READ SUGGESTIONS, PAGES 2 AND 16

Approved: _____

Date _____

State Extension Director.

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

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

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

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

NARRATIVE SUMMARY

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

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

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

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

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

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

STATISTICAL SUMMARY

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

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

GENERAL ACTIVITIES

Report only this year's activities that can be verified		Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)	
1.	Months of service this year (agents and assistants)	✓	✓	12	XXXXXXXXXX	
2.	Days devoted to work with adults *	✓	✓	166	XXXXXXXXXX	
3.	Days devoted to work with 4-H Clubs, and young men and women (older youth) †	✓	✓	117	XXXXXXXXXX	
4.	Days in office †	✓	✓	1130	XXXXXXXXXX	
5.	Days in field †	✓	✓	168	XXXXXXXXXX	
6.	Number of farm or home visits made in conducting extension work †	✓	✓	649	649	
7.	Number of different farms or homes visited	✓	✓	365	365	
8.	Number of calls relating to extension work	(1) Office	✓	✓	228	228
		(2) Telephone	✓	✓	17	17
9.	Number of news articles or stories published ‡	✓	✓	4	4	
10.	Number of bulletins distributed	✓	✓	545	545	
11.	Number of radio talks broadcast or prepared for broadcasting	(a) Number	✓	✓	4	4
		(b) Total attendance	✓	✓	40	40
12.	Training meetings held for local leaders or committeemen	(1) Adult work	✓	✓	16	16
		(2) 4-H Club and young men and women (older youth)	✓	✓	5	5
		(a) Number	✓	✓	24	24
		(b) Total attendance of leaders	✓	✓	9	9
13.	Method demonstration meetings held. (Do not include the method demonstrations given at leader-training meetings reported under Question 12)	(1) Adult work	✓	✓	70	70
		(2) 4-H Club and young men and women (older youth)	✓	✓	19	19
		(a) Number	✓	✓	220	220
		(b) Total attendance	✓	✓	28	28
14.	Number of adult result demonstrations conducted	(1) Number	✓	✓	10	10
		(2) Total attendance	✓	✓	102	102
15.	Meetings held at such result demonstrations	(1) Adult work	✓	✓	1	1
		(2) 4-H Club and young men and women (older youth)	✓	✓	40	40
		(a) Number	✓	✓	0	0
		(b) Total attendance	✓	✓	0	0
16.	Tours conducted	(1) Adult work	✓	✓	0	0
		(2) 4-H Club and young men and women (older youth)	✓	✓	1	1
		(a) Number	✓	✓	125	125
		(b) Total attendance	✓	✓		
17.	Achievement days held	(1) Adult work	✓	✓	0	0
		(2) 4-H Club and young men and women (older youth)	✓	✓	1	1
		(a) Number	✓	✓	125	125
		(b) Total attendance	✓	✓		

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

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

‡ The sum of questions 9 and 10 should equal the sum of questions 4 and 5.

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

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

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)
18. Encampments held (report attendance for your county only) ³	(1) Farm women.....	(a) Number..... (b) Total members attending..... (c) Total others attending.....	✓ ✓ ✓	✓ ✓ ✓	✓ ✓ ✓	✓ ✓ ✓
	(2) 4-H Club and young men and women (older youth).....	(a) Number..... (b) Total boys attending..... (c) Total girls attending..... (d) Total others attending.....	✓ ✓ ✓ ✓	✓ ✓ ✓ ✓	✓ ✓ ✓ ✓	✓ ✓ ✓ ✓
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported.....	(1) Adult work.....	(a) Number..... (b) Total attendance.....	✓ ✓	✓ ✓	28 499	28 499
	(2) 4-H Club and young men and women (older youth).....	(a) Number..... (b) Total attendance.....	✓ ✓	✓ ✓	76 1067	76 1067
20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere.....	(1) Adult work.....	(a) Number..... (b) Total attendance.....	✓ ✓	✓ ✓	6 50	6 50
	(2) 4-H Club and young men and women (older youth).....	(a) Number..... (b) Total attendance.....	✓ ✓	✓ ✓	20 265	20 265

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.
² County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.
³ Does not include picnics, rallies, and short courses, which should be reported under question 18.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

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

24. Total number of farms in county (1950 census).....	549
25. Number of farms on which changes in practices have definitely resulted from the agricultural program.....	365
26. Number of farms involved in preceding question which were reached this year for the first time.....	105
27. Number of families making changes in practices as a result of the agricultural program.....	✓
28. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program.....	✓
29. Number of farm homes involved in preceding question that were reached this year for the first time.....	✓
30. Number of other homes in which changes in practices have definitely resulted from the home demonstration program.....	✓
31. Number of other homes involved in preceding question that were reached this year for the first time.....	✓
32. Number of farm homes with 4-H Club members enrolled. (Related to question 178).....	125
33. Number of other homes with 4-H Club members enrolled. (Related to question 179).....	✓
34. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications).....	365
35. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications).....	✓

EXTENSION ORGANIZATION AND PLANNING

33. County organization, association, or committee sponsoring extension work. This may include agricultural councils, home demonstration councils, and 4-H councils, or similar advisory committees. It may also include farm and home bureaus and extension associations in those States where such associations are the official or quasi-official agency in the county cooperating with the college in the management or conduct of extension work:
- (a) Over-all or general (1) Name County Advisory Board (2) No. of members 28
 (b) Agricultural (1) Name _____ (2) No. of members _____
 (c) Home demonstration (1) Name _____ (2) No. of members _____
 (d) 4-H Club (1) Name 4-H Club Council (2) No. of members 40
 (e) Young men and women (older youth) (1) Name (2) No. of members
34. Number of members of county extension program, planning committees and subcommittees (include commodity and special-interest committees):
 (a) Agricultural 29 (b) Home demonstration (c) 4-H Club 15 (d) Young men and women (older youth) 8
35. Total number of communities in county. (See definition of a community, item I, on back cover.) (Do not include number of neighborhoods) 6
36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees 6
37. Number of clubs or other groups organized to carry on adult home demonstration work 2
38. Number of members in such clubs or groups ✓
39. (a) Covered under question 173. (b) Covered under question 185.
40. Combined with question 41.
41. Number of different voluntary local leaders, committeemen, or neighborhood leaders actively engaged in forwarding the extension program.
- (a) Adult work (1) Men 20 (b) 4-H Club and work with young men and women (older youth) (1) Men 3 (2) Women 12 (3) Older club boys
 (2) Women 8 (2) Women 12 (4) Older club girls

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service _____
43. Number of members of such county agricultural planning group:
 (a) Unpaid lay members: (1) Men _____ (2) Women _____ (3) Youth
 (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men (2) Women
44. Number of communities with agricultural planning committee (over-all planning)
45. Number of members of such community planning committees: (a) Men (b) Women (c) Youth
46. Was a county committee report prepared and released during the year? (a) Yes (b) No

	Extension organization and planning ¹ (a)	County agricultural planning ¹ (b)	Total ¹ (c)
47. Days devoted to line of work by—			
(1) Home demonstration agents	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(2) 4-H Club agents	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(3) Agricultural agents	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(4) State extension workers	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
48. Number of planning meetings held	(1) County <input checked="" type="checkbox"/> (2) Community <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<u>2</u> <u>6</u>
49. Number of unpaid voluntary leaders or committeemen assisting this year	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<u>8</u> <u>3</u>
50. Days of assistance rendered by voluntary leaders or committeemen	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<u>67</u> <u>6</u>

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

CROP PRODUCTION (other than for family food supply.—See page 11, column (a) and items 115 (c), (1) through (6))

Include all work with adults, 4-H Club members, and young men and women (older youth)	Corn	Wheat	Other cereals	Legumes	Pastures	Cotton	Tobacco	Potatoes and other vegetables	Fruits	Other crops
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
51. Days devoted to line of work by—										
(1) Home demonstration agents	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
(2) 4-H Club agents	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
(3) Agricultural agents	25	16	1	16	23	✓	25	1	8	1
(4) State extension workers	✓	1	✓	1	1	✓	✓	✓	✓	✓
52. Number of communities in which work was conducted this year	6	6	6	6	6	✓	6	6	4	2
53. Number of voluntary local leaders or committeemen assisting this year	25	15	8	18	16	✓	30	12	6	3
54. Number of farmers assisted this year in—										
(1) Obtaining improved varieties or strains of seed	80	24	7	14	20	✓	12	18	✓	✓
(2) The use of lime	31	31	11	18	20	✓	12	18	✓	✓
(3) The use of fertilizers	45	45	10	30	30	✓	33	28	6	3
(4) Controlling plant diseases	15	12	3	15	6	✓	25	16	8	1
(5) Controlling injurious insects	15	15	6	14	12	✓	20	20	8	3
(6) Controlling noxious weeds	14	6	8	10	12	✓	14	14	12	3
(7) Controlling rodents and other animals	18	18	18	10	12	✓	✓	10	8	✓

LIVESTOCK PRODUCTION (other than for family food supply.—See page 11, column (a) and items 115 (c), (1) through (6))

Include all work with adults, 4-H Club members, and young men and women (older youth)	Dairy cattle	Beef cattle	Sheep	Swine	Horses and mules	Poultry (including turkeys)	Other livestock ¹
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
55. Days devoted to line of work by—							
(1) Home demonstration agents	✓	✓	✓	✓	✓	✓	✓
(2) 4-H Club agents	✓	✓	✓	✓	✓	✓	✓
(3) Agricultural agents	15	12	✓	30	✓	14	✓
(4) State extension workers	1	1	✓	✓	✓	1	✓
56. Number of communities in which work was conducted this year	6	6	✓	✓	✓	6	✓
57. Number of voluntary local leaders or committeemen assisting this year	4	6	✓	✓	✓	35	✓
58. Number of breeding circles or clubs or improvement associations organized or assisted this year	✓	✓	✓	✓	✓	✓	✓
59. Number of members in such circles, clubs, or associations	✓	✓	✓	✓	✓	✓	✓
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals	✓	✓	✓	✓	✓	✓	✓
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males	1	2	✓	✓	✓	30	✓
(2) Obtaining purebred or high-grade females	1	✓	✓	✓	✓	30	✓
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	40	XXXXX
(4) Improving methods of feeding	15	8	✓	26	✓	50	✓
(5) Controlling external parasites	15	8	✓	28	✓	50	✓
(6) Controlling diseases and internal parasites	15	8	✓	50	✓	50	✓
(7) Controlling predatory animals	✓	✓	✓	✓	✓	121	✓

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

CONSERVATION OF NATURAL RESOURCES¹

Include all work with adults, 4-H Club members, and young men and women (older youth)

	Soil and water (a)	Forestry (b)	Wildlife (c)
62. Days devoted to line of work by—			
(1) Home demonstration agents	✓	✓	✓
(2) 4-H Club agents	✓	✓	✓
(3) Agricultural agents	13	1	4
(4) State extension workers	✓	✓	✓
63. Number of communities in which work was conducted this year	6	1	5
64. Number of voluntary local leaders or committeemen assisting this year	14	3	5

65. Number of farmers assisted this year—	
(a) With problems of land use	50
(b) In the use of crop rotations	25
(c) With strip cropping	7
(d) In constructing terraces	2
(e) In grassing waterways or otherwise preventing or controlling gullies	8
(f) With contour farming of cropland	12
(g) In contouring pasture or range	4
(h) In the use of cover or green-manure crops	18
(i) In otherwise controlling wind or water erosion	8
(j) In summer-fallowing	8
(k) In making depth-of-moisture tests	6
(l) With drainage	3
(m) With irrigation	✓
(n) With land clearing	5
66. Number of farmers—	
(a) In soil-conservation districts which were assisted with education for organization or operations this year	15
(b) Assisted in arranging for farm-conservation plans this year	15
(c) Assisted in doing work based on definite farm-conservation plans this year	12

Forestry—Continued

67. Number of farmers assisted this year—	
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings)	4
(b) In making improved thinnings, weedings or pruning of forest trees	✓
(c) With selection cutting	✓
(d) With production of naval stores	✓
(e) With production of maple-sirup products	✓
(f) In timber estimating and appraisal	✓
68. Number of farmers cooperating this year in prevention of forest fires	65

Wildlife—Continued

69. Number of farmers assisted this year—	
(a) In construction or management of ponds for fish	1
(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock	10
(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders	4
(d) With other plantings for food and protection in wild-life areas	✓

¹ Include nature study.

FARM MANAGEMENT

Includes all work with adults, 4-H Club members, and young men and women (older youth)		Farm accounts, cost records, inventories, etc.	Individual farm planning, adjustments, tenancy, and other management problems	Farm credit (short and long time)	Outlook information
		(a)	(b)	(c)	(d)
70. Days devoted to line of work by—	(1) Home demonstration agents	✓	✓	✓	✓
	(2) 4-H Club agents	✓	✓	✓	✓
	(3) Agricultural agents	2	1	1	9
	(4) State extension workers	✓	✓	✓	✓
71. Number of communities in which work was conducted this year		6	4	3	6
72. Number of voluntary local leaders or committeemen assisting this year		2	4	2	10
73. Number of farm-survey records taken during the year:	(a) Farm business (b) Enterprise (c) Other	✓ ✓ 30			
74. Number of farmers assisted this year in keeping—	(a) Farm inventory (b) General farm records (c) Enterprise records	✓ 6 6			
75. Number of farmers assisted this year—	(a) In developing a farm plan only (b) In developing a farm and home plan (c) In analyzing the farm business (d) In improving landlord-tenant relations and leasing arrangements	✓ 12 4 ✓ ✓	75. Number of farmers assisted this year—Continued		
			(e) In getting started in farming, or in relocating		4
			(f) With credit problems (debt adjustment and financial plans)		1
			(g) In using "outlook" to make farm adjustments		4
			(h) With a farm-income statement for tax purposes		✓
			(i) With farm-labor problems		✓
			(j) In developing supplemental sources of income		6

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Includes all work with adults, 4-H Club members, and young men and women (older youth)		Price and trade policies (prices, international trade, interstate trade barriers, transportation, interregional competition, etc.)	Land policy and programs (classification of land zoning, tenure, land development, settlement, public-land management, etc.)	Public finance and services (taxation, local government, facilities such as roads and schools for rural areas, etc.)	Rural welfare (rural-urban relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural works programs, etc.)
		(a)	(b)	(c)	(d)
76. Days devoted to line of work by—	(1) Home demonstration agents	✓	✓	✓	✓
	(2) 4-H Club agents	✓	✓	✓	✓
	(3) Agricultural agents	1	✓	✓	11
	(4) State extension workers	✓	✓	✓	✓
77. Number of communities in which work was conducted this year		6	✓	✓	6
78. Number of voluntary local leaders or committeemen assisting this year		2	✓	✓	8
79. Number of tours conducted this year to observe economic and social conditions in various land use areas					✓
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems					2
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural)					✓
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year					✓

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

MARKETING AND DISTRIBUTION

(a) Include all work with adults, 4-H Club members, and young men and women (older youth)	General	Grain and hay	Livestock and wool ¹	Dairy products	Poultry and eggs ¹	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by—											
(1) Home demonstration agents	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
(2) 4-H Club agents	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
(3) Agricultural agents	✓	✓	✓	✓	1	✓	✓	✓	4	1	1
(4) Late extension workers	✓	✓	✓	✓	✓	✓	✓	✓	1	1	✓
84. Number of communities in which work was conducted this year	✓	✓	✓	✓	3	✓	✓	✓	4	1	2
85. Number of voluntary local leaders or committeemen assisting this year	✓	✓	✓	✓	6	✓	✓	✓	✓	2	2
86. Number of new cooperatives ² assisted in organizing during the year	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
87. Number of established cooperatives ² assisted during the year	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
89. Question discontinued	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
90. Number of farmers or families (not members of cooperatives) assisted during the year	✓	✓	✓	✓	18	✓	✓	✓	15	12	4
91. Question discontinued	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
92. Number of private marketing and distributing agencies and trade groups assisted this year											✓
93. Number of programs ³ pertaining to marketing agreements, orders, or surplus removal purchases assisted in or conducted this year											✓
94. Number of marketing facilities improvement programs ³ participated in or conducted this year											✓
95. Number of marketing surveys assisted with or conducted this year											✓
96. Number of special merchandising programs ³ participated in or conducted this year											✓
97. Number of consumer information programs ³ pertaining to marketing and distribution participated in or conducted this year											✓
98. Number of programs ³ relating to marketing services and costs of distribution conducted this year											✓
99. Number of programs ³ relating to transportation problems conducted this year											✓
100. Number of programs ³ relating to the specific use of market information conducted this year											✓
101. Number of other marketing programs ³ conducted this year (specify)											✓

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

² Where a cooperative association serves more than one county, include only the members living in the county covered by this report.

³ Organized pieces of work.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Includes all work with adults, 4-H Club members, and young men and women (older youth)	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102. Days devoted to line of work by—				
(1) Home demonstration agents	✓	✓	✓	✓
(2) 4-H Club agents	✓	✓	✓	✓
(3) Agricultural agents	1	3	1	2
(4) State extension workers	✓	✓	✓	✓
103. Number of communities in which work was conducted this year	4	4	4	6
104. Number of voluntary local leaders or committeemen assisting this year	6	8	5	10

The House, Furnishings, and Surroundings—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings	3
(b) Remodeling dwellings	2
(c) Installing sewage systems	✓
(d) Installing water systems	1
(e) Installing heating systems	✓
(f) Providing needed storage space	3
(g) Rearranging or improving kitchens	✓
(h) Improving arrangement of rooms (other than kitchens)	✓
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings	✓
(j) Selecting house furnishings or equipment (other than electric)	✓
(k) Improving housekeeping methods	✓
(l) Laundry arrangement	✓
(m) Installing sanitary closets or outhouses	6
(n) Screening or using other recommended methods of controlling flies or other insects	12
(o) Improving home grounds	8
(p) Planting windbreaks or shelterbelts	✓

Rural Electrification—Continued

106. Number of ASSOCIATIONS organized or assisted this year to obtain electricity. (Report associations, not individual members)	2
107. Number of families assisted this year in—	
(a) Obtaining electricity	3
(b) Selection or use of electric lights or home electrical equipment	3
(c) Using electricity for income-producing purposes	✓
(d) Obtaining new or improved telephone service	✓

Farm Buildings—Continued

108. Number of farmers assisted this year in—	
(a) The construction of farm buildings	6
(b) Remodeling or repairing farm buildings	6
(c) Selection or construction of farm-building equipment	6

Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment	6
(b) Making more efficient use of mechanical equipment	6
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year	14
111. Number of gin stands assisted this year in the better ginning of cotton	✓

10

NUTRITION AND HEALTH

Includes all work with adults, 4-H Club members, and young men and women (older youth)	Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by—				
(1) Home demonstration agents	✓	✓	✓	✓
(2) 4-H Club agents	✓	✓	✓	✓
(3) Agricultural agents	14	1	3	2
(4) State extension workers	✓	✓	✓	✓
113. Number of communities in which work was conducted this year	6	6	6	6
114. Number of voluntary local leaders or committeemen assisting this year	15	25	15	10
115. Number of families assisted this year—				
(a) In improving diets				✓
(b) With food preparation				18
(c) In improving food supply by making changes in home food production—				
(1) Of vegetables				8.0
(2) Of fruits				2.0
(3) Of meats				3.2
(4) Of milk				2.0
(5) Of poultry and eggs				7.0
(6) Total of subitems (1) through (5) minus duplications due to families making changes in production of more than one kind of food.				12.5
Note.—This total should not be less than the largest subitem.				
(d) With home butchering, meat cutting or curing				1.2
(e) With butter or cheese making				✓
(f) With food-preservation problems in—				
(1) Canning				2.5
(2) Freezing				✓
(3) Drying				1.5
(4) Storing				1.0
(5) Total of subitems (1) through (4) minus duplications due to families using more than one method of preserving				4.0
Note.—This total should not be less than the largest subitem.				
(g) In producing and preserving home food supply according to annual food-supply budget				✓
(h) In canning according to a budget				✓
(i) With child-feeding problems				✓
(j) In the prevention of colds and other common diseases				3.0
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				✓
(l) With first aid or home nursing				✓
(m) In removing fire and accident hazards				2.5
116. Number of schools assisted this year in establishing or maintaining hot school lunches				✓
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				✓

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

16-5807-8

Include all work with adults, 4-H Club members, and young men and women (older youth)		Home management— family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
118. Days devoted to line of work by—	(1) Home demonstration agents	✓	✓	✓	✓
	(2) 4-H Club agents	✓	✓	✓	✓
	(3) Agricultural agents	✓	✓	1	1.0
	(4) State extension workers	✓	✓	✓	✓
119. Number of communities in which work was conducted this year		✓	✓	2	6
120. Number of voluntary local leaders or committeemen assisting this year		✓	✓	2	12
Home Management—Family Economics—Continued		Clothing and Textiles—Continued			
121. Number of families assisted this year—		127. Number of families assisted this year with—			
(a) With time-management problems	✓	(a) Clothing-construction problems		✓	
(b) With home accounts	✓	(b) The selection of clothing and textiles		✓	
(c) With financial planning	✓	(c) Care, renovation, remodeling of clothing		✓	
(d) In improving use of credit for family living expenses	✓	(d) Clothing accounts or budgets		✓	
(e) In developing home industries as a means of supplementing income	✓	Family Relationships—Child Development—Continued			
122. Number of home demonstration CLUBS, other consumer ASSOCIATIONS or GROUPS assisted this year with cooperative buying. (In set report include)		128. Number of families assisted this year—			
(a) Food	✓	(a) With child-development and guidance problems		✓	
(b) Clothing	✓	(b) In improving family relationships		4	
(c) Housefurnishings and equipment	✓	129. Number of families providing recommended clothing, furnishings, and play equipment for children this year		✓	
(d) General household supplies	✓	130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men		✓	
123. Number of families assisted this year through cooperative associations ¹ or individually, with the buying of—		(b) Women		✓	
(a) Food	✓	131. Number of children in families represented by such individuals		✓	
(b) Clothing	✓	Recreation and Community Life—Continued			
(c) Housefurnishings and equipment	2	132. Number of families assisted this year in improving home recreation		8	
(d) General household supplies	✓	133. Number of communities assisted this year in improving community recreational facilities		2	
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications)	2	134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs		✓	
125. Number of families assisted this year with "making versus buying" decisions	✓	135. Number of communities (a) Club or community house assisted this year in establishing— (b) Permanent camp		✓	
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living	✓	(c) Community rest rooms		✓	
Note.—Individual families and groups assisted with selling problems should be reported in column (j), page 9.		136. Number of communities assisted this year in providing library facilities		✓	
		137. Number of school or other community grounds improved this year according to recommendations		✓	

¹ The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 16.

² Includes question 122, also families buying through marketing cooperatives, organized or assisted, column (k), p. 9.

16-5807-8

122

34
72

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units completed in completed projects (e)	
138. Corn	10	0	8	0	✓	Acres
139. Other cereals	✓	✓	✓	0	✓	Acres
140. Peanuts	✓	✓	✓	✓	✓	Acres
141. Soybeans, field peas, alfalfa, and other	✓	✓	✓	✓	✓	Acres
142. Soil and water conservation	✓	✓	✓	✓	✓	Acres
143. Potatoes, Irish and sweet	✓	✓	✓	✓	✓	Acres
144. Cotton	✓	✓	✓	✓	✓	Acres
145. Tobacco	✓	✓	✓	✓	✓	Acres
146. Fruits	3	0	3	0	3	Acres
147. Home gardens	10	15	8	6	3 1/2	Acres
148. Market gardens, truck and raising crops	1	0	1	0	1/4	Acres
149. Other crops (including pasture improvement)	✓	✓	✓	✓	✓	Acres
150. Poultry (including turkeys)	12	29	6	12	1350	Birds
151. Dairy cattle	6	0	5	0	5	Animals
152. Beef cattle	2	0	2	0	2	Animals
153. Sheep	✓	✓	✓	✓	✓	Animals
154. Swine	36	5	20	3	41	Animals
155. Horses and mules	✓	✓	✓	✓	✓	Animals
155a. Rabbits	✓	✓	✓	✓	✓	Animals
156. Other livestock	✓	✓	✓	✓	✓	Animals
157. Bees	✓	✓	✓	✓	✓	Colonies
158. Beautification of home grounds	1	4	1	3	XXXXXXXXXXXX	
159. Forestry	✓	✓	✓	✓	✓	Acres
160. Wildlife and nature study (game and fur animals)	✓	✓	✓	✓	XXXXXXXXXXXX	
161. Agricultural engineering, farm shop, electricity, tractor	1	0	1	0	1 ✓ Articles made Articles repaired	
162. Farm management	✓	✓	✓	✓	XXXXXXXXXXXX	
163. Food selection, preparation, and/or baking	✓	✓	✓	✓	✓ Meals planned Meals served	
164. Food preservation. (Include frozen foods)	✓	✓	✓	✓	✓ Quarts canned	
165. Health, home nursing, and first aid	✓	✓	✓	✓	xx ✓ Quarts frozen ¹	
165a. Child care	✓	✓	✓	✓	xx ✓ Pounds frozen ¹	
166. Clothing	✓	✓	✓	✓	✓ Garments made Garments remodeled	
167. Home management (housekeeping)	✓	✓	✓	✓	✓ Units	
168. Home furnishings and room improvement	✓	✓	✓	✓	✓ Rooms Articles	
169. Home industry, arts and crafts	0	4	0	2	2	Articles
170. Junior leadership	✓	✓	✓	✓	XXXXXXXXXXXX	
171. All others	✓	✓	✓	✓	XXXXXXXXXXXX	
172. Total (project enrollment and completion)	82	57	55	36	XXXXXXXXXXXX	

¹ Enter frozen foods as quarts or pounds. Do not duplicate entries by converting quarts to pounds or pounds to quarts.

4-H CLUB MEMBERSHIP

173. Number of 4-H Clubs (do not count the same club more than once)	9	
174. Number of different 4-H Club members enrolled	(a) Boys: 82	(b) Girls: 57
175. Number of different 4-H Club members completing	(a) Boys: 55	(b) Girls: 26
176. Number of different 4-H Club members in school	(a) Boys: 80	(b) Girls: 56
177. Number of different 4-H Club members out of school	(a) Boys: 2	(b) Girls: 1
178. Number of different 4-H Club members from farm homes	(a) Boys: 82	(b) Girls: 57
179. Number of different 4-H Club members from nonfarm homes	(a) Boys: 0	(b) Girls: 0

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	39	29	10 and under	18	22
2d	18	13	11	14	9
3d	18	14	12	15	7
4th	4	1	13	7	11
5th	3	1	14	9	2
6th	✓	✓	15	12	3
7th	✓	✓	16	3	2
8th	✓	✓	17	1	1
9th	✓	✓	18	2	✓
10th and over	✓	✓	19	1	✓
			20 and over	✓	✓

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—			
(a) Judging	40	(f) Fire and accident prevention	105
(b) Giving demonstrations	12	(g) Wildlife conservation	60
(c) Recreational leadership	✓	(h) Keeping personal accounts	125
(d) Music appreciation	✓	(i) Use of economic inf.	✓
(e) Health	75	(j) Soil and water conservation	25
		(k) Forestry	25
183. Number of 4-H Club members having health examination because of participation in the extension program	75		
184. Number of 4-H CLUBS engaging in community activities such as improving school grounds and conducting local fairs	2		

WORK WITH YOUNG MEN AND WOMEN (OLDER RURAL YOUTH)

(Do not include work with 4-H Clubs)

The purpose of this section of the report is to bring together in one place all work done with young men and women (older rural youth), as defined in item 22 on back cover. It is recognized that some of the assistance given these young men and women may already have been reported under the respective subject-matter sections of the report.

A. Extension organized groups of young men and women:

185. Number of such groups worked with during the year
186. Membership in such groups { (a) Number of different young men
(b) Number of different young women
187. Distribution of these members by school and marital status and age groupings. The sum of (1) $a+b+c$ = the sum of $d+e+f$ = 186 (a). Also the sum of (2) $a+b+c$ = the sum of $d+e+f$ = 186 (b).

	In school (a)	Out of school		Under 21 years (d)	21-24 years (e)	25 years and older (f)
		Unmarried (b)	Married (c)			
(1) Young men	✓	✓	✓	✓	✓	✓
(2) Young women	✓	✓	✓	✓	✓	✓

188. Number of meetings these extension organized groups held
189. Total attendance at such meetings

B. Other groups of young men and women not organized by extension:

190. Number of such groups assisted during the year 2
191. Number in such groups { (a) Different young men 22
(b) Different young women

C. Individual young men and women not members of groups "A" or "B":

192. Number of different individuals assisted { (a) Young men 30
(b) Young women 10

D. Total number of young people worked with or assisted:

193. Number of different young people worked with or assisted. (Total of questions 186, 191, and 192 minus duplications due to membership in both groups "A" and "B") { (a) Young men 30
(b) Young women 10

194. Question discontinued.

* All data in this section are based on the number of different boys and girls participating in 4-H Club work, not on the number of 4-H projects carried.
 * Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 13, minus duplications due to the same boy or girl carrying on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year, in connection with the succeeding year's program.
 * Same as footnote 2, except that reference is to completions instead of enrollments.

MISCELLANEOUS

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

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

Operation discontinued.

COOPERATION WITH OTHER FEDERAL AGENCIES

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

199. Days devoted to line of work by—	Assistance to Veterans (a)	U. S. D. A. Councils (b)	Farm Credit Administration (c)	Employment Service (d)	Production and Marketing Administration (e)	Soil Conservation Service (f)	Farmers Home Administration (g)	Rural Electrification Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)	Other Agencies (k)
	(1) Home demonstration agents	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
(2) 4-H Club agents	✓	✓	✓	✓	5	14	✓	✓	✓	✓	✓
(3) Agricultural agents	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
(4) State extension workers	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
200. Number of communities in which work was conducted this year	6	✓	✓	✓	4	6	✓	6	✓	✓	✓
201. Number of voluntary local leaders or committeemen assisting this year	3	✓	✓	✓	4	5	✓	4	✓	✓	✓
202. Number of meetings participated in this year by extension workers	7	✓	✓	✓	2	3	✓	2	✓	✓	✓

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

TERMINOLOGY

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

DEFINITIONS OF EXTENSION TERMS

1. A *community* is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report, a community is one of the several units into which a county is divided for conducting organized extension work.
2. A *cooperator* is a farmer or homemaker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent, and records are not required, but reports on the success of the practices may be obtained.
3. *Days in field* should include all days spent on official duty other than "days in office."
4. *Days in office* should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
5. *Demonstrations* as contemplated in this report are of two kinds—method demonstrations and result demonstrations.
A *method demonstration* is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.
A *result demonstration* is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields; that underweight of certain children can be corrected through proper diet; that the use of certified seed in growing potatoes is a good investment, or that a large farm business results in a more efficient use of labor.
The *adoption of a farm or home practice* resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.
6. A *demonstration meeting* is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.
7. A *result demonstrator* is an adult, a boy, or a girl who conducts a result demonstration as defined above.
8. An *extension school* is a school usually of 2 to 6 days' duration, arranged by the Extension Service, where practical instruction is given to persons not resident at the college.
9. An *extension short course* differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
10. A *farm or home visit* is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
11. *Farmers (or families) assisted this year* should include those directly or indirectly influenced by extension work to make some change during the report year as indicated by:
 - (1) Adoption of a recommended practice.
 - (2) Further improvement in a practice previously accepted.
 - (3) Participation in extension activities.
 - (4) Acceptance of leadership responsibility.
 - (5) Or by other evidence of desirable change in behavior.
12. A *4-H Club* is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.
13. *4-H Club members enrolled* are those boys and girls who actually start the work outlined for the year.
14. *4-H Club members completing* are those boys and girls who satisfactorily finish the work outlined for the year.
15. A *project leader, local leader, or committeeman* is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.
16. A *leader-training meeting* is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.
17. *Letters* written should include all original letters on official business. (Duplicated letters should not be included.)
18. An *office call* is a call in person by an individual or a group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an office call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.
19. A *plan of work* is a definite outline of procedure for carrying out the different phases of the program. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.
20. An *extension program* is a statement of the specific projects to be undertaken by the extension agents during a year or a period of years.
21. *Records* consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.
22. Extension work with *young men and women* shall apply in general to those who are primarily rural and approximately 18 to 30 years of age. (Recommendation of Older Youth and Young Adult Planning Conference, Jackson's Mill, W. Va., February 21-25, 1949.)