

TABLE OF CONTENTS

	Page
Cover-----	1
Table of Contents-----	2
Foreword-----	3
Type of Agriculture-----	4
County Organization-----	5
Agronomy	
Corn-----	7
Small Grain-----	7
Pastures-----	7
Hay-----	7
Extension TVA Demonstration-----	8-9
Views of Farm Tour-----	10-11-12
Program of Conservation Day-----	13
Soil Conservation (Continued)-----	14
Forestry-----	14
Livestock Work-----	15
Poultry-----	15
Recreation-----	15
4-H Club Work-----	16-17
Leaders-----	17
Miscellaneous-----	18
Evolution-----	18
Evolution-----	18
Back Cover-----	19

FOREWORD

This report is intended to give the highlights of Extension Activities in Prince Edward County for the period December 1, 1948 through November 30, 1949. An effort will be made to show the program as planned, methods used in accomplishing goals, and the results obtained. The limitations and assets will be brought out in order to better plan for the future.

I feel that some things planned were well done, some of the others not so well done and some undone; but I feel the year has been the most successful of any of the previous nine years I have worked here. More people have been reached and this has been done through the changing attitudes brought about through the years.

With an abiding faith in rural people and a devotion to go with them up the road to a satisfying rural culture we face the future with hope.

J. G. Lancaster
J. G. Lancaster
Local Farm Agent
Prince Edward County
Virginia

November 30, 1949

TYPE OF AGRICULTURE

Prince Edward County is located in the rolling hills of South-side Virginia. The climate is generally mild for the region and a wide variety of crops and livestock can be produced. Dark fired tobacco has been its leading cash crop and the best dark fired tobacco in the world is raised on its heavy soils. Coming into prominence as a cash crop is livestock. With new interest in soil conservation and land use the rolling hills are changing from red eroded scars on the landscape to smooth rolling pastures of green grass.

There are 732 farms in the county of which 616 are owners and 116 are tenants. Although a lot of the land is still poor progress is being made to reclaim and make it productive.

From the standpoint of markets the situation is good. Transportation facilities to markets are good. The main handicap to a fuller utilization of the regions assets is indifference caused by inability to enter unhampered into the full economic life of the county. Progress is being made and with the advent of the young aggressive farmer there is hope for progress.

The plan of work was developed to meet the needs of as many of the families as possible from the standpoint of longtime progress. Efforts to stimulate hope and develop an attitude of hope have been made through examples set by the Farm and Home Unit Demonstrations.

County Organization

The County Agricultural Advisory Board is the overall Extension organization in the County. It is composed of two representatives of the Community Clubs and one from the Home Demonstration Clubs. This Board of 32 members meets quarterly to plan, execute, follow up measure results of its activities. Some of the things it sponsors are: the Live-at-Home Work in the Demonstration Community, County Contests, Field Meetings, Tours and such activities that will enhance the Extension program in the County.

DEMONSTRATION COMMUNITY

Sulphur Springs Community conducted the Live-at-Home Work in 1949 for the County. The Community was scored at the beginning of the year and again at the end with the following results:

*First Score	Farm Owner	In Com. Club	Paint Home	Stock Feed	Veg. Gar.	Poul-try	Hogs	Cow	PMA	4-H Mem.	Club Age
First Score	62	74	44	76	87	78	82	73	53	108	112
Second Score	64	83	57	85	88	87	85	83	56	86 completed	
Improvement	2	9	13	9	1	9	3	10	3		

*Number of Owners 62
 *Number of Tenants 17
 Total Families 79

A monthly program was set up to help achieve the goals set by the families. Community leaders played an important part in putting the program over. In addition to the things mentioned above the Home Demonstration Club did projects in upholstering and Refinishing Furniture and other work to improve the community. One of the Farm and Home Unit Demonstrations is located in the community and all major Result Demonstrations are found represented on some farm in the community.

COOPERATING COMMUNITIES

There are six communities in the County. All are organized to carry the Extension Program. In addition to the Demonstration Community the other five communities develop a program to make their families self supporting. The work is not as intensive and the agent spends less time help carrying it out as in the Demonstration Community. Here again the local leaders render an invaluable service in helping put over the Extension Program.

AGRONOMY

CORN

Corn is one of the basic grain crops in the county. Its efficient production can mean the difference between success and failure on many farms. Because of this an intensive campaign was launched to get farmers to efficiently raise their corn yields.

The effort was spurred by the challenge between the Governors of Virginia and North Carolina as to which State could increase her per acre yield over the last 10 year average. Through meetings, circular letters, farm visits, office calls and leaders technical information was disseminated. Thirteen farmers joined the 100 bushel Corn Club. Records show corn yields ranging from 60.75 to 135.4 bushels per acre with an average of 83.16 bushels per acre for eight of the thirteen farmers who participated and yields checked by the Corn Yield County Committee. Statistics are as follows:

Name	Yield	Stalks	U.S. Hybrid	Fertilizer Nitrate	Manure	Row in.	50 ft. Row No. of Stalks
Otis E. Scott	135.4	13,050	357	*700 3-12-6	300	5T. 36	45
Robert Scott	91.25	10,414	357	800 2-12-12-	500	41	48.2
T. C. Berryman	78.73	8,944	262	700 4-12-4	300	44	38
Barnett Saunders	76	8,262	357	1000 3-12-6	500	42	33.4
Leeman Allen	74.79	11,518	262	800 4-12-4	500	39	31
S. A. Green	74.7	8,308	357	800 3-12-6	500	40	40.2
Solomon Flournoy	73.7	11,240	13	700 2-12-12		39	31
Everett Berryman	60.75	11,064	357	800 3-12-6	500	36	41.6

They all agree that it pays to use good hybrids, a adequate fertilizer, flat cultivation, and proper spacing. Although we have no records at present to show we feel sure that half of the farmers in the county increased their per acre yields between 10 and 15 bushels this year by using recommended practices. Records show that 450 farmers attended meetings at some of these farms this year and saw the corn growing. Indications are that no phase of the Extension program has reached more people more effectively in the space of a few months in the County in the past nine years.

*Also used 500 lbs triple phosphate before planting

SMALL GRAIN

The most successful of the three wheat demonstrations conducted this year was carried by Demonstrator Solomon Flournoy, Farmville, Rte. 3. He seeded nine acres of certified VAMart wheat according to recommendations using 3600 pounds of 3-12-6 fertilizer at the time of seeding and 1800 pounds of nitrate of soda top-dressing in early March. An area through the field was left without topdressing to teach the importance of nitrogen in small grain production. He harvested 275 bushels of grain from the nine acres.

Sixty farmers attended a field meeting at this demonstration in May to observe the superior practices used. A lively discussion and observation period followed. As a result of this meeting 18 farmers placed orders with the demonstrator for certified seed at harvesting time.

PASTURES

The Ladino Clover-Orchard Grass demonstration being conducted by David Moseley, Keysville, Rte. 2 is proving to farmers in the County that it furnishes more and better grazing than any other mixture in this section.

Last fall Mr. Moseley seeded one acre with a mixture of 10 pounds of orchard grass and 2 pounds of Ladino Clover. Fertilizer at the rate of 1000 pounds of 2-12-12 was used. Two tons of ground limestone had been used earlier in the year. It was slow starting but with the advent of spring it began to grow. This plot furnished grazing for 3 cows, two horses and occasionally 4 hogs throughout the spring. Plans are to topdress this plot annually with 1000 pounds of 0-12-12 fertilizer.

Forty farmers met at this demonstration in the spring to see and believe that 1 acre of good pasture is worth 10 acres not so good. Meetings will be held at this demonstration periodically to show farmers the way to good pasture and land use;

HAY

Three demonstrations were conducted in three communities to keep examples of good hay production before the eyes of the farmers. These are conducted by David Moseley, Keysville, Rte. 2, Chailey Allen, Prospectm, Rte.1 and Richard Scott, Green Bay, Rte. 1. Seventy farmers attended meetings at two of these demonstrations this year. The other demonstration is located beside the highway and could be observed whenever they passed that way.

Practices recommended for these demonstrations are: certified seed, adequate fertilization with boron, proper time of cutting, and good curing methods.

EXTENSION-TVA DEMONSTRATION

The farm and home of Mr. and Mrs. Otis E. Scott and family is an ideal demonstration of what can be done by applying intelligence in working with nature for the happiness of man. Culminating 35 years of farming with seven years of conservation farming he was selected State Winner in the 1949 Thomas B. Patterson Memorial Conservation Contest for the State of Virginia. He went to Log Cabin, Georgia to the Conservation Jamboree in August and received a cash award of \$100 for his achievements.

Two hundred twenty five farmers toured the Scott Farm on August 10 to study the conservation practices that he has successfully used for the past seven years. This meeting was held the same week of the announcement of the State Award which enhanced the Field Meeting and Tour.

Mr. Scott started with worn out land 35 years ago. He grew peas and other crops to turn under. The soil building was slow because he still had erosion. In 1942 a Soil and Water Conservation plan was made. It called for strip cropping, rotations, better fertilization, forest management and other practices.

On this tour, one fourth of the county farm operators saw luxuriant tobacco, 135.4 bushels of corn growing per acre on nine acres, that formerly grew 18, heavy stands of red clover, and fields from which 30 bushels of Hart Wheat were produced where only 10 grew before. His rotations of corn and tobacco, small grain, and clover were convincing evidence of their value to successful farming. These practices were discussed in the field by Mr. Scott who did the work and the farmers could see the visible proof.

Mr. Scott is surely and slowly translating his improved income into a higher standard of living. He has remodeled and painted his home, installed electricity, and other conveniences. His 13 children have all been members of the 4-H Club and he is a member of the Advisory Board and his community club.

THE STORY OF MY FARM
AS TOLD BY OTIS E. SCOTT

I own 116 acres of land in Prince Edward County where Mrs. Scott and I have reared 11 children, 7 boys and 4 girls. I decided early that to be a successful farmer one should own the farm he works. In 1913 I bought the farm on which my family has lived ever since. This has been a family venture and throughout this story I shall refer to the farm as our farm and our operations. One of my neighbors hearing that I had bought this poor farm came to me and remarked, "I can't see what you want with this poor farm. You couldn't raise a crop on this land if a shower of rain fell in the morning and a shower of manure fell in the evening each day in the year. Well, I can try," said I, and set out on what has been a fairly successful journey.

The first thing I did was to clear some more land to increase the cultivated acreage. I would try to improve the land by sowing peas and other crops to turn under whenever I could.

RM
34

Our family began to increase so rapidly that I soon found out that we needed more land. We found a tract adjoining our farm and purchased it to make a total of 106 acres, 69 of which are cultivated. This afforded us a larger unit from which to make a living.

In 1942 the Soil Conservation Service worked out with us a Soil and Water Conservation Program. Our Farm Agent had talked with us before about this so we thought we would try it and if we didn't like it we could go back to our way of doing things. This plan called for strip cropping the sloping, rotations, better fertilization, forest management and other practices.

After the strips were laid out we began to plow around the hill on the contour. We didn't like the contour rows at first but after one of those "gully washers and chunk floaters" we went to look over our fields and found that there was far less washing than ever before under similar circumstances. The soil that washed from the cultivated strip ran slowly through the grassed strip and the soil was caught by the grass and the water released slowly to the strip below and finally off the field. That experience opened our eyes and we have liked contour farming ever since. We wouldn't do otherwise on our sloping land and we wonder why we hadn't done it before.

We use a three year rotation on our cultivated land as follows: corn or tobacco, small grain, and common red clover. We cut the first crop of clover and turn the second crop back to the land. Sometimes we harvest clover seed. It is seldom that we have to reseed because there is enough seed in the land to furnish a good stand.

Our land gradually improved, gullies disappeared and we began to get out of debt. Our yields have increased from 18 bushels of corn per acre to 105 in 1947 and in 1949 to 135.4; wheat from 12 bushels to 30 bushels, and hay from a wagon load to 2 to 3 tons per acre. We found that we could use more fertilizer more efficiently because it would stay in the soil and not run off with the rain.

Along with getting out of debt we have been able to improve our standard of living. We tore off the old, weatherbeaten, unpainted boards from our home and put on new boards and painted our home, added a porch, installed electricity, purchased an electric refrigerator, and built a storage room in the basement.

All of our children have been members of the 4-H club and have carried farm and home projects that have contributed to the family well being. Herbert was selected to conduct one of the original Berkshire pig projects in 1946 sponsored by Sears, Roebuck and Co.

We are leaders in our community and feel it our duty to tell others of the value of soil conservation. As a member of the County Advisory Board I am doing all I can to tell and encourage others.

As I go to Conservation Jamboree in Hancock County, Georgia as the 1949 State Winner in the Conservation Contest I want to thank those who have helped to make possible the trip and on return I shall try to do a better job and get others to do the same.

VIEWS OF FARM TOUR
AUGUST 10
Otis E. Scott Farm

A group leaves on
tour of Scott Farm
to see conservation
practices used. The
Scott home shows in
the background



A group examines hay sod
that yielded 3 tons of
hay per acre. Before
conservation farming
one load was harvested
from same field



VIEWS OF FARM TOUR
OTIS E. SCOTT FARM
August 10



These two groups of farmers study the strip-cropping of steep land on the Scott Farm . The corn plots in the background of nine acres yielded an average of 135.4 bushels or 1218 bushels. This same field produced 18 bushels per acre before conservation practices were tried. The red clover sod in the strips lets the water "walk off the field leaving valuable plant food and soil behind.

Views of Farm Tour
Otis E. Scott Farm
August 10

T, H. Dean, Dist.
Conservationist fol-
lows up talk on Soil
and water losses with
in the field explana-
tions as a group of
farmers listens, sees,
and believes.



A group studies his
tobacco field to see
how rows end in a
meadow strip.



COOPERATIVE EXTENSION WORK
IN
AGRICULTURE AND HOME ECONOMICS
STATE OF VIRGINIA
EDUCATION SERVICE

THIRD ANNUAL CONSERVATION DAY FIELD MEETING

OTIS E. SCOTT'S FARM

PAMPLIN, VIRGINIA

WEDNESDAY, AUGUST 10, 1949 -- 2 P.M. SHARP

Invocation

Purpose of meeting-----J. G. Lancaster
Local Farm Agent

History of Farm -----Otis E. Scott
Farm Owner

The Soil Conservation Service and the Farmer-- T. H. Dean
District Supervisor
Piedmont Conservation Dist.

Soil and Water Losses -----H. E. Lacy
Technician
Piedmont District

Field Tour of Crops and Practices-----William D. Wood
Veterans Instructor
J. W. McLendon
Vo-Ag. Instructor
J. G. Lancaster
Local Farm Agent

Discussion

Summary-----Ross W. Newsome
State Agent
Virginia Agri. Ext. Service.

COOPERATIVE EXTENSION WORK
IN
AGRICULTURE AND HOME ECONOMICS
STATE OF VIRGINIA

VIRGINIA POLYTECHNIC INSTITUTE AND
UNITED STATES DEPARTMENT OF
AGRICULTURE COOPERATING

EXTENSION SERVICE

110 South Main Street
Farmville, Virginia
August 9, 1949

Dear Farmers:

The Third Annual Conservation Day Field Meeting will be held on Wednesday, August 10, 1949 at 2 p.m. on the farm of Otis E. Scott near Pamplin, Virginia. The purpose of this meeting is to bring to the attention of the farmers the importance of saving the soil and water resources on the land they operate, and to see good examples on the ground.

Mr Scott is the 1949 State Winner of the Thomas B. Patterson Memorial Conservation Contest for his achievements in conserving the soil and water resources on his farm. He will receive over \$100 in prizes.

This meeting at Mr. Scott's farm is one of the most important farm meetings to be held this year. You cannot afford to miss it.

To reach the Scott farm travel the nearest route to Elam, Prospect or Five Forks (whichever is nearest you) and follow the signs marked FIELD MEETING to the farm.

A program is on the back of this letter for your information. We shall look to see you.

Sincerely,
J.G. Lancaster
J.G. Lancaster
Local Farm Agent

SOIL CONSERVATION WORK (Continued)

A demonstration was conducted on the farm of Robert M. Johns near Darlington Heights to show some of the principles, purposes, and advantages of proper land use and farm management. Technical problems and plans were worked out beforehand by the Veterans' Instructor, the Farm Agent, Soil Conservationist and Forest Service who were on hand to help carry out the program.

At the close of the day the following accomplishments were noted: holes cut, posts, cut, 72 rods of 2 strand wire fence completed, 11 acres prepared for permanent pasture, 5 acres laid off for strip-cropping, $\frac{1}{2}$ acre cleared to complete the strips and $\frac{1}{2}$ acre of timber thinned by "strip cutting", and a bridge built for a better entrance to the farm.

Because of the unique location beside the highway this farm will be used as a demonstration so that farmers may see the work as it progresses.

Thirty farmers from the County attended the "REVISIT" to the Poythress Demonstration Farm in Mecklenburg County on July 14. IN the morning they heard an address by Dr. Hugh Bennett, Chief, Soil Conservation Service and then went on a guided tour of the farm to see the results of good practices. As a result of this meeting three farmers applied for soil and water conservation plans the next week.

FORESTRY

Work in Forestry this year centered around getting farmers to recognize the economic importance of their forests and to use better management practices. To carry out these aims a meeting was held on February 24 in the woods of the farm of George P. Morton near Darlington Heights. Seventy farmers were present. On a typical tenth acre of the mature sawlog stand all trees were numbered. Discussion of which should be cut, which should be left, seed trees, diseases and forestry laws followed. Timber estimation using the Biltmore Stick was done by all present. 1400 board feet of sawlogs and a cord of firewood were cut from the plot and 1200 board feet left to be cut in a few years after the area is seeded.

On another plot those present studied the trees and checked whether they should be cut or left. A discussion followed and final decisions made. Extension Forester Wilbur Obyrne and three representatives of the Virginia Forest Service cooperated with the demonstration.

LIVESTOCK WORK

Work in livestock production has centered around getting a sound pasture program started, good hay, and proper handling and sanitation. A number of farmers are growing into the livestock business by supplementing their tobacco cash crop with a few animals.

A typical example of this is J. S. Wootton, Green Bay, who increased his income \$1550 last year besides the improved soil by a balance of crops and livestock. He did this by milking 5 cows. He and his twelve year old son spend about 30 minutes morning and afternoon with the cows. An inexpensive milking shed has been built and a good pasture program begun. He carried on his milking along with his regular activities of tobacco, grain, and general crops. He said he makes more money before breakfast than he used to make in a day. He plans to increase his cows as his feeds are increased and cut down on his other crops because he is getting too old to "work tobacco."

POULTRY

The activities in poultry consisted mainly of a general educational program encouraging better chicks, improved feeding methods, and sanitation problems. Culling demonstrations were given in two communities and a general discussion of management took place.

RECREATION

A recreation program was conducted during the months of July and August for the people of the county. A council was organized to conduct the program composed of representatives of various organizations. A trained man and woman was hired to carry out the program. Funds amounting to \$1000.00 were appropriated to finance the project by the Community Chest.

A program was divided into three groups: young children 6-10 years old, teen agers, and adults. It consisted of games, softball, baseball story telling, hikes, etc.

Attendance for the two month period was 2800. An enlarged program is planned for next summer.

4-H CLUB WORK

The Junior 4-H Council is the overall countywide organization for 4-H club work. This Council meets twice a year to plan, follow up and evaluate the club work. The Council selects delegates to the State Short Course and Wild Life Conference.

The 18 4-H Clubs meet monthly and use the following suggested program with alterations to suit the local situation:

January	1. Club reorganization	5. Parliamentary procedure
	2. Project selection	6.
	3. Bedroom improvement	7.
	4. Corn production methods	8.
February	1. Junior Council Meetings	5. Records
	2. Planning club activities	6.
	3. Stools from nail kegs	7.
	4. Making dressing table/skirts	8.
March	1. Planning group activities	5.
	2. Observe Rural Life Sunday	6.
	3. Stools from nail kegs	7.
	4. Pig Project Management	8.
April	1. Record Keeping	4.
	2. Dairy Project Management	5.
	3. Completing Bedroom project	6.
May	1. Plan summer meetings	5.
	2. Select Short Course Delegates	6.
	3. Select Wildlife Delegates	7.
	4. Project Tours	8.
June	1. Disease and Insect Control	3.
	2. Tour of Pig Projects	4.
July	1. Hold Club Outing	4.
	2. Recreation	5.
	3. Record Keeping	6.
August	1. Wild Life Conference	4.
	2. Project followup	5.
	3. Recreation	6.
September	1. Selection of Exhibits	4.
	2. Storage of Exhibits	5.
	3. Marketing	6.
October	1. Achievement Day	4.
	2. Trip to Rural Exposition	5.
	3.	6.
November	1. Complete and turn in record book	
	2. Take inventory	
	3. Plan for next year's work	

4-H CLUB WORK (CONTINUED)

There were 354 boys enrolled in 4-H club work for 1949. Of this number 214 completed their projects. There were 130 corn projects, 1 wheat project 19 potato projects, 27 tobacco projects, 84 home garden projects, 53 poultry projects, 2 dairy cattle projects, 38 hog projects. Completions and statistics are as follows:

Project	Completions	Acres	Animals	Yield	Receipts	Profits
Corn	71	71		3824 bu.	\$4793.00	\$2663
Tobacco	20	5		5948 lb.	2032.80	890.30
White Potatoes	4	2		260 bu.	520.00	345.
Sweet Potatoes	6	3		580 bu	1160 .00	750.00
Garden	32	7			1575.00	1057.00
Wheat	1	2		60	120.00	93.00
Cow and Calf	2		4		420	275.00
Sow and Litter	20		149		2240.00	1789.00
Poultry	38		2280		2280.00	1729.60

A total of \$70 was won in prizes at the Five County Fair by 4-H Club members.

Walter G. Berryman, local 4-H Club member closed his 4-H project this fall and entered Virginia State College. He had realized \$600 net profit from his Berkshire Pig. Two years ago he received a purebred pig from the Sears Foundation. He raised the pig, returned one pig to go to another boy and continued the project. He did a fine job and raised 4 litters of pigs which he sold mostly for breeding stock. He also carried agronomy and poultry projects. His sow won RESERVE CHAMPION AT the Five County Fair. He was President of the State Schor Course in 1948 and 1947 and was selected one of the State representatives to the First Regional Camp in Louisiana last year. He was President of his local club and the Junior 4-H council. Indications from his past performance show that he should continue to develop into an outstanding agricultural leader.

LEADERS

One of the most valuable assets to putting over the Extension Program has been the unselfish help of the leaders in the County. There are 52 men and 35 leaders engaged in helping put over the adult program and 20 women and 6 men assisting with the 4-H program. Training meetings are held from time to time to bring to them their responsibilities and duties. They deserve special mention and their contribution has meant much to the success of the program.

MISCELLANEOUS

All agencies working with rural people were cooperated with in whatever way possible to make rural life better. Among these were the FMA, Farm Credit Administration, Health Department, Soil Conservation Service and others. We found them always willing to help put over a program and we tried always to help them when it was possible to do so.

Other activities participated in were the Five County Fair in which the farmers had the opportunity to compete for \$800 in prizes on their farm products and educational exhibits; and programs of an agricultural nature of local clubs and organizations.

Community and neighborhood leaders rendered an invaluable service in helping put over the Extension Program.

Various methods were used to get the program across; the most important being mentioned in the report but I believe the demonstrations that the farmers had a chance to see the results were the most helpful.

EVALUATION

It is my belief that during the year progress was made in getting rural people to do a better job of rural living. More people and families were directly reached and benefitted directly than any previous year that I have worked here. This was not due to the efforts of this year alone but is the fulfillment of efforts throughout the years. Changing attitudes have resulted from the long time objectives of the Extension program and with a vigorous execution of the program in the future should net results heretofore unobtained. I shall try to keep the program attuned to the times and the people and in keeping with the overall Extension Program and with vision move forward with the people.

T H E E N D

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

AGENTS' ANNUAL REPORT

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

Extension Service
Washington, D. C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

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

State Virginia County Prince Edward

REPORT OF

Etha Lytle Smith From Dec 1, 1948 to Nov. 30, 1949
(Name) Home Demonstration Agent.

Assistant Home Demonstration Agent. From 194 to 194

4-H Club Agent. From 194 to 194

Assistant County Agent in charge of Club Work. From 194 to 194

J. J. Burcast From Dec 1, 1948 to Nov. 30, 1949
(Name) Agricultural Agent.

Assistant Agricultural Agent. From 194 to 194



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.

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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	✓	12	XXXXXXXXXX
2. Days devoted to work with adults ¹		149	✓	210	XXXXXXXXXX
3. Days devoted to work with 4-H Clubs, and young men and women (older youth) ²		140	✓	90	XXXXXXXXXX
4. Days in office ³		96	✓	110	XXXXXXXXXX
5. Days in field ³		193	✓	190	XXXXXXXXXX
6. Number of farm or home visits made in conducting extension work ⁴		272	✓	561	793
7. Number of different farms or homes visited		232	✓	210	287
8. Number of calls relating to extension work	(1) Office	167	✓	750	777
	(2) Telephone	110	✓	355	465
9. Number of news articles or stories published ⁴		-	✓	7	7
10. Number of bulletins distributed		523	✓	475	998
11. Number of radio talks broadcast or prepared for broadcasting		✓	✓	1	1
12. Training meetings held for local leaders or committees	(1) Adult work	(a) Number	✓	2	10
		Total attendance	✓	78	78
	(2) 4-H Club and young men and women (older youth)	(a) Number	✓	22	44
	(b) Total attendance of leaders	✓	✓	10	41
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader-training meetings reported under Question 12)	(1) Adult work	(a) Number	✓	45	132
		(b) Total attendance	✓	989	1532
	(2) 4-H Club and young men and women (older youth)	(a) Number	✓	34	197
	(b) Total attendance	✓	858	2107	
14. Number of adult result demonstrations conducted		50	✓	26	31
15. Meetings held at such result demonstrations	(1) Number	50	✓	37	36
	(2) Total attendance	✓	✓	778	848
16. Tours conducted	(1) Adult work	(a) Number	✓	1	1
	(b) Total attendance	✓	✓	225	225
(2) 4-H Club and young men and women (older youth)	(a) Number	✓	✓	✓	✓
	(b) Total attendance	✓	✓	✓	✓
17. Achievement days held	(1) Adult work	(a) Number	✓	✓	✓
	(b) Total attendance	✓	✓	✓	✓
	(2) 4-H Club and young men and women (older youth)	(a) Number	✓	1	1
	(b) Total attendance	✓	✓	175	175

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.
² County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.
³ The sum of questions 2 and 3 should equal the sum of questions 4 and 5.
⁴ Do not count a single visit to both the farm and home as two visits.
⁵ Do not count items relating to notices of meetings only.

1. For this census year, report on number of individuals only.
 2. For this census, if possible, report on number of farms and homes reached by each agent.
 3. Do not include in this census any 4-H Club members who are not active in the county.
 4. Do not include in this census any 4-H Club members who are not active in the county.
 5. Do not include in this census any 4-H Club members who are not active in the county.

GENERAL ACTIVITIES—Continued

10-28074-2

Report only this year's activities that can be verified		Local organizations (c) 2 groups	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	✓	✓	✓	✓
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported.	(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	12	✓	75	87
		(b) Total attendance	2968	✓	2766	5734
18. Encampments held (report attendance for your county only) ³	(2) 4-H Club and young men and women (older youth)	(a) Number	6	✓	35	41
		(b) Total attendance	409	✓	1000	1409
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	47	✓	25	67
		(b) Total attendance	335	✓	516	851
18. Encampments held (report attendance for your county only) ³	(2) 4-H Club and young men and women (older youth)	(a) Number	100	✓	80	180
		(b) Total attendance	1287	✓	1590	2877

¹ Include 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 picnic, rallies, and short courses, which should be reported under question 19.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

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

21. Total number of farms in county (1945 census)	163	120	732
22. Number of farms on which changes in practices have definitely resulted from the agricultural program	163	310	500
23. Number of farms involved in preceding question which were reached this year for the first time	163	310	30
24. Number of nonfarm families making changes in practices as a result of the agricultural program	163	170	117
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program	163	170	67
26. Number of farm homes involved in preceding question that were reached this year for the first time	163	170	41
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program	163	170	25
28. Number of other homes involved in preceding question that were reached this year for the first time	163	170	469
29. Number of farm homes with 4-H Club members enrolled	163	170	84
30. Number of other homes with 4-H Club members enrolled	163	170	600
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)	163	170	95
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)	163	170	

10-28074-7

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	(2) No. of members					
(b) Agricultural	(1) Name <i>Prince Edward Co. Agr. Advisory Board</i>	(2) No. of members	32				
(c) Home demonstration	(1) Name <i>Home Demonstration Committee</i>	(2) No. of members	18				
(d) 4-H Club	(1) Name <i>Junior 4-H Council</i>	(2) No. of members	51				
(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	41	(b) Home demonstration	35	(c) 4-H Club	31	(d) Young men and women (older youth)	
35. Total number of communities in county. (See definition of a community, item 1, 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					9		
38. Number of members in such clubs or groups					87		
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	111	(b) 4-H Club and work with young men and women (older youth)	(1) Men	8	(3) Older club boys	6
	(2) Women	69		(2) Women	24	(4) Older club girls	6

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				
47. Days devoted to line of work by:		Extension organization and planning ¹	County agricultural planning ¹	Total ¹ (c)
(1) Home demonstration agents				40
(2) 4-H Club agents				33
(3) Agricultural agents				2
(4) State extension workers				17
48. Number of planning meetings held:	(1) County			35
	(2) Community			124
49. Number of unpaid voluntary leaders or committeemen assisting this year				400
50. Days of assistance rendered by voluntary leaders or committeemen				

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 (b) will be identical. In all other cases column (c) is the sum of columns (a) and (b).

16-70074-7

CROP PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and young men and women (other 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	34	14	3	5	16	✓	6	15	5	✓
(4) State extension workers	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
52. Number of communities in which work was conducted this year	6	6	6	6	6	✓	6	6	6	✓
53. Number of voluntary local leaders or committeemen assisting this year	24	12	6	12	30	✓	8	12	10	✓
54. Number of farmers assisted this year in—										
(1) Obtaining improved varieties or strains of seed	120	18	8	18	40	✓	10	18	✓	✓
(2) The use of lime	✓	20	4	30	65	✓	✓	✓	✓	✓
(3) The use of fertilizers	120	25	8	15	120	✓	✓	40	✓	✓
(4) Controlling plant diseases	✓	✓	✓	✓	✓	✓	120	10	4	✓
(5) Controlling injurious insects	✓	✓	✓	✓	✓	✓	40	✓	8	✓
(6) Controlling noxious weeds	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
(7) Controlling rodents and other animals	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

LIVESTOCK PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and young men and women (other youth)	Dairy cattle	Beef cattle	Sheep	Pigs	Horses and mules	Poultry (including turkeys)	Other livestock
	(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	7	✓	✓	✓	14	✓	✓
(4) State extension workers	✓	✓	✓	✓	✓	✓	✓
56. Number of communities in which work was conducted this year	6	✓	✓	✓	6	✓	✓
57. Number of voluntary local leaders or committeemen assisting this year	4	13	✓	✓	8	20	✓
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	2	✓	✓	✓	4	✓	✓
(2) Obtaining purebred or high-grade females	12	✓	✓	✓	12	✓	✓
(3) Obtaining better strains of baby chicks (including hatching eggs)	xxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx
(4) Improving methods of feeding	60	✓	✓	✓	56	120	✓
(5) Controlling external parasites	✓	✓	✓	✓	56	60	✓
(6) Controlling diseases and internal parasites	10	✓	✓	✓	✓	120	✓
(7) Controlling predatory animals	✓	✓	✓	✓	✓	✓	✓

* Do not include rabbits, guinea pigs, and fur animals, which should be reported under utilities.

16-28014-7

17-50874-7
 18. This report should be prepared by the county agent or other person in charge of the county extension service and should be submitted to the State Department of Agriculture, Washington, D. C., by the 15th day of the month following the close of the year for which the report is made.

CONSERVATION OF NATURAL RESOURCES

Includes all work with ad. Rs. 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	2	2
(2) 4-H Club agents	/	16	5	3
(3) Agricultural agents	/	2	6	2
(4) State extension workers	/	6	6	6
63. Number of communities in which work was conducted this year		24	10	2
64. Number of voluntary local leaders or committeemen assisting this year				

Soil and Water—Continued

65. Number of farmers assisted this year—		225
(a) With problems of land use		20
(b) In the use of crop rotations		18
(c) With strip cropping		6
(d) In constructing terraces		2
(e) In grassing waterways or otherwise preventing or controlling gullies		30
(f) With contour farming of cropland		20
(g) In contouring pasture or range		20
(h) In the use of cover or green-manure crops		10
(i) In otherwise controlling wind or water erosion		2
(j) In summer-fallowing		2
(k) In making depth-of-moisture tests		2
(l) With drainage		2
(m) With irrigation		6
(n) With land clearing		
66. Number of farmers—		
(a) In soil-conservation districts which were assisted with education for organization or operations this year		225
(b) Assisted in arranging for farm-conservation plans this year		18
(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)		✓
(b) In making improved thinnings, weedings or pruning of forest trees		35
(c) With selection cutting		40
(d) With production of naval stores		✓
(e) With production of maple-sirup products		40
(f) In timber estimating and appraisal		✓
68. Number of farmers cooperating this year in prevention of forest fires		250
(1) In fire control		30
(2) In fire prevention		220
Wildlife—Continued		
69. Number of farmers assisted this year—		
(a) In construction or management of ponds for fish		✓
(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock		✓
(c) In planting of edible wild fruits and nuts in hedger, stream banks, odd areas, and field borders		4
(d) With other plantings for food and protection in wild-life areas		8

1. Include nature study.

FARM MANAGEMENT

Include 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)	(e)	(f)	(g)	(h)	
70. Days devoted to line of work by—	(1) Home demonstration agents	12	✓	(2) 4-H Club agents	18	✓	(3) Agricultural agents	1	✓
	(4) State extension workers	3	✓						✓
71. Number of communities in which work was conducted this year.		6	✓		6	✓			✓
72. Number of voluntary local leaders or committeemen assisting this year.		6	✓		6	✓			✓
73. Number of farm-survey records taken during the year:	(a) Farm business	✓		(b) Enterprise	✓		(c) Other	✓	
74. Number of farmers assisted this year in keeping—	(a) Farm inventory	30	✓	(b) General farm records	110	✓	(c) Enterprise records	18	✓
75. Number of farmers assisted this year—	(a) In developing a farm plan only	✓		(b) In developing a farm and home plan	6	✓	(c) In analyzing the farm business	12	✓
	(d) In improving landlord-tenant relations and leasing arrangements	8	✓						✓

75. Number of farmers assisted this year—Continued	
(d) In getting started in farming, or in re-locating	8
(e) With credit problems (debt adjustment and financial plans)	20
(f) In using "outlook" to make farm adjustments	4
(g) With a farm-income statement for tax purposes	6
(h) With farm-labor problems	1
(i) In developing supplemental sources of income	6

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Include all work with adults, 4-H Club members, and young men and women (older youth)	Price and trade policies (prices, international trade, interest, trade barriers, transportation, international 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)	(e)	(f)	(g)	(h)
76. Days devoted to line of work by—	(1) Home demonstration agents	✓	(2) 4-H Club agents	✓	(3) Agricultural agents	✓	(4) State extension workers	✓
77. Number of communities in which work was conducted this year.		✓		✓		✓		✓
78. Number of voluntary local leaders or committeemen assisting this year.		✓		✓		✓		✓
79. Number of tours conducted this year to observe economic and social conditions in various land use areas.		✓		✓		✓		✓
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems.		✓		✓		✓		✓
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural).		✓		✓		✓		✓
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year.		✓		✓		✓		✓

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

MARKETING AND DISTRIBUTION

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	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	3	3	4	1	3	3	✓	✓	✓	✓	3
(4) State extension workers	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
84. Number of communities in which work was conducted this year	6	6	6	6	6	6	✓	6	6	✓	6
85. Number of voluntary local leaders or committeemen assisting this year	10	4	3	5	7	4	✓	12	2	✓	4
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	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
90. Number of farmers or families (not members of cooperatives) assisted during the year	14	12	160	45	60	18	✓	30	62	✓	24
91. Question discontinued	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
92. Number of private marketing and distributing agencies and trade groups assisted this year											
93. Number of programs ² pertaining to marketing agreements, orders, or surplus removal purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs ² participated in or conducted this year											
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs ² participated in or conducted this year											
97. Number of consumer information programs ² pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs ² relating to marketing services and costs of distribution conducted this year											
99. Number of programs ² relating to transportation problems conducted this year											
100. Number of programs ² relating to the specific use of market information conducted this year											
101. Number of other marketing programs ² conducted this year (specify)											

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

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

³ Organized piece of work.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with 4-H clubs, 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	100	100	17	✓	✓
(2) 4-H Club agents	1	1	✓	4	6
(3) Agricultural agents	1	1	3	✓	6
(4) State extension workers	6	6	6	✓	6
103. Number of communities in which work was conducted this year	6	6	6	6	6
104. Number of voluntary local leaders or committeemen assisting this year	12	12	18	8	6
The House, Furnishings, and Surroundings—Continued		Rural Electrification—Continued			
105. Number of families assisted this year in—			106. Number of associations organized or assisted this year to obtain electricity. (Report associations, not individual members).		
(a) Constructing dwellings	12	12	107. Number of families assisted this year in—	44	
(b) Remodeling dwellings	7	7	(a) Obtaining electricity		
(c) Installing sewage systems	1	1	(b) Selection or use of electric lights or home electrical equipment	60	
(d) Installing water systems	18	18	(c) Using electricity for income-producing purposes	28	10
(e) Installing heating systems	2	2	Farm Buildings—Continued		
(f) Providing needed storage space	57	57	108. Number of farmers assisted this year in—		
(g) Rearranging or improving kitchens	87	87	(a) The construction of farm buildings	8	
(A) Improving arrangement of rooms (other than kitchens)	100	100	(b) Remodeling or repairing farm buildings	4	
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings	91	91	(c) Selection or construction of farm-building equipment	8	
(j) Selecting housefurnishings or equipment (other than electric)	64	64	Farm Mechanical Equipment—Continued		
(k) Improving housekeeping methods	54	54	109. Number of farmers assisted this year in—		
(l) Laundry arrangement	97	97	(a) The selection of mechanical equipment	12	
(m) Installing sanitary closets or outhouses	1	1	(b) Making more efficient use of mechanical equipment	20	
(n) Screening or using other recommended methods of controlling flies or other insects	68	68	110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year	28	
(o) Improving home grounds	✓	✓	111. Number of gin stands assisted this year in the better ginning of cotton		
(p) Planting windbreaks or shelterbelts	✓	✓			

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NUTRITION AND HEALTH

Include 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	19	15	56	7
(2) 4-H Club agents	✓	✓	✓	✓
(3) Agricultural agents	28	7	✓	✓
(4) State extension workers	6	6	6	6
113. Number of communities in which work was conducted this year	85	7	12	3
114. Number of voluntary local leaders or committeemen assisting this year	13			
115. Number of families assisted this year—				
(a) In improving diets				254
(b) With food preparation				201
(c) In improving food supply by making changes in home food production—				240
(1) Of vegetables				50
(2) Of fruits				120
(3) Of meats				160
(4) Of milk				75
(5) Of poultry and eggs				350
(6) Total of above subitems minus duplications due to families making changes in production of more than one kind of food				201
(d) With home butchering, meat cutting or curing				4
(e) With butter or cheese making				73
(f) With food-preservation problems in—				5
(1) Canning				100
(2) Freezing				107
(3) Drying				301
(4) Storing				247
(5) Total of above subitems minus duplications due to families using more than one method of preserving				11
(g) In producing and preserving home food supply according to annual food-supply budget				58
(h) In canning according to a budget				250
(i) With child-feeding problems				18
(j) In the prevention of colds and other common diseases				40
(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				✓
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				

COPIES: 178111 ECONOMIC: 178111 EDUCATION: 178111 COMMERCIAL: 178111

111

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

Include all work with adults, 4-H Club members, and young men and women (older youth)		Home management— family economics (8)	Clothing and textiles (9)	Family relationships—child development (7)	Recreation and community life (6)
118. Days devoted to line of work by—	(1) Home demonstration agents.....	10	12	6	7
	(2) 4-H Club agents.....	✓	✓	✓	✓
	(3) Agricultural agents.....	✓	✓	✓	16
	(4) State extension workers.....	✓	✓	✓	✓
119. Number of communities in which work was conducted this year.....		6	6	6	6
120. Number of voluntary local leaders or committeemen assisting this year.....		6	6	6	3
(8) Home Management—Family Economics—Continued		Clothing and Textiles—Continued			
121. Number of families assisted this year—	(a) With time-management problems.....	87			77
	(b) With home accounts.....	72			37
	(c) With financial planning.....	✓			117
	(d) In improving use of credit for family living expenses.....	✓			✓
	(e) In developing home industries as a means of supplementing income.....	✓			
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying. (Do not report individuals):	(a) Food.....	9			41
	(b) Clothing.....	9			37
	(c) Housefurnishings and equipment.....	9			121
	(d) General household supplies.....	9			121
123. Number of families assisted this year through cooperative associations* or individually, with the buying of—	(a) Food.....	73			24
	(b) Clothing.....	65			42
	(c) Housefurnishings and equipment.....	57			84
	(d) General household supplies.....	87			
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications).....		271			
125. Number of families assisted this year with "making versus buying" decisions.....		67			
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living.....		✓			
NOTE.—Individual families and groups assisted with selling problems should be reported in column (j), page 9.		Family Relationships—Child Development—Continued			
	127. Number of families assisted this year with—				
	(a) Clothing-construction problems.....				77
	(b) The selection of clothing and textiles.....				37
	(c) Care, renovation, remodeling of clothing.....				117
	(d) Clothing accounts or budgets.....				✓
128. Number of families assisted this year—	(a) With child-development and guidance problems.....				41
	(b) In improving family relationships.....				37
129. Number of families providing recommended clothing, furnishings, and play equipment for children this year.....					121
130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men.....					24
	(b) Women.....				42
131. Number of children in families represented by such individuals.....					84
(6) Recreation and Community Life—Continued		Recreation and Community Life—Continued			
132. Number of families assisted this year in improving home recreation.....					120
133. Number of communities assisted this year in improving community recreational facilities.....					6
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs.....					6
135. Number of communities assisted this year in: (a) Club or community halls.....					✓
	(b) Permanent camp.....				✓
	(c) Community rest rooms.....				✓
136. Number of communities assisted this year in providing library facilities.....					1
137. Number of school or other community grounds improved this year according to recommendations.....					3

* The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings, and surroundings," p. 10.
 * Includes question 122, also families buying through marketing cooperatives, organized or assisted, column (k), p. 9.

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)
138. Corn	130	-	71	-	71 Acres
139. Other cereals	1	-	1	-	1 Acres
140. Peanuts	1	-	-	-	1 Acres
141. Soybeans, field peas, alfalfa, and other legumes	1	-	-	-	1 Acres
142. Soil and water conservation	1	-	-	-	1 Acres
143. Potatoes, Irish and sweet	19	-	10	-	5 Acres
144. Cotton	1	-	-	-	1 Acres
145. Tobacco	27	-	20	-	5 Acres
146. Fruits	1	-	-	-	1 Acres
147. Home gardens	84	104	52	62	15 Acres
148. Market gardens, truck and canning crops	1	-	-	-	1 Acres
149. Other crops (including pasture improvement)	1	-	-	-	1 Acres
150. Poultry (including turkeys)	53	48	38	31	3105 Birds
151. Dairy cattle	2	-	2	-	4 Animals
152. Beef cattle	1	-	-	-	1 Animals
153. Sheep	1	-	-	-	1 Animals
154. Swine	38	-	20	-	140 Animals
155. Horses and mules	1	-	-	-	1 Animals
155a. Rabbits	1	-	-	-	1 Animals
156. Other livestock	1	-	-	-	1 Animals
157. Bees	1	-	-	-	1 Colonies
158. Beautification of home grounds	1	-	-	-	1 Acres
159. Forestry	1	-	-	-	1 Acres
160. Wildlife and nature study (game and fur animals)	1	-	-	-	1 Acres
161. Agricultural engineering, farm shop, electricity, tractor	1	-	-	-	1 Articles made
162. Farm management	1	-	-	-	1 Articles repaired
163. Food selection, preparation, and/or baking	1	87	-	67	309 Meals planned
164. Food preservation (include frozen foods)	1	89	-	71	302 Meals served
165. Health, home nursing, and first aid	1	-	-	-	1615 Quarts canned
165a. Child care	1	-	-	-	1615 Quarts frozen ¹
166. Clothing	1	-	-	-	1 Garments made
167. Home management (housekeeping)	1	-	-	-	1 Garments remodeled
168. Home furnishings and room improvement	1	370	-	286	286 Units
169. Home industry, arts and crafts	1	-	-	-	572 Rooms
170. Junior leadership	1	-	-	-	572 Articles
171. All others	1	-	-	-	1 Articles
172. Total (project enrollment and completion)	354	698	214	517	XXXXXX XXXXXX

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

324

173. Number of 4-H Clubs (do not count the same club more than once) 18
174. Number of different 4-H Club members enrolled (a) Boys 354 (b) Girls 349
175. Number of different 4-H Club members completing (a) Boys 214 (b) Girls 242
176. Number of different 4-H Club members in school (a) Boys 270 (b) Girls 237
177. Number of different 4-H Club members out of school (a) Boys 84 (b) Girls 112
178. Number of different 4-H Club members from farm homes (a) Boys 300 (b) Girls 297
179. Number of different 4-H Club members from nonfarm homes (a) Boys 54 (b) Girls 52

Number of Different 4-H Club Members Enrolled:

180. By years	Boys		Girls	
	(a)	(b)	(a)	(b)
1st year	25	24		
2d year	35	53		
3d year	85	80		
4th year	99	118		
5th year	65	56		
6th year	22	23		
7th year	12	9		
8th year	6	2		
9th year	3	3		
10th and over	2	1		

181. By ages	Boys		Girls	
	(a)	(b)	(a)	(b)
10 and under	13	14		
11	22	32		
12	61	48		
13	47	56		
14	58	60		
15	75	58		
16	40	41		
17	16	20		
18	11	13		
19	18	23		
20 and over	1	2		

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—
- (a) Judging 217 (f) Fire and accident prevention 137
- (b) Giving demonstrations 231 (g) Wildlife conservation 128
- (c) Recreational leadership 157 (h) Keeping personal accounts 50
- (d) Music appreciation 170 (i) Use of economic information 170
- (e) Health 247 (j) Soil and water conservation 60
- (k) Forestry 50
183. Number of 4-H Club members having health examination because of participation in the extension program 1
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)

A. Extension organized groups of young men and women:

185. Number of such groups worked with during year 310
186. Membership in such groups (a) Number of different young men 328
(b) Number of different young women 298
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 147
189. Total attendance at such meetings 180

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

190. Number of such groups assisted during the year 180
191. Number in such groups (a) Different young men 210
(b) Different young women 180

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 20

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.

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

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

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

MISCELLANEOUS

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

195. Days devoted to line of work by—	Days (a)	General-fiber insects ¹ (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.	/	/	/
197. Number of voluntary local leaders or committeemen assisting this year.	/	/	/
198. Question 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 all such work has been reported previously under appropriate problems of the farm or home.

	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)
199. Days devoted to line of work by—											
(1) Home demonstration agents	2	3	-	/	-	-	-	/	-	-	/
(2) 4-H Club agents	10	12	2	/	1	6	1	/	4	/	
(3) Agricultural agents	-	-	-	/	-	-	-	/	-	-	/
(4) State extension workers	-	-	-	/	-	-	-	/	-	-	/
200. Number of communities in which work was conducted this year.	6	6	6	/	6	6	6	/	6	/	/
201. Number of voluntary local leaders or committeemen assisting this year.	-	-	-	/	18	-	-	/	-	-	/
202. Number of meetings participated in this year by extension workers.	15	12	2	/	1	2	1	/	4	/	/

¹ Include grasshoppers, armyworms, cutworm 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 increased 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. **Factors for families assigned for a 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 **I-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. **I-H Club members enrolled** are those boys and girls who actually start the work outlined for the year.
14. **I-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.)