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COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service
Division of Cooperative Extension
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 Texas

County Waller

REPORT OF

A. Hazel Tatums
(Name) Home Demonstration Agent.

Assistant Home Demonstration Agent.

4-H Club Agent.

Assistant County Agent in charge of Club Work.

Eristus Sams
Agricultural Agent.

M. C. Sanders
Assistant Agricultural Agent.

From _____ to _____, 193

From Oct. 1 to Dec. 31, 1938

From Jan. 1 to July 31, 1938



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, reinforced 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.
 - (1) Form.
 - (2) General policies.
 - (3) Procedure.
- V. County program of work.
 - (1) Factors considered and methods used in determining program of work.
 - (2) Project activities and results.

Under appropriate headings and subheadings present in some detail for each major project or line of work the goals set up, the methods used, the results achieved, and the significance of these results in terms of improved farms and homes and of better community life.
- VI. Outlook and recommendations, including suggestive program of work for next year.

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. A program of work 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 of work. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.

3. A community is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report a community is one of the several units into which a county is divided for conducting organized extension work.

4. A project leader, local leader, or committeeman is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.

5. Demonstrations as contemplated in this report are of two kinds—method demonstrations and result demonstrations.

A method demonstration is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.

A result demonstration is a demonstration conducted by a farmer, home maker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, 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 (a)	Days devoted to agr'l-conservation and adjustment programs (b)	Days devoted to relief work (c)	Total days in office (d)	Total days in field (e)
A. Hazel Latimer (Name)	Home demonstration agent..... Asst.home demonstration agent..... (1)	12	7	89	204
4-H Club agent..... Assistant county agent in charge of club work..... (2)				65	159
Eristo Sams (Name)	Agricultural agent..... (3)	3	11	24	47
M.C. Sanders former (Name)	Assistant agricultural agent..... (3)	7		36	12

2. County extension association or committee:

(a) Agricultural extension:	(1) Name County Council of agriculture	(2) Number of members 16
(b) Home demonstration:	(1) Name Waller Co. Home Dem. of Agri	(2) Number of members 24
(c) 4-H Club:	(1) Name	(2) Number of members

3. Number of communities in county where extension work should be conducted 20 3

4. Number of above communities in which the extension program has been planned cooperatively by extension agents and local committees 12 8 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 19 (2) Women 37	(b) 4-H Club work	{ (1) Men 7 (2) Women 6	(3) Older club boys (4) Older club girls 5
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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 13 7

8. Number of members in such clubs or groups 489 352 8

ITEM	Home demonstra-tion agents (a)	4-H Club agents (b)	Agricultural agents (c)	County total! (d)
9. Number of 4-H Clubs.....	6		8	14
10. Number of different 4-H Club mem-bers enrolled.....	{ (1) Boys 2 (2) Girls 137		170 137	170 137
11. Number of different 4-H Club mem-bers completing.....	{ (1) Boys 8 (2) Girls 86		85	85 86

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

MEMBERS	1st year	2d year	3d year	4th year	5th year	6th year and over
(a) Boys.....	48	36	42	35		9
(b) Girls.....	30	39	36	32		

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		17	20	21	16	19	11	20	22	8	10	6	
(b) Girls		15	15	14	30	17	14	17	11	4			13
14. Number of 4-H Club members: ¹ (a) In school								278			(b) Out of school	29	14
ITEM													
15. Number of 4-H Club teams trained													15
(1) Judging													
(2) Demonstration													
16. Number of groups other than 4-H Clubs organized for extension work with rural young people 16 years of age and older													16
17. Members in groups reported in question 16													17
(1) Young men													
(2) Young women													
18. Total number of farm or home visits ² made in conducting extension work								368			330	698	744
19. Number of different farms or homes visited								191			158	355	19
20. Number of calls relating to extension work								156	117		288	405	444
21. Number of news articles or stories published ⁴								2820			2628		21
22. Number of individual letters written								150			74	224	22
23. Number of different circular letters issued (not total copies mailed)								21			54	2625	23
24. Number of bulletins distributed								336				336	24
25. Number of radio talks broadcast or prepared for broadcasting													25
26. Number of events at which extension exhibits were shown								5			2	7	26
27. Training meetings held for local leaders or committeemen													
(1) Adult work													
(a) Number								10			38	48	
Total attendance of:													
(b) Men leaders											220	220	
(c) Women leaders								150				150	
(2) 4-H Club													
(a) Number								21				20	
Total attendance of:													
(b) Leaders								19			34	19	
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)								54			32	8688	28
(1) Number													
(2) Total attendance								508			893	1401	
29. Meetings held at result demonstrations													
(1) Number								45				45	
(2) Total attendance								51				51	29

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 count a single visit to both the farm and home as two visits.⁴ Do not count items relating to notices of meetings only.

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.

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..... (b) Total attendance..... (2) 4-H Club..... (a) Number..... (b) Total attendance.....	1 86		1 86 30
31. Achievement days held	(1) Adult work (a) Number..... (b) Total attendance..... (2) 4-H Club..... (a) Number..... (b) Total attendance.....			31
32. Encampments held (Do not include picnics, rallies, or short courses, as these should be reported under other meetings.)	(1) Farm women..... (a) Number..... (b) Total members attending..... (c) Total others attending..... (2) 4-H club..... (a) Number..... (b) Total boys attending..... (c) Total girls attending..... (d) Total others attending.....			32
33. Other meetings of an extension nature participated in by agents or specialists and not previously reported	(1) Number..... (2) Total attendance.....	20 135	1 65	3 200 33
34. Meetings held by local leaders or committeemen not participated in by agents or specialists and not reported elsewhere	(1) Adult work..... (a) Number..... (b) Total attendance..... (2) 4-H club..... (a) Number..... (b) Total attendance.....			34
34½. Number of above meetings held by agents or local leaders at which discussion group method of presentation was followed				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.....	729	✓
36. Number of farms on which changes in practices have definitely resulted from the agricultural extension program.....	108	35
37. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program.....	305	37
38. Number of other homes in which changes in practices have definitely resulted from the home demonstration program.....	60	38
39. Number of farm homes with 4-H Club members enrolled.....	199	39
40. Number of other homes with 4-H Club members enrolled.....	20	40
41. Total number of different farm families influenced by some phase of the extension program. (Include questions 36, 37, and 39, minus duplications.)	368	41
42. Total number of different other families influenced by some phase of extension program. (Include questions 38 and 40, minus duplications.)	61	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 (f)	
43. Days devoted to line of work by:							
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents							
(4) Specialists							
44. Number of communities in which work was conducted	4					44	
45. Number of voluntary local leaders or committeemen assisting	12					45	
46. Days of assistance rendered by voluntary leaders or committeemen	6					46	
47. Number of adult result demonstrations conducted						47	
48. Number of meetings at result demonstrations						48	
49. Number of method-demonstration meetings held						49	
50. Number of other meetings held	1					50	
51. Number of news stories published						51	
52. Number of different circular letters issued						52	
53. Number of farm or home visits made	40					53	
54. Number of office calls received	20					54	
55. Number of 4-H Club members enrolled	11					55	
(1) Boys							
(2) Girls							
56. Number of 4-H Club members completing	4					56	
(1) Boys							
(2) Girls							
57. Number of acres in projects conducted by 4-H Club members completing	11					57	
58. Total yields of crops grown by 4-H Club members completing	bu.	bu.	bu.	bu.	bu.	bu.	58
59. Number of farmers following fertilizer recommendations							59
60. Number of farmers following insect-control recommendations							60
61. Number of farmers following disease-control recommendations							61
62. Number of farmers following marketing recommendations							62
63. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise							63
66. Number of farmers following other specific practice recommendations: ⁴							
(1)							
(2)							
(3)							
(4)							
(5)							

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.....						
(4) Specialists.....						
68. Number of communities in which work was conducted.....						68
69. Number of voluntary local leaders or committeemen assisting.....						69
70. Days of assistance rendered by voluntary leaders or committeemen.....						70
71. Number of adult result demonstrations conducted.....						71
72. Number of meetings at result demonstrations.....						72
73. Number of method-demonstration meetings held.....						73
74. Number of other meetings held.....						74
75. Number of news stories published.....						75
76. Number of different circular letters issued.....						76
77. Number of farm or home visits made.....						77
78. Number of office calls received.....						78
79. Number of 4-H Club members enrolled.....	{(1) Boys.....					
80. Number of 4-H Club members completing.....	{(1) Boys.....					
81. Number of acres in projects conducted by 4-H Club members completing.....	{(2) Girls.....					
82. Total yields of crops grown by 4-H Club members completing.....	{(1) Seed..... bu. bu. bu. bu. bu. bu. x x x x }					
		tons	tons	tons	tons	tons
83. Number of farmers following fertilizer recommendations.....						83
84. Number of farmers following insect-control recommendations.....						84
85. Number of farmers following disease-control recommendations.....						85
86. Number of farmers following marketing recommendations.....						86
87. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise.....						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)	Cowpeas 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						67		
(3) Agricultural agents					3			
(4) Specialists								
68. Number of communities in which work was conducted						68		
69. Number of voluntary local leaders or committeemen assisting						69		
70. Days of assistance rendered by voluntary leaders or committeemen						70		
71. Number of adult result demonstrations conducted						71		
72. Number of meetings at result demonstrations						72		
73. Number of method-demonstration meetings held						73		
74. Number of other meetings held						74		
75. Number of news stories published						75		
76. Number of different circular letters issued						76		
77. Number of farm or home visits made						77		
78. Number of office calls received						78		
79. Number of 4-H Club members enrolled	{(1) Boys (2) Girls}					79		
80. Number of 4-H Club members completing		{(1) Boys (2) Girls}				80		
81. Number of acres in projects conducted by 4-H Club members completing					2	81		
82. Total yields of crops grown by 4-H Club members completing	{(1) Seed (2) Forage}	bu.	bu.	bu.	bu.	88 lb.	bu.	82
		tons	tons	tons	tons	tons	tons	
83. Number of farmers following fertilizer recommendations								83
84. Number of farmers following insect-control recommendations								84
85. Number of farmers following disease-control recommendations								85
86. Number of farmers following marketing recommendations								86
87. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise								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

come for
syrup

ITEM	Irish pota-toes (a)	Sweetpotatoes (b)	Cotton (c)	Tobacco (d)	All other special crops ¹ (e)
91. Days devoted to line of work by:					
(1) Home demonstration agents.....					
(2) 4-H Club agents.....					
(3) Agricultural agents.....					16 (6)
(4) Specialists.....					
92. Number of communities in which work was conducted.....			5		92
93. Number of voluntary local leaders or committeemen assisting.....			14		93
94. Days of assistance rendered by voluntary leaders or committeemen.....			2		94
95. Number of adult result demonstrations conducted.....					95
96. Number of meetings at result demonstrations.....					96
97. Number of method-demonstration meetings held.....					97
98. Number of other meetings held.....					98
99. Number of news stories published.....					99
100. Number of different circular letters issued.....					100
101. Number of farm or home visits made.....			27		101
102. Number of office calls received.....			8		102
103. Number of 4-H Club members enrolled.....	(1) Boys.....	(2) Girls.....			8
104. Number of 4-H Club members completing.....	(1) Boys.....	(2) Girls.....	5		103
105. Number of acres in projects conducted by 4-H Club members completing.....			5		104
106. Total yields of crops grown by 4-H Club members completing.....	bu.	bu.	6000 lb. ²	lb.	105
107. Number of farmers following fertilizer recommendations.....					106
108. Number of farmers following insect-control recommendations.....					107
109. Number of farmers following disease-control recommendations.....					108
110. Number of farmers following marketing recommendations.....					109
111. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise.....					110
114. Number of farmers following other specific practice recommendations: ³					111
(1)					
(2)					
(3)					
(4)					
(5)					114

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)	Beautifi- cation 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.....	29	20	31 22				
(2) 4-H Club agents.....							
(3) Agricultural agents.....		3		16		5	115
(4) Specialists.....							
116. Number of communities in which work was conducted.....	12		7	6		3	116
117. Number of voluntary local leaders or committeemen assisting.....	18		7	7			117
118. Days of assistance rendered by voluntary leaders or committeemen.....	8		5	15 ^{est}			118
119. Number of adult result demonstrations conducted.....	12		7				119
120. Number of meetings at result demonstrations.....	3		1				120
121. Number of method-demonstration meetings held.....	5	1	12	9		20	121
122. Number of other meetings held.....							122
123. Number of news stories published.....			1				123
124. Number of different circular letters issued.....	4		43				124
125. Number of farm or home visits made.....	44	22	214	76		12	125
126. Number of office calls received.....	14	20	16	80 ^{est}		15	126
127. Number of 4-H Club members enrolled.....	(1) Boys.....						127
		62					
128. Number of 4-H Club members completing.....	(1) Boys.....						128
		50					
129. Number of acres in projects conducted by 4-H Club members completing.....	25		x x x x				129
130. Total yields of crops grown by 4-H club members completing.....	1600	bu.	x x x x	bu.	bu.	bu.	130
131. Number of farms or homes where fertilizer recommendations were followed.....	147		40	12 ^{est}			131
132. Number of farms or homes where insect-control recommendations were followed.....	110		38	5 ^{est}			132
133. Number of farms or homes where disease-control recommendations were followed.....	20		15	12 ^{est}			133
134. Number of farms or homes where marketing recommendations were followed.....	10		x x x x	11 ^{est}			134
135. Number of farms or homes where assistance was given in using timely economic information as a basis for readjusting enterprise.....			x x x x	4 ^{est}			135
136. Number of homes where recommendations were followed as to establishment or care of lawn.....	x x x x	x x x x	12	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	51	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	84	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	39	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							
(1)							
(2)							
(3)							
(4)							140

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			206.20	
(2) 4-H Club agents			121.22	141
(3) Agricultural agents				
(4) Specialists				
142. Number of communities in which work was conducted			3	142
143. Number of voluntary local leaders or committeemen assisting			2	143
144. Days of assistance rendered by voluntary leaders or committeemen				144
145. Number of adult result demonstrations conducted				145
146. Number of meetings at result demonstrations				146
147. Number of method-demonstration meetings held			6	147
148. Number of other meetings held			2	148
149. Number of news stories published			1	149
150. Number of different circular letters issued				150
151. Number of farm or home visits made			35	151
152. Number of office calls received			16	152
153. Number of 4-H Club members enrolled (1) Boys				153
(2) Girls				
154. Number of 4-H Club members completing (1) Boys				154
(2) Girls				
154½. Number of 4-H Club members not in special project clubs who participated in forestry or wildlife conservation activities (1) Boys			x x x x x x x x x x	154½
(2) Girls			x x x x x x x x x x	
155. Number of units handled by 4-H Club members completing. (This refers to questions 154 and 154½)	(1) Transplant beds (2) Acres planted to forest trees (3) Acres improved (4) Acres of woodland protected from fire	Coverts ² improved or built Nest boxes, feed trays for song birds Feeding stations operated Animals or birds produced	Acres terraced Machines or equipment repaired Articles made Equipment installed	155

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
--	-----

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)
169 $\frac{1}{4}$. Number of individuals engaged or assisted in activity.....								
169 $\frac{1}{2}$. Number of animals or birds produced by such individuals.....							x x x x	x x x x 169 $\frac{1}{2}$

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.....		acres.	\$..... 170
170 $\frac{1}{4}$. Contour tillage alone.....		acres. 170 $\frac{1}{4}$
170 $\frac{1}{2}$. Gully control alone.....		acres. 170 $\frac{1}{2}$
171. Drainage practices.....	5	acres. 171
172. Irrigation practices.....	5	wells	64.80 172
173. Land-clearing practices.....		acres. 173
174. Better types of machines.....		machines. 174
175. Maintenance and repair of machines.....	4	machines.	12.80 175
176. Efficient use of machinery.....		x x x x x x x x x x 176
176 $\frac{1}{2}$. Better ginning of cotton.....		gin stands 176 $\frac{1}{2}$
177. All buildings constructed (include silos).....	10	buildings. 177
178. Buildings remodeled, repaired, painted.....	5	buildings.	846.75 178
179. Farm electrification.....		farms. ¹ 179
180. Home equipment (include sewing machines).....	6	6	45.30 180
181. Total of columns (a) and (c).....	5 farms.	x x x x x x x x x x	\$969.05 181

182. Number of machines repaired as reported in questions 175 and 180, by types:	(a) Tractors.....	(b) Tillage implements.....	(c) Harvesters and threshers.....	(d) Plows.....	182
	(e) Mowers.....	(f) Planters.....	(g) Sewing machines.....	(h) Other.....	

183. Number of buildings and equipment improved as reported in questions 177, 178, 179, 180, by types:	(a) Dwellings constructed according to plans furnished.....	3	(h) Dairy buildings.....
	(b) Dwellings remodeled according to plans furnished.....	2	(i) Silos.....
	(c) Sewage systems installed.....		(1) Regular.....
	(d) Water systems installed.....	7	(2) Trench or pit.....
	(e) Heating systems installed.....		(j) Hog houses.....
	(f) Lighting systems installed.....		(k) Poultry houses.....
	(g) Home appliances and machines.....		(l) Storage structures.....
			(m) Other.....

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	14		
(2) 4-H Club agents			
(3) Agricultural agents			184
(4) Specialists			
185. Number of communities in which work was conducted	3		185
186. Number of voluntary local leaders or committeemen assisting	3		186
187. Days of assistance rendered by voluntary leaders or committeemen	5		187
188. Number of adult result demonstrations conducted			188
189. Number of meetings at result demonstrations			189
190. Number of method-demonstration meetings held			190
191. Number of other meetings held			191
192. Number of news stories published	2		192
193. Number of different circular letters issued	1		193
194. Number of farm or home visits made	28		194
195. Number of office calls received	14		195
196. Number of 4-H Club members enrolled	{ (1) Boys (2) Girls }		196
197. Number of 4-H Club members completing	{ (1) Boys (2) Girls }		197
198. Number of units in projects conducted by 4-H Club members completing	chickens	colonies	198

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	88	200
201. Number of families following recommendations in chick rearing	30	201
202. Number of families following production-feeding recommendations	6	202
203. Number of families following sanitation recommendations in disease and parasite control	15	203
204. Number of families improving poultry-house equipment according to recommendations	5	204
205. Number of families following marketing recommendations	5	205
206. Number of families assisted in using timely economic information as a basis for readjusting enterprise	1	206
207. Number of families following other specific practice recommendations: ¹		
(a)		
(b)		207

BEEES—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		
(a)		
(b)		213

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.
8-8618

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.						
(2) 4-H Club agents.	3			27	39	214
(3) Agricultural agents.						
(4) Specialists.						
215. Number of communities in which work was conducted.	3			7		215
216. Number of voluntary local leaders or committeemen assisting.	6			4		216
217. Days of assistance rendered by voluntary leaders or committeemen.	3			6		217
218. Number of adult result demonstrations conducted.						218
219. Number of meetings at result demonstrations.						219
220. Number of method-demonstration meetings held.	1			7		220
221. Number of other meetings held.					10	221
222. Number of news stories published.						222
223. Number of different circular letters issued.						223
224. Number of farm or home visits made.	1			65		224
225. Number of office calls received.	5			62		225
226. Number of 4-H Club members enrolled.	(1) Boys					226
227. Number of 4-H Club members completing.	(1) Boys (2) Girls					227
228. Number of animals in projects conducted by 4-H Club members completing.						228
229. Number of farmers assisted in obtaining purebred sires.						229
230. Number of farmers assisted in obtaining high-grade or purebred females.						230
231. Number of bull, boar, ram, or stallion circles or clubs organized or assisted.						231
232. Number of members in preceding circles or clubs.						232
233. Number of herd or flock-improvement associations organized or assisted.						233
234. Number of members in these associations.						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.	xxxx			10	xxxx	236
237. Number of families assisted in butter and cheese making.		xxxx	xxxx	xxxx	xxxx	237
238. Number of farmers following parasite-control recommendations.						238
239. Number of farmers following disease-control recommendations.						239
240. Number of farmers following marketing recommendations.						240
241. Number of farmers assisted in using timely economic information as a basis for readjusting enterprise.						241

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 eco- nomic plan- ning on county or community basis ¹	FARM MANAGEMENT				Outlook	Marketing, buying, selling, and financing	
		(a)	(b)	(c)	(d)			
244. Days devoted to line of work by:								
(1) Home demonstration agents								
(2) 4-H Club agents	116 5	2	10				244	
(3) Agricultural agents								
(4) Specialists								
245. Number of communities in which work was conducted	8		12				245	
246. Number of voluntary local leaders or committeemen assisting	20 ^{EST}						246	
247. Days of assistance rendered by voluntary leaders or committeemen	8						247	
248. Number of adult result demonstrations conducted							248	
249. Number of meetings at result demonstrations							249	
250. Number of method-demonstration meetings held							250	
251. Number of other meetings held	19						251	
252. Number of news stories published							252	
253. Number of different circular letters issued							253	
254. Number of farm or home visits made	30	72					254	
255. Number of office calls received		2					255	
256. Number of 4-H Club members enrolled	{(1) Boys (2) Girls}	x x x x x x x x			x x x x x x x x	x x x x x x x x	x x x x x x x x	256
257. Number of 4-H Club members completing	{(1) Boys (2) Girls}	x x x x x x x x			x x x x x x x x	x x x x x x x x	x x x x x x x x	257
258. Number of farmers keeping farm accounts throughout the year under supervision of agent						{(a) Regular (b) A.A.A}	258	
259. Number of farmers keeping cost-of-production records under supervision of agent							259	
260. Number of farmers assisted in summarizing and interpreting their accounts							260	
261. Number of farmers assisted in making inventory or credit statements							261	
262. Number of farmers assisted in obtaining credit							262	
263. Number of farmers assisted in making mortgage or other debt adjustments							263	
264. Number of farm credit associations assisted in organizing during the year							264	
265. Number of farm business or enterprise-survey records taken during year							265	
266. Number of farmers making recommended changes in their business as result of keeping accounts or survey records							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							268	
269. Number of farmers assisted in developing supplemental sources of income							269	
270. Number of families assisted in reducing cash expenditure:								
(a) By exchange of labor or machinery								
(b) By bartering farm or home products for other commodities or services								
(c) By producing larger part of food on farm								
(d) By making own repairs of buildings and machinery							270	

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.....	271
272. Number of farm families on relief assisted to become self-supporting.....	272
273. Number of marketing associations or groups ¹ assisted in organizing during the year	273
274. Number of marketing associations or groups ¹ previously organized assisted by extension agents this year.....	274
275. Membership in associations and groups organized or assisted (273 and 274).....	275
276. Number of individuals (not in associations) assisted with marketing problems.....	276
277. Number of families following other specific practice recommendations.....	277

ITEM	Standard- izing, packaging, or grading	Processing or manu- facturing	Locating markets and transporta- tion	Use of current market infor- ma- tion	Financing	Organiza- tion	Accounting	Keeping mem- ber- ship informed	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
278. Number of organizations assisted with problems of.....									278
279. Number of individuals (not in org- anizations) assisted with prob- lems of.....					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 asso- ciations or groups organized or assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	280
281. Value of products sold by indi- viduals (not in organizations) assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	281

ITEM	Fruits and vegetables	Poultry and eggs	Home products		(k)	(l)	
			Food	Handicraft			
	(g)	(h)	(i)	(j)			
280. Value of products sold by all asso- ciations or groups organized or assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	280
281. Value of products sold by indi- viduals (not in organizations) assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	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 or- ganized or assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	282
283. Value of supplies purchased by individuals (not in organiza- tions) assisted.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	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 (a)	Food preserva- (b)	
284. Days devoted to line of work by: (1) Home demonstration agents.....	236	229	
(2) 4-H Club agents.....			284
(3) Agricultural agents.....			
(4) Specialists.....			
285. Number of communities in which work was conducted.....	12	12	285
286. Number of voluntary local leaders or committeemen assisting.....	12	10	286
287. Days of assistance rendered by voluntary leaders or committeemen.....	10	9	287
288. Number of adult result demonstrations conducted.....	12	12	288
289. Number of meetings at result demonstrations.....			289
290. Number of method-demonstration meetings held.....	13	11	290
{(1) By agents or specialists.....			
{(2) By leaders.....			
291. Number of other meetings held.....	1		291
{(1) By agents or specialists.....			
{(2) By leaders.....			
292. Number of news stories published.....	5	3	292
293. Number of different circular letters issued.....	1		293
294. Number of farm or home visits made.....	68	41	294
295. Number of office calls received.....	15	20	295
296. Number of 4-H Club members enrolled.....	62		296
{(1) Boys.....			
{(2) Girls.....			
297. Number of 4-H Club members completing.....	50		297
{(1) Boys.....			
{(2) Girls.....			
298. Number of units in projects conducted by 4-H Club members completing:			
(a) Dishes of food products prepared.....		(b) Meals planned and served.....	
(c) Quarts canned.....	510	(d) Other containers of jelly, jam, and other products.....	
(e) Pounds of vegetables and fruits stored or dried.....			298
299. Number of families budgeting food expenditure for a year.....	15		299
300. Number of families following food-buying recommendations.....	25		300
301. Number of families serving better-balanced meals.....	58		301
302. Number of families improving home-packed lunches according to recommendations.....	15		302
303. Number of schools following recommendations for a hot dish or school lunch.....			303
304. Number of children involved in question 303.....			304
305. Number of families following recommended methods of child feeding.....	4		305
306. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra, and constipation).....	15		306
307. Number of families producing and preserving home food supply according to annual food-supply budget.....	156		307
308. Number of families assisted in the canning or otherwise preserving of fruits, vegetables, and meats.....	346		308
309. Number of quarts canned by families reported under question 308. (Do not include 4-H Club members).....	11640		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).....	1560		310
311. Total estimated value of all products canned or otherwise preserved (questions 298, 309, 310) \$.....	2,722.50		311
312. Number of families following recommendations for the storage of home food supply.....	6		312
313. Number of families assisted in using timely economic information as a basis for readjusting family food supply.....	3		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.....	
(b) 4-H Club agents.....	
(c) Agricultural agents.....	
(d) Specialists.....	} 314
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.....	320
	{ (a) By agents or specialists.....
	(b) By leaders.....
321. Number of other meetings held.....	321
	{ (a) By agents or specialists.....
	(b) By leaders.....
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.....	326
	{ (a) Boys.....
	(b) Girls.....
327. Number of 4-H Club members completing.....	327
	{ (a) Boys.....
	(b) Girls.....
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.....	333
	{ (a) Men.....
	(b) Women.....
334. Number of children involved in question 333.....	334
335. Number of families following other specific practice recommendations: ¹	
(a).....	
(b).....	
(c).....	
(d).....	
(e).....	} 335

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			127 17
(b) 4-H Club agents			336
(c) Agricultural agents			
(d) Specialists			
337. Number of communities in which work was conducted		5	337
338. Number of voluntary local leaders or committeemen assisting		5	338
339. Days of assistance rendered by voluntary leaders or committeemen		7	339
340. Number of adult result demonstrations conducted			340
341. Number of meetings at result demonstrations			341
342. Number of method-demonstration meetings held	<div style="display: flex; justify-content: space-between;"> (a) By agents or specialists 12 </div>		342
	<div style="display: flex; justify-content: space-between;"> (b) By leaders , </div>		
343. Number of other meetings held	<div style="display: flex; justify-content: space-between;"> (a) By agents or specialists , </div>		343
	<div style="display: flex; justify-content: space-between;"> (b) By leaders , </div>		
344. Number of news stories published		1	344
345. Number of different circular letters issued		1	345
346. Number of farm or home visits made		44	346
347. Number of office calls received		15	347
348. Number of 4-H Club members enrolled	<div style="display: flex; justify-content: space-between;"> (a) Boys , </div>		348
	<div style="display: flex; justify-content: space-between;"> (b) Girls , </div>		
349. Number of 4-H Club members completing	<div style="display: flex; justify-content: space-between;"> (a) Boys , </div>		349
	<div style="display: flex; justify-content: space-between;"> (b) Girls , </div>		
350. Number of articles made by 4-H Club members completing	<div style="display: flex; justify-content: space-between;"> (a) Dresses , </div>		350
	<div style="display: flex; justify-content: space-between;"> (b) Aprons , </div>		

ITEM	Adults (a)	Juniors (b)	
351. Number of individuals following recommendations in construction of clothing		17	351
352. Number of individuals following recommendations in the selection of clothing		30	352
353. Number of individuals keeping clothing accounts		2	353
354. Number of individuals budgeting clothing expenditures		2	354
355. Number of families following clothing-buying recommendations		x x x x x	355
356. Number of individuals improving children's clothing according to recommendations			356
357. Number of individuals following recommendations in improving care, renovation, and remodeling of clothing		5	357
358. Number of families assisted in using timely economic information in determining how best to meet clothing requirements		x x x x x	358
359. Total estimated savings due to clothing program	\$.	\$ 79.80	359
360. Number of individuals following other specific practice recommendations: ¹			
(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 (a)	House furnishings (b)	Handicraft (c)
361. Days devoted to line of work by:			
(1) Home demonstration agents.....	23	17	
(2) 4-H Club agents.....			
(3) Agricultural agents.....			
(4) Specialists.....			
362. Number of communities in which work was conducted.....	7	7	
363. Number of voluntary local leaders or committeemen assisting.....			
364. Days of assistance rendered by voluntary leaders or commit- teemen.....			
365. Number of adult result demonstrations conducted.....			
366. Number of meetings at result demonstrations.....			
367. Number of method-dem- onstration meetings held.....	{ (1) By agents or specialists.....	1	
	{ (2) By leaders.....		
368. Number of other meet- ings held.....	{ (1) By agents or specialists.....		
	{ (2) By leaders.....		
369. Number of news stories published.....		1	
370. Number of different circular letters issued.....			
371. Number of farm or home visits made.....	8	24	
372. Number of office calls received.....			
373. Number of 4-H Club members enrolled.....	{ (1) Boys.....		
	{ (2) Girls.....	20	
374. Number of 4-H Club members completing.....	{ (1) Boys.....		
	{ (2) Girls.....	26	
375. Number of units in projects completed by 4-H Club members		{ ----- rooms	
completing.....		{ 26 articles	articles

HOME MANAGEMENT—Continued

- | | |
|--|-----|
| 376. Number of kitchens rearranged or improved for convenience according to recommendations..... | 376 |
| 377. Number of families following recommendations in obtaining labor-saving equipment..... | 377 |
| 378. Number of families adopting recommended laundering methods..... | 378 |
| 379. Number of families assisted in home soap making..... | 379 |
| 380. Number of families adopting recommended methods in care of house..... | 380 |
| 381. Number of families assisted in making home-made equipment or conveniences..... | 381 |
| 382. Number of women following a recommended schedule for home activities..... | 382 |
| 383. Number of 4-H Club members keeping personal accounts..... | 383 |
| 384. Number of families keeping home accounts according to a recommended plan..... | 384 |
| 385. Number of families budgeting expenditures in relation to income according to a recommended plan..... | 385 |
| 386. Number of families assisted in developing home industries as a means of supplementing income..... | 386 |
| 387. Number of families following recommended methods in buying for the home (other than foods and clothing)..... | 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)..... | 388 |
| 389. Number of families assisted in making adjustments in home making to gain a more satisfactory standard of living..... | 389 |

HOME MANAGEMENT—Continued

390. Number of families having increased time for rest and leisure activities as a result of the home-management program.....	5	390
391. Total estimated saving due to home-management program.....	\$ 42050	391
392. Number of families following other specific practice recommendations: ¹		
(a)		
(b)		
		392

HOUSE FURNISHINGS—Continued

393. Number of families improving the selection of household furnishings.....	19	393
394. Number of families following recommendations in improving methods of repairing, remodeling, or refinishing furniture.....	48	394
395. Number of families following recommendations in improving treatment of windows (shades, curtains, draperies).....	48	395
396. Number of families following recommendations in improving arrangement of rooms (other than kitchens).....	36	396
397. Number of families improving treatment of walls, woodwork, and floors.....	42	397
398. Number of families applying principles of color and design in improving appearance of rooms.....	20	398
399. Total estimated savings due to house-furnishings program.....	\$ 12945	399
400. Number of families following other specific practice recommendations: ¹		
(a)		
(b)		
		400

HANDICRAFT—Continued

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

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.....		
(b) 4-H Club agents.....		
(c) Agricultural agents.....		
(d) Specialists.....		
404. Number of communities in which work was conducted.....	7	404
405. Number of voluntary local leaders or committeemen assisting.....	13	405
406. Days of assistance rendered by voluntary leaders or committeemen.....	12	406
407. Number of adult result demonstrations conducted.....		407
408. Number of meetings at result demonstrations.....		408
409. Number of method-demonstration meetings held—		
(a) By agents or specialists.....		
(b) By leaders.....		
410. Number of other meetings held—		
(a) By agents or specialists.....	5	
(b) By leaders.....		410
411. Number of news stories published.....	1	411
412. Number of different circular letters issued.....	1	412
413. Number of farm or home visits made.....	22	413
414. Number of office calls received.....	2	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..... (b) Girls.....	} 415
416. Number of 4-H Club members completing.....	{ (a) Boys..... (b) Girls.....	} 416
417. Number of 4-H Club members not in special health projects who participated in definite health-improvement work.....	{ (a) Boys..... (b) Girls.....	} 417
418. Number of individuals having health examination on recommendation of extension workers or participating in health contests.....	{ (a) 4-H Club members..... (b) Others.....	} 418
419. Number of individuals improving health habits according to recommendations.....		419
420. Number of individuals improving posture according to recommendations.....		420
421. Number of individuals adopting recommended positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.).....		421
422. Number of families adopting better home-nursing procedure according to recommendations.....		422
423. Number of families installing sanitary closets or outhouses according to recommended plans.....		423
424. Number of homes screened according to recommendations.....		424
425. Number of families following other recommended methods of controlling flies, mosquitoes, and other insects.....		425
426. Number of individuals enjoying improved health as a result of health and sanitation program.....		426
427. Number of families following other specific practice recommendations: ¹		
(a)		
(b)		} 427

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.....	40	30	
(2) 4-H Club agents.....	20	22	428
(3) Agricultural agents.....			
(4) Specialists.....			
429. Number of communities in which work was conducted.....	14	20	429
430. Number of voluntary local leaders or committeemen assisting.....	17	24	430
431. Days of assistance rendered by voluntary leaders or committee-men.....	16	23	431
432. Number of meetings held.....	28	27	432
433. Number of news stories published.....	6	5	433
434. Number of different circular letters issued.....	6	5	434
435. Number of farm or home visits made.....	34	55	435
436. Number of office calls received.....	10	56	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.....						437
438. Number of country-life conferences or training meetings conducted for community leaders.....					50	438
439. Number of community groups assisted with organizational problems, programs of activities, or meeting programs.....					8	439
440. Number of communities developing recreation according to recommendations.....					12	440
441. Number of families following recommendations as to home recreation.....					10	441
442. Number of community or county-wide pageants or plays presented.....						442
443. Number of community houses, clubhouses, permanent camps, or community rest rooms established for.....	{(a) Adults.....					443
	{(b) Juniors.....					
444. Number of communities assisted in establishing work centers for canning, seed treatment, meat curing, etc.....						444
445. Number of communities assisted in improving hygienic or public-welfare practices.....					8	445
446. Number of school or other community grounds improved in accordance with plans furnished.....					8	446
447. Number of communities assisted in providing library facilities.....						447
448. Number of 4-H Clubs engaging in community activities, such as improving school grounds, conducting local fairs, etc.....						448
449. Number of families aided in obtaining assistance from Red Cross or other relief agency.....					37	449

OTHER ACTIVITIES

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

ITEM	Predatory animals (a)	Rodents (b)	General-feeder insects ¹ (c)	Weeds (d)	All other work Leather (e)	
450. Days devoted to line of work by:						
(1) Home demonstration agents.....)
(2) 4-H Club agents.....						
(3) Agricultural agents.....		6				450
(4) Specialists.....						
451. Number of communities in which work was conducted.....		8				451
452. Number of voluntary local leaders or committeemen assisting.....						452
453. Days of assistance rendered by voluntary leaders or committeemen.....					17	453
454. Number of adult result demonstrations conducted.....						454
455. Number of meetings at result demonstrations.....						455
456. Number of method-demonstration meetings held.....					8	456
457. Number of other meetings held.....						457
458. Number of news stories published.....						458
459. Number of different circular letters issued.....	2					459
460. Number of farm or home visits made.....		16				460
461. Number of office calls received.....					51	461
462. Number of farmers following recommendations.....		500+				462
463. Pounds of poison used.....					xxxx	463
464. Total estimated saving due to control program.....	\$	\$	\$	\$	xxxx	464

MISCELLANEOUS 4-H CLUBS (Indicate by name)

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

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

Supplemental Report

WORK IN COOPERATION WITH OTHER FEDERAL AGENCIES¹

The purpose of this supplemental report 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.

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

Supplemental Report

WORK IN COOPERATION WITH OTHER FEDERAL AGENCIES—Continued

The purpose of this supplemental report 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.

*Supplemental Report***AGRICULTURAL CONSERVATION AND SOIL CONSERVATION—Continued**

The purpose of this supplemental report 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.

ACTIVITIES	Number of farms (a)	Number of units (b)	Total value of service or savings (c)						
				x	x	x	x		
479. Farms in legal soil-conservation districts or in county soil-conservation associations			acres.	x	x	x	x		479
480. Tests for soil acidity			acres.	\$					480
481. Applying lime materials			tons.						481
482. Tests for plant-food deficiencies			acres.						482
483. Applying recommended fertilizers			tons.						483
484. Proper land use—based on soil types (use of soil-survey maps)			acres.						484
485. Using recommended crop rotations			acres.						485
486. Plowing under green manure			acres.						486
487. Controlling soil blowing			acres.						487
488. Strip cropping			acres.						488
489. Using cover crops			acres.						489
490. Approved summer-fallow			acres.						490
491. Constructing terraces			acres.						491
492. Controlling gullies			acres.						492
493. Growing crops on contour			acres.						493
494. Pasture and range improvement by contouring			acres.						494
495. Grassing waterways			acres.						495
496. Depth of moisture tests			acres.						496
497. Floodwater control for crop production			acres.						497
498. Weed control:									
(1) By cultural practices			acres.						
(2) By chemicals			acres.						498