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ANNUAL NARRATIVE REPORT

- OF -

H. A. NOBLIN, AGRICULTURAL AGENT

PRINCE GEORGE COUNTY

VIRGINIA

1947

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INTRODUCTION

The content of this report is a complete narrative summary of the agricultural extension program in Prince George County for the fiscal year December 1, 1946, to December 1, 1947, containing the program of work, the extent to which it was carried out, and the explanation of various items not recorded in the statistical and emergency reports which have been made.

The general theme or purpose of the work for 1947 was to enlarge upon the accomplishments of the previous years, throughout the program.

The county's extension organization consists of a county agent and a County Board of Agriculture. The Board is composed of either farmers, businessmen, or professional men from each district in the county.

The policy of the extension organization is to advocate the LIVE-AT-HOME system of farming; to encourage diversified agriculture; the supplanting of the one-crop farming system with one which will insure an income should one individual crop fail. The importance of the "COW, SON AND HEN" on the farms has been stressed. It cooperates closely with the various farm organizations for the benefit of the people, and works for and encourages more concerted action on the part of farm people for the economical production and orderly marketing of their products. Boys are encouraged in taking an active part, through 4-H Club work, in progressive farm practices, cooperative spirit and community building.

Many changes resulting from the war, which were naturally followed by many other changes, were responsible for the demand on the agent for more service from more people than ever before since beginning work in the county.

INTRODUCTION

The content of this report is a complete narrative summary of the agricultural extension program in Prince George County for the fiscal year December 1, 1946, to December 1, 1947, containing the program of work, the extent to which it was carried out, and the explanation of various items not recorded in the statistical and emergency reports which have been made.

The general theme or purpose of the work for 1947 was to enlarge upon the accomplishments of the previous years throughout the program.

The county's extension organization consists of a county agent and a County Board of Agriculture. The board is composed of either farmers, businessmen, or professional men from each district in the county.

The policy of the extension organization is to advocate the LIVE-AT-HOME system of farming; to encourage diversified agriculture; the establishment of the one-crop farming system with one which will insure an income during one individual crop fall. The importance of the "OWN, GROW AND USE" on the farm has been stressed. It cooperates closely with the various farm organizations for the benefit of the people, and works for and encourages more concerted action on the part of farm people for the economical production and orderly marketing of their products. Days are expended in taking active part, through 4-H Club work, in progressive farm practices, cooperative spirit and community building.

Many changes resulting from the war, which were naturally followed by many other changes, were responsible for the demand on the agent for more service from more people than ever before since beginning work in the county.

PROGRAM OF WORK

With the assistance of Mr. J. W. Rogers, District Agent, and the Board of Agriculture, the following tentative plan of work was drawn up in January, 1947.

PLAN OF WORK FOR PRINCE GEORGE COUNTY

I. Agricultural Economics

<u>Goals</u>	<u>Achievements</u>
1. To interest farmers in Soil Conservation work	Interest increased considerably. One Technician now working full time in county.
2. To instruct farmers of the county in growing, grading and standardizing produce for market	Progress
3. To encourage organized buying and selling	Two farmers' clubs have been assisted in buying seed and feed cooperatively.
4. To have 100 farmers keep accurate farm accounts	55 demonstrations
5. To encourage all farmers to cooperate fully with the Agricultural Adjustment Program, and to give all possible assistance to them in this connection	Progress
6. To encourage farmers in producing everything possible that is needed in feeding the hungry world.	Peanuts, soybeans, hogs, dairy products, and poultry substantially incre ased.

PROGRAM OF WORK

With the assistance of Mr. J. W. Rogers, District Agent, and the Board of Agriculture, the following tentative plan of work was drawn up in January, 1937.

PLAN OF WORK FOR FUTURE WORKING GROUPS

I. Agricultural Extension

<u>Objectives</u>	<u>Goals</u>
Interest increased considerably. One technician now working full time in county.	1. To interest farmers in Soil Conservation work
Progress	2. To instruct farmers of the county in growing, grading and standardizing produce for market
Two farmers' clubs have been established in buying seed and feed cooperatively.	3. To encourage organized buying and selling
25 demonstrations	4. To have 100 farmers keep accurate farm accounts
Progress	5. To encourage all farmers to cooperate fully with the extension department and to give all possible assistance to them in this connection
Formulas, systems, notes, daily products, and poultry substantially more used.	6. To encourage farmers in producing every thing possible that is needed in local and nearby work.

II. 4-H CLUB WORK

<u>Goals</u>	<u>Achievements</u>
1. To have a 4-H Club in every rural school in the county	Accomplished
2. To have 30 members complete corn club projects	24 completed
3. To have 15 members complete peanut projects	24 completed
4. To have 15 members complete pig club projects	14 completed
5. To have 8 members carry dairy calf project, as outlined	5 completed
6. To have 25 members complete poultry projects	21 completed
7. To encourage club members and leaders to attend district and state short courses	Attended Jamestown 4-H Camp, State Short Course, and "Little 4-H Club Congress"

III. FIELD CROPS (adult demonstrations)

<u>Goals</u>	<u>Achievements</u>
Corn..... 30	19 demonstrations
Soybeans..... 15	12 "
Peanuts..... 20	45 "
Pasture..... 8	4 "
Alfalfa..... 6	2 "
Lespedeza..... 25	29 "

II. 4-H CLUB WORK

<u>Accomplishments</u>	<u>Goals</u>
1. Incomplete	1. To have a 4-H Club in every rural school in the county
2. 24 completed	2. To have 30 members complete their club projects
3. 24 completed	3. To have 12 members complete personal projects
4. 14 completed	4. To have 12 members complete pig club projects
5. 2 completed	5. To have 8 members carry dairy club project, as outlined
6. 21 completed	6. To have 25 members complete poultry projects
7. Attended Western 4-H Camp, State Short Course, and "Little 4-H Club Congress"	7. To encourage club members and leaders to attend district and state short courses

III. FIELD WORK (adult demonstrations)

<u>Accomplishments</u>	<u>Goals</u>
19 demonstrations	Corn..... 30
" 12	Soybeans..... 12
" 12	Peanuts..... 20
" 4	Pasture..... 8
" 2	Alfalfa..... 6
" 20	Legumes..... 22

IV. SOILS

<u>Goals</u>	<u>Achievements</u>
1. (a) Lime (b) Legumes	2,687 tons of lime used Alfalfa, lespedeza, soybeans, cowpeas, crotalaria, crimson clover and vetch were used
2. Crop rotation	Satisfactory results

V. LIVESTOCK

<u>Goals</u>	<u>Achievements</u>
1. To increase livestock units as rapidly as feed production is increased	Hogs, cattle, poultry and sheep increased
2. To increase the number of purebred sires	Placed the following in 1947: 5 purebred dairy bulls 17 boars 2 rams
3. To establish small flocks of sheep where conditions justify	1 flock started
4. Better dairy practices	Culling increased and feeding practices more efficient Labor management improved
5. Give instructions in treating sheep for internal parasites	Accomplished - 143 treated
6. Vaccinated hogs upon request	6,137 animals vaccinated for cholera and hemorrhagic septicemia
7. To hold dairy judging meetings	1 meeting held

VI. GOALS

<u>Objectives</u>	<u>Goals</u>
2,000 tons of lime used Alkali, lye, soda, soap compress, electrical, various clover and vetch were used	1. To (a) Limit (b) Increase
Self-sufficiency results	2. Crop rotation

V. LIVESTOCK

<u>Objectives</u>	<u>Goals</u>
Wool, cattle, poultry and sheep increased	1. To increase livestock units as rapidly as land production is increased
Placed the following in 1947: 3 purchased dairy units 17 cows 2 ewes	2. To increase the number of purchased units
1 flock started	3. To establish small flocks of sheep under conditions locally
Grain increased and feeding practices more efficient Labor management improved	4. Better dairy practices
Unaccomplished - 1/2 treated	5. Give instructions in treating sheep for internal parasites
5,000 animals vaccinated for cholera and hemorrhagic septicemia	6. Vaccinated dogs upon request
1 nesting barn	7. To hold dairy judging meetings

VI. POULTRY

<u>Goals</u>	<u>Achievements</u>
1. To conduct culling demonstrations	17 demonstrations - 1,834 birds involved
2. To recommend the following practices for the advancement of the poultry industry; Use supplementary feeds with home-grown feeds; balanced ration; standardisation of flocks; keep one breed only; culling; better housing	Considerable progress

VII. HORTICULTURE

<u>Goals</u>	<u>Achievements</u>
1. Orchard demonstrations	2 continued from 1946
2. Small fruit demonstrations	2 continued from 1946
3. Spraying and pruning demonstrations	6 demonstrations

VIII. FORESTRY

1. To conduct demonstrations:	
a) thinning	2 demonstrations
b) reclaiming lands with loblolly pine	1 "
c) forest management	14 "

IX. ORGANIZATIONS

<u>Goals</u>	<u>Achievements</u>
1. To work towards getting the entire county organized into farm groups	Group meetings have been held in all of the five districts in the county. Two districts have active farm clubs. The Grange and Farm Bureau are active in assisting the County Agent in every way possible.

X. AGRICULTURAL & EDUCATIONAL FAIRS

<u>Goals</u>	<u>Achievements</u>
1. To encourage exhibiting	12 single farm exhibits and a large number of entries of farm crops and livestock at the Southside Virginia Fair won \$700.50.

PRINCE GEORGE 4-H CLUB WORK - 1947

Boys' 4-H Club work was conducted in all schools in the county, with a total of 116 members enrolled in five clubs.

Mr. R. B. Delano, Assistant County Agent in charge of 4-H Club Work, was on duty half-time from December 1, 1946, to March 31, 1947.

Mr. G. C. Barksdale worked in the same capacity from May 1, to June 30, 1947.

The County Agent gave all available time to 4-H Club work after the club agents left the county.

Representatives of the Clubs attended the State 4-H Short Course, Jamestown 4-H Camp, and the "Little 4-H Club Congress".

Many members entered single exhibits of corn, peanuts, wheat, potatoes, and garden products in the Southside Virginia Fair, at Petersburg, winning many first and second premiums. The total amount won was \$127.50.

The County 4-H Club Council, with boys and girls participating, jointly won 1st premium on their Prince George County 4-H Club exhibit. The amount of this cash premium was \$50.00, which will be used by the Council in 1948 for the promotion of both boys' and girls' club work.

AGRICULTURAL ECONOMICS

(a) FARM ACCOUNTING:

A complete set of farm account books was furnished any farmer requesting same, and personal instruction was given in many instances.

AGRICULTURAL & EDUCATIONAL FAIRS

<u>Goals</u>	<u>Achievements</u>
1. To encourage exhibiting	12 single farm exhibits and a large number of entries of farm crops and livestock at the Southside Virginia Fair won \$700.50.

PRINCE GEORGE A-H CLUB WORK - - 1947

Boys' A-H Club work was conducted in all schools in the county, with a total of 112 members enrolled in five clubs.

Mr. R. B. Deiano, Assistant County Agent in charge of A-H Club work, was on duty duty half-time from December 1, 1946, to March 31, 1947.

G. C. Berkabala worked in the same capacity from May 1, to June 30, 1947.

The County Agent gave all available time to A-H Club work after the club agents left the county.

Representatives of the Clubs attended the State A-H Short Course, Jameson A-H Camp, and the "Little A-H Club Congress."

Many members entered single exhibits of corn, peanuts, wheat, potatoes, and garden products in the Southside Virginia Fair, at Petersburg, winning many first and second premiums. The total amount won was \$127.50.

The County A-H Club Council, with boys and girls participating, jointly won 1st premium on their Prince George County A-H Club exhibit. The amount of this cash premium was \$20.00, which will be used by the Council in 1948 for the promotion of both boys' and girls' club work.

AGRICULTURAL ECONOMICS

(a) FARM ACCOUNTING

A complete set of farm account books was furnished and farmer requesting same, and personal instruction was given in many instances.

FIELD CROPS

Due to the great need for more corn in the county and to the low acreage yields, considerable effort has been put on corn demonstrations, with encouraging results. There was a large increase in the use of corn hybrids with very favorable results.

A "HUNDRED-BUSHEL-CORN CLUB" is in the process of organization. There was no record of 100 bushels per acre of corn ever having been produced in Prince George County. In the demonstrations conducted this year, one farmer produced 139 bu. per acre, and another 109 bu. per acre.

The demonstrations showed that with adapted hybrid seed and adequate fertilizer, the yield of corn per acre can be substantially increased in the county. We will greatly increase our number of corn demonstrations in the county next year, and anticipate many farmers will qualify for membership in the "hundred-bushel-corn club".

Since we can increase the total county farm income \$20,000.00 for every bushel increase per acre on a county-wide basis, we feel justified in giving considerable time to this corn project.

SOILS

Prince George County soils are extremely acid, and with the approval of the district agent, Mr. J. W. Rogers, concerted effort was made to increase the amount of lime used. As a result, a larger tonnage of lime was used than ever before--total, 2,687 tons.

Many of these lime demonstrations have shown very satisfactory results.

LIVESTOCK

The importance of increasing the livestock units in the county has been recognized by the Board, district agent, and the agent, but it is only being advocated as the food production and pastures develop. The greatest increase has been in hogs, and the next in dairy cattle.

Considerable effort has been made to increase the number of purebred sires.

POULTRY

Since the beginning of agricultural extension work in the county, much of the agent's time has been given to developing the poultry industry.

FIELD CROPS

Due to the great need for more corn in the county and to the low average yields, considerable effort has been put on corn demonstrations, with encouraging results. There was a large increase in the use of corn hybrids with very favorable results.

A "HUNDRED-BUSHEL-CORN CLUB" is in the process of organization. There was no record of 100 bushels per acre of corn ever having been produced in Prince George County. In the demonstration conducted this year, one farmer produced 137 bu. per acre, and another 109 bu. per acre.

The demonstration showed that with adapted hybrids seed and adequate fertilization the yield of corn per acre can be substantially increased in the county. We will greatly increase our number of corn demonstrations in the county next year, and emphasize many farmers will qualify for membership in the "hundred-bushel-corn club."

Since we can increase the total county farm income \$30,000.00 for every bushel increase per acre on a county-wide basis, we feel justified in giving considerable time to this corn project.

SOILS

Prince George County soils are extremely acid, and with the approval of the district agent, W. H. Rogers, concerted effort was made to increase the amount of lime used. As a result, a larger tonnage of lime was used than ever before—total, 2,587 tons.

Many of these lime demonstrations have shown very satisfactory results.

LIVESTOCK

The importance of increasing the livestock units in the county has been recognized by the Board, district agent, and the county, and the work is only being advanced as the food production and pasture develops. The greatest increase has been in pigs, and the next in dairy cattle.

Considerable effort has been made to increase the number of piglets raised.

FORESTRY

Since the beginning of agricultural extension work in the county, much of the agent's time has been given to developing the poultry industry.

FORESTRY

Due to the operation of a large pulp and paper mill in this vicinity, which furnishes a ready cash market for large quantities of pulpwood, a decided interest in forestry is noted.

With the assistance of Mr. Wilbur O'Byrne, Extension Forester, a number of demonstrations have been conducted, and many inquiries handled.

ORGANIZATIONS

Organization work has been emphasized more than ever this year. A Farm Bureau and Grange have been organized in this county. Group meetings have been held from time to time in every district in the county.

The agent has found the Farm Bureau and the Grange most helpful in putting over the extension program.

MISCELLANEOUS

a) FARMERS HOME ADMINISTRATION:

The Farmers Home Administration sends a representative to our office one day each week to furnish credit service to low income farmers of the county. Our office accepts and delivers messages for the Farmers Home Administration the remainder of the time.

b) PRODUCTION CREDIT ASSOCIATION LOANS:

A few farmers obtained loans through the Production Credit Association, which was organized in the county in 1934, but this source of credit continues to be very unpopular with our farmers.

c) RURAL ELECTRIFICATION:

For several years considerable time was given in an effort to establish a Rural Electrification project in the county; the result of which was the organization of the Prince George Electric Cooperative, and an appropriation of \$135,000.00 for the building of 167 miles of electric lines. Effort is being made to increase the intelligent use of electricity by the farmers. Additional lines are now being built.

RESULTS

Due to the operation of a large pulp and paper mill in this vicinity, which furnishes a ready cash market for large quantities of pulpwood, a decided increase in forestry is noted.

With the assistance of Mr. William O'Byrne, Extension Forester, a number of demonstrations have been conducted, and many industries benefited.

ORGANIZATION

Organization work has been emphasized more than ever this year. A Fair Bureau and Groups have been organized in this county. Group meetings have been held from time to time in every district in the county.

The agent has found the Fair Bureau and the Groups most helpful in pushing over the extension program.

GENERAL SUMMARY

a) FARMERS HOME ADMINISTRATION:

The Farmers Home Administration sends a representative to our office one day each week to furnish credit service to low income farmers of the county. Our office accepts and delivers messages for the Farmers Home Administration the remainder of the time.

b) PRODUCTION CREDIT ASSOCIATION LOANS:

A few farmers obtained loans through the Production Credit Association, which was organized in the county in 1936, but this source of credit continues to be very unpopular with our farmers.

c) RURAL ELECTRIFICATION:

For several years considerable time was given in an effort to establish a Rural Electrification project in the county; the result of which was the organization of the Prince George Electric Cooperative, and an appropriation of \$125,000.00 for the building of low class of electric lines. Effort is being made to increase the intelligent use of electricity by the farmers. Additional lines are now being built.

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d) EMERGENCY FARM LABOR PROGRAM:

The farm labor situation was critical in the county this year. There are three large and several small industrial plants in Hopewell, all of which have expanded considerably since the outbreak of the war. This has drawn heavily on the farm labor supply of the county. Camp Lee is located in the county and Petersburg adjoins Prince George - both of which affect the local labor supply.

The agent has been required to give much time throughout the year to the farm labor program. His office has served as a farm labor clearing house.

Even though more than a normal acreage of crops were grown this year, none was left unharvested due to shortage of labor. These results were accomplished by:

1. A campaign was put on throughout the county to interest women and children to work on farms.
2. City boys from Hopewell, Petersburg, Richmond and Norfolk were used on farms.
3. All county schools operated on half-day schedules during peanut harvesting season, allowing both boys and girls to do farm work.
4. A Farm and Home Labor Saving Show was held for two days and one night (September 23-24) with a large attendance.

SPECIALISTS

In addition to 11 visits to the county in the interest of advancing the extension program by the district agent, Mr. J. W. Rogers, the following specialists rendered services of untold value to the success of the program. A total of 55 days of special services from this source was received by the county people without cost.

<u>NAME</u>	<u>TITLE</u>
D. A. Tucker	State Supervisor- Emergency Farm Labor
George C. Herring	Animal Husbandman
R. B. Williams	District Supervisor - Emergency Farm Labor
E. W. Mundie	Extension Soil Conservationist

4) EMERGENCY FARM LABOR PROGRAM:

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Even though more than a normal acreage of crops were grown this year, more was left unharvested due to shortage of labor. These results were accomplished by:

1. A campaign was put on throughout the county to interest women and children to work on farms.
2. City boys from Hopewell, Petersburg, Richmond and Norfolk were used on farms.
3. All county schools operated on half-day schedules during peak harvest season, allowing both boys and girls to do farm work.
4. A Fair and Home Labor Saving Show was held for two days and one night (September 23-24) with a large attendance.

SPECIALISTS

In addition to his visits in the county in the interest of advancing the extension program by the district agent, Mr. J. H. Rogers, the following specialists rendered services of major value to the success of the program. A total of 23 days of special services from this source was received by the county people without cost.

<u>NAME</u>	<u>TITLE</u>
D. A. Tucker	State Specialist - Emergency Farm Labor
George C. Herring	Animal Husbandman
E. H. Williams	District Specialist - Emergency Farm Labor
E. W. Hurdle	Extension Soil Conservationist

NAMETITLE

E. T. Batten	Va. Agricultural Experiment Station
W. L. Gibson, Jr.	Va. Agricultural Experiment Station
M. L. Dalton	Animal Husbandman
P. H. DeHart	Extension Agronomist
Dr. M. H. McVicker	Agronomist
Wm. A. Turner	Assistant State Boys' Club Agent
J. M. Powell	Emergency Farm Labor
Dr. T. B. Hutcheson	Dean of Agriculture, V.P.I.
Dr. G. M. Shear	
Dr. C. F. Genter	
Dr. B. Harshbarger	
H. L. Dunton	Agronomist
W. W. Lewis	Agronomist
J. A. Waller	Associate Agricultural Engineer
G. C. Dickenson	Farm Management
F. W. Patton	Assistant Extension Forester
J. E. Collins	
F. S. Andrews	
A. L. Dean	Associate Extension Poultryman

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LIST

NAME

Ve. Agricultural Experiment Station
 Ve. Agricultural Experiment Station
 Animal Husbandman
 Extension Agronomist
 Agronomist
 Assistant State Hwy. Club Agent
 Emergency Farm Labor
 Dean of Agriculture, V.P.I.
 Agronomist
 Agronomist
 Associate Agricultural Engineer
 Farm Management
 Assistant Extension Forester
 Associate Extension Forester

E. T. Patton
 W. L. Gibson, Jr.
 M. E. Patton
 F. H. Bellart
 Dr. M. H. H. Wolfinger
 Wm. A. Turner
 J. M. Powell
 Dr. T. B. Robinson
 Dr. G. M. Gear
 Dr. C. F. Genter
 Dr. H. Harshbarger
 M. L. Dunton
 F. W. Lewis
 J. A. Waller
 G. C. Robinson
 F. H. Patton
 J. E. Collins
 F. E. Andrews
 A. L. Dean

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 Prince George

REPORT OF

Chilton Ryburn
(Name) Home Demonstration Agent.

From Dec. 1 '46 to Dec. 1 1947

Assistant Home Demonstration Agent.

From _____ to _____ 194__

R. B. Delano
G. C. Barksdale 4-H Club Agent.

From Dec. 1, '46 to Mar. 31 1947

From May 1, '47 to June 30 1947

Assistant County Agent in Charge of Club Work.

From Dec. 1 '46 to Dec. 1 1947

H. H. Johnson
Agricultural Agent.

From _____ to _____ 194__

Assistant Agricultural Agent.



READ SUGGESTIONS, PAGES 2 AND 16

Approved: _____

Date: _____

State Extension Director.

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

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

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

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

NARRATIVE SUMMARY

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

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

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

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

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

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

STATISTICAL SUMMARY

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

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

GENERAL ACTIVITIES

Report only this year's activities that can be verified		Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
1.	Months of service this year (agents and assistants)	12	3	12	XXXXXXXX
2.	Days devoted to work with adults ¹	129		237	XXXXXXXX
3.	Days devoted to work with 4-H Clubs and older youth ²	151 1/2	68 1/2	266	XXXXXXXX
4.	Days in office ³	169 1/2	18 1/2	59	XXXXXXXX
5.	Number of farm or home visits made in conducting extension work ⁴	210 1/2	50 1/2	244	XXXXXXXX
6.	Number of different farms or homes visited	537	220	365	1673
8.	Number of calls relating to extension work	(1) Office	141	162	176
		(2) Telephone	38	26	64
9.	Number of news articles or stories published ⁵	33		19	52
10.	Number of bulletins distributed	287		29	316
11.	Number of radio talks broadcast or prepared for broadcasting	6		11	17
12.	Training meetings held for local leaders or committeemen	(a) Number	7		7
		Total attendance of:			
		(b) Men leaders			
13.	Method demonstration meetings held. (Do not include the method demonstrations given at leader training meetings reported under Question 12)	(1) Adult work	78		78
		(2) 4-H Club and older youth	1		1
		Total attendance of:			
14.	Number of adult result demonstrations conducted	(a) Number	28		28
		(b) Total attendance	804		804
		(1) Adult work	804		55
15.	Meetings held at such result demonstrations	(2) 4-H Club and older youth	990		1070
		(a) Number	57		59
		(b) Total attendance	57		57
16.	Tours conducted	(1) Adult work	5		5
		(2) 4-H Club and older youth	107		107
		Total attendance	107		107
17.	Achievement days held	(1) Adult work	1		1
		(2) 4-H Club and older youth	64		64
		Total attendance	64		64
		140		140	140

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

CLEMENT V. CHALLIER - Commissioner

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
18. Encampments held (report attendance for your county only) ¹	(1) Farm women	(a) Number (b) Total members attending (c) Total others attending	1 1 1			1 1 1
	(2) 4-H Club and older youth	(a) Number (b) Total boys attending (c) Total girls attending (d) Total others attending	16 3 2 3	5	1 3	5 16 3 3
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported	(1) Adult work	(a) Number (b) Total attendance	922 963		27 25	99 958
	(2) 4-H Club and older youth	(a) Number (b) Total attendance	16 16		16 16	16 16
20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere	(1) Adult work	(a) Number (b) Total attendance	15 15		10 10	13 15
	(2) 4-H Club and older youth	(a) Number (b) Total attendance	1 1		22 22	3 3

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.
² County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.
³ Does not include picnics, rallies, and short courses, which should be reported under question 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)	(849 in census report)	906
22. Number of farms on which changes in practices have definitely resulted from the agricultural program		150
23. Number of farms involved in preceding question which were reached this year for the first time		35
24. Number of nonfarm families making changes in practices as a result of the agricultural program		50
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program		402
26. Number of farm homes involved in preceding question that were reached this year for the first time		90
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program		120
28. Number of other homes involved in preceding question that were reached this year for the first time		69
29. Number of farm homes with 4-H Club members enrolled		114
30. Number of other homes with 4-H Club members enrolled		58
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications)		649
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications)		218

EXTENSION ORGANIZATION AND PLANNING

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 Prince George County Board of Agriculture	(2) No. of members 12
(b) Agricultural	(1) Name County Home Demonstration Com.	(2) No. of members 10
(c) Home demonstration	(1) Name County 4-H Council	(2) No. of members 29
(d) 4-H Club	(1) Name County 4-H Council	(2) No. of members 7
(e) Older youth	(1) Name County 4-H Council	(2) No. of members 7

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

(a) Agricultural	19	(b) Home demonstration	10	(c) 4-H Club	29	(d) Older youth	
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35. Total number of communities in county. (Do not include number of neighborhoods.) 5

36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees 5

37. Number of clubs or other groups organized to carry on adult home demonstration work 7

38. Number of members in such clubs or groups 129

39. (a) Number of 4-H Clubs. (See question 173.) 10 (b) Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth. (See question 185.) 3

40. Number of neighborhood and community leaders in the neighborhood-leader system Men 7 Women 7

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

(a) Adult work	(1) Men 12	(2) Women 41	(b) 4-H Club and older youth work	(1) Men 1	(2) Women 4	(3) Older club boys		(4) Older club girls	
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COOPERATIVE, AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service County Board of Agriculture

43. Number of members of such county agricultural planning group:

(a) Unpaid lay members:	(1) Men 12	(2) Women 10	(3) Youth 3
(b) Paid representatives of public agencies or other agencies, or of organizations:	(1) Men 10	(2) Women 10	

44. Number of communities with agricultural planning committee (over-all planning) 11

45. Number of members of such community planning committees: (a) Men 11 (b) Women 11 (c) Youth 3

46. Was a county committee report prepared and released during the year? (a) Yes 3 (b) No 1

	Extension organization and planning ¹ (a)	County agricultural planning ¹ (b)	Total ¹ (c)
47. Days devoted to line of work by:			
(1) Home demonstration agents	2	2	4
(2) 4-H Club agents	2	2	4
(3) Agricultural agents	10	10	20
(4) State extension workers	1	1	2
48. Number of planning meetings held:			
(1) County	5	5	10
(2) Community	15	15	30
49. Number of unpaid voluntary leaders or committeemen assisting this year	12	12	24
50. Days of assistance rendered by voluntary leaders or committeemen	129	129	258

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

CROP PRODUCTION (other than for family food supply)

Include all work with adults, 4-H Club members, and older youth	Corn	Wheat	Other cereals	Legumes	Pastures	Cotton	Tobacco	Peas and other vega- table	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						
(2) 4-H Club agents	10									
(3) Agricultural agents	15	3	4	16	6		3	6	2	5
(4) State extension workers	16				1					
52. Number of communities in which work was conducted this year	5	3	5	5	3		1	2	1	5
53. Number of voluntary local leaders or committeemen assisting this year	4									
54. Number of farmers assisted this year in--										
(1) Obtaining improved varieties or strains of seed	36	2	1	3				2	1	
(2) The use of lime	25	10	5	100	11		11			2
(3) The use of fertilizers	75	10		35			6			
(4) Controlling plant diseases							6	38	7	
(5) Controlling injurious insects							3	47	7	
(6) Controlling noxious weeds										
(7) Controlling rodents and other animals	15	15	12						3	

LIVESTOCK PRODUCTION (other than for family food supply)

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					74		
(3) Agricultural agents	10	3	2	36	5	12	
(4) State extension workers							
56. Number of communities in which work was conducted this year	3	2	1	5	5	5	
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	5	2	1	12			
(2) Obtaining purebred or high-grade females	3	1		31			
(3) Obtaining better strains of baby chicks (including hatching eggs)	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX		XXXXX
(4) Improving methods of feeding							
(5) Controlling external parasites	5	2	1	43		6	
(6) Controlling diseases and internal parasites	3			11		4	
(7) Controlling predatory animals			2	369			

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

16-5807a-8

CONSERVATION OF NATURAL RESOURCES

Include all work with refiners, 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		3	8
(2) 4-H Club agents			3
(3) Agricultural agents	16	3	3
(4) State extension workers			
63. Number of communities in which work was conducted this year	5	5	3
64. Number of voluntary local leaders or committeemen assisting this year	2	2	2

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	38	(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings)	1
(b) In the use of crop rotations	119	(b) In making improved thinnings, weedings or pruning of forest trees	14
(c) With strip cropping	3	(c) With selection cutting	14
(d) In constructing terraces	1	(d) With production of naval stores	
(e) In grassing waterways or otherwise preventing or controlling gullies	12	(e) With production of maple-sirup products	3
(f) With contour farming of cropland	8	(f) In timber estimating and appraisal	2
(g) In contouring pasture or range		68. Number of farmers cooperating this year in prevention of forest fires	117
(h) In the use of cover or green-manure crops	43		
(i) In otherwise controlling wind or water erosion			
(j) In summer-fallowing			
(k) In making depth-of-moisture tests	2		
(l) With drainage	11		
(m) With irrigation	1		
(n) With land clearing	14		
66. Number of farmers			
(a) In soil-conservation districts which were assisted with education for organization or operations this year	48		
(b) Assisted in arranging for farm-conservation plans this year	39		
(c) Assisted in doing work based on definite farm-conservation plans this year	39		

¹ Include nature study.

Wildlife—Continued

69. Number of farmers assisted this year—	
(a) In construction or management of ponds for fish	7
(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock	8
(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders	15
(d) With other plantings for food and protection in wild-life areas	6

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 (2) 4-H Club agents (3) Agricultural agents (4) State extension workers	2	13	3	12
71. Number of communities in which work was conducted this year		5	5	5	5
72. Number of voluntary local leaders or committeemen assisting this year					
73. Number of farm-survey records taken during the year:	(a) Farm business (b) Enterprise (c) Other		75. Number of farmers assisted this year—Continued.		
74. Number of farmers assisted this year in keeping—	(a) Farm inventory (b) General farm records (c) Enterprise records	6 6 17	(e) In getting started in farming, or in relocating		18
75. Number of farmers assisted this year—	(a) In developing a farm plan only (b) In developing a farm and home plan (c) In analyzing the farm business (d) In improving landlord-tenant relations and leasing arrangements	11 11 19	(f) With credit problems (debt adjustment and financial plans) (g) In using "outlook" to make farm adjustments (h) With a farm-income statement for tax purposes (i) With farm-labor problems (j) In developing supplemental sources of income		14 212 2 643 17

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 zoning, tenure, land development, settlement, public-land management, etc.)	Public finance and services (taxation, local government, facilities such as roads and schools for rural areas, etc.)	Rural welfare (rural-urban relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural works programs, etc.)
		(a)	(b)	(c)	(d)
76. Days devoted to line of work by—	(1) Home demonstration agents (2) 4-H Club agents (3) Agricultural agents (4) State extension workers				
77. Number of communities in which work was conducted this year				5	5
78. Number of voluntary local leaders or committeemen assisting this year				3	3
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					3
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural)					18
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year					9

* 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

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and older youth	General	Grain and hay	Livestock and wool ¹	Dairy products	Poultry and eggs ²	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home products and crafts	Purchasing of farm and home supplies and equipment ³
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
83. Days devoted to line of work by—											
(1) Home demonstration agents					10					3	28
(2) 4-H Club agents											
(3) Agricultural agents	16			1					12		16
(4) State extension workers					2						
84. Number of communities in which work was conducted this year	5			1					5	2	5
85. Number of voluntary local leaders or committeemen assisting this year											14
86. Number of new cooperatives ² assisted in organizing during the year											
87. Number of established cooperatives ² assisted during the year	2								1		
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87)	369								51		
89. Value of products sold or purchased by cooperatives assisted during the year (questions 86 and 87) ²	\$ 8500	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
90. Number of farmers or families (not members of cooperatives) assisted during the year	35									11	181
91. Value of products sold or purchased by farmers or families involved in the preceding question	\$ 200	\$	\$	\$	\$	\$ 3	\$	\$	\$	\$ 2500	\$ 7,550
92. Number of private marketing and distributing agencies and trade groups assisted this year										12	
93. Number of programs ² pertaining to marketing agreements, orders, surplus removal or Lend-Lease purchases assisted in or conducted this year										1	
94. Number of marketing facilities improvement programs ² participated in or conducted this year											
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs ² participated in or conducted this year											
97. Number of consumer information programs ² pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs ² relating to marketing services and costs of distribution conducted this year											
99. Number of programs ² relating to transportation problems conducted this year											
100. Number of programs ² relating to the specific use of market information conducted this year											1
101. Number of other marketing programs ² conducted this year											1

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

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

³ Organized pieces of work.

U.S. DEPARTMENT OF AGRICULTURE, BUREAU OF EXTENSION, HOUSING AND EQUIPMENT DIVISION

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

103. Days devoted to line of work by—	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
(1) Home demonstration agents	39	8		
(2) 4-H Club agents				
(3) Agricultural agents		13	2	8
(4) State extension workers	2			
103. Number of communities in which work was conducted this year	5	5	5	5
104. Number of voluntary local leaders or committeemen assisting this year	14	3		

The House, Furnishings, and Surroundings—Continued		Rural Electrification—Continued	
105. Number of families assisted this year in—	32	106. Number of associations organized or assisted this year to obtain electricity	11 / 181
(a) Constructing dwellings		107. Number of families assisted this year in—	
(b) Remodeling dwellings	2200	(a) Obtaining electricity	17
(c) Installing sewage systems	4	(b) Selection or use of electric lights or home electrical equipment	35
(d) Installing water systems	12	(c) Using electricity for income-producing purposes	36
(e) Installing heating systems	350		
(f) Providing needed storage space	14	Farm Buildings—Continued	
(g) Rearranging or improving kitchens	110	108. Number of farmers assisted this year in—	
(h) Improving arrangement of rooms (other than kitchens)	73	(a) The construction of farm buildings	11
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings	39	(b) Remodeling or repairing farm buildings	9
(j) Selecting housefurnishings or equipment (other than electric)	121	(c) Selection or construction of farm-building equipment	15
(k) Improving housekeeping methods	90		
(l) Laundry arrangement	36	Farm Mechanical Equipment—Continued	
(m) Installing sanitary closets or outhouses		109. Number of farmers assisted this year in—	
(n) Screening or using other recommended methods of controlling flies or other insects	65	(a) The selection of mechanical equipment	12
(o) Improving home grounds	62	(b) Making more efficient use of mechanical equipment	28
(p) Planting windbreaks or shelterbelts		110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year	31
		111. Number of gin stands assisted this year in the better ginning of cotton	

NUTRITION AND HEALTH

Include all work with adults, 4-H Club members and older youth		Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by:					
(1) Home demonstration agents		6	9	30 1/2	4
(2) 4-H Club agents		20			
(3) Agricultural agents		10	6		1
(4) State extension workers				1	
113. Number of communities in which work was conducted this year		5	5	5	5
114. Number of voluntary local leaders or committeemen assisting this year		7	3	14	7
115. Number of families assisted this year--			115(g) FOOD PRESERVATION BY ADULTS		
(a) In improving diets	55				
(b) With food preparation	78				
(c) In improving food supply by making changes in home food production ¹ :			Fruits (a)	Vegetables (b)	Meats and fish (c)
(1) Of vegetables	99		4,389	12,039	19,919
(2) Of fruits	3				
(3) Of meats	62		42	211	
(4) Of milk	4				
(5) Of poultry and eggs	12			103,800	72,790
(d) With home butchering, meat cutting or curing	6				
(e) With butter or cheese making	9				
(f) With food preservation problems ² :					
(1) Canning	102				
(2) Freezing	2				
(3) Drying	4				
(4) Storing	11				
(g) In producing and preserving home food supply according to annual food-supply budget					
(h) In canning according to a budget					
(i) With child-feeding problems	4				
(j) In the prevention of colds and other common diseases	120				
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)					90
(l) With first-aid or home nursing					
(m) In removing fire and accident hazards					20
116. Number of schools assisted this year in establishing or maintaining hot school lunches					
117. Number of nutrition or health clinics organized this year through the efforts of extension workers					

115(g) FOOD PRESERVATION BY ADULTS			
	Fruits (a)	Vegetables (b)	Meats and fish (c)
1. Quarts canned	4,389	12,039	19,919
2. Gallons brined			
3. Pounds: Dried ³	42	211	
4. Cured ³			
5. Stored		103,800	72,790
6. Frozen ⁴			
7. Number of different families represented by the above figures	73		

115(h) FOOD PRESERVATION BY 4-H CLUB MEMBERS			
	Fruits (a)	Vegetables (b)	Meats and fish (c)
1. Quarts canned	709	1480	
2. Gallons brined			
3. Pounds: Dried ³			
4. Cured ³			
5. Stored			110
6. Frozen ⁴			

¹ Sum of the subtotals minus duplications due to families participating in more than one activity.
² Weight of finished product after drying.
³ Weight of product before curing.
⁴ Excludes contents of locker plants and home freezer units.
⁵ Do not include vine-matured peas and beans.

(a) Bureau of Extension
 (b) Michigan Division
 (c) Michigan Division
 (d) Michigan Division

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

Include all work with adults, 4-H Club members, and older youth		Home management—family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
118. Days devoted to line of work by—	(1) Home demonstration agents (2) 4-H Club agents (3) Agricultural agents (4) State extension workers	11	73	12	8
119. Number of communities in which work was conducted this year		5	5	5	5
120. Number of voluntary local leaders or committeemen assisting this year		14	4	15	18
Home Management—Family Economics—Continued		Clothing and Textiles—Continued			
121. Number of families assisted this year—		127. Number of families assisted this year with—			
(a) With time-management problems	62	(a) Clothing-construction problems		110	
(b) With home accounts		(b) The selection of clothing and textiles		118	
(c) With financial planning		(c) Care, renovation, remodeling of clothing		87	
(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	10311	Family Relationships—Child Development—Continued			
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 ¹ or individually, with the buying of—		(b) Women			
(a) Food		131. Number of children in families represented by such individuals			
(b) Clothing		Recreation and Community Life—Continued			
(c) Housefurnishings and equipment		132. Number of families assisted this year in improving home recreation		115	
(d) General household supplies		133. Number of communities assisted this year in improving community recreational facilities		5	
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		5	
125. Number of families assisted this year with "making versus buying" decisions		135. Number of communities (a) Club or community house assisted this year in (b) Permanent camp establishing— (c) Community rest rooms		5	
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living		136. Number of communities assisted this year in providing library facilities		1	
NOTE.—Individual families and groups assisted with selling problems should be reported in column (j), page 9.		137. Number of school or other community grounds improved this year according to recommendations			

127. (a) Consumer Problem 5 137
 (b) Wardrobe Planning 77
 (c) Personal Care 111

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

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)	
138. Corn	42		40		42	Acres
139. Other cereals	13		12		12	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	28		28		6.78	Acres
148. Market gardens, truck and canning crops						Acres
149. Other crops (including pasture improvement)	28		27		22 48	Birds
150. Poultry (including turkeys)	4		4		4	Animals
151. Dairy cattle						Animals
152. Beef cattle						Animals
153. Sheep						Animals
154. Swine	28		26		26	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			42	22		XXXXXXXXXXXX
164. Food preservation. (Include frozen foods)			27	27	474	Meals planned
165. Health, home nursing, and first aid					2189	Meals served
165a. Child care						Quarts preserved
166. Clothing. Proj. #I and proj. #II		97		92	149	XXXXXXXXXXXX
167. Home management (housekeeping)					51	Garments made
168. Home furnishings and room improvement						Garments remodeled
169. Home industry, arts and crafts						Units
170. Junior leadership						Rooms
171. All others						Articles
172. Total (project enrollment and completion)	143	166	137	141		Articles

101 articles made

143 4-H CLUB MEMBERSHIP 143

173. Number of 4-H Clubs 5

174. Number of different 4-H Club members enrolled. (a) Boys: 116 (b) Girls: 70

175. Number of different 4-H Club members completing. (a) Boys: 106 (b) Girls: 62

176. Number of different 4-H Club members in school. (a) Boys: 116 (b) Girls: 54

177. Number of different 4-H Club members out of school. (a) Boys: (b) Girls: 16

178. Number of different 4-H Club members from farm homes. (a) Boys: 76 (b) Girls: 59

179. Number of different 4-H Club members from nonfarm homes. (a) Boys: 40 (b) Girls: 11

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
1st year	50	14	10 and under	26	10
2d.	30	31	11	15	16
3d.	11	19	12	55	23
4th	12	4	13	10	10
5th	13	2	14	6	6
6th			15	4	2
7th			16		2
8th			17		1
9th			18		
10th and over			19		
			20 and over		

182. Number of different 4-H Club members, including those in corresponding projects, who received definite training in—

(a) Judging 71 (f) Fire and accident prevention.

(b) Giving demonstrations 62 (g) Wildlife conservation.

(c) Recreational leadership 2 (h) Keeping personal accounts.

(d) Music appreciation 70 (i) Use of economic information.

(e) Health 70 (j) Soil and water conservation.

(k) Forestry..... 5

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. 5

WORK WITH OLDER RURAL YOUTH

185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth 1

186. Membership in such groups. (a) Young men 3 (b) Young women 4

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	1			1
(2) Young women	1	1	2	2	1	1

188. Number of meetings of older rural youth extension groups 10

189. Total attendance at such meetings 61

190. Number of other older rural youth groups assisted.

191. Membership in such groups. (a) Young men (b) Young women

192. Number of older rural youth not in extension or other youth groups assisted. (a) Young men (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 3 (b) Young women 4

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		1		
(2) Vocational guidance	1			
(3) Family life and social customs			1	
(4) Social and recreational activities		1		
(5) Community service activities	1			
(6) Technical agriculture				
(7) Technical home economies, 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 enrolled late in the year in connection with the succeeding year's program.

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

MISCELLANEOUS

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

Include all work w. 5 adults, 4-H Club members, and older youth	Bees	General-order insects ¹	All other work
	(e)	(f)	(g)
195. Days devoted to line of work by—		1	
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	1	3	22
(4) State extension workers			
196. Number of communities in which work was conducted this year	1	3	5
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	4-H Club agents	Agricultural agents
	(e)	(f)	(g)
198. Estimated number of days devoted to—			
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)			4
(2) Problems arising from new military camps, munitions plants, and war industries			5
(3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)	3		
(4) Other war work (including collection of salvage material)	3		3

COOPERATION WITH OTHER FEDERAL AGENCIES

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

	Assistance to Veterans	U. S. D. A. Councils	Farm Credit Administration	Employment Service	Production and Marketing Administration	Soil Conservation Service	Farriers Home Administration	Rural Electrification Administration	Tennessee Valley Authority	Social Security, Public Health, Children's Bureau	Other Agencies
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
199. Days devoted to line of work by—											
(1) Home demonstration agents		2					2			18	
(2) 4-H Club agents											
(3) Agricultural agents	6	2	6	6	12	9	3	13		2	
(4) State extension workers											
200. Number of communities in which work was conducted this year	5	3	5	5	5	5	5	5		5	
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.

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 potatoes.
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.