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Co-Operative Extension Work in Agriculture And Home Economics

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*H. Williams,
Combined District*

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service
Washington, D. C.

File Copy,

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 County

REPORT OF

..... (Name) <i>Home Demonstration Agent.</i>	From	to	, 194
..... <i>Assistant Home Demonstration Agent.</i>	From	to	, 194
..... <i>4-H Club Agent.</i>	From	to	, 194
..... <i>Assistant County Agent in charge of Club Work.</i>	From	to	, 194
..... <i>Agricultural Agent.</i>	From	to	, 194
..... <i>Assistant Agricultural Agent.</i>	From	to	, 194



READ SUGGESTIONS, PAGES 2 AND 3

Approved:

Date

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 agents assisted by the subject-matter specialists. The making of such a report is of great value to the county extension agents 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.

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.*

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. Results obtained through assistance rendered agents by specialists should also be included. This report shows, insofar as possible, the part each agent has taken in forwarding the extension program. The county totals should be the sum of the activities and accomplishments of individual agents *minus duplications due to two or more agents participating in the same activity or accomplishment.* The county totals, when properly recorded, show the progress made in the county during the year in forwarding the entire extension program. Negro men and women agents should prepare a combined statistical report separate from that of the white agents.

The statistical summary should be a report of this year's activities and results that can be verified by records on file in the county office. Where records are not available careful estimates are desired. Such estimates should be marked "Est."

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 and the extension methods used for each project. Every statement should be clear-cut, concise, forceful, and, where possible, reenforced with necessary data from the statistical summary. Use a descriptive 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, blueprints, 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 merely suggestive of how the narrative report may be clearly and systematically presented. Each agent should prepare an outline to fit the situation and the work to be reported.

SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT

- I. Cover and title page.
- II. Table of contents.
- III. Summary of activities and accomplishments, preferably of one or two typewritten pages only, placed at the beginning of the narrative report.
- IV. Changes in county extension organization made during the year to improve regular procedures or to meet emergencies.
- V. County extension program.
 - (1) Problems determining extension program.
 - (2) Influence of State and National agricultural agencies operating in county upon extension program.
 - (3) Activities and results.

Under appropriate headings present in some detail for each major problem or line of work the goals set up, the methods used, the cooperation received, the coordination effected, the results achieved, and the significance of these results in terms of problem solution.
- VI. Outlook and recommendations.

TERMINOLOGY

To insure reports which convey the intended meaning to others and to facilitate the compilation of satisfactory national statistics on extension, it is extremely important that terms be used in accordance with accepted definitions. The following definitions of extension terms have been approved by the United States Department of Agriculture and the Association of Land Grant Colleges and Universities. Agents should read these definitions before starting to write the annual reports.

DEFINITIONS OF EXTENSION TERMS

1. 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.

2. 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.

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, 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 result demonstrator is an adult, a boy, or a girl who conducts a result demonstration as defined above.

7. 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.

8. 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.

9. 4-H Club members enrolled are those boys and girls who actually start the work outlined for the year.

10. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.

11. A demonstration meeting is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.

12. 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.

13. 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.

14. 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.

15. 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.

16. Days in field should include all days spent on official duty other than "days in office."

17. Letters written should include all original letters on official business. (Duplicated letters should not be included.)

18. 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. 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.

19. 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.

20. The county extension association or committee is that county organization, whether a membership or a delegate body, which is recognized officially in the conduct of extension work in the county.

GENERAL ACTIVITIES

Report Only This Year's Extension Activities and Results That Can Be Verified

1. List below the names, titles, and periods of service of the county extension agents whose work is included in this report. Include time of assistants with that of regular agent.

AGENT	Total months of service this year	Days devoted to work with adults	Days devoted to work with 4-H Club and other youth	Total days in office	Total days in field
	(a)	(b)	(c)	(d)	(e)
..... (Name) Home demonstration agent.....	(1)	3284	1568	1004	2111
..... Asst. home demonstration agent.....					
..... 4-H Club agent.....	(2)	20	21	22	23
..... Assistant county agent in charge of club work.....					
..... Agricultural agent.....	(3)	2413	1308	1636	1835
..... Assistant agricultural agent.....					

2. County extension association or committee:
- (a) Agricultural extension:
 - (1) Name.....
 - (2) Number of members..... 408²²
 - (b) Home demonstration:
 - (1) Name.....
 - (2) Number of members..... 60¹¹
 - (c) 4-H Club:
 - (1) Name.....
 - (2) Number of members.....
3. Number of communities in county where extension work should be conducted..... 3
4. Number of above communities in which the extension program has been planned cooperatively by extension agents and local committees..... 4
5. Number of different voluntary county or community project leaders or committeemen actively engaged in forwarding the extension program:
- (a) Adult work
 - (1) Men..... 570
 - (2) Women..... 1130
 - (b) 4-H Club work
 - (1) Men..... 302
 - (2) Women..... 277
 - (3) Older club boys..... 117
 - (4) Older club girls..... 87
6. Number of different paid local leaders engaged in agricultural-conservation and adjustment programs.....
 - (a) Men.....
 - (b) Women.....
 6
7. Number of clubs or other groups organized to carry on adult home demonstration work..... 366¹ 7
8. Number of members in such clubs or groups..... 1252¹ 8

ITEM	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total (d)
9. Number of 4-H Clubs.....	220 ¹		207	427 ¹¹
10. Number of different 4-H Club members enrolled.....	315 ¹¹		3013	3328 ¹²
11. Number of different 4-H Club members completing.....	368 ¹¹		2105 ²¹	2473 ¹

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

MEMBERS	1st year	2d year	3d year	4th year	5th year	6th year and over
(a) Boys.....	258	258	258	258	258	258
(b) Girls.....	150	150	150	150	150	150

¹ County total should equal sum of preceding three columns minus duplications due to two or more agents participating in the same activity or accomplishment.

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 pages 7 to 24, 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 but refers to completions instead of enrollments.

⁴ The total for this question should agree with county total, question 10.

GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Age	10 and under	11	12	13	14	15	16	17	18	19	20 and over
13. Number of different 4-H Club members enrolled according to age ¹												
(a) Boys.....		431	423	368	392	329	317	285	219	137	69	64
(b) Girls.....		369	374	443	425	437	442	372	319	213	151	119

14. Number of 4-H Club members:¹ (a) In school..... 6,034²⁶ (b) Out of school..... 1,35²² 14

ITEM	Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total ¹ (d)	
15. Number of 4-H Club teams trained.....					
(1) Judging.....	6 ²		97 ²⁰	103 ²²	
(2) Demonstration.....	13 ⁵		87 ⁸	100 ¹³	
16. Number of groups ³ other than 4-H Clubs organized for extension work with rural young people 16 years of age and older.....	7 ²		7 ³	14 ⁴	
17. Members in groups reported in question 16.....			59 ³	59 ³	
(1) Young men.....					
(2) Young women.....	101			101 ²	
18. Total number of farm or home visits ⁴ made in conducting extension work.....	5,694		10,945 ²²	16,636 ⁴⁰	
19. Number of different farms or homes visited.....	3,842		5,206 ²²	9,048 ⁴⁰	
20. Number of calls relating to extension work.....					
(1) Office.....	4,024		2,331 ²²	6,355 ⁴⁰	
(2) Telephone.....	1,320		265 ²²	1,585 ¹⁸	
21. Number of news articles or stories published ⁴	1,264		889 ²⁴	2,153 ³⁹	
22. Number of individual letters written.....	315		602 ²⁴	917 ³⁹	
23. Number of different circular letters issued (not total copies mailed).....	1,572		869 ²⁴	2,441 ⁵⁹	
24. Number of bulletins distributed.....			3 ²	3 ⁴	
25. Number of radio talks broadcast or prepared for broadcasting.....			83 ²²	83 ³⁷	
26. Number of events at which extension exhibits were shown.....	544		1,092 ²⁴	1,636 ³⁷	
27. Training meetings held for local leaders or committeemen.....	(1) Adult work.....	(a) Number.....	523	3,167 ²⁴	3,690 ³⁴
		(b) Men leaders.....			
		(c) Women leaders.....	1,572	1,137 ²⁴	2,709 ²¹
(2) 4-H Club.....	(a) Number.....	1,112	261 ¹⁷	1,373 ²⁷	
	(b) Total attendance of:.....				
	(b) Leaders.....	1,814	519 ¹⁷	2,333 ²¹	
28. Method demonstration meetings held (include all method demonstrations in both adult and 4-H Club work given by agents and specialists not reported under question 27).....	(1) Number.....	2,521	2,672 ²²	5,193 ³⁴	
	(2) Total attendance.....	4,276	22,279 ²²	26,555 ⁴⁰	
29. Meetings held at result demonstrations.....	(1) Number.....	485	2,319 ²²	2,804 ³⁹	
	(2) Total attendance.....	4,515	24,270 ²²	28,785 ³⁷	

¹ The total for this question should agree with county total, question 10.
² County total should equal sum of preceding three columns minus duplications due to two or more agents participating in the same activity or accomplishment.
³ Do not include groups previously reported under question 9.
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.
 Note.—Questions 18-31 refer to the total number of different activities conducted this year. The totals should equal the sums of the corresponding information reported on following pages minus duplications where the same activity relates to two or more lines of work.

GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM		Home demonstration agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total ¹ (d)	
30. Tours conducted.....	(1) Adult work.....	(a) Number.....	3 ³	4	2.5 ¹²	30
		(b) Total attendance.....	78 ³	51 ⁹	57.3 ¹³	
	(2) 4-H Club.....	(a) Number.....	2	3	2.2 ¹¹	
		(b) Total attendance.....	21 ²	41 ²	50.7 ¹¹	
31. Achievement days held.....	(1) Adult work.....	(a) Number.....	37 ⁹	11 ²	47 ¹⁴	31
		(b) Total attendance.....	472 ⁹	122 ⁵	632 ¹⁴	
	(2) 4-H Club.....	(a) Number.....	11 ⁹	4	16 ¹³	
		(b) Total attendance.....	21 ³	14 ²		
32. Encampments held (Do not include picnics, rallies, or short courses, as these should be reported under other meetings.)	(1) Farm women.....	(a) Number.....	3 ³		3 ³	32
		(b) Total members attending.....	431 ³		431 ³	
	(2) 4-H Club.....	(c) Total others attending.....	20 ¹		75 ¹	
		(d) Total others attending.....	3 ³	16	19 ⁴	
33. Other meetings of an extension nature participated in by agents or specialists and not previously reported.....	(1) Adult work.....	(a) Number.....		83 ⁷	102 ³	33
		(b) Total attendance.....			41 ²	
	(2) 4-H Club.....	(a) Number.....	32 ²		84 ⁴	
		(b) Total attendance.....	114 ²		312 ⁴	
34. Meetings held by local leaders or committeemen not participated in by agents or specialists and not reported elsewhere	(1) Adult work.....	(a) Number.....	32 ²	27 ¹	23 ²³	34
		(b) Total attendance.....	114 ²	111 ¹	217 ²⁵	
	(2) 4-H Club.....	(a) Number.....	32 ²		23 ²³	
		(b) Total attendance.....	114 ²		217 ²⁵	
34½. Number of above meetings (questions 27-34) at which discussion group method of presentation was followed.....		32 ²		132 ⁷	25	34½

SUMMARY OF EXTENSION INFLUENCE FOR YEAR

It is highly desirable for extension workers to consider the proportion of farms and farm homes in the county which have been definitely influenced to make some substantial change in farm or home operations as a result of the extension program for men, women, boys, and girls. 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. Such estimates should be marked "Est."

Include results of emergency activities as well as the regular extension program.

35. Number of farms in county.....	18306	35
36. Number of farms on which changes in practices have definitely resulted from the agricultural extension program.....		36
37. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program.....		37
38. Number of other homes in which changes in practices have definitely resulted from the home demonstration program.....		38
39. Number of farm homes with 4-H Club members enrolled.....		39
40. Number of other homes with 4-H Club members enrolled.....		40
41. Total number of different farm families influenced by some phase of the extension program..... (Include questions 36, 37, and 39, minus duplications.)		41
42. Total number of different other families influenced by some phase of extension program..... (Include questions 38 and 40, minus duplications.)		42

¹ County total should equal sum of preceding three columns minus duplications due to two or more agents participating in the same activity or accomplishment.

NOTE.—Questions 18-34 refer to the total number of different activities conducted this year. The totals should equal the sums of the corresponding information reported on following pages minus duplications where the same activity relates to two or more lines of work.

CEREALS¹

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Corn (a)	Wheat (b)	Oats (c)	Rye (d)	Barley (e)	Grain sorghums, rice, and other cereals ¹ (f)	
43. Days devoted to line of work by:							
(1) Home demonstration agents.....							
(2) 4-H Club agents.....							
(3) Agricultural agents.....	517		11	3		158	43
(4) Specialists.....							
44. Number of communities in which work was conducted.....	253		8	2		185	44
45. Number of voluntary local leaders or committeemen assisting.....	216		7	3		127	45
46. Days of assistance rendered by voluntary leaders or committeemen.....	219		14	8		579	46
47. Number of adult result demonstrations conducted.....	491		12			236	47
48. Number of meetings at result demonstrations.....	167		19			83	48
49. Number of method-demonstration meetings held.....	177		15	1		91	49
50. Number of other meetings held.....	77		6			37	50
51. Number of news stories published.....	17		3			2	51
52. Number of different circular letters issued.....	30		2	1		15	52
53. Number of farm or home visits made.....	257		15	5		352	53
54. Number of office calls received.....	2422		359	99		967	54
55. Number of 4-H Club members enrolled.....	548		14	14		163	55
(1) Boys.....							
(2) Girls.....							
56. Number of 4-H Club members completing.....	392		12	12		125	56
(1) Boys.....							
(2) Girls.....							
57. Number of acres in projects conducted by 4-H Club members completing.....	596		59	59		278	57
58. Total yields of crops grown by 4-H Club members completing.....	29,018 bu.	bu.	bu.	bu.	bu.	2,311 bu.	58
59. Number of farmers following fertilizer recommendations.....	1,102					276	59
60. Number of farmers following insect-control recommendations.....	739					1426	60
61. Number of farmers following disease-control recommendations.....	575					213	61
62. Number of farmers following marketing recommendations.....	620		12	12		559	62
63. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise.....	1,395					332	63
66. Number of farmers following other specific practice recommendations: ²							
(1).....							
(2).....							
(3).....							
(4).....							
(5).....							66

¹ Report fall-sown crops the year they are harvested.² Indicate crop by name.³ For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

LEGUMES AND FORAGE CROPS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Alfalfa	Sweet-clover	Red, bur. and other clovers	Vetch	Lespedeza	Pastures	
	(a)	(b)	(c)	(d)	(e)	(f)	
67. Days devoted to line of work by:							
(1) Home demonstration agents.....							
(2) 4-H Club agents.....							
(3) Agricultural agents.....	18	5	10	17		97	67
(4) Specialists.....							
68. Number of communities in which work was conducted.....	15	8	29	15		119	68
69. Number of voluntary local leaders or committeemen assisting.....	16	7	3	37		112	69
70. Days of assistance rendered by voluntary leaders or committeemen.....	31	7	103	103		920	70
71. Number of adult result demonstrations conducted.....	29	9	37	12		137	71
72. Number of meetings at result demonstrations.....	11	13	17	6		62	72
73. Number of method-demonstration meetings held.....	5	14	2	5		77	73
74. Number of other meetings held.....	1		10	7		9	74
75. Number of news stories published.....			1	3		3	75
76. Number of different circular letters issued.....	1		1	3		13	76
77. Number of farm or home visits made.....	40	7	25	17		194	77
78. Number of office calls received.....	52	20	15	22		177	78
79. Number of 4-H Club members enrolled.....			14	2		4	79
(1) Boys.....							
(2) Girls.....							
80. Number of 4-H Club members completing.....		5	5	2		20	80
(1) Boys.....							
(2) Girls.....							
81. Number of acres in projects conducted by 4-H Club members completing.....		20	3	10		31	81
82. Total yields of crops grown by 4-H Club members completing.....	bu.	1500 bu.	bu.	bu.	bu.	x x x x	82
(1) Seed.....							
(2) Forage.....	tons	tons	tons	tons	tons	x x x x	
83. Number of farmers following fertilizer recommendations.....	1					4	83
84. Number of farmers following insect-control recommendations.....						31	84
85. Number of farmers following disease-control recommendations.....						1	85
86. Number of farmers following marketing recommendations.....	17					20	86
87. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise.....	29			3		140	87
90. Number of farmers following other specific practice recommendations: ¹							
(1).....							
(2).....							
(3).....							
(4).....							
(5).....							

¹ For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

LEGUMES AND FORAGE CROPS—CONTINUED

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Soybeans (g)	Cow peas and field peas (h)	Velvet- beans (i)	Field beans (j)	Peanuts (k)	All other legumes and forage crops ¹ (m)	
67. Days devoted to line of work by:							
(1) Home demonstration agents.....							
(2) 4-H Club agents.....							
(3) Agricultural agents.....	5		113	2	117	75	67
(4) Specialists.....							
68. Number of communities in which work was conducted.....	2		11	16	10	107	68
69. Number of voluntary local leaders or committeemen assisting.....	1		135	9	61	76	69
70. Days of assistance rendered by voluntary leaders or committeemen.....	1		254	7	133	239	70
71. Number of adult result demonstrations conducted.....	2		116	6	144	140	71
72. Number of meetings at result demonstrations.....			30	5	50	43	72
73. Number of method-demonstration meetings held.....			52	5	67	27	73
74. Number of other meetings held.....			40	1	34	3	74
75. Number of news stories published.....			3		7	3	75
76. Number of different circular letters issued.....			3		11	7	76
77. Number of farm or home visits made.....	2		161	11	225	172	77
78. Number of office calls received.....			401	2	663	165	78
79. Number of 4-H Club members enrolled.....			64	12	175	17	79
(1) Boys.....							
(2) Girls.....							
80. Number of 4-H Club members completing.....			55	1	131	3	80
(1) Boys.....							
(2) Girls.....							
81. Number of acres in projects conducted by 4-H Club members completing.....			117	10	74	11	81
82. Total yields of crops grown by 4-H Club members completing.....							
(1) Seed..... bu.		bu.	240 bu.	bu.	203 bu.	bu.	82
(2) Forage..... tons		tons	43 tons	24 tons	121 tons	47 tons	
83. Number of farmers following fertilizer recommendations.....			333		12	50	83
84. Number of farmers following insect-control recommendations.....			60		114	30	84
85. Number of farmers following disease-control recommendations.....			14		12	7	85
86. Number of farmers following marketing recommendations.....			23		23	2	86
87. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise.....	1						87
90. Number of farmers following other specific practice recommendations: ²							
(1).....							
(2).....							
(3).....							
(4).....							
(5).....							90

¹ Indicate crop by name.

² For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

POTATOES, COTTON, TOBACCO, AND OTHER SPECIAL CROPS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Irish pota- toes	Sweetpota- toes	Cotton	Tobacco	Sugar beets and all other spe- cial crops ¹	
	(a)	(b)	(c)	(d)	(e)	
91. Days devoted to line of work by:						
(1) Home demonstration agents.....						91
(2) 4-H Club agents.....						
(3) Agricultural agents.....	13	75	274		93	
(4) Specialists.....						
92. Number of communities in which work was conducted.....	23	103	311		98	92
93. Number of voluntary local leaders or committeemen assisting.....	19	84	305		111	93
94. Days of assistance rendered by voluntary leaders or commit- teemen.....	12	225	806		229	94
95. Number of adult result demonstrations conducted.....	13	75	274		93	95
96. Number of meetings at result demonstrations.....	3	34	142		53	96
97. Number of method-demonstration meetings held.....	3	45	144		55	97
98. Number of other meetings held.....	1	15	43		21	98
99. Number of news stories published.....	1	1	11		3	99
100. Number of different circular letters issued.....	1	0	23		4	100
101. Number of farm or home visits made.....	23	125	773		113	101
102. Number of office calls received.....	20	51	1457		251	102
103. Number of 4-H Club members enrolled.....	24	101	329		19	103
(1) Boys.....						
(2) Girls.....						
104. Number of 4-H Club members completing.....	17	79	216		14	104
(1) Boys.....						
(2) Girls.....						
105. Number of acres in projects conducted by 4-H Club members completing.....	15	54	352		15	105
106. Total yields of crops grown by 4-H Club members completing.....	240 bu.	744 bu.	lb. ²	lb.	2143	106
107. Number of farmers following fertilizer recommendations.....	6	25	313		3	107
108. Number of farmers following insect-control recommendations.....	44	22	153		6	108
109. Number of farmers following disease-control recommendations.....	2	154	363		3	109
110. Number of farmers following marketing recommendations.....	3	83	1222		103	110
111. Number of farmers assisted in using timely economic informa- tion as a basis for readjusting enterprise.....		51	2,001		13	111
114. Number of farmers following other specific practice recom- mendations: ³						114
(1)						
(2)						
(3)						
(4)						
(5)						

¹ Indicate crop by name.

² Report yield of cotton in pounds of seed cotton.

³ For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

FRUITS, VEGETABLES, AND BEAUTIFICATION OF HOME GROUNDS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Home gardens (a)	Market gardening, truck, and canning crops (b)	Beautification of home grounds (c)	Tree fruits (d)	Bush and small fruits (e)	Grapes (f)	
115. Days devoted to line of work by:							
(1) Home demonstration agents.....	432		71	29	38	3	
(2) 4-H Club agents.....							
(3) Agricultural agents.....	145	59	7	210	38	7	115
(4) Specialists.....							
116. Number of communities in which work was conducted.....	322		29	224	63	3	116
117. Number of voluntary local leaders or committeemen assisting.....			76	155	55	1	117
118. Days of assistance rendered by voluntary leaders or committeemen.....		256	129	515	22	6	118
119. Number of adult result demonstrations conducted.....		211	32	235	22	5	119
120. Number of meetings at result demonstrations.....			22	115	17	5	120
121. Number of method-demonstration meetings held.....			4	127	52	9	121
122. Number of other meetings held.....	124			50	4		122
123. Number of news stories published.....	17						123
124. Number of different circular letters issued.....	33						124
125. Number of farm or home visits made.....	122	130	165	512	35	12	125
126. Number of office calls received.....	11	229	163	1674	368	15	126
127. Number of 4-H Club members enrolled.....			20	230	15	3	127
(1) Boys.....							
(2) Girls.....							
128. Number of 4-H Club members completing.....			21	222	14	3	128
(1) Boys.....							
(2) Girls.....							
129. Number of acres in projects conducted by 4-H Club members completing.....	211	12	x x x x	550	70	11	129
130. Total yields of crops grown by 4-H club members completing.....	6 bu.	24 bu.	x x x x	bu.	1713 bu.	bu.	130
131. Number of farms or homes where fertilizer recommendations were followed.....	127	308	8	246	26	3	131
132. Number of farms or homes where insect-control recommendations were followed.....		172	6	22	23	3	132
133. Number of farms or homes where disease-control recommendations were followed.....	112	114	15	542	71	2	133
134. Number of farms or homes where marketing recommendations were followed.....			x x x x	122	12		134
135. Number of farms or homes where assistance was given in using timely economic information as a basis for readjusting enterprise.....	12		x x x x	11	21		135
136. Number of homes where recommendations were followed as to establishment or care of lawn.....	x x x x	x x x x	28	x x x x	x x x x	x x x x	136
137. Number of homes where recommendations were followed regarding planting of shrubbery and trees.....	x x x x	x x x x	230	x x x x	x x x x	x x x x	137
138. Number of homes where recommendations were followed as to treatment of walks, drives, or fences.....	x x x x	x x x x	721	x x x x	x x x x	x x x x	138
139. Number of homes where recommendations were followed as to improving appearance of exterior of house and outbuildings.....	x x x x	x x x x	507	x x x x	x x x x	x x x x	139
140. Number of homes where other specific practice recommendations were followed: ¹							140
(1)							
(2)							
(3)							
(4)							

¹ For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

FORESTRY, WILDLIFE CONSERVATION, AND AGRICULTURAL ENGINEERING

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Forestry (a)	Wildlife conservation, fur and game farming (b)	Agricultural engineering ¹ (farm and home) (c)	
141. Days devoted to line of work by:				
(1) Home demonstration agents.....				141
(2) 4-H Club agents.....				
(3) Agricultural agents.....	21		325	
(4) Specialists.....				
142. Number of communities in which work was conducted.....	7		199	142
143. Number of voluntary local leaders or committeemen assisting.....	9		264	143
144. Days of assistance rendered by voluntary leaders or committeemen.....	7		795	144
145. Number of adult result demonstrations conducted.....	10		150	145
146. Number of meetings at result demonstrations.....	9		165	146
147. Number of method-demonstration meetings held.....	3		216	147
148. Number of other meetings held.....	5		25	148
149. Number of news stories published.....	1		11	149
150. Number of different circular letters issued.....			12	150
151. Number of farm or home visits made.....	11		696	151
152. Number of office calls received.....	12		1663	152
153. Number of 4-H Club members enrolled.....	2		275	153
(1) Boys.....				
(2) Girls.....				
154. Number of 4-H Club members completing.....	2		247	154
(1) Boys.....				
(2) Girls.....				
154½. Number of 4-H Club members not in special project clubs who participated in forestry or wildlife conservation activities.....			xxxxxxx	154½
(1) Boys.....			xxxxxxx	
(2) Girls.....				
155. Number of units handled by 4-H Club members completing. (This refers to questions 151 and 154½).....	(1) Transplant beds	Coverts ² improved or built.....	Acres terraced.....	155
	(2) Acres planted to forest trees	Nest boxes, feed trays for song birds.....	Machines or equipment repaired.....	
	(3) Acres improved	Feeding stations operated.....	Articles made.....	
	(4) Acres of woodland protected from fire	Animals or birds produced.....	Equipment installed.....	

FORESTRY—Continued

156. Number of farms on which new areas were reforested by planting with small trees.....	156
157. Acres involved in preceding question.....	157
158. Number of farmers planting windbreaks or shelterbelts.....	158
159. Number of farmers planting trees for erosion control.....	159
160. Number of farmers making improved thinnings and weedings.....	160
161. Number of farmers practicing selection cutting.....	161
162. Number of farmers pruning forest trees.....	162
163. Number of farmers cooperating in prevention of forest fire.....	163
164. Number of farmers adopting improved practices in production of naval stores.....	164
165. Number of farmers adopting improved practices in production of maple sugar and sirup.....	165

¹ 4-H farm shop clubs should be reported under this heading.

² Include food patches planted or left standing for wildlife.

FORESTRY—Continued

Report Only This Year's Extension Activities and Results That Can Be Verified

166. Number of farmers assisted in timber estimating and appraisal.....	166
167. Number of farmers following wood-preservation recommendations.....	167
168. Number of farmers following recommendations in the marketing of forest products.....	168

WILDLIFE CONSERVATION—Continued

169. Number of farms on which specific improvements for wildlife have been made.....	169
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ITEM	RABBITS		FOXES AND OTHER FUR ANIMALS		GAME BIRDS		CONSERVATION CAMPS		
	4-H members (a)	Adults (b)	4-H members (c)	Adults (d)	4-H members (e)	Adults (f)	4-H members (g)	Adults (h)	
169½. Number of individuals engaged or assisted in activity.....									169½
169½. Number of animals or birds produced by such individuals.....							X X X X	X X X X	169½

AGRICULTURAL ENGINEERING—Continued

Engineering activities	Number of farms (a)	Number of units (b)	Total value of service or savings (c)
170. Terracing complete with outlets and contour cultivation.....	210 ¹⁵	5,362 acres. ¹⁵	\$2,146,979. ¹⁵
170½. Growing crops on contour.....	216 ¹¹	5,825 acres. ¹⁰	742,551. ¹⁰
170½. Gully control.....	50 ⁶	636 acres. ⁶	293,890. ⁶
171. Drainage practices.....	491 ³	14,294 acres. ¹⁰	6,313,245. ¹⁰
172. Irrigation practices.....	5 ¹	600 acres. ¹	1,225. ³
173. Land-clearing practices.....	55 ⁸	1,000 acres. ¹⁰	157,225. ⁸
174. Better types of machines.....	250 ⁹	48 machines. ⁸	830,115. ⁸
175. Maintenance and repair of machines.....	528 ¹³	695 machines. ¹¹	235,003. ¹⁰
176. Efficient use of machinery.....	13 ²¹	X X X X X X X X X	1,110. ²
176½. Better ginning of cotton.....	13 ³	gin stands. ³	125,500. ²
177. All buildings constructed (include silos).....	236 ¹³	344 buildings. ¹³	2,052,135. ¹⁷
178. Buildings remodeled, repaired, painted.....	204 ¹⁵	283 buildings. ¹⁶	1,087,740. ¹⁵
179. Farm electrification.....	31 ⁷	25 farms. ¹	220,000. ³
180. Home equipment (include sewing machines).....	109 ⁶	171. ⁷	139,800. ⁶
181. Total of columns (a) and (c).....	2441 farms. ¹⁴	X X X X X X X X X	\$13,900,737. ¹³

182. Number of machines repaired as reported in questions 175 and 180, by types:	
(a) Tractors.....	15 ⁹
(b) Tillage implements.....	227 ¹¹
(c) Harvesters and threshers.....	10 ³
(d) Plows.....	201 ¹¹
(e) Mowers.....	27 ⁵
(f) Planters.....	76 ⁵
(g) Sewing machines.....	506 ⁵
(h) Other.....	11 ⁵

183. Number of buildings and equipment improved as reported in questions 177, 178, 179, 180, by types:	
(a) Dwellings constructed according to plans furnished.....	42 ¹²
(b) Dwellings remodeled according to plans furnished.....	27 ¹²
(c) Sewage systems installed.....	12 ¹²
(d) Water systems installed.....	35 ¹²
(e) Heating systems installed.....	63 ¹²
(f) Lighting systems installed.....	27 ¹²
(g) Home appliances and machines.....	202 ¹²
(h) Dairy buildings.....	134 ¹²
(i) Silos.....	(1) Regular..... 7 ¹²
	(2) Trench or pit..... 11 ¹²
(j) Hog houses.....	12 ¹²
(k) Poultry houses.....	11 ¹²
(l) Storage structures.....	111 ¹²
(m) Other.....	202 ¹²

¹ Report the number of farms using electricity in farm enterprises for income-producing purposes such as electric milking, milk cooling, incubating, brooding, hotbed heating, etc.

POULTRY AND BEES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Poultry (including turkeys) (a)	Bees (b)	
184. Days devoted to line of work by:			
(1) Home demonstration agents.....	309		184
(2) 4-H Club agents.....			
(3) Agricultural agents.....	228		
(4) Specialists.....			
185. Number of communities in which work was conducted.....			185
186. Number of voluntary local leaders or committeemen assisting.....			186
187. Days of assistance rendered by voluntary leaders or committeemen.....	4313		187
188. Number of adult result demonstrations conducted.....	260		188
189. Number of meetings at result demonstrations.....	185		189
190. Number of method-demonstration meetings held.....	264		190
191. Number of other meetings held.....	115		191
192. Number of news stories published.....	20		192
193. Number of different circular letters issued.....	50		193
194. Number of farm or home visits made.....	1103		194
195. Number of office calls received.....	1000		195
196. Number of 4-H Club members enrolled.....			196
(1) Boys.....	210		
(2) Girls.....	340		
197. Number of 4-H Club members completing.....			197
(1) Boys.....	129		
(2) Girls.....	291		
198. Number of units in projects conducted by 4-H Club members completing.....	14,578 chickens		198 colonies

POULTRY—Continued

199. Number of families following an organized improved breeding plan as recommended.....		199
200. Number of families following recommendations in purchasing baby chicks.....		200
201. Number of families following recommendations in chick rearing.....		201
202. Number of families following production-feeding recommendations.....		202
203. Number of families following sanitation recommendations in disease and parasite control.....		203
204. Number of families improving poultry-house equipment according to recommendations.....		204
205. Number of families following marketing recommendations.....		205
206. Number of families assisted in using timely economic information as a basis for readjusting enterprise.....		206
207. Number of families following other specific practice recommendations: ¹		207
(a)		
(b)		

BEES—CONTINUED

208. Number of farmers following recommendations in transferring colonies to modern hives.....		208
209. Number of colonies involved in question 208.....		209
210. Number of farmers following disease-control recommendations.....		210
211. Number of farmers following requeening recommendations.....		211
212. Number of farmers following marketing recommendations.....		212
213. Number of farmers following other specific practice recommendations: ¹		213
(a)		
(b)		

¹ For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

DAIRY CATTLE, BEEF CATTLE, SHEEP, SWINE, AND HORSES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Dairy cattle (a)	Beef cattle (b)	Sheep (c)	Swine (d)	Horses and mules (e)	Other livestock ¹ (f)	
214. Days devoted to line of work by:							
(1) Home demonstration agents.....							214
(2) 4-H Club agents.....							
(3) Agricultural agents.....	103	126	6	793	28	13	
(4) Specialists.....							
215. Number of communities in which work was conducted.....	83	50	2	272	25	18	215
216. Number of voluntary local leaders or committeemen assisting.....	63	120	3	325	50	18	216
217. Days of assistance rendered by voluntary leaders or committeemen.....	163	531		1249	50	27	217
218. Number of adult result demonstrations conducted.....	21	102		438	24	28	218
219. Number of meetings at result demonstrations.....	90	59	5	323	20	28	219
220. Number of method-demonstration meetings held.....	30	21	1	223	21	12	220
221. Number of other meetings held.....	30	5		36	16	2	221
222. Number of news stories published.....	3	1		21	1		222
223. Number of different circular letters issued.....	15	6		1	1		223
224. Number of farm or home visits made.....	163	259	20	1421	45	23	224
225. Number of office calls received.....	20	659	1	4751	25	21	225
226. Number of 4-H Club members enrolled.....	51	92	16	226			226
(1) Boys.....							
(2) Girls.....							
227. Number of 4-H Club members completing.....	30	73	7	226			227
(1) Boys.....							
(2) Girls.....							
228. Number of animals in projects conducted by 4-H Club members completing.....	20	115	21	77			228
229. Number of farmers assisted in obtaining purebred sires.....		30		152			229
230. Number of farmers assisted in obtaining high-grade or purebred females.....	22	20		223			230
231. Number of bull, boar, ram, or stallion circles or clubs organized or assisted.....	1	3		1	1		231
232. Number of members in preceding circles or clubs.....							232
233. Number of herd or flock-improvement associations organized or assisted.....					23		233
234. Number of members in these associations.....					22		234
235. Number of farmers not in associations keeping performance records of animals.....							235
236. Number of families assisted in home butchering, meat cutting, and curing.....	x x x x	20		26	x x x x		236
237. Number of families assisted in butter and cheese making.....	15	x x x x	x x x x	x x x x	x x x x	x x x x	237
238. Number of farmers following parasite-control recommendations.....	83	11		321	2		238
239. Number of farmers following disease-control recommendations.....	151	22	2	112	12	25	239
240. Number of farmers following marketing recommendations.....	130	272		612			240
241. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise.....	20	38	3	22	25		241

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

AGRICULTURAL ECONOMICS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Public problems and economic planning on county or community basis ¹	FARM MANAGEMENT			Outlook	Marketing, buying, selling, and financing	
		Farm records (inventories, accounts, etc.)	Individual farm planning	Farm and home financing (short and long time)			
	(a)	(b)	(c)	(d)	(e)	(f)	
244. Days devoted to line of work by:							
(1) Home demonstration agents.....	35	10					
(2) 4-H Club agents.....							} 244
(3) Agricultural agents.....	284	55	57	8		4	
(4) Specialists.....							
245. Number of communities in which work was conducted.....	196	63	56	10		8	
246. Number of voluntary local leaders or committeemen assisting.....	224	93	28			4	246
247. Days of assistance rendered by voluntary leaders or committeemen.....	1,512	78	54			8	247
248. Number of adult result demonstrations conducted.....	33	10	21			9	248
249. Number of meetings at result demonstrations.....	7	6	3			2	249
250. Number of method-demonstration meetings held.....	45	14	2			2	250
251. Number of other meetings held.....	113	5	13	3		2	251
252. Number of news stories published.....	15	4	2	1		1	252
253. Number of different circular letters issued.....	121	69	8	1			253
254. Number of farm or home visits made.....	506	223	115	12		24	254
255. Number of office calls received.....	2,534	367	291	16		82	255
256. Number of 4-H Club members enrolled.....							} 256
(1) Boys.....	x x x x	3	16	x x x x	x x x x	x x x x	
(2) Girls.....	x x x x				x x x x	x x x x	
257. Number of 4-H Club members completing.....							} 257
(1) Boys.....	x x x x	40	16	x x x x	x x x x	x x x x	
(2) Girls.....	x x x x				x x x x	x x x x	
258. Number of farmers keeping farm accounts throughout the year under supervision of agent.....						507	258
259. Number of farmers keeping cost-of-production records under supervision of agent.....						520	259
260. Number of farmers assisted in summarizing and interpreting their accounts.....						206	260
261. Number of farmers assisted in making inventory or credit statements.....						16	261
262. Number of farmers assisted in obtaining credit.....						264	262
262½. Number of 4-H Club members receiving instruction in credit.....						214	262½
263. Number of farmers assisted in making mortgage or other debt adjustments.....						199	263
264. Number of farm credit associations assisted in organizing during the year.....						28	264
265. Number of farm business or enterprise-survey records taken during year.....						259	265
266. Number of farmers making recommended changes in their business as result of keeping accounts or survey records.....						122	266
267. Number of other farmers adopting cropping, livestock, or complete farming systems according to recommendations.....							267
268. Number of farmers advised relative to leases.....						199	268
269. Number of farmers assisted in developing supplemental sources of income.....						570	269
270. Number of families assisted in reducing cash expenditure:							} 270
(a) By exchange of labor or machinery.....						201	
(b) By bartering farm or home products for other commodities or services.....						317	
(c) By producing larger part of food on farm.....						212	
(d) By making own repairs of buildings and machinery.....						627	

¹ Include county agricultural planning, taxation, land utilization, and economic basis of extension programs.

AGRICULTURAL ECONOMICS—Continued

Report Only This Year's Extension Activities and Results That Can Be Verified

271. Number of urban families moving to farms who have been assisted in getting established.....	68	271
272. Number of farm families on relief assisted to become self-supporting.....	271	272
273. Number of marketing associations or groups ¹ assisted in organizing during the year.....	25	273
274. Number of marketing associations or groups ¹ previously organized assisted by extension agents this year.....	4	274
275. Membership in associations and groups organized or assisted (273 and 274).....	315	275
276. Number of individuals (not in associations) assisted with marketing problems.....	585	276
276½. Number of 4-H Club members receiving instruction in marketing.....	443	276½
277. Number of families following other specific practice recommendations.....	685	277

ITEM	Standardizing, packaging, or grading	Processing or manufacturing	Locating markets and transportation	Use of current market information	Financing	Organization	Accounting	Keeping membership informed	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
278. Number of organizations assisted with problems of.....	22	21	31	26	23	12	17	13	278
279. Number of individuals (not in organizations) assisted with problems of.....	73	81	35	55	X X X X	X X X X	X X X X	X X X X	279

ITEM	Hay and grain	Cotton	Tobacco	Dairy products	Livestock	Wool	
	(a)	(b)	(c)	(d)	(e)	(f)	
280. Value of products sold by all associations or groups organized or assisted.....	\$6,275	\$6,500	\$.....	\$1,400	\$12,245	\$2,500	280
281. Value of products sold by individuals (not in organizations) assisted.....	\$4,850	\$11,551	\$435	\$13,702	\$3,245	\$11,272	281

ITEM	Fruits and vegetables	Poultry and eggs	Home products				
			Food	Handicraft			
			(i)	(j)			
280. Value of products sold by all associations or groups organized or assisted.....	\$3,222	\$6,611	\$25	\$.....	\$.....	\$.....	280
281. Value of products sold by individuals (not in organizations) assisted.....	\$421	\$11,720	\$6,000	\$1,355	\$.....	\$.....	281

ITEM	Livestock	Feed for livestock	Farm equipment	Oil and gas	Fertilizer, seed, and other farm supplies	Home equipment	Home supplies	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	
282. Value of supplies purchased by all associations or groups organized or assisted.....	\$.....	\$.....	\$715	\$3,000	\$500	\$.....	\$2,715	282
283. Value of supplies purchased by individuals (not in organizations) assisted.....	\$7,583	\$4,546	\$8,375	\$1,900	\$1,500	\$15,725	\$3,310	283

¹ Include independent local associations, units of federations, branches of centralized organizations, terminal sales agencies, production associations which do buying or selling, and curb and home demonstration club markets.

FOODS AND NUTRITION

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Food selection and preparation	Food preserva- tion	
	(a)	(b)	
284. Days devoted to line of work by:			
(1) Home demonstration agents.....	350	441	} 284
(2) 4-H Club agents.....			
(3) Agricultural agents.....		22	
(4) Specialists.....	1		
285. Number of communities in which work was conducted.....	251	114	285
286. Number of voluntary local leaders or committeemen assisting.....	371	633	286
287. Days of assistance rendered by voluntary leaders or committeemen.....	323	732	287
288. Number of adult result demonstrations conducted.....	197	236	288
289. Number of meetings at result demonstrations.....	45	50	289
290. Number of method-demonstration meetings held.....	266	312	} 290
(1) By agents or specialists.....			
(2) By leaders.....	35	112	
291. Number of other meetings held.....	24	45	} 291
(1) By agents or specialists.....			
(2) By leaders.....			
292. Number of news stories published.....	2	1	292
293. Number of different circular letters issued.....	13	1	293
294. Number of farm or home visits made.....	521	522	294
295. Number of office calls received.....	613	960	295
296. Number of 4-H Club members enrolled.....	1229	1197	} 296
(1) Boys.....		25	
(2) Girls.....			
297. Number of 4-H Club members completing.....		24	} 297
(1) Boys.....			
(2) Girls.....	6152		
298. Number of units in projects conducted by 4-H Club members completing:			
(a) Dishes of food products prepared.....	2,836	20,272	} 298
(b) Meals planned and served.....			
(c) Quarts canned.....	142,122	125,112	
(d) Other containers of jelly, jam, and other products.....			
(e) Pounds of vegetables and fruits stored or dried.....		103,211	
299. Number of families budgeting food expenditure for a year.....		1,122	299
300. Number of families following food-buying recommendations.....		1,122	300
301. Number of families serving better-balanced meals.....		4,122	301
302. Number of families improving home-packed lunches according to recommendations.....		1,122	302
303. Number of schools following recommendations for a hot dish or school lunch.....		1,122	303
304. Number of children involved in question 303.....		1,122	304
305. Number of families following recommended methods of child feeding.....		1,122	305
306. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra, and constipation).....			306
307. Number of families producing and preserving home food supply according to annual food-supply budget.....			307
308. Number of families assisted in the canning or otherwise preserving of fruits, vegetables, and meats.....			308
309. Number of quarts canned by families reported under question 308. (Do not include 4-H Club members).....			309
310. Number of other containers of jam, jelly, or other products made by families reported under question 308. (Do not include 4-H Club members).....			310
311. Total estimated value of all products canned or otherwise preserved (questions 298, 309, 310) \$.....			311
312. Number of families following recommendations for the storage of home food supply.....			312
313. Number of families assisted in using timely economic information as a basis for readjusting family food supply.....			313

CHILD DEVELOPMENT AND PARENT EDUCATION

Report Only This Year's Extension Activities and Results That Can Be Verified

314. Days devoted to line of work by:		
(a) Home demonstration agents.....		} 314
(b) 4-H Club agents.....		
(c) Agricultural agents.....		
(d) Specialists.....		
315. Number of communities in which work was conducted.....		315
316. Number of voluntary local leaders or committeemen assisting.....		316
317. Days of assistance rendered by voluntary leaders or committeemen.....		317
318. Number of adult result demonstrations conducted.....		318
319. Number of meetings at result demonstrations.....		319
320. Number of method-demonstration meetings held.....	(a) By agents or specialists..... (b) By leaders.....	} 320
321. Number of other meetings held.....	(a) By agents or specialists..... (b) By leaders.....	} 321
322. Number of news stories published.....		322
323. Number of different circular letters issued.....		323
324. Number of farm or home visits made.....		324
325. Number of office calls received.....		325
326. Number of 4-H Club members enrolled.....	(a) Boys..... (b) Girls.....	} 326
327. Number of 4-H Club members completing.....	(a) Boys..... (b) Girls.....	} 327
328. Number of 4-H Club members not in special child-development projects who participated in definite child-development work.....		328
329. Number of families improving habits of children.....		329
330. Number of families substituting positive methods of discipline for negative ones.....		330
331. Number of families providing recommended play equipment.....		331
332. Number of families following recommendations regarding furnishings adapted to children's needs.....		332
333. Number of different individuals participating in child-development and parent-education program.....	(a) Men..... (b) Women.....	} 333
334. Number of children involved in question 333.....		334
335. Number of families following other specific practice recommendations: ¹		
(a).....		} 335
(b).....		
(c).....		
(d).....		
(e).....		

¹ For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

CLOTHING

Report Only This Year's Extension Activities and Results That Can Be Verified

336. Days devoted to line of work by:			
(a) Home demonstration agents.....	2,112	
(b) 4-H Club agents.....		
(c) Agricultural agents.....		
(d) Specialists.....		
			336
337. Number of communities in which work was conducted.....		181	337
338. Number of voluntary local leaders or committeemen assisting.....		4,770	338
339. Days of assistance rendered by voluntary leaders or committeemen.....		11,975	339
340. Number of adult result demonstrations conducted.....		953	340
341. Number of meetings at result demonstrations.....		26	341
342. Number of method-demonstration meetings held.....	{ (a) By agents or specialists.....	1,094	342
	(b) By leaders.....	576	
343. Number of other meetings held.....	{ (a) By agents or specialists.....	8	343
	(b) By leaders.....	116	
344. Number of news stories published.....		22	344
345. Number of different circular letters issued.....		104	345
346. Number of farm or home visits made.....		2,118	346
347. Number of office calls received.....		1,276	347
348. Number of 4-H Club members enrolled.....	{ (a) Boys.....	75	348
	(b) Girls.....	2,211	
349. Number of 4-H Club members completing.....	{ (a) Boys.....	12	349
	(b) Girls.....	1,000	
350. Number of articles made by 4-H Club members completing.....	{ (a) Dresses.....	1,812	350
	(b) Other.....	4,710	

ITEM	Adults	Juniors	
	(a)	(b)	
351. Number of individuals following recommendations in construction of clothing.....	1,372	1,024	351
352. Number of individuals following recommendations in the selection of clothing.....	1,047	1,265	352
353. Number of individuals keeping clothing accounts.....	374	624	353
354. Number of individuals budgeting clothing expenditures.....	223	247	354
355. Number of families following clothing-buying recommendations.....	1276	x x x x x	355
356. Number of individuals improving children's clothing according to recommendations.....	482	3143	356
357. Number of individuals following recommendations in improving care, renovation, and remodeling of clothing.....	1192	5416	357
358. Number of families assisted in using timely economic information in determining how best to meet clothing requirements.....	917	x x x x x	358
359. Total estimated savings due to clothing program.....	\$15,212	\$3567	359
360. Number of individuals following other specific practice recommendations: ¹			360
(a)			
(b)			

¹ For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

HOME MANAGEMENT AND HOUSE FURNISHINGS

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Home management	House furnishings	Handicraft	
	(a)	(b)	(c)	
361. Days devoted to line of work by:				
(1) Home demonstration agents.....	292 ¹³	1174 ¹⁸	94 ⁹	} 361
(2) 4-H Club agents.....				
(3) Agricultural agents.....		253 ⁸		
(4) Specialists.....				
332. Number of communities in which work was conducted.....	279 ¹³	289 ¹⁶	85 ⁹	362
363. Number of voluntary local leaders or committeemen assisting.....	451 ¹⁶	1064 ²³	212 ⁸	363
364. Days of assistance rendered by voluntary leaders or committeemen.....	659 ¹⁶	3210 ²⁴	288 ⁸	364
365. Number of adult result demonstrations conducted.....	168 ⁹	517 ¹⁴	52 ⁶	365
366. Number of meetings at result demonstrations.....	46 ⁷	269 ¹¹	24 ⁷	366
367. Number of method-demonstration meetings held.....	223 ¹⁷	113 ¹⁰	75 ⁸	} 367
(1) By agents or specialists.....	79 ⁴	1132 ¹⁴	217 ³	
(2) By leaders.....	144 ¹³	154 ¹³	54 ⁵	} 368
368. Number of other meetings held.....	21 ⁵	863 ¹¹	3 ³	
(1) By agents or specialists.....	5 ³	25 ⁴		} 369
(2) By leaders.....				
369. Number of news stories published.....	10 ⁷	116 ¹⁰	3 ²	370
370. Number of different circular letters issued.....	892 ¹⁵	1152 ²⁴	194 ⁷	371
371. Number of farm or home visits made.....	1184 ¹⁵	1135 ²⁰	134 ⁷	372
372. Number of office calls received.....				
373. Number of 4-H Club members enrolled.....	4186	1519 ¹⁰	642 ⁷	} 373
(1) Boys.....				
(2) Girls.....				
374. Number of 4-H Club members completing.....	2786	898 ¹⁴	531 ⁷	} 374
(1) Boys.....				
(2) Girls.....				
375. Number of units in projects conducted by 4-H Club members completing.....	251 ⁴	621 ¹⁰ rooms 152 ¹⁰ articles	1452 ⁷ articles	375

HOME MANAGEMENT—Continued

376. Number of kitchens rearranged or improved for convenience according to recommendations.....	123 ¹⁸			376
377. Number of families following recommendations in obtaining labor-saving equipment.....	687 ¹⁰			377
378. Number of families adopting recommended laundering methods.....	10			378
379. Number of families assisted in home soap making.....	14			379
380. Number of families adopting recommended methods in care of house.....	2734 ¹¹			380
381. Number of families assisted in making home-made equipment or conveniences.....	107 ¹²			381
382. Number of women following a recommended schedule for home activities.....	1621 ¹¹			382
383. Number of 4-H Club members keeping personal accounts.....	345 ¹¹			383
384. Number of families keeping home accounts according to a recommended plan.....	187 ¹⁴			384
385. Number of families budgeting expenditures in relation to income according to a recommended plan.....	111 ¹³			385
386. Number of families assisted in developing home industries as a means of supplementing income.....	642 ¹⁴			386
387. Number of families following recommended methods in buying for the home (other than foods and clothing).....	577 ¹²			387
388. Number of families assisted in using timely economic information as a basis for readjusting family living (other than reported under foods and clothing).....	477 ⁹			388
389. Number of families assisted in making adjustments in home making to gain a more satisfactory standard of living.....	111 ¹³			389

HOME MANAGEMENT—Continued

390. Number of families having increased time for rest and leisure activities as a result of the home-management program.....	970 ¹²	390
391. Total estimated saving due to home-management program.....	\$ 7944. ¹¹	391
392. Number of families following other specific practice recommendations: ¹		
(a)		} 392
(b)		

HOUSE FURNISHINGS—Continued

393. Number of families improving the selection of household furnishings.....	1633 ¹⁴	393
394. Number of families following recommendations in improving methods of repairing, remodeling, or refinishing furniture.....	1520 ¹³	394
395. Number of families following recommendations in improving treatment of windows (shades, curtains, draperies).....	1653 ¹⁴	395
396. Number of families following recommendations in improving arrangement of rooms (other than kitchens).....	1401 ¹³	396
397. Number of families improving treatment of walls, woodwork, and floors.....	1524 ¹⁵	397
398. Number of families applying principles of color and design in improving appearance of rooms.....	592 ¹³	398
399. Total estimated savings due to house-furnishings program.....	\$ 1922 ¹⁴	399
400. Number of families following other specific practice recommendations: ¹		
(a)	1634 ¹⁹	} 400
(b)	913 ¹⁶	

HANDICRAFT—Continued

401. Number of families following recommendations regarding handicraft.....	1443 ¹¹	401
402. Number of families following other specific practice recommendations: ¹		
(a)		} 402
(b)		

HOME HEALTH AND SANITATION

Report Only This Year's Extension Activities and Results That Can Be Verified

403. Days devoted to line of work by:		
(a) Home demonstration agents.....	1031 ¹³	} 403
(b) 4-H Club agents.....		
(c) Agricultural agents.....	37 ⁶	
(d) Specialists.....		
404. Number of communities in which work was conducted.....	242 ¹⁶	404
405. Number of voluntary local leaders or committeemen assisting.....	452 ¹⁶	405
406. Days of assistance rendered by voluntary leaders or committeemen.....	544 ¹⁵	406
407. Number of adult result demonstrations conducted.....	77 ⁶	407
408. Number of meetings at result demonstrations.....	33 ⁵	408
409. Number of method-demonstration meetings held. {		} 409
(a) By agents or specialists.....	61 ⁹	
(b) By leaders.....	90 ⁵	
410. Number of other meetings held. {		} 410
(a) By agents or specialists.....	22 ⁵	
(b) By leaders.....	226 ⁷	
411. Number of news stories published.....	8 ⁶	411
412. Number of different circular letters issued.....	16 ¹⁰	412
413. Number of farm or home visits made.....	229 ¹⁶	413
414. Number of office calls received.....	127 ¹⁵	414

¹ For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State

HOME HEALTH AND SANITATION—Continued

415. Number of 4-H Club members enrolled.....	(a) Boys.....	230 ²	} 415
	(b) Girls.....	641 ⁵	
416. Number of 4-H Club members completing.....	(a) Boys.....	730 ²	} 416
	(b) Girls.....	486 ⁵	
417. Number of 4-H Club members not in special health projects who participated in definite health-improvement work.....	(a) Boys.....	771 ⁹	} 417
	(b) Girls.....	901 ⁸	
418. Number of individuals having health examination on recommendation of extension workers or participating in health contests.....	(a) 4-H Club members.....	776 ⁸	} 418
	(b) Others.....	716 ⁵	
419. Number of individuals improving health habits according to recommendations.....		3630 ³	419
420. Number of individuals improving posture according to recommendations.....		1709 ¹¹	420
421. Number of individuals adopting recommended positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.).....		262	421
422. Number of families adopting better home-nursing procedure according to recommendations.....		511 ⁷	422
423. Number of families installing sanitary closets or outhouses according to recommended plans.....		248	423
424. Number of homes screened according to recommendations.....		252 ¹¹	424
425. Number of families following other recommended methods of controlling flies, mosquitoes, and other insects.....		241	425
426. Number of individuals enjoying improved health as a result of health and sanitation program.....		192 ⁹	426
427. Number of families following other specific practice recommendations: ¹	(a)		} 427
	(b)		

EXTENSION ORGANIZATION AND COMMUNITY ACTIVITIES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Extension organization and program making	Community or country-life activities	
	(a)	(b)	
428. Days devoted to line of work by:			
(1) Home demonstration agents.....	634 ¹⁵	289 ¹⁶	} 428
(2) 4-H Club agents.....			
(3) Agricultural agents.....	656 ²²	172 ¹²	
(4) Specialists.....			
429. Number of communities in which work was conducted.....	113 ²⁴	218 ¹⁶	429
430. Number of voluntary local leaders or committeemen assisting.....	1434 ²⁵	616 ²	430
431. Days of assistance rendered by voluntary leaders or committeemen.....	2200 ²	3015	431
432. Number of meetings held.....	222 ²⁵	250 ¹⁷	432
433. Number of news stories published.....	66 ¹⁶	30 ⁵	433
434. Number of different circular letters issued.....	120 ²³	50 ¹⁰	434
435. Number of farm or home visits made.....	792 ²³	211 ¹⁶	435
436. Number of office calls received.....	2412 ²⁴	220 ¹⁴	436

¹ For the sake of uniformity it is suggested that each State prepare a list of the more important practices to be reported upon by all agents in that State.

COMMUNITY OR COUNTRY-LIFE ACTIVITIES—Continued

437. Number of communities assisted in making social or country-life surveys, or in scoring themselves or their community organizations.....	80	437
438. Number of country-life conferences or training meetings conducted for community leaders.....	93	438
439. Number of community groups assisted with organizational problems, programs of activities, or meeting programs.....	315	439
440. Number of communities developing recreation according to recommendations.....	122	440
441. Number of families following recommendations as to home recreation.....	117	441
442. Number of community or county-wide pageants or plays presented.....	113	442
443. Number of community houses, clubhouses, permanent camps, or community rest rooms established for.....	(a) Adults..... (b) Juniors.....	443
444. Number of communities assisted in establishing work centers for canning, seed treatment, meat curing, etc.....	24	444
445. Number of communities assisted in improving hygienic or public-welfare practices.....	122	445
446. Number of school or other community grounds improved in accordance with plans furnished.....	38	446
447. Number of communities assisted in providing library facilities.....	2	447
448. Number of 4-H Clubs engaging in community activities, such as improving school grounds, conducting local fairs, etc.....	122	448
449. Number of families aided in obtaining assistance from Red Cross or other relief agency.....	117	449

MISCELLANEOUS ACTIVITIES

Report Only This Year's Extension Activities and Results That Can Be Verified

ITEM	Coyotes and other predatory animals	Rodents	General-feeder insects †	Weeds	
	(a)	(b)	(c)	(d)	
450. Days devoted to line of work by:					
(1) Home demonstration agents.....					450
(2) 4-H Club agents.....					
(3) Agricultural agents.....		30 ⁶	46 ¹⁰	16 ³	
(4) Specialists.....					
451. Number of communities in which work was conducted.....		59 ⁶	88 ¹⁰	33 ³	451
452. Number of voluntary local leaders or committeemen assisting.....		22 ⁵	26 ⁸	14 ²	452
453. Days of assistance rendered by voluntary leaders or committeemen.....		125 ³	95 ⁶	12 ⁴	453
454. Number of adult result demonstrations conducted.....		83 ⁴	100 ³		454
455. Number of meetings at result demonstrations.....		38 ³	71 ¹	17 ¹	455
456. Number of method-demonstration meetings held.....		38 ⁵	43 ¹	27 ¹	456
457. Number of other meetings held.....		11 ⁴	20 ¹	2 ²	457
458. Number of news stories published.....		2 ¹	2 ¹		458
459. Number of different circular letters issued.....		4 ⁴	4 ³	11 ¹	459
460. Number of farm or home visits made.....		113 ⁵	127 ⁹	22 ²	460
461. Number of office calls received.....		22 ²	207 ⁸	25 ²	461
462. Number of farmers following recommendations.....		450 ⁴	392 ⁷	22 ¹	462
463. Pounds of poison used, or acres of weeds controlled.....		511 ¹	4,400 ⁸	215 ¹	463
464. Total estimated saving due to control program.....	\$.....	\$19,800	\$14,320	\$27,100	464

MISCELLANEOUS 4-H CLUBS (Indicate by name)

ITEM	Leadership	(b)	(c)	(d)	
	(a)				
465. Number of 4-H Club members enrolled.....	(1) Boys..... (2) Girls.....				465
466. Number of 4-H Club members completing.....	(1) Boys..... (2) Girls.....				

† Include grasshoppers, army worms, chinch bugs, and other insects not reported under specific crop or livestock headings.

SOIL CONSERVATION AND OTHER WORK

ITEM	Soil conservation	All other work	
	(a)	(b)	
467. Days devoted to line of work by:			
(1) Home demonstration agents.....			} 467
(2) 4-H Club agents.....			
(3) Agricultural agents.....	27 ⁷⁶	244 ¹⁵	
(4) Specialists.....			
468. Number of communities in which work was conducted.....	173 ¹²	135 ¹⁴	468
469. Number of voluntary local leaders or committeemen assisting.....	392 ¹²	187 ¹³	469
470. Days of assistance rendered by voluntary leaders or committeemen.....	1,368 ¹²	753 ¹³	470
471. Number of adult result demonstrations conducted.....	199 ¹⁰	201 ⁷	471
471½. Number of meetings at result demonstrations.....	78 ¹¹	51 ⁷	471½
472. Number of method-demonstration meetings held.....	111 ¹⁰	59 ¹¹	472
473. Number of other meetings held.....	43 ⁵	134 ¹⁷	473
474. Number of news stories published.....	15 ⁵	18 ⁷	474
475. Number of different circular letters issued.....	12 ⁵	30 ⁹	475
476. Number of farm or home visits made.....	212 ¹¹	215 ¹²	476
477. Number of office calls received.....	113 ¹¹	1220 ¹⁵	477
478. Number of 4-H Club members enrolled. (Do not include work previously reported.)	55 ²	x x x x	} 478
		x x x x	
479. Number of 4-H Club members completing. (Do not include work previously reported.)	23 ¹	x x x x	} 479
		x x x x	
479½. Number of units in projects conducted by 4-H Club members completing. (Do not include work previously reported.)	12 ²	x x x x	479½
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SOIL CONSERVATION—Continued

ITEM	Number of farms (a)	Number of units (b)	
480. Tests for soil acidity.....	3	acres	480
481. Applying lime materials.....	12	tons	481
482. Tests for plant-food deficiencies.....	14	176 acres	482
483. Applying recommended fertilizers.....	253	532 tons	483
484. Proper land use—based on soil types (use of soil-survey maps).....	32	222 acres	484
485. Using recommended crop rotations.....	571	6,893 acres	485
486. Plowing under green manure.....	482	7,260 acres	486
487. Controlling soil blowing.....	20	250 acres	487
488. Strip cropping.....	129	4,711 acres	488
489. Using cover crops.....	272	3,205 acres	489
490. Approved summer-fallow.....	28	1,200 acres	490
491. Constructing terraces. (Reported under question 170, p. 13.)	x x x x	x x x x	491
492. Controlling gullies. (Reported under question 170½, p. 13.)	x x x x	x x x x	492
493. Growing crops on contour. (Reported under question 170½, p. 13.)	x x x x	x x x x	493
494. Pasture and range improvement by contouring.....	23	850 acres	494
495. Grassing waterways.....	17	195 acres	495
496. Depth of moisture tests.....	7	202 acres	496
497. Floodwater control for crop production.....	14	200 acres	497
498. Farms in:			
(1) Legal soil-conservation districts.....		acres.	498
(2) Voluntary soil-conservation associations.....		acres.	
(3) Grazing associations.....		acres.	

WORK IN COOPERATION WITH OTHER FEDERAL AGENCIES¹

The purpose of this report on work in cooperation with other Federal agencies is to bring together in one place all the work done in relation to the programs of these agencies regardless of duplication. Include all related work reported under regular project headings on preceding pages, and in addition all other assistance rendered such agencies.

ITEM	AGRICULTURAL ADJUSTMENT ADMINISTRATION			Soil Con- servation Service	Farm Security Adminis- tration	
	Agricul- tural conser- vation program	Market agreement and order program	Surplus purchase and diversion program			
	(a)	(b)	(c)			
499. Days devoted to line of work by:						
(1) Home demonstration agents.....						
(2) 4-H Club agents.....						
(3) Agricultural agents.....	178 ¹⁸		7 ²	2 ²	53 ³	499
(4) Specialists.....						
500. Number of communities in which work was conducted.....	267 ²⁰		35 ²	1 ¹	69 ¹⁰	500
501. Number of voluntary local leaders or committeemen assisting.....	209 ¹⁶		134 ²	1 ¹	63 ⁷	501
502. Days of assistance rendered by such leaders or committeemen.....	800 ¹⁵		12,542 ²	4 ¹	256 ⁷	502
503. Number of paid local leaders or committeemen assisting.....	27 ⁴				5 ¹	503
504. Days of assistance rendered by paid local leaders.....	96 ²					504
505. Number of meetings held.....	207 ¹⁸		12 ¹	1 ¹	16 ⁶	505
506. Number of news stories published.....	5 ³		2 ¹		2 ¹	506
507. Number of different circular letters issued.....	18 ⁹		20 ²		4 ³	507
508. Number of farm or home visits made.....	399 ¹⁵		13 ²		57 ⁷	508
509. Number of office calls received.....	2,684 ¹⁷		900 ²	10 ¹	528 ³	509
510. Number of farms or homes directly assisted by extension agents to carry out the program of the agency.....	3,471 ¹³		1,502 ²		83 ⁴	510
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¹ Farm Credit Administration not included, since provision is made for reporting work on farm and home financing in col. (d), p. 16. 16-5923

WORK IN COOPERATION WITH OTHER FEDERAL AGENCIES¹—Continued

The purpose of this report on work in cooperation with other Federal agencies is to bring together in one place all the work done in relation to the programs of these agencies regardless of duplication. Include all related work reported under regular project headings on preceding pages, and in addition all other assistance rendered such agencies.

ITEM	Rural Elec- trifi- cation (f)	Tennessee Valley Authority (g)	Works Progress Adminis- tration (i)	National Youth Adminis- tration (j)	Social Security, Public Health, Children's Bureau (k)	All other (including relief) (l)	
499. Days devoted to line of work by:							
(1) Home demonstration agents.....							} 499
(2) 4-H Club agents.....							
(3) Agricultural agents.....	2 ²	2 ¹	4 ²	11 ²		4 ²	
(4) Specialists.....							
500. Number of communities in which work was conducted.....	2 ¹	2 ¹	10 ²	10 ²		19 ¹	500
501. Number of voluntary local leaders or committeemen assisting.....		2 ¹	6 ²	17 ²		19 ¹	501
502. Days of assistance rendered by such leaders or committeemen.....		51 ¹	3 ²	19 ²		61 ¹	502
503. Number of paid local leaders or committeemen assisting.....							503
504. Days of assistance rendered by paid local leaders.....							504
505. Number of meetings held.....		1 ¹	1 ¹	28 ¹		2 ¹	505
506. Number of news stories published.....		1 ¹				1 ¹	506
507. Number of different circular letters issued.....		1 ¹				1 ¹	507
508. Number of farm or home visits made.....	5 ¹	3 ¹	14 ¹	19 ¹			508
509. Number of office calls received.....		2 ¹	9 ¹	151 ²		75 ¹	509
510. Number of farms or homes directly assisted by extension agents to carry out the program of the agency.....		3 ¹	15 ¹	91 ²		109 ¹	510

¹ Farm Credit Administration not included, since provision is made for reporting work on farm and home financing in col. (d), p. 16.

COOPERATIVE EXTENSION WORK

IN AGRICULTURE AND HOME ECONOMICS

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS
AND UNITED STATES DEPARTMENT OF
AGRICULTURE COOPERATING

STATE OF TEXAS

EXTENSION SERVICE
COUNTY AGENT WORK

Prairie View, Texas
June 10, 1940

Dear John:

I received your letter and was glad to hear from you. I am enclosing a letter sent to all agents notifying them that we would not have a school here at Prairie View on account of the mattress work. Since Miss Horton had told Mrs. Rowan that she felt the home agents should stay in the counties and carry on their mattress work I thought it best that the men agents stay there and help with the program.

I was supposed to have met Mr. Miller in San Antonio but missed him because he came by plane and came later than stated in his letter. He is here at Prairie View today. He is very much surprised to know that we have not been contacted or given the part we are to play in the Chicago Exposition and from all he says it seems as though it is going to be a big show. The Department of Agriculture is behind it 100% as well as the AAA and FSA. It seems as though Campbell is keeping us out of the picture but it is all right by me. When people try to do these kind of things others see the hand writing on the wall and will usually come to your rescue.

Mrs. Waller and I have been by to see your wife on two occasions and it will not be long now before you will back with us again. Glad to know your work is going nicely there.

From all indications we are having a large summer school, especially graduate work. I have no news. Everything is moving smoothly and the mattress work is going over in a big way.

With best wishes, I am

Very truly yours,



C. H. Waller
State Leader

COOPERATIVE EXTENSION WORK

IN AGRICULTURE AND HOME ECONOMICS

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS
AND UNITED STATES DEPARTMENT OF
AGRICULTURE COOPERATING

STATE OF TEXAS

EXTENSION SERVICE
COUNTY AGENT WORK

Prairie View, Texas
June 11, 1940

Mr. J. H. Williams
District Agent
Tuskegee Institute, Alabama

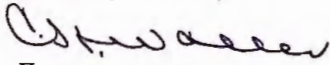
Dear Mr. Williams:

Randolph was in the office this morning and wanted me to speak for him June 13 as well as Mr. Banks. He is dedicating his building on that date. I feel that you have played such an important part in getting that work started that you should be there to assist in the dedication of the building. I am asking that you write Randolph at once stating that you will be with him on the 19th. He is having a free barbecue and celebration that day for the farmers of the county. Mr. Kellam and Mr. Alexander of the NYA will speak on his program.

Randolph did not win the price with the International Harvester Company but he won second place and \$100 will be given to him in the form of machinery. I advised him to get a hammer mill or grist mill.

With best wishes, I am

Very truly yours,


C. H. Waller
State Leader

a/

Mr. Van Linn

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS
AND UNITED STATES DEPARTMENT OF
AGRICULTURE COOPERATING

STATE OF TEXAS

EXTENSION SERVICE
COUNTY AGENT WORK

Prairie View, Texas
December 17, 1940

Martin Dennis Company
859 Summer Avenue
Newark, N. J.



Sirs:

This is to acknowledge receipt of your letter of December 12, concerning the use to be made of Tanolin R, ordered December 9.

This material will be used in a wide range of tanning activities. County Agents all over the State have been making inquiries here at the College for information concerning the range of use of Tanolin and the source of supply for home tanning work. "Home Tanning" is one of the active demonstrations carried out by the Extension service throughout the State and it includes the tanning of heavy leather for harness, saddle work, etc., calf, sheep and goats for light leather and art and molding work. Tanning of sheep and goats for rugs and robes and work in furs.

Most of the equipment used is home devised, mostly on a cooperative basis and consist of remodeled old churns, etc., which are of many types and should be described as either pin mill drums or paddle wheel tubs and many use steel vats.

We are attempting to supply the agents with information requested and also to obtain information for our agricultural activities. We plan to do some laboratory teaching here.

This explanation will serve to show you the scope of our program and naturally we need all the information on all the methods of using Tanolin that you have available. If you have additional processes or additional information available on tanning, we would appreciate it if you would send it to us.

Very truly yours,
P. H. Williams
P. H. Williams
District Agent

HAROLD DENNIS
PRESIDENT
ALFRED B. VAN LIEW
VICE PRES & TREAS
FREDERICK A. WALDRON
SECRETARY



NEWARK PLANT



KEARNY PLANT

JOHN J. SIMMONS
DIRECTOR OF
SALES & SERVICE
CLYDE D. MARLATT
ASSISTANT TO PRESIDENT

THE MARTIN DENNIS COMPANY

859 SUMMER AVENUE
NEWARK, NEW JERSEY

December 31st, 1940

Mr. J. H. Williams,
Prairie View College,
Box "B",
Hempstead, Texas.

Dear Sir:-

We are in receipt of your letter of December 17th in which you have mentioned the kind of hides and skins to be tanned and the character of leather to be made and the kind of equipment to be used.

It is a little difficult for us to give you directions that will answer your every purpose but under separate cover we are sending you such directions as we think will be of general use and which will apply to your particular needs. If there should be any tanning problem at any time about which you would like to have our advice, we will be very glad if you will write us details in full so that we can give your problem the proper consideration. If at any time you should wish an opinion on the leather being produced, the quality of which may not be as you feel it should be, it is always helpful when considering the problem for us to have a small sample of the leather to examine in our laboratory.

You may be assured that we stand ready to give you any assistance that it may be possible to give at long range.

Very truly yours,

THE MARTIN DENNIS COMPANY

A. G. Van Liew

ABVL/MBS

COOPERATIVE EXTENSION WORK

IN AGRICULTURE AND HOME ECONOMICS

AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS
AND UNITED STATES DEPARTMENT OF
AGRICULTURE CO-OPERATING

EXTENSION SERVICE
COUNTY AGENT WORK

COLLEGE STATION, TEXAS

August 22, 1941


J. H. Williams
Negro District Agent
Prairie View, Texas

Dear Sir:

Returned herewith is your personal check dated July 2
in the amount of 45¢, and also money order number
302853 issued at Hempstead in the amount of \$1.80.

These two remittances were sent in to cover your Group
Insurance premium, and as a corrected remittance was
received from you in accordance with our letter of
July 26, we are herewith returning the enclosed check
and money order for your disposition.

Yours very truly,



D. L. Weddington
Executive Assistant

DLW:HD:v
Enclosures
Pay Postage
cc -- Dr. E. B. Evans

Heavy leathers for harness and saddle work are usually tanned with vegetable extracts, such as Quebracho and chestnut. A few tanners use chrome for special chrome harness. We are enclosing directions for making sole, harness and belting leathers with Tanolin.

We are also enclosing directions for making goat, calf and sheep leathers.

Hides and skins for robes and furs are tanned with the hair on - for other types of leather the hair is removed.

We are also including directions for removing the hair from hides and skins.