

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 Northumberland

REPORT OF

MAKANA BROWN  
(Name) Home Demonstration Agent.  
Assistant Home Demonstration Agent.  
4-H Club Agent.  
Assistant County Agent in charge of Club Work.  
Agricultural Agent.  
Assistant Agricultural Agent.

From Dec. 1, 1946 to Nov. 30, 1947  
From \_\_\_\_\_ to \_\_\_\_\_, 194\_\_\_\_  
From \_\_\_\_\_ to \_\_\_\_\_, 194\_\_\_\_  
From \_\_\_\_\_ to \_\_\_\_\_, 194\_\_\_\_  
From \_\_\_\_\_ to \_\_\_\_\_, 194\_\_\_\_  
From \_\_\_\_\_ 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

1. Six good reasons may be listed as to why an extension worker should prepare a comprehensive annual report.
2. The annual report is an accounting to the taxpaying public of what the extension worker has accomplished during the year.
3. 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.
4. 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.
5. The inventory of the past year's efforts and accomplishments enables the extension worker to plan more effectively for the coming year.
6. An accurate report of his work is a duty every scientific worker owes to the other members of his profession.
7. 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 offices. 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<br>(a) | 4-H Club agents <sup>1</sup><br>(b) | Agricultural agents<br>(c) | County total <sup>2</sup><br>(d) |
|---|---|----------------------------------|-------------------------------------|----------------------------|----------------------------------|
| 1.  | Months of service this year (agents and assistants)   | 12                               |                                     |                            | XXXXXXXXXX                       |
| 2.  | Days devoted to work with adults <sup>3</sup>   | 106 1/2                          |                                     |                            | XXXXXXXXXX                       |
| 3.  | Days devoted to work with 4-H Clubs and older youth <sup>4</sup>  | 125 1/2                          |                                     |                            | XXXXXXXXXX                       |
| 4.  | Days in office <sup>5</sup>   | 72                               |                                     |                            | XXXXXXXXXX                       |
| 5.  | Days in field <sup>6</sup>  | 220                              |                                     |                            | XXXXXXXXXX                       |
| 6.  | Number of farm or home visits made in conducting extension work <sup>7</sup>  | 362                              |                                     |                            | 362                              |
| 7.  | Number of different farms or homes visited  | 150                              |                                     |                            | 150                              |
| 8.  | Number of calls relating to extension work  | 136                              | (1) Office<br>(2) Telephone         |                            | 136<br>3                         |
| 9.  | Number of news articles or stories published <sup>8</sup>   |                                  |                                     |                            |                                  |
| 10.   | Number of bulletins distributed   | 714                              |                                     |                            | 714                              |
| 11.   | Number of radio talks broadcast or prepared for broadcasting  |                                  |                                     |                            |                                  |
|   | (a) Number  | 13                               |                                     |                            | 13                               |
| 12.   | Training meetings held for local leaders or committeemen  |                                  |                                     |                            |                                  |
|   | (1) Adult work  |                                  |                                     |                            |                                  |
|   | (b) Total attendance of:  |                                  |                                     |                            |                                  |
|   | (b) Men leaders   | 30                               |                                     |                            | 30                               |
|   | (c) Women leaders   |                                  |                                     |                            |                                  |
|   | (2) 4-H Club and older youth  |                                  |                                     |                            |                                  |
|   | (a) Number  | 16                               |                                     |                            | 16                               |
|   | (b) Total attendance of:  |                                  |                                     |                            |                                  |
|   | (b) Leaders   | 25                               |                                     |                            | 25                               |
| 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  | 78                               |                                     |                            | 78                               |
|   | (b) Total attendance  | 660                              |                                     |                            | 660                              |
|   | (2) 4-H Club and older youth  |                                  |                                     |                            |                                  |
|   | (a) Number  | 94                               |                                     |                            | 94                               |
|   | (b) Total attendance  | 966                              |                                     |                            | 966                              |
| 14.   | Number of adult result demonstrations conducted   | 110                              |                                     |                            | 110                              |
| 15.   | Meetings held at such result demonstrations   |                                  |                                     |                            |                                  |
|   | (1) Number  |                                  |                                     |                            |                                  |
|   | (2) Total attendance  |                                  |                                     |                            |                                  |
|   | (a) Number  |                                  |                                     |                            |                                  |
|   | (b) Total attendance  |                                  |                                     |                            |                                  |
| 16.   | Tours conducted   |                                  |                                     |                            |                                  |
|   | (1) Adult work  |                                  |                                     |                            |                                  |
|   | (b) Total attendance  |                                  |                                     |                            |                                  |
|   | (2) 4-H Club and older youth  |                                  |                                     |                            |                                  |
|   | (a) Number  |                                  |                                     |                            |                                  |
|   | (b) Total attendance  |                                  |                                     |                            |                                  |
| 17.   | Achievement days held   |                                  |                                     |                            |                                  |
|   | (1) Adult work  |                                  |                                     |                            |                                  |
|   | (b) Total attendance  |                                  |                                     |                            |                                  |
|   | (2) 4-H Club and older youth  |                                  |                                     |                            |                                  |
|   | (a) Number  | 1                                |                                     |                            | 1                                |
|   | (b) Total attendance  | 45                               |                                     |                            | 45                               |

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

GENERAL ACTIVITIES—Continued

| Report only this year's activities that can be verified   |                              |                             | Home demonstration farms (a) | 4-H Club agents <sup>1</sup> (b) | Agricultural agents (c) | County total <sup>2</sup> (d) |
|---|------------------------------|-----------------------------|------------------------------|----------------------------------|-------------------------|-------------------------------|
| 17. Encampments held (report attendance for your county only) <sup>3</sup>  | (1) Farm women               | (a) Number                  |                              |                                  |                         |                               |
|   |                              | (b) Total members attending |                              |                                  |                         |                               |
|   |                              | (c) Total others attending  |                              |                                  |                         |                               |
|   | (2) 4-H Club and older youth | (a) Number                  |                              |                                  |                         |                               |
|   |                              | (b) Total boys attending    |                              |                                  |                         |                               |
|   |                              | (c) Total girls attending   |                              |                                  |                         |                               |
|   |                              | (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                  | 430                          |                                  |                         | 470                           |
|   |                              | (b) Total attendance        |                              |                                  |                         |                               |
|   | (2) 4-H Club and older youth | (a) Number                  |                              |                                  |                         |                               |
|   |                              | (b) Total attendance        |                              |                                  |                         |                               |
| 20. Meetings held by local leaders or committees not participated in by county or State extension workers and not reported elsewhere. | (1) Adult work               | (a) Number                  | 50                           |                                  |                         | 50                            |
|   |                              | (b) Total attendance        |                              |                                  |                         |                               |
|   | (2) 4-H Club and older youth | (a) Number                  | 50                           |                                  |                         | 50                            |
|   |                              | (b) Total attendance        |                              |                                  |                         |                               |

<sup>1</sup> Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.  
<sup>2</sup> County total should equal sum of preceding three columns unless duplications due to two or more agents participating in same activity or accomplishment.  
<sup>3</sup> Does not include picnics, 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)   | 428 |
| 22. Number of farms on which changes in practices have definitely resulted from the agricultural program  | 50  |
| 23. Number of farms involved in preceding question which were reached this year for the first time  | 50  |
| 24. Number of nonfarm families making changes in practices as a result of the agricultural program  | 71  |
| 25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program                                   | 31  |
| 26. Number of farm homes involved in preceding question that were reached this year for the first time  | 10  |
| 27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program                                  | 5   |
| 28. Number of other homes involved in preceding question that were reached this year for the first time   | 61  |
| 29. Number of farm homes with 4-H Club members enrolled   | 10  |
| 30. Number of other homes with 4-H Club members enrolled  | 81  |
| 31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplication)   | 15  |
| 32. 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**

FD-302a-4

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

- |                         |          |                              |                    |    |
|-------------------------|----------|------------------------------|--------------------|----|
| (a) Over-all or general | (1) Name | County Advisory Board        | (2) No. of members | 20 |
| (b) Agricultural        | (1) Name |                              | (2) No. of members |    |
| (c) Home demonstration  | (1) Name | Home Demonstration Com. Hqs. | No. of members     | 8  |
| (d) 4-H Club            | (1) Name | 4-H Club Council             | (2) No. of members | 20 |
| (e) Older youth         | (1) Name |                              | (2) No. of members |    |

34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):

- |                  |                        |   |              |   |                 |  |
|------------------|------------------------|---|--------------|---|-----------------|--|
| (a) Agricultural | (b) Home demonstration | 8 | (c) 4-H Club | 1 | (d) Older youth |  |
|------------------|------------------------|---|--------------|---|-----------------|--|

35. Total number of communities in county. (Do not include number of neighborhoods.) 4

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

37. Number of clubs or other groups organized to carry on adult home demonstration work. 8

38. Number of members in such clubs or groups. 79

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

40. Number of neighborhood and community leaders in the neighborhood-leader system. Men \_\_\_\_\_ Women \_\_\_\_\_

41. Number of different voluntary local leaders, committeemen, or neighborhood leaders actively engaged in forwarding the extension program:

- |                |           |   |                                   |           |   |                      |  |
|----------------|-----------|---|-----------------------------------|-----------|---|----------------------|--|
| (a) Adult work | (1) Men   | 8 | (b) 4-H Club and older youth work | (1) Men   | 1 | (3) Older club boys  |  |
|                | (2) Women | 5 |                                   | (2) Women | 5 | (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 <sup>1</sup><br>(a) | County agricultural planning <sup>1</sup><br>(b) | Total <sup>1</sup><br>(c) |
|--|---|--|---------------------------|
| 47. Days devoted to line of work by—                                       |   |  |                           |
| (1) Home demonstration agents  |   |  | 7                         |
| (2) 4-H Club agents  |   |  |                           |
| (3) Agricultural agents  |   |  |                           |
| (4) State extension workers  |   |  | 1                         |
| 48. Number of planning meetings held                                       | 9   |  | 9                         |
| (1) County   |   |  |                           |
| (2) Community  |   |  |                           |
| 49. Number of unpaid voluntary leaders or committeemen assisting this year |   |  |                           |
| 50. Days of assistance rendered by voluntary leaders or committeemen       |   |  |                           |

<sup>1</sup> 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 zero. In all other cases column (c) is the sum of columns (a) and (b).

16-50874-4

**CROP PRODUCTION (other than for family food supply)**

16-7091-4

| Include all work with adults, 4-H Club members, and older youth           | Corn | Wheat | Other cereals | Legumes | Pastures | Cotton | Tobacco | Potatoes and other vegetable tubers | 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   |      |       |               |         |          |        |         |                                     |        |             |
| (4) State extension workers   |      |       |               |         |          |        |         |                                     |        |             |
| 52. Number of communities in which work was conducted this year           |      |       |               |         |          |        |         |                                     |        |             |
| 53. Number of voluntary local leaders or committeemen assisting this year |      |       |               |         |          |        |         |                                     |        |             |
| 54. Number of farmers assisted this year in—                              |      |       |               |         |          |        |         |                                     |        |             |
| (1) Obtaining improved varieties or strains of seed                       |      |       |               |         |          |        |         |                                     |        |             |
| (2) The use of lime   |      |       |               |         |          |        |         |                                     |        |             |
| (3) The use of fertilizers  |      |       |               |         |          |        |         |                                     |        |             |
| (4) Controlling plant diseases  |      |       |               |         |          |        |         |                                     |        |             |
| (5) Controlling injurious insects   |      |       |               |         |          |        |         |                                     |        |             |
| (6) Controlling noxious weeds   |      |       |               |         |          |        |         |                                     |        |             |
| (7) Controlling rodents and other animals                                 |      |       |               |         |          |        |         |                                     |        |             |

**LIVESTOCK PRODUCTION (other than for family food supply)**

9

| Include all work with adults, 4-H Club members, and older youth  | Dairy cattle | Beef cattle | Sheep  | Pigs   | Horses and mules | Poultry (including turkeys) | Other livestock |
|--|--------------|-------------|--------|--------|------------------|-----------------------------|-----------------|
|  | (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  |              |             |        |        |                  |                             |                 |
| (4) State extension workers  |              |             |        |        |                  |                             |                 |
| 56. Number of communities in which work was conducted this year  |              |             |        |        |                  |                             |                 |
| 57. Number of voluntary local leaders or committeemen assisting this year  |              |             |        |        |                  |                             |                 |
| 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) Obtaining purebred or high-grade females   |              |             |        |        |                  |                             |                 |
| (3) Obtaining better strains of baby chicks (including hatching eggs)  | XXXXXX       | XXXXXX      | XXXXXX | XXXXXX | XXXXXX           | XXXXXX                      | XXXXXX          |
| (4) Improving methods of feeding   |              |             |        |        |                  |                             |                 |
| (5) Controlling external parasites   |              |             |        |        |                  |                             |                 |
| (6) Controlling diseases and internal parasites  |              |             |        |        |                  |                             |                 |
| (7) Controlling predatory animals  |              |             |        |        |                  |                             |                 |

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

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**CONSERVATION OF NATURAL RESOURCES**

| Include all work with adults, 4-H Club members, and other 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   |  |                    |              |              |
| (4) State extension workers   |  |                    |              |              |
| 63. Number of communities in which work was conducted this year           |  |                    |              |              |
| 64. Number of voluntary local leaders or committeemen assisting this year |  |                    |              |              |

**Soil and Water—Continued**

**Forestry—Continued**

|  |   |
|--|---|
| 65. Number of farmers assisted this year—  | 67. Number of farmers assisted this year—   |
| (a) With problems of land use  | (a) In reforesting new areas by planting with small trees. (Include erosion-control plantings).                                 |
| (b) In the use of crop rotations   | (b) In making improved thinnings, weedings or pruning of forest trees.  |
| (c) With strip cropping  | (c) With selection cutting  |
| (d) In constructing terraces   | (d) With production of naval stores   |
| (e) In grassing waterways or otherwise preventing or controlling gullies                                       | (e) With production of maple-sirup products   |
| (f) With contour farming of cropland   | (f) In timber estimating and appraisal  |
| (g) In contouring pasture or range   | 68. Number of farmers cooperating this year in prevention of forest fires   |
| (h) In the use of cover or green-manure crops  |   |
| (i) In otherwise controlling wind or water erosion   | 69. Number of farmers assisted this year—   |
| (j) In summer-fallowing  | (a) In construction or management of ponds for fish   |
| (k) In making depth-of-moisture tests  | (b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock |
| (l) With drainage  | (c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders                            |
| (m) With irrigation  | (d) With other plantings for food and protection in wild-life areas   |
| (n) With land clearing   |   |
| 66. Number of farmers—   |   |
| (a) In soil-conservation districts which were assisted with education for organization or operations this year |   |
| (b) Assisted in arranging for farm-conservation plans this year  |   |
| (c) Assisted in doing work based on definite farm-conservation plans this year                                 |   |

\* Include nature study.

16-50712-2

FARM MANAGEMENT

| Include all work with adults, 4-H Club members, and older youth           | Farm accounts, cost records, inventories, etc.  | Individual farm planning, adjustments, tenancy, and other management problems  | Farm credit (short and long time) | Outlook information |
|---|---|--|-----------------------------------|---------------------|
|   | (a)   | (b)  | (c)                               | (d)                 |
| 70. Days devoted to line of work by—                                      | (1) Home demonstration agents<br>(2) 4-H Club agents<br>(3) Agricultural agents<br>(4) State extension workers  |  |                                   |                     |
| 71. Number of communities in which work was conducted this year           |   |  |                                   |                     |
| 72. Number of voluntary local leaders or committeemen assisting this year |   |  |                                   |                     |
| 73. Number of farm-surveys records taken during the year—                 | (a) Farm business<br>(b) Enterprise<br>(c) Other  | 75. Number of farmers assisted this year—Continued.  |                                   |                     |
| 74. Number of farmers assisted this year in keeping—                      | (a) Farm inventory<br>(b) General farm records<br>(c) Enterprise records  | (e) In getting started in farming, or in re-locating<br>(f) With credit problems (debt adjustment and financial plans)<br>(g) In using "outlook" to make farm adjustments<br>(h) With a farm-income statement for tax purposes<br>(i) With farm-labor problems<br>(j) In developing supplemental sources of income |                                   |                     |
| 76. Number of farmers assisted this year—                                 | (a) In developing a farm plan only<br>(b) In developing a farm and home plan<br>(c) In analyzing the farm business<br>(d) In improving landlord-tenant relations and leasing arrangements |  |                                   |                     |

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

| Include all work with adults, 4-H Club members, and older youth  | Price and trade policies (prices, international trade, interstate trade barriers, transportation, interregional competition, etc.) | Land policy and programs (classification of land, reforestation, land reclamation, 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<br>(2) 4-H Club agents<br>(3) Agricultural agents<br>(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 AAA and other agencies, and not definitely related to individual crop or livestock production or marketing (pp. 6 and 9) or to soil management (p. 7).

MARKETING AND DISTRIBUTION

| Include all work with adults, 4-H Club members, and older youth  | (3) General marketing or special projects |               |                                 |                |                               |                       |        |                 |   |                          |  |
|--|---|---------------|---------------------------------|----------------|-------------------------------|-----------------------|--------|-----------------|---|--------------------------|--|
|  | General                                   | Grain and hay | Livestock and wool <sup>1</sup> | Dairy products | Poultry and eggs <sup>1</sup> | Fruits and vegetables | Cotton | Forest products | Tobacco, sugar, rice, and other commodities | Home products and crafts | Purchasing of farm and home supplies and equipment |
|  | (4)                                       | (5)           | (6)                             | (6)            | (6)                           | (7)                   | (8)    | (9)             | (10)  | (11)                     | (12)   |
| 83. Days devoted to this work by—  |   |               |                                 | 110            |                               |                       |        |                 |   |                          |  |
| (1) Home demonstration agents  |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| (2) 4-H Club agents  |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| (3) Agricultural agents  |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| (4) State extension workers  |   |               |                                 | 100            |                               |                       |        |                 |   |                          |  |
| 84. Number of communities in which work was conducted this year  |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| 85. Number of voluntary local leaders or committeemen assisting this year  |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| 86. Number of new cooperatives <sup>2</sup> assisted in organizing during the year   |   |               |                                 |                | 4                             |                       |        |                 |   |                          |  |
| 87. Number of established cooperatives <sup>2</sup> assisted during the year   |   |               |                                 |                | 108                           |                       |        |                 |   |                          |  |
| 88. Number of members <sup>2</sup> in the cooperatives assisted during the year (questions 86 and 87)  |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| 89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) <sup>3</sup>  | \$  | \$            | \$                              | \$             | \$                            | \$                    | \$     | \$              | \$  | \$                       | \$   |
| 90. Number of farmers or families (not members of cooperatives) assisted during the year   |   |               |                                 |                | 108                           |                       |        |                 |   |                          |  |
| 91. Value of products sold or purchased by farmers or families involved in the preceding question  | \$  | \$            | \$                              | \$             | \$                            | \$                    | \$     | \$              | \$  | \$                       | \$   |
| 92. Number of private marketing and distributing agencies and trade groups assisted this year  |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| 93. Number of programs <sup>3</sup> pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| 94. Number of marketing facilities improvement programs <sup>3</sup> participated in or conducted this year  |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| 95. Number of marketing surveys assisted with or conducted this year   |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| 96. Number of special merchandising programs <sup>3</sup> participated in or conducted this year   |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| 97. Number of consumer information programs <sup>3</sup> pertaining to marketing and distribution participated in or conducted this year                   |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| 98. Number of programs <sup>3</sup> relating to marketing services and costs of distribution conducted this year   |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| 99. Number of programs <sup>3</sup> relating to transportation problems conducted this year  |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| 100. Number of programs <sup>3</sup> relating to the specific use of market information conducted this year  |   |               |                                 |                |                               |                       |        |                 |   |                          |  |
| 101. Number of other marketing programs <sup>3</sup> conducted this year (specify)   |   |               |                                 |                |                               |                       |        |                 |   |                          |  |

<sup>1</sup> Includes livestock, poultry, and hatching eggs purchased for breeding, replacement, or hatching purposes.

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

<sup>3</sup> Organized pieces of work.

1. Complete in pencil.  
2. Do not write in this space. It is reserved for the use of the Bureau of Entomology and Plant Quarantine.

**HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT**

| Include all work with adults, 4-H Club members, and older youth                         |     | The house, furnishings, and surroundings<br>(a) | Rural electrification<br>(b)  | Farm buildings<br>(c) | Farm mechanical equipment<br>(d) |
|---|-----|---|---|-----------------------|----------------------------------|
| 102. Days devoted to line of work by—   |     |   |   |                       |                                  |
| (1) Home demonstration agents   | 60  |   |   |                       |                                  |
| (2) 4-H Club agents   |     |   |   |                       |                                  |
| (3) Agricultural agents   |     |   |   |                       |                                  |
| (4) State extension workers   |     |   |   |                       |                                  |
| 103. Number of communities in which work was conducted this year                        |     |   |   |                       |                                  |
| 104. Number of voluntary local leaders or committeemen assisting this year              |     |   |   |                       |                                  |
| <b>The House, Furnishings, and Surroundings—Continued</b>                               |     | <b>Rural Electrification—Continued</b>          |   |                       |                                  |
| 105. Number of families assisted this year in—  |     |   | 106. Number of associations organized or assisted this year to obtain electricity                             |                       |                                  |
| (a) Constructing dwellings  |     |   | 107. Number of families assisted this year in—  |                       |                                  |
| (b) Remodeling dwellings  |     |   | (a) Obtaining electricity   |                       |                                  |
| (c) Installing sewage systems   |     |   | (b) Selection or use of electric lights or home electrical equipment  |                       |                                  |
| (d) Installing water systems  |     |   | (c) Using electricity for income-producing purposes   |                       |                                  |
| (e) Installing heating systems  | 2   |   | <b>Farm Buildings—Continued</b>   |                       |                                  |
| (f) Providing needed storage space  |     |   | 108. Number of farmers assisted this year in—   |                       |                                  |
| (g) Rearranging or improving kitchens   |     |   | (a) The construction of farm buildings  |                       |                                  |
| (h) Improving arrangement of rooms (other than kitchens)                                |     |   | (b) Remodeling or repairing farm buildings  |                       |                                  |
| (i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings |     |   | (c) Selection or construction of farm-building equipment  |                       |                                  |
| (j) Selecting housefurnishings or equipment (other than electric)                       |     |   | <b>Farm Mechanical Equipment—Continued</b>  |                       |                                  |
| (k) Improving housekeeping methods  | 433 |   | 109. Number of farmers assisted this year in—   |                       |                                  |
| (l) Laundry arrangement   | 109 |   | (a) The selection of mechanical equipment   |                       |                                  |
| (m) Installing sanitary closets or outhouses  |     |   | (b) Making more efficient use of mechanical equipment   |                       |                                  |
| (n) Screening or using other recommended methods of controlling flies or other insects  |     |   | 110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year |                       |                                  |
| (o) Improving home grounds  |     |   | 111. Number of gin stands assisted this year in the better ginning of cotton                                  |                       |                                  |
| (p) Planting windbreaks or shelterbelts   |     |   |   |                       |                                  |

**NUTRITION AND HEALTH**

| Include all work with adults, 4-H Club members and other 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:  |     | 23  | 76                                |                                    |                                  |
| (1) Home demonstration agents  |     |   |                                   |                                    |                                  |
| (2) 4-H Club agents  |     |   |                                   |                                    |                                  |
| (3) Agricultural agents  |     |   |                                   |                                    |                                  |
| (4) State extension workers  |     |   |                                   |                                    |                                  |
| 113. Number of communities in which work was conducted this year.  |     |   |                                   |                                    |                                  |
| 114. Number of voluntary local leaders or committeemen assisting this year.                                    |     |   |                                   |                                    |                                  |
| 115. Number of families assisted this year—  |     | <b>115(g) FOOD PRESERVATION BY ADULTS</b>           |                                   |                                    |                                  |
| (a) In improving diets   |     |   |                                   |                                    |                                  |
| (b) With food preparation  |     |   |                                   |                                    |                                  |
| (c) In improving food supply by making changes in home food production <sup>1</sup> :                          |     |   | Fruits (a)                        | Vegetables (b)                     | Meats and fish (c)               |
| (1) Of vegetables  | 77  |   | 9200                              | 5100                               | 500                              |
| (2) Of fruits  | 49  |   |                                   |                                    |                                  |
| (3) Of meats   | 40  |   |                                   |                                    |                                  |
| (4) Of milk  |     |   |                                   |                                    |                                  |
| (5) Of poultry and eggs  |     |   |                                   |                                    |                                  |
| (d) With home butchering, meat cutting or curing   | 73  |   |                                   |                                    | 70                               |
| (e) With butter or cheese making   |     |   |                                   |                                    |                                  |
| (f) With food preservation problems <sup>2</sup> :   |     | <b>115(h) FOOD PRESERVATION BY 4-H CLUB MEMBERS</b> |                                   |                                    |                                  |
| (1) Canning  | 301 |   | Fruits (a)                        | Vegetables (b)                     | Meats and fish (c)               |
| (2) Freezing   |     |   | 600                               | 400                                | 10                               |
| (3) Drying   |     |   |                                   |                                    |                                  |
| (4) Storing  |     |   |                                   |                                    |                                  |
| (g) In producing and preserving home food supply according to annual food-supply budget                        |     |   |                                   |                                    |                                  |
| (h) In canning according to a budget   |     |   |                                   |                                    |                                  |
| (k) With child-feeding problems  |     |   |                                   |                                    |                                  |
| (l) In the prevention of colds and other common diseases   |     |   |                                   |                                    |                                  |
| (m) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.) |     |   |                                   |                                    |                                  |
| (n) With first-aid or home nursing   |     |   |                                   |                                    |                                  |
| (o) In removing fire and accident hazards  |     |   |                                   |                                    |                                  |
| 116. Number of schools assisted this year in establishing or maintaining hot school lunches.                   |     |   |                                   |                                    |                                  |
| 117. Number of nutrition of health clinics organized this year through the efforts of extension workers.       |     |   |                                   |                                    |                                  |

<sup>1</sup> Sum of the published value duplication due to families participating in more than one activity.

<sup>2</sup> Weights of finished product after drying.

<sup>3</sup> Weights of product before canning.

<sup>4</sup> Include contents of locker plants and home freezer units.

<sup>5</sup> Do not include vine-matured peas and beans.

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

| Includes all work with adults, 4-H Club members, and older youth  | Home management—family economics<br>(a)   | Clothing and textiles<br>(b) | Family relationships—child development<br>(c) | Recreation and community life<br>(d) |
|---|---|------------------------------|---|--------------------------------------|
| 118. Days devoted to line of work by—   |   | 126                          |   |                                      |
| (1) Home demonstration agents   |   |                              |   |                                      |
| (2) 4-H Club agents   |   |                              |   |                                      |
| (3) Agricultural agents   |   |                              |   |                                      |
| (4) State extension workers   |   |                              |   |                                      |
| 119. Number of communities in which work was conducted this year.   |   |                              |   |                                      |
| 120. Number of voluntary local leaders or committeemen assisting this year.   |   |                              |   |                                      |
| <b>Home Management—Family Economics—Continued</b>   | <b>Clothing and Textiles—Continued</b>  |                              |   |                                      |
| 121. Number of families assisted this year—   | 127. Number of families assisted this year with—  |                              |   | 396                                  |
| (a) With time-management problems   | (a) Clothing-construction problems  |                              |   | 21                                   |
| (b) With home accounts  | (b) The selection of clothing and textiles  |                              |   | 171                                  |
| (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  | <b>Family Relationships—Child Development—Continued</b>   |                              |   |                                      |
| 122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of—                               | 128. Number of families assisted this year—   |                              |   |                                      |
| (a) Food  | (a) With child-development and guidance problems  |                              |   |                                      |
| (b) Clothing  | (b) In improving family relationships   |                              |   |                                      |
| (c) Housefurnishings and equipment  | 129. Number of families providing recommended clothing, furnishings, and play equipment for children this year.               |                              |   |                                      |
| (d) General household supplies  | 130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men      |                              |   |                                      |
| 123. Number of families assisted this year through cooperative associations <sup>1</sup> or individually, with the buying of—                               | (b) Women   |                              |   |                                      |
| (a) Food  | 131. Number of children in families represented by such individuals.  |                              |   |                                      |
| (b) Clothing  | <b>Recreation and Community Life—Continued</b>  |                              |   |                                      |
| (c) Housefurnishings and equipment  | 132. Number of families assisted this year in improving home recreation.  |                              |   |                                      |
| (d) General household supplies  | 133. Number of communities assisted this year in improving community recreational facilities.                                 |                              |   |                                      |
| 124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications). | 134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs. |                              |   |                                      |
| 125. Number of families assisted this year with "making versus buying" decisions.   | 135. Number of communities assisted this year in establishing—  |                              | (a) Club or community base                    |                                      |
| 126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living.             | (b) Permanent camp  |                              | (c) Community rest rooms.                     |                                      |
| NOTE.—Individual families and groups assisted with selling problems should be reported in column (f), 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.                             |                              |   |                                      |

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

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

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

| Project  | Number of boys enrolled (a) | Number of girls enrolled (b) | Number of boys completing (c) | Number of girls completing (d) | Number of units involved in completed projects (e) |
|--|-----------------------------|------------------------------|-------------------------------|--------------------------------|--|
| 138. Corn  |                             |                              |                               |                                | Acres  |
| 139. Other cereals   |                             |                              |                               |                                | Acres  |
| 140. Peanuts   |                             |                              |                               |                                | Acres  |
| 141. Soybeans, field peas, alfalfa, and other legumes          |                             |                              |                               |                                | Acres  |
| 142. Soil and water conservation                               |                             |                              |                               |                                | Acres  |
| 143. Potatoes, Irish and sweet                                 |                             |                              |                               |                                | Acres  |
| 144. Cotton  |                             |                              |                               |                                | Acres  |
| 145. Tobacco   |                             |                              |                               |                                | Acres  |
| 146. Fruits  |                             |                              |                               |                                | Acres  |
| 147. Home gardens  |                             |                              |                               |                                | Acres  |
| 148. Market gardens, truck and canning crops                   |                             |                              |                               |                                | Acres  |
| 149. Other crops (including pasture improvement)               |                             |                              |                               |                                | Acres  |
| 150. Poultry (including turkeys)                               |                             |                              |                               |                                | Birds  |
| 151. Dairy cattle  |                             |                              |                               |                                | Animals  |
| 152. Beef cattle   |                             |                              |                               |                                | Animals  |
| 153. Sheep   |                             |                              |                               |                                | Animals  |
| 154. Swine   |                             |                              |                               |                                | Animals  |
| 155. Horses and mules  |                             |                              |                               |                                | Animals  |
| 155a. Rabbits  |                             |                              |                               |                                | Animals  |
| 156. Other livestock   |                             |                              |                               |                                | Animals  |
| 157. Bees  |                             |                              |                               |                                | Colonies   |
| 158. Beautification of home grounds                            |                             |                              |                               |                                | XXXXXXXXXXXX                                       |
| 159. Forestry  |                             |                              |                               |                                | XXXXXXXXXXXX                                       |
| 160. Wildlife and nature study (game and fur animals)          |                             |                              |                               |                                | XXXXXXXXXXXX                                       |
| 161. Agricultural engineering, farm shop, electricity, tractor |                             |                              |                               |                                | Articles made                                      |
| 162. Farm management   |                             |                              |                               |                                | Articles repaired                                  |
| 163. Food selection, preparation, and/or baking                |                             |                              |                               |                                | XXXXXXXXXXXX                                       |
| 164. Food preservation. (Include frozen foods)                 |                             |                              |                               |                                | XXXXXXXXXXXX                                       |
| 165. Health, home nursing, and first aid                       |                             |                              |                               |                                | XXXXXXXXXXXX                                       |
| 165a. Child care   |                             |                              |                               |                                | XXXXXXXXXXXX                                       |
| 166. Clothing. <i>Unit II</i>                                  | 14                          | 48                           | 2                             | 40                             | 75<br>20 Garments made                             |
| 167. Home management (housekeeping)                            | 45                          | 98                           | 30                            | 94                             | 127 Units  |
| 168. Home furnishings and room improvement                     |                             |                              |                               |                                | Rooms  |
| 169. Home industry, arts and crafts                            |                             |                              |                               |                                | Articles   |
| 170. Junior leadership   |                             |                              |                               |                                | Articles   |
| 171. All others  |                             |                              |                               |                                | XXXXXXXXXXXX                                       |
| 172. Total (project enrollment and completion)                 | 75                          | 196                          | 40                            | 174                            | XXXXXXXXXXXX                                       |

131 4-H CLUB MEMBERSHIP

|  |    |    |  |
|--|----|----|--|
| 173. Number of 4-H Clubs                                     | 5  |    |  |
| 174. Number of different 4-H Club members enrolled           | 45 | 98 |  |
| 175. Number of different 4-H Club members completing         | 20 | 76 |  |
| 176. Number of different 4-H Club members in school          | 45 | 98 |  |
| 177. Number of different 4-H Club members out of school      | 0  | 0  |  |
| 178. Number of different 4-H Club members from farm homes    | 45 | 98 |  |
| 179. Number of different 4-H Club members from nonfarm homes | 0  | 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      | 20       | 24        | 10 and under | 6        | 22        |
| 2d year       | 17       | 44        | 11           | 0        | 29        |
| 3d year       | 8        | 30        | 12           | 17       | 22        |
| 4th year      |          |           | 13           | 11       | 15        |
| 5th year      |          |           | 14           | 10       | 9         |
| 6th year      |          |           | 15           | 1        | 2         |
| 7th year      |          |           | 16           | 0        | 1         |
| 8th year      |          |           | 17           |          |           |
| 9th year      |          |           | 18           |          |           |
| 10th and over | 45       | 98        | 19           |          |           |
|               |          |           | 20 and over  | 45       | 98        |

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

WORK WITH OLDER RURAL YOUTH

|  |                                  |
|--|----------------------------------|
| 185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth |                                  |
| 186. Membership in such groups   | (a) Young men<br>(b) Young women |

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

|   |  |
|---|--|
| 188. Number of meetings of older rural youth extension groups |  |
| 189. Total attendance at such meetings                        |  |
| 190. Number of other older rural youth groups assisted        |  |

|  |                                  |
|--|----------------------------------|
| 191. Membership in such groups   | (a) Young men<br>(b) Young women |
| 192. Number of older rural youth not in extension or other youth groups assisted   | (a) Young men<br>(b) Young women |
| 193. Total number of different young people contacted through the extension program for older rural youth. (Questions 186, 191, and 192, minus duplications) | (a) Young men<br>(b) Young women |

| 194. Check column showing approximate portion of older youth program devoted to— | Under 10 percent (a)                            | 10-19 percent (b) | 20-39 percent (c) | 40 percent or more (d) |
|--|---|-------------------|-------------------|------------------------|
|  | (1) Citizenship, democracy, and public problems |                   |                   |                        |
| (2) Vocational guidance  |   |                   |                   |                        |
| (3) Family life and social customs   |   |                   |                   |                        |
| (4) Social and recreational activities   |   |                   |                   |                        |
| (5) Community service activities   |   |                   |                   |                        |
| (6) Technical agriculture  |   |                   |                   |                        |
| (7) Technical home economics, including nutrition and health                     |   |                   |                   |                        |

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 12, 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 dropped here by the year in connection with the succeeding year's program.  
 3 Same as footnote 2, except that reference is to completions instead of enrollments.

MISCELLANEOUS

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

|   | Home (1) | General teacher inventory (2) | All other work (3) |
|---|----------|-------------------------------|--------------------|
| 195. Days devoted to line of work by—                                       |          |                               |                    |
| (1) Home demonstration agents   |          |                               |                    |
| (2) 4-H Club agents   |          |                               |                    |
| (3) Agricultural agents   |          |                               |                    |
| (4) State extension workers   |          |                               |                    |
| 196. Number of communities in which work was conducted this year.           |          |                               |                    |
| 197. Number of voluntary local leaders or committeemen assisting this year. |          |                               |                    |

SUMMARY OF CONTRIBUTION TO WAR EFFORT

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

|   | War programs | Home demonstration agents (1) | 4-H Club agents (2) | Agricultural agents (3) |
|---|--------------|-------------------------------|---------------------|-------------------------|
| 198. Estimated number of days devoted to—   |              |                               |                     |                         |
| (1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems) |              |                               |                     |                         |
| (2) Problems arising from new military camps, munitions plants, and war industries  |              |                               |                     |                         |
| (3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)   |              |                               |                     |                         |
| (4) Other war work (including collection of salvage material)   |              | 10                            |                     |                         |

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.

|   | Assistant 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) | Farm 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                            |  |                                |   | 7                  |
| (2) 4-H Club agents   |                           |                          |                                |                        |   |                               |                              |  |                                |   |                    |
| (3) Agricultural agents   |                           |                          |                                |                        |   |                               |                              |  |                                |   |                    |
| (4) State extension workers   |                           |                          |                                |                        |   |                               |                              |  |                                |   |                    |
| 200. Number of communities in which work was conducted this year.           |                           |                          |                                |                        |   |                               |                              |  |                                |   |                    |
| 201. Number of voluntary local leaders or committeemen assisting this year. |                           |                          |                                |                        |   |                               |                              |  |                                |   |                    |
| 202. Number of meetings participated in this year by extension workers.     |                           |                          |                                |                        |   |                               |                              |  |                                |   |                    |

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

LEWIS & CLARK

## TERMINOLOGY

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

### DEFINITIONS OF EXTENSION TERMS

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

NARRATIVE REPORT

NORTHUMBERLAND COUNTY

December 1, 1946 - November 30, 1947

Aranna Brown  
Local Home Agent

PROGRESS REPORT

FOR THE YEAR

1950 - November 30, 1951

Local Area Agent  
Arthur Brown

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SCOPE OF WORK

Home Demonstration Clubs:

Number 8

Membership 79

4-H Clubs:

Number 5

Membership 129

Estimate of total number of families reached 223

Number of farm families in county 428

ADULT WORK

Home Demonstration Club Program - Project Work

The conditions considered working out the 1947 program in general were that prices were still rising on food and clothing and that there was a shortage of the same things. In the county, were found the problems of having enough food and adequate clothing for the family. The subject matter fields in which work was carried were food and clothing. The reason was to carry out the problems that faced the county.

Food

The agent met the clubs and gave information relating to plans for this year's gardens and canning. The club objectives recommended were to have year round gardens and to can as much as possible. As a result of club meetings and home visits members planned for their gardens and made out the family food

SCOPE OF WORK

Local Identification Number:

Number      Membership     

A-E Class:

Number      Membership     

Percentage of total number of families treated     

Number of late families in county     

ABOUT WORK

     -     

The conditions considered working out the 1947 program in general were that prices were still rising on food and clothing and that there was a shortage of the same things. In the county were found the problems of having enough food and adequate clothing for the family. The subject matter fields in which work was carried were food and clothing. The reason was to carry out the program that faced the county.

Food

The agent and the clinic gave information relating to plans for this year's gardens and canning. The objectives recommended were to have year round gardens and to can as much as possible. As a result of this meeting, and more with the help given planned for their gardens and made out the family food

preservation plan.

During the month of December the agent gave demonstrations in meat canning. Fifty-six members received information on meat canning. As a result one member, Mrs. Clyde Yerby, in August canned chickens with her new pressure cooker without any other assistance.

During July demonstrations were given in canning of string beans, peas, and squash with the "New Canning Time," being used. Forty-eight families worked with the agent and received help.

One food spoilage Clinic was held. Six leaders were present with the agent and Miss Thompson. As a result these leaders carried the information back to other neighborhoods and communities.

In September the home demonstration members exhibited canned goods at the Warsaw Fair. As a result received first, second and third prizes.

The home demonstration club members reported canning a total of 9,200 quarts of fruits, 5,100 quarts of vegetables, and 500 quarts of meats and fish.

#### Clothing

The objective was to possess adequate clothing for the family. During the month of January the agent gave assistance to the members on how to remake hats. As a result the members went back home and got out their old hats and fixed the veils, brushed, and cleaned them. Bulletins were given out on "Bag Magic." During the summer months selection of patterns and materials and the construction of garments were demonstrated.

The Heathsville Home Demonstration Club had a bedspread, a slip with crocheted lace at the bottom, a coat made over for

preservation plan.

During the month of October the agent gave demonstrations in  
 local canning. Fifty-six members received information on what canning  
 is and how to do it. Mrs. Clyde Yorky, in August canned  
 pickles and her new pressure cooker without any of her  
 friends. During July demonstrations were given in canning of string  
 beans, peas, and squash with the "New Canning Time" being used.  
 Forty-eight families worked with the agent and received help.  
 One food storage clinic was held. Six leaders were present  
 with the agent and Miss Thompson. As a result these leaders carried  
 the information back to other neighborhoods and communities.  
 In September the home demonstration members exhibited canned  
 goods at the Market Fair. As a result received first, second and  
 third prizes.

The Home Demonstration Club members reported totaling a  
 total of 2,500 quarts of fruit, 2,100 quarts of vegetables, and  
 300 quarts of meats and fish.

Conclusion

The objective was to possess adequate clothing for the  
 family. During the month of January the agent gave assistance  
 to the members on how to repair hats. As a result the members  
 went back home and got their old hats and Miss Yorky's  
 broom, and cleaned them. Exhibitions were given out on "Hat  
 Making". During the summer months selection of patterns and  
 materials and the construction of garments were demonstrated.  
 The Home Demonstration Club had a bedspread,  
 a slip and crocheted lace at the Market, a quilt made over for

a small child and a crocheted centerpiece, as some of the clothing project. The home demonstration club members had clothing and hand-work to put on the Warsaw Fair. First prizes in crocheted tablecloth and pillowcases from feed bags; second in candlewick bedspreads and pillow cases. Other things exhibited were not on the premium list, bathrobes from feed bags, embroidered centerpiece and crocheted bedroom slippers.

#### Live-at-Home Work

The goal was to have one community Live-at-Home work program in the county this year. As a result improvements were made from the first score to the second score in vegetable gardens and family poultry.

#### Other Activities

The March of Dimes - during the month of February the home demonstration club members in Fairfield District raised \$26.82 for this drive.

On May 1 two of the home demonstration club members of Horsehead and Lottsburg were delegates to the Tuberculosis Association in Richmond, Virginia.

#### LEADERSHIP

Training on food spoilage was used for information to other members in the communities. As a result less food was reported lost this year than has been in the past.

Training in meat canning and New Canning Time, and in turn these leaders trained other neighbors.

a small shift and a corrected certificate, as some of the details  
 of the work. The work demonstrated that members had retained and some  
 work to put on the program. First prizes in sponsored ladies  
 and men and prizes for best paper; second in scientific paper  
 prizes and prizes for best paper. Other things exhibited were not on the  
 program list, but were from last year, exhibited certificates  
 and corrected business registers.

Live-at-Home Work

The goal was to have one community live-at-home work program  
 in the county this year. As a result arrangements were made for  
 the first year in the county to be in vegetable gardens and  
 family parties.

Local Activities

The town of Hines - during the month of February the  
 new demonstration and exhibits in Hinesville District raised  
 \$25.00 for this drive.  
 On May 1 and 2 the new demonstration and exhibits of  
 Hinesville and Hinesville were reported to the Tobacco  
 Association in Hinesville, Virginia.

LEADERSHIP

Training of food agents was used for information to  
 their reports in the community. As a result last year was  
 reported last year that had been in the past.  
 Training in most counties and New County lines, and in  
 two more counties trained other agents.

OTHER MEANS OF REACHING PEOPLE

County Advisory Board

Twenty-four people attended the Farmers Conference at Virginia State College, April 10, 1947. One delegate attended the State Advisory Board meeting in Hanover County on September 3 and 4.

WORK WITH YOUTH

4-H Clubs

Organization - County Council held meetings and made plans for county achievement day program. It was decided to be held in the fall at the end of October or the first of November. A program was organized and carried through on the ninth of November at the Lively Hope Baptist Church with 45 members present from three of the five 4-H clubs in the county.

Project Work

The conditions in working out the 1947 program was in resemblance to the home demonstration program. Subject matter fields in which work was carried were housekeeping, small laundry equipment, and clothing Unit II.

Housekeeping

One hundred members enrolled and 88 members completed the projects. Demonstrations were given in bedmaking, setting the table and cleaning the room.

As a result, fifty-six families received information in improving housekeeping methods.

OTHER LEADS OF MEMBERS PEOPLE

County Advisory Board

Twenty-four people attended the Farmers Conference at Virginia State College, April 10, 1947. One delegate attended the State Advisory Board meeting in Hanover County on September 3 and 4.

WORK WITH YOUTH

4-7 Class

Organization - County Council held meetings and made plans for county achievement day program. It was decided to be held in the fall at the end of October or the first of November. A program was organized and carried through on the night of November 21 at the lively Hope Baptist Church with 42 members present from three of the five 4-8 clubs in the county.

Project Work

The committee is working out the 1947 program and in accordance to the new demonstration program. Subject matter fields in which work was carried were housecleaning, small industry equipment, and distilling Unit II.

Housecleaning

One hundred members enrolled and 32 members completed the projects. Demonstrations were given in distilling, setting the table and cleaning the room. As a result fifty-six families received information in improving housecleaning methods.

### Small Laundry Equipment

Forty-three members enrolled and thirty-six members completed the project. Demonstrations were given on making clothes pin aprons, lining clothes baskets, padding ironing boards and sleeve boards.

As a result clothes pin bags were made and 71 families received information in improving laundry arrangements.

### Food Preservation

Sixty-six members enrolled and forty-eight members completed the project. Demonstrations were given in canning vegetables by local agent and leaders to the 4-H groups.

As a result 600 quarts of fruits, 400 quarts of vegetables and 10 quarts of meats were reported canned by the 4-H clubs.

### Clothing Unit II

Sixty-two members enrolled and 42 members completed the project. The Branch Chapel 4-H club made green shorts from feed bags. As a result for completing the projects they were given a picnic at Harryhogan's beach.

The Newman's Neck club made broom stick skirts from goods bought at the local stores. As a result the group learned to put in packets and to make buttonholes.

### WORK DONE WITH OTHER AGENCIES

During the month of February, the agent served as Chairman of the Fairfield's District for the March of Dimes. The amount of \$26.82 was raised by the home demonstration clubs.

Small Laundry Buildings

Thirty-three numbers cancelled and thirty-six numbers completed  
the project. Demonstrations were given on making clothes pins  
aprons, listing clothes hangers, padding ironing boards and sleeve  
boards.  
As a result clothes pin sets were made and 12 families  
received instruction in hygienic laundry arrangements.

Food Preservation

Sixty-six numbers cancelled and forty-eight numbers completed  
the project. Demonstrations were given in canning vegetables,  
local meat and hangers for 4-5 groups.  
As a result 500 quarts of fruit, 400 quarts of vegetables  
and 10 quarts of meat were reported canned by the 4-5 clubs.

Division Unit II

Sixty-two numbers cancelled and 41 numbers completed the  
project. The Brown Chapel 4-8 club made green sauce from local  
meat. As a result for completing the projects they were given  
picnic at Langston's beach.  
The women's work club made green sauce from local  
meat at the local store. As a result the group learned to  
get in picture and have picnics.

WORK DONE WITH OTHER AGENCIES

During the month of February the group served as chairman  
of the Fairchild District 1's Fair of District. The amount  
of \$10.00 was raised by the home demonstration club.

34  
72

On May 2, the Agent was a delegate to the Tuberculosis Association in Richmond, Virginia, along with two other home demonstration ladies.

EVALUATION OF THE 1947 HOME DEMONSTRATION PROGRAM

It appears the most significant contributions to the county made by the home demonstration program this year was the production and preservation of food and the splendid use of materials on hand for clothing, housekeeping, and small laundry.

From the developments of last year's problems the work for this year will be centered around sewing for the "Comfortable Bedroom," and since food is still a vital factor in the world economy, plans are made to "Preserve the Family Yearly Food Supply." Nations in Europe and Asia are still in desperate need of food. We are urged to produce as much as possible and to use it as practically as possible.

RM  
34

On May 1, the agent was a delegate to the Tobaccoists  
Association in Richmond, Virginia, along with two other home  
demonstration ladies.

EVALUATION OF THE 1947 HOME DEMONSTRATION PROGRAM

It appears the most significant contributions to the success  
made by the home demonstration program this year was the prodding  
and preservation of food and the efficient use of materials  
on hand for clothing, housekeeping, and mail laundry.  
From the developments of last year's program the work  
for this year will be centered around sewing for the "Complete-  
the Bedroom," and since food is still a vital factor in the  
world economy, plans are made to "revivify the Family Yarnly  
Food Supply." Nations in Europe and Asia are still in desperate  
need of food. We are urged to produce as much as possible and  
to use it as practically as possible.