

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

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

Extension Service
Washington, D. C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

This report form is for use by county extension agents in making a combined statistical report on all extension work done in the county during the year. Agents resigning during the year should make out this report before quitting the service.

GRAND TOTAL SUMMARY
(County Agricultural Agents)

State ARIZONA County (Home Demonstration Agents)

REPORT OF

----- (Name) <i>Home Demonstration Agent.</i>	From <u>Dec. 1, 1942</u> to <u>Nov. 30</u> , 194 <u>3</u>
----- <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 16

Approved:

Date MAR 31 1944

Charles Rickell
State Extension Director.

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

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

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

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

NARRATIVE SUMMARY

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

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

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

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

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

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

STATISTICAL SUMMARY

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

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

GENERAL ACTIVITIES

Report only this year's activities that can be verified	Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)
Hours of service this year (agents and assistants) devoted to work with adults ³	120 (10)	36 (3)	180 (12)	x x x x x x x x
devoted to work with 4-H Clubs and older youth ³	1,705 1/2 (10)	301 (3)	4,058 (12)	x x x x x x x x
in office ³	523 (10)	559 (3)	275 (10)	x x x x x x x x
in field ³	1,017 3/4 (10)	480 1/2 (3)	2,160 1/4 (12)	x x x x x x x x
Number of farm or home visits made in conducting extension work ⁴	1,210 3/4 (10)	379 3/4 (3)	2,172 3/4 (12)	x x x x x x x x
Number of different farms or homes visited	2,023 (10)	1,033 (3)	7,036 (12)	10,092 (12)
Number of calls relating to extension work	1,606 (10)	725 (3)	4,557 (12)	6,826 (12)
Number of news articles or stories published ⁵	3,318 (10)	2,537 (3)	23,746 (12)	30,101 (12)
Number of bulletins distributed	6,689 (10)	3,493 (3)	15,365 (12)	25,547 (12)
Number of radio talks broadcast or prepared for broadcasting	212 (8)	174 (3)	418 (11)	804 (11)
	40,503 (10)	3,870 (3)	85,443 (12)	79,816 (12)
	90 (7)	28 (2)	43 (3)	161 (7)
	128 (9)		19 (5)	147 (10)
(1) Adult work	3 (1)		114 (3)	117 (3)
(2) 4-H Club and older youth	1,275 (9)		26 (4)	1,301 (10)
Total attendance of:	37 (7)	11 (3)	37 (2)	85 (7)
(a) Number				
(b) Men leaders				
(c) Women leaders				
(1) Adult work	357 (7)	194 (3)	16 (1)	567 (7)
(2) 4-H Club and older youth	572 (10)	51 (2)	180 (9)	1,062 (12)
Total attendance	7,736 (9)	986 (2)	2,344 (9)	10,625 (11)
(a) Number	215 (7)	51 (2)	30 (3)	296 (7)
(b) Total attendance	3,793 (7)	681 (2)	1,342 (3)	5,816 (7)
(1) Number	11 (5)	8 (2)	67 (8)	86 (10)
(2) Total attendance	16 (4)	2 (1)	12 (2)	30 (7)
(a) Number	274 (4)	30 (1)	50 (2)	354 (7)
(b) Total attendance			3 (3)	3 (3)
(a) Number			54 (3)	54 (3)
(b) Total attendance		8 (2)	2 (1)	10 (3)
(a) Number		137 (2)	46 (1)	183 (3)
(b) Total attendance	2 (1)			2 (1)
(a) Number	124 (2)			124 (2)
(b) Total attendance	79 (10)	60 (3)	24 (6)	161 (10)
(a) Number	9,271 (10)	11,652 (3)	1,214 (6)	21,947 (10)
(b) Total attendance				

1. Report only this year's activities that can be verified.
 2. County total includes all agents in the county.
 3. Hours of service this year (agents and assistants) devoted to work with adults, devoted to work with 4-H Clubs and older youth, in office, in field.
 4. Number of farm or home visits made in conducting extension work, number of different farms or homes visited.
 5. Number of news articles or stories published, number of bulletins distributed, number of radio talks broadcast or prepared for broadcasting.
 6. Total attendance of: (a) Number, (b) Men leaders, (c) Women leaders.
 7. (1) Adult work, (2) 4-H Club and older youth.
 8. Total attendance of: (a) Number, (b) Total attendance.
 9. (a) Number, (b) Total attendance.
 10. (a) Number, (b) Total attendance.
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 12. (a) Number, (b) Total attendance.
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 91. (a) Number, (b) Total attendance.
 92. (a) Number, (b) Total attendance.
 93. (a) Number, (b) Total attendance.
 94. (a) Number, (b) Total attendance.
 95. (a) Number, (b) Total attendance.
 96. (a) Number, (b) Total attendance.
 97. (a) Number, (b) Total attendance.
 98. (a) Number, (b) Total attendance.
 99. (a) Number, (b) Total attendance.
 100. (a) Number, (b) Total attendance.

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified		Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)
18. Encampments held (report attendance for your county only) ³	(1) Farm women.....	(a) Number.....			
	(b) Total members attending.....	(b) Total members attending.....			
	(c) Total others attending.....	(c) Total others attending.....			
	(a) Number.....	(a) Number.....			
(2) 4-H Club and older youth.....	(b) Total boys attending.....	(b) Total boys attending.....			
	(c) Total girls attending.....	(c) Total girls attending.....			
	(d) Total others attending.....	(d) Total others attending.....			
	(a) Number.....	(a) Number.....			
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported.....	(1) Adult work.....	(a) Number.....	24 (1)	724 (11)	1,237 (12)
	(b) Total attendance.....	(b) Total attendance.....	324 (1)	20,043 (11)	28,009 (12)
	(2) 4-H Club and older youth.....	(a) Number.....	128 (2)	101 (7)	540 (9)
	(b) Total attendance.....	(b) Total attendance.....	6,223 (2)	2,570 (7)	18,094 (9)
20. Meetings held by local leaders or committees not participated in by county or State extension workers and not reported elsewhere.....	(1) Adult work.....	(a) Number.....	371 (9)	24 (3)	395 (10)
	(b) Total attendance.....	(b) Total attendance.....	5,881 (9)	360 (3)	6,241 (10)
	(2) 4-H Club and older youth.....	(a) Number.....	875 (2)	270 (5)	3,062 (10)
	(b) Total attendance.....	(b) Total attendance.....	14,849 (2)	3,704 (5)	47,185 (10)

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.
² County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.
³ Does not include picnics, rallies, and short courses, which should be reported under question 19.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

It is highly desirable for extension workers to consider the proportion of farms and homes in the county that have been definitely influenced to make some substantial change in farm or home operations during the report year as a result of the extension work done with men, women, and youth. It is recognized that this information is very difficult for agents to report accurately, so a conservative estimate based upon such records, surveys, and other sources of information as are available will be satisfactory.

21. Total number of farms in county (1940 Census).....	16,670 (12)
22. Number of farms on which changes in practices have definitely resulted from the agricultural program.....	8,281 (12)
23. Number of farms involved in preceding question which were reached this year for the first time.....	1,060 (12)
24. Number of nonfarm families making changes in practices as a result of the agricultural program.....	16,509 (10)
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program.....	5,739 (12)
26. Number of farm homes involved in preceding question that were reached this year for the first time.....	1,290 (12)
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program.....	2,208 (12)
28. Number of other homes involved in preceding question that were reached this year for the first time.....	1,239 (11)
29. Number of farm homes with 4-H Club members enrolled.....	1,973 (10)
30. Number of other homes with 4-H Club members enrolled.....	422 (9)
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications).....	12,929 (12)
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications).....	15,848 (12)

EXTENSION ORGANIZATION AND PLANNING

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

Question #33

- (a) Over-all or general (1) Name County Farm Bureau (10) (2) No. members 2,473 (10)
- (b) Agricultural (1) Name Farm Labor Committee (1) (2) No. members 315 (4)
 - Gila Co. Cattle Growers Assn. (1)
 - Farm Bureau (1)
 - N. Ariz. Cattlemen's Assn. (1)
- (c) Home Demonstration (1) Name Home Demonstration Council (1) (2) No. Members 152 (6)
 - Homemakers Council (1)
 - County Nutrition Committee (2)
 - Local Club (1)
 - Co. Coordinating Committee (1)
- (d) 4-H Club (1) Name 4-H Fair Board (1) (2) No. members 81 (4)
 - Co. Club Council Leaders (1)
 - 4-H Advisory Committee (1)
 - Co. 4-H Club Council (1)
- (e) Older youth (1) Name College 4-H Leaders Club (1) (2) No. members 70 (2)
 - N. Ariz. Jr. Cattlemen's Assn. (1)

4. Number of (a) _____ (b) _____

5. Number of members of such community planning committees: (a) Men 46 (3) (b) Women _____ (c) Youth 2 (1)

6. Was a county committee report prepared and released during the year? (a) Yes _____ (b) No _____ (c) _____

	Extension organization and planning (a)	County agricultural planning (b)	Total (c)
7. Days devoted to line of work by—	(1) Home demonstration agents.....	592 $\frac{1}{2}$ (8)	680 $\frac{1}{2}$ (10)
	(2) 4-H Club agents.....	111 (1)	165 (2)
	(3) Agricultural agents.....	415 (7)	533 (10)
	(4) State extension workers.....	84 (8)	103 (10)
8. Number of planning meetings held	{ (1) County	4 (4)	7 (5)
	{ (2) Community	24 (5)	29 (6)
9. Number of unpaid voluntary leaders or committeemen assisting this year	{ (1) County	555 (9)	679 (11)
	{ (2) Community	3,454 $\frac{1}{2}$ (9)	3,902 (11)

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

33. County extension work devoted to home building the manufacturing plant

(a) Over-all or general (1) Name (2) No. of members
 (b) Agricultural (1) Name (2) No. of members
 (c) Home demonstration (1) Name (2) No. of members
 (d) 4-H Club (1) Name (2) No. of members
 (e) Older youth (1) Name (2) No. of members

34. Number of members of county extension program planning committees and subcommittees (include commodity and special-interest committees):
 (a) Agricultural 138 (7) (b) Home demonstration 150 (8) (c) 4-H Club 87 (5) (d) Older youth 6 (1)
 255 (12)
 35. Total number of communities in county. (Do not include number of neighborhoods.) 215 (11)
 36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees. 95 (12)
 37. Number of clubs or other groups organized to carry on adult home demonstration work. 2,824 (12)
 38. Number of members in such clubs or groups. X X X X X X X X X
 1,198 (11)
 39. (a) Number of 4-H Clubs. (See question 173.) (b) Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth. (See question 185.) (a) 282 (10) (b) 2 (2)
 40. Number of neighborhood and community leaders in the neighborhood-leader system
 41. Number of different voluntary local leaders or committeemen actively engaged in forwarding the extension program:
 (1) Men 298 (10) (3) Older club boys 4 (4)
 (2) Women 527 (11) (4) Older club girls 26 (6)

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service Neighborhood Leaders (1)
 Agricultural Planning (1)
 43. Number of members of such county agricultural planning group:
 Leaders Committee (1)
 (a) Unpaid lay members: (1) Men 40 (2) (2) Youth 2 (1)
 (b) Paid representatives of public agencies or other agencies, or of organizations: (1) Men (2) Women 18 (3)
 44. Number of communities with agricultural planning committee (over-all planning) (c) Youth 2 (1)
 45. Number of members of such community planning committees: (a) Men 46 (5) (b) Women (4)
 46. Was a county committee report prepared and released during the year? (a) Yes (0) (b) No (4)

Extension organization and planning ¹	County agricultural planning ¹	Total ¹
(1) Home demonstration agents	592½ (8)	680½ (10)
(2) 4-H Club agents	111 (1)	165 (2)
(3) Agricultural agents	415 (7)	533 (10)
(4) State extension workers	84 (8)	103 (10)
(1) County	4 (4)	7 (5)
(2) Community	94 (5)	99 (6)
	555 (9)	679 (11)
	3,454½ (9)	3,902 (11)

¹ Where extension program planning and county agricultural planning (over-all planning) have been completely merged into a single program-planning activity, only column (c) should be filled out. Where extension program planning is the only planning activity, the entries in columns (a) and (c) will be identical. In all other cases column (c) is the sum of columns (a) and (b). 16-28074-2

CROP PRODUCTION (other than for family food supply)

	Corn (a)	Wheat (b)	Other cereals (c)	Legumes (d)	Pastures (e)	Cotton (f)	Tobacco (g)	Potatoes and other vege- tables (h)	Fruits (i)	Other crops (j)
51. Days devoted to line of work by—										
(1) Home demonstration agents.....				4 (1)	4 (1)	10 (1)		80 (2)	4 (1)	20 (2)
(2) 4-H Club agents.....	50½ (10)	59 (9)	63½ (8)	145½ (10)	134 (12)	218 (6)		269½ (11)	18½ (12)	148½ (9)
(3) Agricultural agents.....	3 (2)	3 (2)	4 (2)	20½ (7)	40 (8)	29½ (6)		48½ (8)	42½ (8)	13½ (5)
(4) State extension workers.....	19 (8)	40 (8)	42 (7)	66 (9)	83 (11)	73 (6)		137 (10)	76 (11)	43 (8)
work was conducted this year.....										
52. Number of communities in which work was conducted this year.....	8 (4)	14 (3)	17 (4)	18 (6)	41 (7)	22 (5)		41 (7)	32 (8)	25 (5)
53. Number of voluntary local leaders or committeemen assisting this year.....	50 (7)	55 (6)	161 (9)	282 (10)	83 (10)	597 (5)		455 (9)	43 (5)	185 (7)
54. Number of farmers assisted this year in—										
(1) Obtaining improved varie- ties or strains of seed.....										
(2) The use of lime.....										
(3) The use of fertilizers.....	37 (5)	51 (6)	50 (4)	174 (3)	28 (4)	1 (1)		301 (8)	106 (8)	132 (3)
(4) Controlling plant diseases.....	65 (7)	27 (3)	18 (3)	110 (5)	47 (3)	20.8 (4)		358 (10)	150 (8)	155 (5)
(5) Controlling injurious insects.....	2 (1)	2 (1)		28 (2)	28 (4)	6 (2)		501 (10)	142 (9)	38 (4)
(6) Controlling noxious weeds.....	13 (4)	17 (3)	6 (1)	140 (7)	70 (6)	145 (4)		17 (3)	6 (2)	167 (3)
(7) Controlling rodents and other animals.....								304 (10)	127 (8)	14 (3)

LIVESTOCK PRODUCTION (other than for family food supply)

	Dairy cattle (a)	Beef cattle (b)	Sheep (c)	Swine (d)	Horses and mules (e)	Poultry (including turkeys) (f)	Other livestock (g)
55. Days devoted to line of work by—							
(1) Home demonstration agents.....	36 (2)	29 (2)	7 (2)	35½ (2)		44 (2)	
(2) 4-H Club agents.....	239 (11)	235 (12)	30½ (6)	135½ (10)	48 (9)	287½ (12)	25½ (5)
(3) Agricultural agents.....	51½ (8)	27½ (9)		8½ (6)	2 (2)	36½ (10)	5 (1)
(4) State extension workers.....	105 (11)	84 (11)	17 (7)	76 (10)	31 (8)	131 (11)	6 (2)
work was conducted this year.....							
56. Number of communities in which work was conducted this year.....	52 (8)	53 (8)	3 (2)	28 (4)	20 (4)	80 (8)	12 (2)
57. Number of voluntary local leaders or committeemen assisting this year.....	9 (3)	7 (2)		1 (1)	6 (2)	9 (3)	2 (1)
58. Number of breeding circles or clubs or improvement associations organized or assisted this year.....	246 (3)	246 (2)	6 (1)	7 (1)	33 (2)	432 (3)	4 (1)
59. Number of members in such circles, clubs, or associations.....	1 (1)	5 (2)		2 (2)	2 (1)	34 (3)	1 (1)
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals.....	34 (7)	52 (8)	3 (1)	28 (8)	14 (4)	89 (5)	6 (2)
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males.....	38 (4)	15 (6)	6 (1)	49 (6)	4 (2)	57 (4)	2 (1)
(2) Obtaining purebred or high-grade females.....	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	510 (9)	x x x x x
(3) Obtaining better strains of baby chicks (including hatching eggs).....	218 (10)	86 (10)	8 (4)	166 (9)	16 (3)	821 (11)	29 (3)
(4) Improving methods of feeding.....	50 (5)	54 (12)	3 (1)	77 (8)	1 (1)	503 (11)	13 (2)
(5) Controlling external parasites.....	90 (6)	70 (8)	3 (2)	87 (8)	197 (7)	774 (11)	4 (2)
(6) Controlling diseases and internal parasites.....		58 (5)	7 (3)	2 (1)		71 (5)	2 (1)
(7) Controlling predatory animals.....							

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

CONSERVATION OF NATURAL RESOURCES

Include all work with adults, 4-H Club members, and older youth	Soil management (a)	Forestry (b)	Wildlife conservation (c) 1
devoted to line of work by—			
(1) Home demonstration agents.....	32 (1)		10 (1)
(2) 4-H Club agents.....	140½ (12)	2 (1)	19 (6)
(3) Agricultural agents.....	51 (8)		
(4) State extension workers.....	77 (11)		31 (7)
er of communities in which work was conducted this year.....	40 (9)		13 (5)
er of voluntary local leaders or committeemen assisting this year.....			

Soil Management—Continued

er of farmers assisted this year—			
(a) With problems of land use based on soil types.....	111 (9)		
(b) In the use of recommended crop rotations.....	294 (9)		
(c) With strip cropping.....	6 (3)		
(d) In constructing terraces.....	5 (2)		
(e) In grassing waterways or otherwise preventing or controlling gullies.....	6 (3)		
(f) With contour farming of cropland.....	12 (2)		
(g) In otherwise controlling wind or water erosion.....	32 (8)		
(h) In contouring pasture or range.....	12 (5)		
(i) In the use of cover or green-manure crops.....	175 (10)		
(j) In summer-fallowing.....	7 (3)		
(k) In making depth-of-moisture tests.....	61 (6)		
(l) With drainage.....	3 (2)		
(m) With irrigation.....	450 (11)		
(n) With land clearing.....	8 (2)		
er of soil-management associations organized			
assisted during the year:			
(a) Legal soil-conservation districts.....	12 (7)		
(b) Voluntary soil-conservation associations.....	2 (2)		
(c) Grazing associations.....	1 (1)		

Forestry—Continued

67. Number of farmers assisted this year—			
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings).....			
(b) In making improved thinnings, weedings, or pruning of forest trees.....			
(c) With selection cutting.....			
(d) With production of naval stores.....			
(e) With production of maple-sirup products.....			
(f) In timber estimating and appraisal.....			
68. Number of farmers cooperating this year in prevention of forest fires.....			145 (4)
69. Number of farmers assisted this year in making specific improvements for wildlife.....			11 (2)

Wildlife Conservation—Continued

FARM MANAGEMENT

Include all work with adults, 4-H Club members, and older youth	Farm accounts, cost records, inventories, etc. (a)	Individual farm planning, adjustments, ¹ tenancy and other management problems (b)	Farm credit (short and long time) (c)	Outlook information (d)
(1) Home demonstration agents				
(2) 4-H Club agents	10 (1)	30 (1)		
70. Days devoted to line of work by—	52 (4)	186 (10)	41 (8)	51 (9)
(3) Agricultural agents	3 (2)	46½ (5)		9 (6)
(4) State extension workers	16 (4)	121 (10)	36 (7)	80 (7)
71. Number of communities in which work was conducted this year				
72. Number of voluntary local leaders or committeemen assisting this year	8 (2)	38 (5)	6 (2)	31 (3)
73. Number of farm-survey records taken during the year:		75. Number of farmers assisted this year—Continued.		
(a) Farm business		(e) In getting started in farming, or in re-		
(b) Enterprise		locating		96 (10)
(c) Other		(f) With credit problems (debt adjustment and financial plans)		88 (8)
74. Number of farmers assisted this year in keeping—		(g) In using "outlook" to make farm adjustments		434 (6)
(a) Farm inventory	132 (3)	(h) With a farm-income statement for tax purposes		37 (5)
(b) General farm records	46 (1)	(i) With farm-labor problems		1,585 (11)
(c) Enterprise records	20 (3)	(j) In developing supplemental sources of income		107 (7)
75. Number of farmers assisted this year—				
(a) In developing a farm plan only				
(b) In developing a farm and home plan				
(c) In analyzing the farm business				
(d) In improving landlord-tenant relations and leasing arrangements				

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Include all work with adults, 4-H Club members, and older youth	Price and trade policies (prices, international trade, interstate trade barriers, transportation, interregional competition, etc.) (a)	Land policy and programs (classification of land zoning, tenure, land development, settlement, public-land management, etc.) (b)	Public finance and services (taxation, local government facilities such as roads and schools for rural areas, etc.) (c)	Rural welfare (rural-urban relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural works programs, etc.) (d)
(1) Home demonstration agents				
(2) 4-H Club agents				
76. Days devoted to line of work by—	4 (2)	22 (4)	3 (2)	5 (1)
(3) Agricultural agents		1 (1)		33 (5)
(4) State extension workers	5 (2)	28 (4)	9 (2)	12 (4)
77. Number of communities in which work was conducted this year	6 (1)	2 (1)		34 (6)
78. Number of voluntary local leaders or committeemen assisting this year				8 (2)
79. Number of tours conducted this year to observe economic and social conditions in various land use areas				
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems				8 (3)
81. Number of displaced families assisted this year in finding employment (agricultural and nonagricultural)				269 (4)
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year				6 (1)

¹ Includes all work on farm adjustments conducted in cooperation with AAA and other agencies, and not definitely related to individual crop or livestock production or marketing (pp. 6 and 9) or to soil management (p. 7).

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with adults, 4-H Club members, and older youth	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102. Days devoted to line of work by—				
(1) Home demonstration agents.....	43½ (8)	2½ (1)		
(2) 4-H Club agents.....		13 (1)		
(3) Agricultural agents.....	6½ (3)	14 (3)	34 (9)	36 (7)
(4) State extension workers.....	½ (1)	4½ (1)	3 (2)	5½ (2)
103. Number of communities in which work was conducted this year.....	55 (9)	6 (4)	26 (7)	45 (7)
104. Number of voluntary local leaders or committeemen assisting this year.....	41 (5)	4 (3)	11 (4)	14 (5)

The House, Furnishings, and Surroundings—Continued

105. Number of families assisted this year in—	
(a) Constructing dwellings.....	15 (5)
(b) Remodeling dwellings.....	4 (4)
(c) Installing sewage systems.....	13 (5)
(d) Installing water systems.....	2 (1)
(e) Installing heating systems.....	
(f) Providing needed storage space.....	44 (4)
(g) Rearranging or improving kitchens.....	60 (3)
(h) Improving arrangement of rooms (other than kitchens).....	95 (3)
(i) Improving methods of repairing, remodeling, or refinishing furniture or furnishings.....	815 (7)
(j) Selecting housefurnishings or equipment (other than electric).....	24 (4)
(k) Improving housekeeping methods.....	739 (3)
(l) Laundry arrangement.....	173 (1)
(m) Installing sanitary closets or outhouses.....	
(n) Screening or using other recommended methods of controlling flies or other insects.....	344 (2)
(o) Improving home grounds.....	426 (8)
(p) Planting windbreaks or shelterbelts.....	3 (1)

Rural Electrification—Continued

106. Number of associations organized or assisted this year to obtain electricity.....	
107. Number of families assisted this year in—	
(a) Obtaining electricity.....	34 (2)
(b) Selection or use of electric lights or home electrical equipment.....	14 (2)
(c) Using electricity for income-producing purposes.....	10 (1)
108. Number of farmers assisted this year in—	
(a) The construction of farm buildings.....	77 (9)
(b) Remodeling or repairing farm buildings.....	31 (6)
(c) Selection or construction of farm-building equipment.....	11 (3)
109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment.....	72 (6)
(b) Making more efficient use of mechanical equipment.....	19 (3)
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year.....	183 (4)
111. Number of gin stands assisted this year in the better ginning of cotton.....	2 (1)

Farm Mechanical Equipment—Continued

109. Number of farmers assisted this year in—	
(a) The selection of mechanical equipment.....	72 (6)
(b) Making more efficient use of mechanical equipment.....	19 (3)
110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year.....	183 (4)
111. Number of gin stands assisted this year in the better ginning of cotton.....	2 (1)

NUTRITION AND HEALTH

Include all work with adults, 4-H Club members, and older youth devoted to line of work by—	Home production of family food supply (c)	Food preservation and storage (b)	Food selection and preparation (e)	Other health and safety work (d)
(1) Home demonstration agents.....	63 3/4 (7)	325 1/2 (10)	286 3/4 (10)	31 3/4 (6)
(2) 4-H Club agents.....	191 1/2 (7)	26 1/2 (4)	7 (2)	19 (5)
(3) Agricultural agents.....	22 1/2 (7)	28 3/8 (8)	32 (8)	5 1/4 (5)
(4) State extension workers.....	179 (10)	101 (11)	131 (11)	104 (8)
er of communities in which work was conducted this year.....	184 (9)	118 (10)	187 (9)	55 (5)
er of voluntary local leaders or committeemen assisting this year.....				
er of families assisted this year—				
(a) In improving diets.....				2,826 (12)
(b) With food preparation.....				4,635 (12)
(c) In improving food supply by making changes in home food production ¹				15,893 (9)
(1) Of vegetables.....				12,615 (9)
(2) Of fruits.....				601 (6)
(3) Of meats.....				720 (8)
(4) Of milk.....				253 (7)
(5) Of poultry and eggs.....				3,175 (9)
(d) With home butchering, meat cutting or curing.....				223 (9)
(e) With butter or cheese making.....				202 (10)
(f) With food-preservation problems ¹				8,095 (12)
(1) Canning.....				7,277 (11)
(2) Freezing.....				122 (7)
(3) Drying.....				1,017 (12)
(4) Storing.....				313 (9)
(g) In producing and preserving home food supply according to annual food-supply budget.....				40 (3)
(h) In canning according to a budget.....				103 (3)
(i) With child-feeding problems.....				261 (8)
(j) In the prevention of colds and other common diseases.....				227 (5)
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.).....				142 (2)
(l) With first aid or home nursing.....				73 (3)
(m) In removing fire and accident hazards.....				3,056 (10)
er of schools assisted this year in establishing or maintaining hot school lunches.....				1.3 (5)
er of nutrition or health clinics organized this year through the efforts of extension workers.....				

¹The subitems minus duplications due to families' participating in more than one activity.

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

Include all work with adults, 4-H Club members, and older youth	Home management—family economics (d)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
118. Days devoted to line of work by— (1) Home demonstration agents..... (2) 4-H Club agents..... (3) Agricultural agents..... (4) State extension workers.....	44 1/2 (9)	41 1/2 (10)	14 (4)	134 3/4 (7)
119. Number of communities in which work was conducted this year.....	5 (2)	3 (1)		24 (1)
120. Number of voluntary local leaders or committeemen assisting this year.....	50 (7)	74 3/4 (11)	11 (4)	64 (7)
	157 (4)	98 (11)	7 (1)	59 (5)
		177 (11)		
Home Management—Family Economics—Continued				
121. Number of families assisted this year— (a) With time-management problems..... (b) With home accounts..... (c) With financial planning..... (d) In improving use of credit for family living expenses..... (e) In developing home industries as a means of supplementing income.....	13 (2)			1,071 (9)
	125 (5)			1,705 (10)
	16 (1)			2,493 (11)
				284 (4)
122. Number of home demonstration clubs, other consumer associations or groups assisted this year with cooperative buying of— (a) Food..... (b) Clothing..... (c) Housefurnishings and equipment..... (d) General household supplies.....	216 (3)			66 (5)
				183 (3)
	41 (3)			80 (3)
123. Number of families assisted this year through cooperative associations ² or individually, with the buying of— (a) Food..... (b) Clothing..... (c) Housefurnishings and equipment..... (d) General household supplies.....				101 (3)
	1,822 (5)			86 (2)
	342 (2)			619 (4)
	50 (1)			21 (4)
124. Total number of different families assisted this year with consumer-buying problems (includes question 123 (a), (b), (c), and (d) minus duplications)— versus buying ³ decisions.....	1,964 (5)			58 (7)
125. Number of families assisted this year with "making versus buying" decisions.....	478 (5)			
126. Number of families assisted this year in using timely economic information to make buying decisions or other adjustments in family living.....	735 (4)			
NOTE.—Individual families and groups assisted with selling problems should be reported in column (f), page 9.				1 (1)
Clothing and Textiles—Continued				
127. Number of families assisted this year with— (a) Clothing-construction problems..... (b) The selection of clothing and textiles..... (c) Care, renovation, remodeling of clothing..... (d) Clothing accounts or budgets.....				
128. Number of families assisted this year— (a) With child-development and guidance problems..... (b) In improving family relationships.....				
129. Number of families providing recommended clothing, furnishings, and play equipment for children this year.....				
130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men..... (b) Women.....				
131. Number of children in families represented by such individuals.....				
Recreation and Community Life—Continued				
132. Number of families assisted this year in improving home recreation.....				
133. Number of communities assisted this year in improving community recreational facilities.....				
134. Number of community groups assisted this year with organizational problems, programs of activities, or meeting programs.....				
135. Number of communities assisted this year in— (a) Club or community house..... establishing— (b) Permanent camp..... (c) Community rest rooms.....				
136. Number of communities assisted this year in providing library facilities.....				
137. Number of school or other community grounds improved this year according to recommendations.....				

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

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

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)	in Acres
138. Corn	2 (1)		2 (1)		2 (1)	Acres
139. Other cereals						Acres
140. Peanuts						Acres
141. Soybeans, field peas, alfalfa, and other legumes						Acres
142. Soil conservation and pasture improvement						Acres
143. Potatoes, Irish and sweet						Acres
144. Cotton	6 (2)		6 (2)		34 (2)	Acres
145. Tobacco						Acres
146. Fruits	1 (1)		1 (1)		5 (1)	Acres
147. Home gardens	625 (8)	217 (7)	534 (8)	175 (7)	162 (8)	Acres
148. Market gardens, truck and canning crops	5 (2)		5 (2)		19 (2)	Acres
149. Other crops						Acres
150. Poultry (including turkeys)	308 (8)	69 (7)	267 (8)	45 (7)	17,519 (9)	Birds
151. Dairy cattle	215 (8)	32 (3)	168 (8)	31 (3)	314 (8)	Animals
152. Beef cattle	76 (7)	7 (1)	54 (7)	7 (1)	117 (7)	Animals
153. Sheep	20 (3)	1 (1)	20 (3)	1 (1)	68 (3)	Animals
154. Swine	183 (7)	28 (4)	135 (7)	26 (4)	471 (7)	Animals
155. Horses and mules						Animals
156. Other livestock	67 (4)	6 (2)	59 (4)	6 (2)	1,503 (4)	Animals
157. Bees	7 (3)		7 (3)		53 (3)	Colonies
158. Beautification of home grounds	37 (1)	33 (1)	37 (1)	33 (1)		x x x x x x x x x x x
159. Forestry						Acres
160. Wildlife and nature study (rabbits, game, fur animals)	75 (4)	4 (1)	61 (3)	4 (1)		x x x x x x x x x x x
161. Agricultural engineering, farm shop, electricity	30 (2)		27 (2)		50 (2)	Articles made
162. Farm management					65 (2)	Articles repaired
163. Food selection and preparation	29 (3)	477 (9)	27 (3)	431 (9)		x x x x x x x x x x x
164. Food preservation		99 (9)		95 (9)		9,792 (8) Meals planned
165. Health, home nursing, and first aid	32 (2)	201 (3)	32 (2)	193 (3)		18,436 (7) Meals served
166. Clothing	2 (2)	854 (9)	2 (2)	671 (9)		10,367 (9) Quarts canned
167. Home management	14 (1)	16 (1)	13 (1)	16 (1)		x x x x x x x x x x x
168. Home furnishings and room improvement					2,600 (9)	Garments made
169. Home industry, arts and crafts	101 (3)	43 (2)	99 (3)	43 (2)	449 (8)	Garments remodeled
170. Junior leadership	9 (2)	8 (4)	9 (2)	8 (4)		1,153 (1) Units
171. All others	9 (2)	172 (3)	9 (2)	168 (3)		Rooms
172. Total (project enrollment and completion)	1,853 (9)	2,267 (10)	1,574 (9)	1,953 (10)		Articles
						Articles
						Articles
						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 x
						x x x x x x x x x x x

4-H CLUB MEMBERSHIP 1

- 173. Number of 4-H Clubs. (Same as question 39)..... 282 (10)
- 174. Number of different 4-H Club members enrolled..... (a) Boys 2,131.5 (9) (b) Girls 1,609 (10)
- 175. Number of different 4-H Club members completing..... (a) Boys 1,150 (9) (b) Girls 1,366 (10)
- 176. Number of different 4-H Club members in school..... (a) Boys 1,307 (9) (b) Girls 1,590 (10)
- 177. Number of different 4-H Club members out of school..... (a) Boys 1 (1) (b) Girls.....
- 178. Number of different 4-H Club members from farm homes..... (a) Boys 1,145 (9) (b) Girls 1,391 (10)
- 179. Number of different 4-H Club members from nonfarm homes..... (a) Boys 163 (7) (b) Girls 209 (9)

Number of Different 4-H Club Members Enrolled:

180. By years	Boys (a)	Girls (b)	181. By ages	Boys (a)	Girls (b)
			10 and under	206 (9)	358 (9)
1st year	700 (9)	953 (10)	11	248 (9)	350 (9)
2d	339 (9)	341 (10)	12	286 (9)	368 (10)
3d	166 (9)	176 (10)	13	310 (9)	259 (10)
4th	81 (7)	99 (10)	14	171 (9)	141 (10)
5th	22 (5)	27 (5)	15	67 (9)	87 (10)
6th	6 (2)	10 (4)	16	17 (6)	35 (7)
7th			17	9 (3)	7 (5)
8th	1 (1)	1 (1)	18	1 (1)	3 (2)
9th			19		1 (1)
10th and over			20 and over		

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

- (a) Judging..... 1,564 (9) (f) Fire and accident prevention..... 953 (8)
- (b) Giving demonstrations..... 567 (9) (g) Wildlife conservation..... 53 (3)
- (c) Recreational leadership..... 175 (5) (h) Keeping personal accounts..... 1,297 (9)
- (d) Music appreciation..... 651 (6) (i) Use of economic information..... 431 (5)
- (e) Health..... 1,967 (9)

183. Number of 4-H Club members having health examination because of participation in the extension program..... 112 (3)

184. Number of 4-H Clubs engaging in community activities such as improving school grounds and conducting local fairs..... 220 (7)

1 All data in this section are based on the number of different boys and girls participating in 4-H Club work, not on the number of 4-H projects carried. This total should equal the sum of the project enrollments reported on page 18, 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.
2 Same as footnote 1, except that reference is to completions instead of enrollments.

WORK WITH OLDER RURAL YOUTH

- 185. Number of groups (other than 4-H Club) organized for conduct of extension work with older rural youth (same as question 40)..... 2 (2)
- 186. Membership in such groups..... (a) Young men..... 25 (1)
(b) Young women.....

187.	Number of members by school status and age	Out of school		Under 21 years (d)	21-24 years (e)	25 years and older (f)
		Unmarried (b)	Married (c)			
(1) Young men.....	10 (1)	8 (1)		16 (1)	2 (1)	
(2) Young women.....	16 (1)	13 (2)	19 (1)	28 (2)	20 (2)	

- 188. Number of meetings of older rural youth extension groups..... 5 (2)
- 189. Total attendance at such meetings..... 68 (2)
- 190. Number of other older rural youth groups assisted..... 7 (2)
- 191. Membership in such groups..... (a) Young men..... 32 (1)
(b) Young women..... 154 (1)
- 192. Number of older rural youth not in extension or other youth groups assisted..... (a) Young men..... 30 (1)
(b) Young women..... 10 (1)
- 193. Total number of different young people contacted through the extension program for older rural youth. (Questions 186, 191, and 192, minus duplications)..... (a) Young men..... 30 (1)
(b) Young women..... 190 (2)

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

MISCELLANEOUS

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

	Include all work with adults, 4-H Club members, and older youth	Bees (e)	General-feeder insects ¹ (b)	All other work (c)
195. Days devoted to line of work by—				
(1) Home demonstration agents				166-3/4 (5)
(2) 4-H Club agents				6-1/2 (1)
(3) Agricultural agents		15 (5)	145-1/2 (10)	315 (7)
(4) State extension workers		252 (8)	67-1/2 (6)	67-1/2 (6)
196. Number of communities in which work was conducted this year		7 (3)	61 (7)	116 (8)
197. Number of voluntary local leaders or committeemen assisting this year		1 (1)	17 (6)	404-1/4 (10)

SUMMARY OF CONTRIBUTION TO WAR EFFORT

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

War programs	Home demonstration agents (e)	4-H Club agents (b)	Agricultural agents (c)
198. Estimated number of days devoted to—			
(1) Food supplies and critical war materials (production, marketing, processing, storage, distribution, and related problems)	665 1/2 (10)	840 (2)	768 (9)
(2) Problems arising from new military camps, munitions plants, and war industries	8 (2)		23 (4)
(3) Civilian defense (such as fire prevention, Red Cross training, air-raid warnings)	128 (6)	6 (1)	99 (10)
(4) Other war work (including collection of salvage material)	259 (7)	6 1/2 (1)	100 (9)

COOPERATION WITH OTHER FEDERAL AGENCIES

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

War boards (a)	Civilian defense agency (b)	Employment service (c)	Agricultural Adjustment Agency (d)	Food Distribution Administration (e)	Soil Conservation Service (f)	Farm Security Administration (g)	Rural Electrification Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)
199. Days devoted to line of work by—									
(1) Home demonstration agents	36 (6)	65 1/2 (5)		15 (2)		15 (5)			2 1/2 (2)
(2) 4-H Club agents	10 (1)				7 (1)		1 (1)		
(3) Agricultural agents	337 (2)	42 (8)	55 (7)	107 1/2 (12)	23 (5)	45 1/2 (10)	2 (1)		11 1/2 (6)
(4) State extension workers			24 (1)		4 (1)				
200. Number of communities in which work was conducted this year	167 (11)	106 (7)	50 (6)	169 (11)	58 (6)	91 (9)	4 (1)		40 (6)
201. Number of voluntary local leaders or committeemen assisting this year	86 (9)	234 (5)	12 (2)	15 (3)	143 (4)	11 (3)			6 (3)
202. Number of meetings participated in this year by extension workers	262 (12)	46 (8)	27 (4)	53 (11)	23 (5)	4 (4)	1 (1)		3 (3)

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