

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service,
Office of Cooperative Extension Work
Washington, D. C.

ANNUAL REPORT OF COUNTY EXTENSION WORKERS

This report form is to be used by county extension agents, such as county agricultural agent, home demonstration agent, club agent, and negro agent, reporting on their respective lines of work.

State Virginia County 25 Counties
 Report of Summary County Negro Farms Agent
(Division) (Title)
 From December 1, 1930 to November 30, 1931

If agent has not been employed entire year, indicate exact period. Agents resigning during the year should make out this report before quitting the service.

READ DEFINITIONS, PAGE 3

P
 T A
 Men
 (Pierce)

1-8-32

NEGRO



Approved:

Date December 8/31

John L. Chambliss
 State of District Superior

Date _____

State Extension Director.

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

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

Separate statistical and narrative reports are desired from each leader of a line of work, such as county agricultural agent, home demonstration agent, boys' and girls' club agent, and negro agent, regardless of title. Where an assistant agent has been employed a part or all of the year, a report on 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. Where two or more agents are employed in a county, each a leader of a line of work, statistics should not be duplicated.

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

NARRATIVE SUMMARY

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

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

SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT

- I. Cover and title page.
- II. Table of contents.
- III. Status of county extension organization.
 - (1) Form of organization—changes and development.
 - (2) Function of local people, committees, or project leaders in developing the program of work.
 - (3) General policies, including relationships to other organizations.
- IV. Program of work; listing goals set up, methods employed, and results achieved.
 - (1) Factors considered and methods used in determining program of work.
 - (2) Project activities and results.

<ol style="list-style-type: none"> (a) Cereals. (b) Legumes and forage crops. (c) Potatoes, Irish. (d) Cotton. (e) Tobacco and other special crops. (f) Home gardens and home beautification. (g) Market garden and truck crops. (h) Fruits. (i) Forestry. (j) Rodents and miscellaneous insects. (k) Agricultural engineering and home engineering. (l) Poultry. 	<ol style="list-style-type: none"> (m) Dairy. (n) Other livestock. (o) Farm management. (p) Marketing, farm and home. (q) Foods and nutrition. (r) Child training and care. (s) Clothing. (t) Home management. (u) Home furnishings. (v) Home health and sanitation. (w) Community activities. (x) Miscellaneous.
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- V. Outlook and recommendations, including suggestive program of work for next year.
- VI. Summary of activities and accomplishments, preferably of one or two typewritten pages only, placed at the beginning or end of the narrative report.

STATISTICAL SUMMARY

To supplement the narrative part of the report, and in order that comparable State and National summaries may be made, it is necessary to include a statistical summary of the work in each county. The following form has been prepared to insure uniformity of reporting:

DEFINITIONS OF TERMS USED IN THIS REPORT

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

GENERAL ACTIVITIES

Report Only This Year's Activities and Results that can be Filled

252

1. List below the names, titles, and periods of service of the county extension agents whose work is included in this report.

This report includes the work of 21 agents in 25 Counties for 12 months from December 1, 1930 - November 30, 1931

2. County extension organization or association

(a) Name County Advisory Board 21 25
 (b) Number of members (1) Men 21 768
 (2) Women 21 286

3. Number of communities in county where extension work should be conducted 21 305

4. Number of above communities in which the extension program has been cooperatively worked out by extension agents and local committees 21 176

5. Number of different voluntary county or community local leaders or committeemen actively engaged in forwarding the extension program.

(a) Adult work (1) Men 21 768
 (2) Women 18 205
 (b) 4-H Club work (1) Men 13 91
 (2) Women 19 162
 (3) Older club boys 11 100
 (4) Older club girls 10 110

6. Number of clubs or other groups organized to carry on adult home demonstration work — —

7. Members in above clubs or groups — —

8. Number of 4-H Clubs 21 195

9. Number of different 4-H Club members enrolled (a) Boys 21 2109
 (b) Girls 19 1645

10. Number of different 4-H Club members completing (a) Boys 21 1980
 (b) Girls 19 1471

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

	1st Year	2d Year	3d Year	4th Year	5th Year	6th Year	Total
(a) Boys	130	642	443	238	143	115	2111
(b) Girls	263	449	352	202	57	22	1745

12. Number of 4-H Club members according to age.

Age	10	11	12	13	14	15	16	17	18	19	20	21
Boys	123	170	256	310	311	310	352	179	111	59	28	
Girls	122	151	229	270	253	242	185	125	72	59	49	

* Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the proper columns reported on page 8 to 24, less any duplications due to the same boy or girl carrying on two or more subject-matter lines of work.

GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results that are to be Verified

13. Number of 4-H Club members in school	21	3445	Out of school	16	309	13
14. Number of 4-H Club teams trained	(a) Judging	21	96	14		
	(b) Demonstration	15	701			
15. Number of groups organized for extension work with rural young people above the 4-H Club age						15
16. Members in above groups	(a) Young men					16
	(b) Young women					
17. Total number of farm visits ¹ made in conducting extension work	21	14326				17
18. Number of different farms visited	21	6362				18
19. Total number of home visits ² made in conducting extension work						19
20. Number of different homes visited						20
21. Number of calls relating to extension work	(a) Office	21	3534	21		
	(b) Telephone	21	143			
22. Number of days agent spent in office	21	1312				22
23. Number of days agent spent in field	21	4804				23
24. Number of news articles or stories published*	16	147				24
25. Number of individual letters written	21	7022				25
26. Number of different circular letters prepared (not total copies mailed)	20	1915				26
27. Number of bulletins distributed	20	8693				27
28. Number of radio talks made						28
29. Number of events at which extension exhibits were shown	17	48				29
30. Training meetings held for local leaders or committees	(a) Adult work	(1) Number	14	73	30	
		(2) Total men leaders attending	14	649		
(b) 4-H Club	(1) Number	13	68	3146		
	(2) Total leaders attending					
31. Method demonstration meetings held (do not include meetings reported under No. 30)	(a) Number	19	1157	31		
	(b) Total attendance	713750				
32. Meetings held at result demonstrations	(a) Number	15	279	32		
	(b) Total attendance	4045				
33. Tours conducted	(a) Number	7	8	33		
	(b) Total attendance	7628				
34. Achievement days held	(a) Adult work	(1) Number	2	2	34	
		(2) Total attendance	2527			
(b) 4-H Club	(1) Number	7	7	1511		
	(2) Total attendance					

¹List on farm or home visit according to principal purpose of visit.

²Include county and State fairs, agricultural fairs, and home meetings. Do not count those relating to nature of meetings only.

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GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results that are to be Filled

	(1) Number	—	
	(2) Total members attending	—	
	(3) Total others attending	—	
25. Encampments held	(1) Number	5	25
	(2) Total boys attending	139	
	(3) Total girls attending	112	
	(4) Total others attending	122	
26. Other meetings of an extension nature participated in and not previously reported	(6) Number	372	26
	(8) Total attendance	18443	
27. Meetings held by local leaders or committeemen not participated in by agent and not reported elsewhere	(1) Number	9	27
	(2) Total attendance	699	
	(1) Number	119	
	(2) Total attendance	2524	

PROGRAM SUMMARY

List below information on each subdivision of the program of work. Include under each heading all of the work done with men, women, boys, and girls. If an individual agent has been employed include his or her time with that of the agent. This page should not be filled out until the questions on the following pages have been answered. Estimate where records are not available.

Line of work	Number of employees	Number of teachers	Days spent	Days of	Number	Number	Number	Number	Number
	of extension or other special instruction	of extension or other special instruction	with line of work	involvement in line of work	of work- day total in relation to line of work	of work- day total in relation to line of work	of extension or other special instruction	of extension or other special instruction	of extension or other special instruction
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
25. Cereals (page 8)	216	228	11	1134	314	27	175	228	289
26. Legumes and forage crops (page 9, 10)	113	175	5	789	221	13	132	175	213
27. Potatoes, Irish (page 11)	49	46	-	131	46	-	46	309	39
28. Cotton (page 11)	35	30	-	25	34	2	3	30	32
29. Tobacco and other special crops (page 11)	17	6	-	25	23	1	3	102	21
30. Home gardens and home beautification (page 12)	46	186	22	473	128	12	194	140	27
31. Market garden and truck crops (page 12)	15	16	4	43	19	-	5	27	36
32. Fruits (page 12)	60	64	-	206	87	13	14	124	245
33. Forestry (page 13)	-	-	-	-	-	-	-	-	-
34. Rodents and miscellaneous insects (page 13)	4	4	-	9	12	-	5	34	27
35. Agricultural engineering (page 14)	93	77	5	331	65	4	114	465	65
36. Poultry (page 15)	196	189	8	467	178	16	129	1189	322
37. Dairy (page 15)	19	27	4	65	41	27	104	126	19
38. Other livestock (page 15)	42	34	9	115	26	23	118	107	143
39. Farm management (page 16)	16	37	-	28	37	2	4	163	23
40. Marketing—farm and home (page 17)	13	13	-	25	3	-	101	92	8
41. Foods and nutrition (page 18)									
42. Child training and care (page 19)									
43. Clothing (page 20)									
44. Home management (page 21)									
45. Home furnishings (page 22)									
46. Home health and sanitation (page 23)	14	7	-	41	32	-	5	96	11
47. Community activities (page 24)	20	30	3	69	33	9	3	142	38
48. Miscellaneous (page 24)									
49. Building extension program of work	15	31	2	54	27	1	23	146	29
50. Organization—extension association and committee	26	116	4	134	43	2	7	361	20

(This table for these columns do not necessarily check with the information given on pages 4, 5, and 6, show one meeting, ten visits, another letter, etc., may relate to two or more lines of subject matter.)

* Under "holding the extension program" include all work incident to the extension of community, health, and community programs. Do not include work done in the extension of programs, in the absence of reports under the separate classes.

* Under "extension" include all work incident to establishing extension associations, organized councils, home demonstration councils, advisory committees, project committees, community committees, and the like not reported under holding the extension program.

CEREALS*

Report Only This Year's Extension Activities that are Supported by Records

Item	50	51	52	53	54	55
	Corn	Wheat	Oats	Rye	Barley	Other
64. Number of method demonstration meetings held	139	21	7	8	-	39
65. Number of adult result demonstrations completed or carried into the next year	612	157	34	74	-	41
66. Total number of acres included in adult result demonstrations	2453	426	145	100	-	150
67. Average increased yield per acre on adult result demonstrations due to recommended practices	bu.	bu.	bu.	bu.	bu.	bu.
68. Number of 4-H Club members enrolled	(1) Boys	1477				
	(2) Girls	-				
69. Number of 4-H Club members completing	(1) Boys	969				
	(2) Girls	-		✓		
70. Number of acres grown by club members completing	1015					
71. Total yields of cereals grown by club members completing	3989	bu.	bu.	bu.	bu.	bu.
<p>Note.—Work relating to soils and fertilizers, insects, and plant diseases should be reported in connection with the crops concerned.</p> <p>(Use space below for State questions not listed above)</p>						

LEGUMES AND FORAGE CROPS

Report Only This Year's Experiments with-Other Data are Reported by Summary

Item	(1)	(2)	(3)	(4)	(5)	(6)
	Acres	Grain Dress	Clover (red, black, white)	Vetch	Lespedeza	Festuca
72. Number of method demonstration meetings held	5	-	4	-	-	3
73. Number of adult result demonstrations completed or carried into the next year	16	-	13	-	-	4
74. Total number of acres included in adult result demonstrations	50	-	60	-	1	37
75. Average increased yield per acre on adult result demonstrations due to recommended practices	85	-	169	-	2	156
76. Number of 4-H Club members enrolled	(1) Boys	(2) Girls	(1) Boys	(2) Girls	(1) Boys	(2) Girls
77. Number of 4-H Club members completing	(1) Boys	(2) Girls	(1) Boys	(2) Girls	(1) Boys	(2) Girls
78. Total yield of crops grown by club members completing	bu. tons	bu. tons	bu. tons	bu. tons	bu. tons	XXXXX XXXXX

Note.—Work relating to soils and fertilizers, insects, and plant diseases should be reported in connection with the crops concerned.

(Use space below for State questions not listed above)

LEAVES AND FORAGE CROPS—Continued

Report Only This Year's Estimated Activities (Use as Suggested by Number)

Item	(1)	(2)	(3)	(4)	(5)	(6)
	6y tons	Crops	Volu- me	Feed tons	Feed tons	bu. tons
72. Number of method demonstration meetings held	41	32	—	—	32	21
73. Number of adult result demonstrations completed or carried into the next year	15	10 (1)	—	—	10	3
74. Total number of acres included in adult result demonstrations	268	117	—	—	117	24
75. Average increased yield per acre on adult result demonstrations due to recommended practices ¹	941	390	—	—	390	65
76. Number of 4-H Club members enrolled	(1) Boys 14	(2) Girls 19	—	14	217	—
77. Number of 4-H Club members completing	(1) Boys 14	(2) Girls 2	—	3	207	—
78. Number of acres grown by club members completing	214	18	—	3	239	—
79. Total yield of crops grown by club members completing	22 bu.	22 bu.	—	18 bu.	14221	—

Notes.—Work relating to soils and fertilizers, insects, and plant diseases should be reported in connection with the crops concerned.

(Use space below for State questions not listed above)

225 ✓

¹ Includes crop by name.² Includes whether yield in bushels of seed or tons of cured forage.

POTATOES, COTTON, TOBACCO, AND OTHER SPECIAL CROPS

Report Only This Year's Extension Activities that are Supported by Records

Item	00		01		02		03	
	High school	Adult potato	High school	Adult potato	Cotton	Tobacco	Other*	
80. Number of method demonstration meetings held	24	16	15	12				80
81. Number of adult result demonstrations completed or carried into the next year	9	15	38	7				81
82. Total number of acres included in adult result demonstrations	22	15	118	14				82
83. Average increased yield per acre on adult result demonstrations due to recommended practices	150%	100%	100%	100%				83
84. Number of 4-H Club members enrolled	(1) Boys	73	43	92	81			84
	(2) Girls	2	2					
85. Number of 4-H Club members completing	(1) Boys	63	35	52	22			85
	(2) Girls	2	2					
86. Number of acres grown by club members completing	23	21	101	24				86
87. Total yield of crops grown by club members completing	72 lbs	247 lbs	5425 lbs	531 lbs				87
<p>Note.—Work relating to soils and fertilizers, insects, and plant diseases should be reported in connection with the crops concerned.</p> <p>(Use space below for State questions not listed above)</p>								
<p>58</p>								

* Indicate crop by season.
 † Report yield of cotton in pounds of seed cotton.

FRUITS, VEGETABLES, AND BEAUTIFICATION OF HOME GROUNDS

Report Only This Year's Extension Activities that are Reported by Reports

Item	80 Days practiced	81 Market producing fruit, and marketing crop	82 Demon- stration of home grounds	83 Tree fruits	84 Small and nut fruits	85 Crops
86. Number of method demonstration meetings held	5	-	5	7	-	-
87. Number of adult result demonstrations completed or carried into the next year	108	-	7	73	-	-
88. Total number of acres included in adult result demonstrations	221	9	57	175	-	-
89. Average increased yield per acre on adult result demonstrations due to recommended practices	XXXXX	31	XXXXX	219		
90. Number of 4-H Club members enrolled						
(1) Boys	167					
(2) Girls	612					
91. Number of 4-H Club members completing						
(1) Boys	151					
(2) Girls	555					
92. Number of acres grown by club members completing	191		XXXXX			
Notes.—Work relating to soils and fertilizers, insects, and plant diseases should be reported in connection with the crops concerned.		V				V
(Use space below for State questions not listed above)						

FORESTRY

Report Only This Year's Extension Activities that are Supported by Records

95. Number of method demonstration meetings held	96
96. Number of adult result demonstrations completed or carried into the next year	99
97. Number of 4-H Club members enrolled	(a) Boys _____ (b) Girls _____ 97
98. Number of 4-H Club members completing	(a) Boys _____ (b) Girls _____ 98
99. Number of transplant beds cared for by club members completing	99
100. Number of acres farm wood lot managed by club members completing	100
101. Number of new forest or farm woodland areas planted according to recommendations	101
102. Acres involved in preceding question	102
103. Number of farms assisted in forest or wood-lot management	103
104. Acres involved in preceding question	104
105. Number of farms planting windbreaks according to recommendations	105
106. Number of farms following recommendations as to control of white-pine blister rust	106
107. Number of farms assisted in other ways relative to forestry (specify below)	107

(Use space below for State questions not listed above)

RODENTS, OTHER ANIMAL PESTS, AND MISCELLANEOUS INSECTS

Report Only This Year's Extension Activities that are Supported by Records

(Do not include work reported under "Crop" and "Livestock" headings)

	(a) Rodents	(b) Other animal pests	(c) Insects
108. Number of method demonstration meetings held	1	6	—
109. Number of result demonstrations completed or carried into the next year	3	3	—
110. Pounds of poison used	4	77	—

AGRICULTURAL ENGINEERING

(Farm and Home)

Report Only This Year's Extension Activities Has not Reported by Agents

111. Number of method demonstration meetings held	11	71	111
112. Number of adult result demonstrations completed or carried into the next year	13	181	112
113. Number of 4-H Club members enrolled	(a) Boys	-	113
	(b) Girls	-	
114. Number of 4-H Club members completing	(a) Boys	-	114
	(b) Girls	-	
115. Number of farms following recommendations in installing drainage systems	4	53	115
116. Acres drained by such systems	3	114	116
117. Number of farms following recommendations in installing irrigation systems	-	-	117
118. Acres irrigated by such systems	-	-	118
119. Number of farms building terraces and soil-saving dams to control erosion according to recommendations	2	70	119
120. Acres on which soil erosion was so prevented	1	72	120
121. Number of farms clearing land of stumps or boulders according to recommended methods	5	35	121
122. Number of families assisted with house-planning problems	5	47	122
123. Number of dwellings constructed according to plans furnished	2	7	123
124. Number of dwellings remodeled according to plans furnished	2	9	124
125. Number of sewage-disposal systems installed according to recommendations	-	-	125
126. Number of water systems installed according to recommendations	3	22	126
127. Number of heating systems installed according to recommendations	1	1	127
128. Number of lighting systems installed according to recommendations	2	7	128
129. Number of farms on which buildings other than dwellings were constructed or remodeled this year according to plans furnished	11	120	129
	(a) Dairy barns	3	14
	(b) Hog houses	5	17
130. Number of buildings involved in preceding question	(c) Poultry houses	11	61
	(d) Silos	-	-
	(e) Other	6	37
130A. Number of farms or homes following recommendations on maintenance and repair of machinery	4	72	130A
	(a) Tractors	4	6
	(b) Tillage implements	2	32
130B. Number of machines involved in preceding question	(c) Harvesters and threshers	2	11
	(d) Other	2	67
130C. Number of farms employing better types of machinery or equipment recommended by extension agent	4	44	130C

FARM MANAGEMENT, CREDIT, INSURANCE, AND TAXATION

Report Only This Year's Extension Activities that are Supported by Records

145. Number of method demonstration meetings held 1 2 145
146. Number of adult rural demonstrations completed or carried into the next year 3 42 146
147. Number of 4-H Club members enrolled in account work _____ { (a) Boys _____ } 147
 _____ { (b) Girls _____ }
148. Number of 4-H Club members completing _____ { (a) Boys _____ } 148
 _____ { (b) Girls _____ }
149. Number of farms keeping farm accounts throughout the year under supervision of agent 4 43 149
150. Number of farms keeping cost-of-production records under supervision of agent 4 37 150
151. Number of farms assisted in summarizing and interpreting their accounts 3 36 151
152. Number of farms assisted in making inventory or credit statements 4 79 152
153. Number of farm business or enterprise survey records taken during year 2 9 153
154. Number of farms making recommended changes in their business as result of keeping accounts or survey records 2 33 154
155. Number of other farms adopting cropping, livestock, or complete farming systems according to recommendations 3 82 155
156. Number of farms advised relative to loans 2 166 156
157. Number of farms assisted in obtaining credit 4 435 157
158. Number of different farms assisted in using outlook or other timely economic information as a basis for readjusting farm operations 4 308 158
159. Number of farms in preceding question making readjustments in— 159
- | | | |
|-----------------------------------|------------------------------------|-----------|
| (a) Wheat <u>8</u> <u>4</u> | (g) Dairy cattle <u>2</u> <u>4</u> | (m) _____ |
| (b) Corn <u>3</u> <u>19</u> | (h) Beef cattle _____ | (n) _____ |
| (c) Cotton <u>2</u> <u>66</u> | (i) Hogs <u>3</u> <u>49</u> | (o) _____ |
| (d) Potatoes _____ | (j) Sheep <u>1</u> <u>1</u> | (p) _____ |
| (e) Tobacco <u>2</u> <u>66</u> | (k) Poultry <u>3</u> <u>61</u> | (q) _____ |
| (f) Truck crops <u>1</u> <u>1</u> | (l) _____ <u>7</u> | (r) _____ |

(Use space below for State questions not listed above)

MARKETING (FARM AND HOME)

Report Only This Year's Extension Activities that are Supported by Members

Item	01	02	03	04	05	06	07	08	09
	Grain and feed	Cotton	Dairy products	Livestock	Fruits and vegetables	Poultry and eggs	Honey products	Other	Total
160. Number of cooperative-marketing associations or groups organized during the year									160
161. Number of cooperative-marketing associations or groups previously organized assisted by extension agent this year								1	161
162. Membership in associations organized and assisted (161 and 162)								12	162
163. Value of products marketed by all associations worked with	\$	\$	\$	\$	\$	\$	\$	\$	163
164. Value of supplies purchased by all associations worked with	\$	\$	\$	\$	\$	\$	\$	\$	164
Number of cooperative-marketing associations or groups assisted with problems of—									
165. Preliminary analysis		✓						✓	165
166. Organization									166
167. Accounting and auditing									167
168. Financing									168
169. Business policies									169
170. Production to meet market demand									170
171. Reduction of market losses			✓						171
172. Use of current market information								51	172
173. Standardizing									173
174. Processing or manufacturing									174
175. Packaging and grading									175
176. Loading				✓					176
177. Transporting					✓				177
178. Warehousing									178
179. Keeping membership informed									179
180. Merging into larger units									180
Number of farms or homes not in cooperative associations or groups assisted with problems of—									
181. Standardizing									181
182. Packaging and grading									182
183. Use of current market information					✓				183

(Use space below for State questions not listed above)

FOODS AND NUTRITION

Report Only This Year's Extension Activities that are Supported by Grants

184. Number of method demonstration meetings held _____ 184

185. Number of adult result demonstrations completed or carried into the next year _____ 185

Food selection and preparation	Food preparation
(1)	(2)
(1) Girls	
(2) Boys	
(1) Girls	
(2) Boys	

186. Number of 4-H Club members enrolled _____ 186

187. Number of 4-H Club members completing _____ 187

188. Number of homes assisted in planning family food budget for a year _____ 188

189. Number of homes budgeting food expenditures for a year _____ 189

190. Number of homes balancing family meals for a year _____ 190

191. Number of homes improving home-packed lunches according to recommendations _____ 191

192. Number of schools following recommendations for a hot dish or school lunch _____ 192

193. Number of children involved in preceding question _____ 193

194. Number of homes using improved methods in child feeding _____ 194

195. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra,
and constipation) _____ 195

196. Number of jars of canned products preserved by 4-H Club members _____ 196

(Use space below for State questions not listed above)

CHILD TRAINING AND CARE

Report Only This Year's Extension Activities that are Supported by Donors

187. Number of method demonstration meetings held 187
188. Number of adult result demonstrations completed or carried into the next year 188
189. Number of groups devoting major part of program to child training and care 189
190. Membership in these groups 190
191. Number of 4-H Club members enrolled 201
- | | |
|-----------|-------|
| (a) Girls | } 201 |
| (b) Boys | |
192. Number of 4-H Club members completing 202
- | | |
|-----------|-------|
| (a) Girls | } 202 |
| (b) Boys | |
193. Number of homes improving habits of school children (other than reported under "Foods and Nutrition" and "Home Health and Sanitation") 203
194. Number of homes substituting positive methods of discipline for negative ones 204
195. Number of homes providing recommended play equipment 205
196. Number of homes making recommended physical adjustments to better meet children's needs 206
197. Number of homes adopting better adult habits with respect to development of children 207

(Use space below for State questions not listed above)

CLOTHING

Report Only Year's Extension Activities that are Supported by Grants

208. Number of method demonstration meetings held..... 208
209. Number of adult result demonstrations completed or carried into the next year..... 209
210. Number of 4-H Club members enrolled.....

(a) Girls.....	} 210
(b) Boys.....	
211. Number of 4-H Club members completing.....

(a) Girls.....	} 211
(b) Boys.....	
212. Number of individuals following recommendations in improving construction of clothing.....

(a) Women.....	} 212
(b) Girls.....	
213. Number of individuals using a clothing budget.....

(a) Women.....	} 213
(b) Girls.....	
(c) Boys.....	
214. Number of individuals making garments for themselves.....

(a) Women.....	} 214
(b) Girls.....	
215. Number of individuals improving children's clothing according to recommendations.....

(a) Women.....	} 215
(b) Girls.....	
216. Number of individuals following recommendations in improving care, renovation, and remodeling of clothing.....

(a) Women.....	} 216
(b) Girls.....	

(Use space below for State questions not listed above)

HOME MANAGEMENT

Report Only This Year's Extension Activities that are Supported by Records

217. Number of method demonstration meetings held	217
218. Number of adult result demonstrations completed or carried into the next year	218
219. Number of 4-H Club members enrolled	(a) Girls 219 (b) Boys
220. Number of 4-H Club members completing	(a) Girls 220 (b) Boys
221. Number of homes keeping home accounts according to a recommended plan	221
222. Number of homes budgeting expenditures in relation to income according to a recommended plan	222
223. Number of homes following recommended methods in buying for the home	223
224. Number of women following a recommended schedule for home activities	224
225. Number of kitchens rearranged for convenience according to recommendations	225
226. Number of homes following recommendations in obtaining labor-saving equipment	226
227. Number of homes adopting recommended laundering methods	227
228. Number of homes adopting recommended methods in care of house	228
229. Number of homes assisted in an analysis of their home conditions with reference to a standard of living	229
230. Number of homes assisted in making adjustments in home making to gain a more satisfactory standard of living	230

(Use space below for State questions not listed above)

HOUSE FURNISHINGS

Report Only This Year's Extension Activities that are Supported by Funds

- | | |
|---|---------------------------------------|
| 221. Number of method demonstration meetings held..... | 221 |
| 222. Number of adult result demonstrations completed or carried into the next year..... | 222 |
| 223. Number of 4-II Club members enrolled..... | (a) Girls 223
(b) Boys..... |
| 224. Number of 4-II Club members completing..... | (a) Girls 224
(b) Boys..... |
| 225. Number of individuals improving the selection of household furnishings..... | (a) Women 225
(b) Girls..... |
| 226. Number of individuals following recommendations in improving methods of repairing, remodeling, or refurbishing of furniture..... | (a) Women 226
(b) Girls..... |
| 227. Number of individuals following recommendations in improving treatment of windows (shades, curtains, draperies)..... | (a) Women 227
(b) Girls..... |
| 228. Number of individuals following recommendations in improving arrangement of rooms (other than kitchens)..... | (a) Women 228
(b) Girls..... |
| 229. Number of individuals improving treatment of walls, woodwork, and floors..... | (a) Women 229
(b) Girls..... |

(Use spaces below for State questions not listed above)

HOME HEALTH AND SANITATION

Report Only This Year's Statistical Activities that are Requested by Boards.

239. Number of method demonstration meetings held 2 16 240
241. Number of adult result demonstrations completed or carried into the next year 1 21 241
242. Number of 4-H Club members enrolled (a) Girls 242
(b) Boys 242
243. Number of 4-H Club members completing (a) Girls 243
(b) Boys 243
244. Number of 4-H Club members not in special health clubs who participated in definite health-improvement work (a) Girls 1 22 244
(b) Boys 1 57 244
245. Number of individuals following recommendations as to complete health examination 1 201 245
246. Number of individuals improving health habits according to recommendations 1 174 246
247. Number of individuals improving posture according to recommendations 1 83 247
248. Number of individuals adopting recommended positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.) 1 261 248
249. Number of homes adopting better home-nursing procedure according to recommendations — 249
250. Number of homes installing sanitary closets or outhouses according to recommended plans 2 245 250
251. Number of homes screened according to recommendations 2 122 251
252. Number of homes following other recommended methods of controlling flies, mosquitoes, and other insects 3 28 252

(Use space below for State questions not listed above.)

COMMUNITY OR COUNTRY-LIFE ACTIVITIES

Report Only This Year's Extension Activities that are Reported by Month

232. Number of communities assisted in making social or country-life surveys, or in securing themselves or their community organizations	5	10	232
234. Number of country-life conferences or training meetings conducted for community leaders	5	17	234
233. Number of community groups assisted with organizational problems, programs of activities, or meeting programs	5	4	233
235. Number of communities developing recreation according to recommendations	5	17	235
237. Number of community or county-wide pageants or plays presented	3	9	237
238. Number of community houses, clubhouses, or community rest rooms established			238
239. Number of communities assisted in improving hygienic or public-welfare practices	3	22	239
240. Number of school or other community grounds improved in accordance with plans furnished	6	16	240
241. Number of 4-H Clubs engaging in community activities, such as improving school grounds, conducting local fairs, etc.	4	13	241
241N. Total number of different communities assisted in connection with the community or country-life work reported on this page	4	29	241N

(Use space below for State questions not listed above)

BEES, WEEDS, HANDICRAFT, RABBITS, AND MISCELLANEOUS

Under This Heading Report Other Items of Work not Included in the Preceding Pages, Such as Bees, Weeds, Handicraft, and Rabbit Work, Etc., Any Other Information that can be Reported Separately and that Will Help to Give a Complete Account of the Year's Work

Item	25 Bees	26 Weeds	27 Handicraft	28 Rabbits	29 ^a
242. Number of method demonstration meetings held					242
243. Number of adult result demonstrations completed or carried into next year					243
244. Number of 4-H Club members enrolled	(1) Boys				244
	(2) Girls				
245. Number of 4-H Club members completing	(1) Boys				245
	(2) Girls				

^a Indicate product by name.

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