

161
FARM ADVISOR PROJECT:

PROJECT NUMBER
State Leader # 1223
County # 65

COOPERATIVE EXTENSION WORK
UNIVERSITY OF CALIFORNIA
College of Agriculture
UNITED STATES DEPARTMENT OF AGRICULTURE
States Relations Service
Cooperating with

THE BOARD OF SUPERVISORS OF San Diego COUNTY, CALIFORNIA

- I. NAME OF PROJECT: One-Day Farm Management School.
- II. LEGAL AUTHORITY: None needed.
- III. LEADER: R. V. Wright, Farm Management Demonstrator.
- IV. LOCATION: San Diego County, California.
- V. HEADQUARTERS: Farm Advisor's Office San Diego, California.
- VI. DATE EFFECTIVE: Jan. 1, 1921
- VII. OBJECT:
- a. To hold one or more trial one-day farm management schools in San Diego County, for the purpose of determining some means of supplementing the farm management demonstration work.
 - b. To improve the methods of farm management commonly practiced in San Diego County, by means of conducting a special one-day course in farm management, treating particularly farm accounting, and farm business analysis. It is the desire to serve the greatest number of farmers possible.
 - c. The meeting will include a discussion of the general principles of good farm management practices and a detailed study of a simple method of farm accounting. Upon the completion of the meeting by a group of farmers, each one should be able, without further assistance, to keep his book accurately, through the year, summarize it at the end of the year, make a study of his own farm business and determine the net income for income tax returns when so requested.

VIII. HISTORY:

In the year 1917, five counties in California started farm management demonstrations; the Farm Management Demonstrator called on each of the cooperating farmers at his farm, explained the farm account book and assisted him in entering the opening inventory and starting the accounts.

It is quite obvious that in following this method comparatively few farmers in the state would be

It is quite obvious that in following this method comparatively few farmers in the state would be reached by the service of the Farm Management Demonstrator.

The practice of addressing a general group of farmers at some public meeting, explaining the importance of the use of a farm account book in the successful management of their farms, and then distributing a large number of books to the farmers that signify their desire to have a book, has likewise proven to be ineffective. Numerous checks on this system in this and other states have shown that comparatively few of the books are used.

Furthermore, the teaching of the general principles of good farm management, helping farmers to analyze their own farm business; training men to summarize their yearly accounts and make out income tax returns has been sadly neglected.

Realizing the inefficiency of the above methods, the Extension Divisions in twelve states have, for the past two years conducted one-day farm management schools.

IX. PROCEDURE:

1. The Farm Advisor will:-

- a. Bring the matter to the attention of the Directors of the San Diego County Farm Bureau. Explain to them the fact that in order to have the Farm Management Specialist come for this purpose, 20 or more persons (farmers or farmers' wives) must sign an agreement to attend such a school.

With the approval of the Board of Directors the matter may then be taken up at each Farm Center. In case 20 or more persons are interested and agree by signing a petition that a one-day school be held in their district, arrangements should be made whereby the Farm Advisor or the Farm Management Specialist would conduct such a school in their immediate district. In Centers where just a few persons signify their interest in a farm management school, it will be necessary to arrange for them to meet at some central place, where at least 20 persons will be present.

- b. Give sufficient publicity to the campaign to insure success of the schools.
- c. Keep in touch with the farmers attending the schools by means of personal interviews or by letters.
- d. Assist in conducting the schools in charge of the Farm Management Demonstrator and conduct any additional schools that time and conditions may seem to warrant.
- e. Send each one a card or letter a few days before the day of the school, reminding them of the date, time, and place, pencil, paper, etc.

2. The Farm Management Demonstrator will:-

- a. Conduct at least one one-day farm management school in the county. (Completed Jan. 10, 11) 1922
- b. Furnish the Farm Advisor with information, blanks, and account books for conducting all schools. (Completed Jan. 1, 1922)
- c. Meet the same group of farmers one year from date of the school. (Completed _____)

3. Method of Conducting School:

After the persons desiring to take the course have seated themselves in a suitable place for writing, each one is given a farm account book. The instructor will then explain the general plan of the book and point out vividly the aim of the course and the results hoped to be obtained.

From a typical farm account, the instructor will read the items entered in the inventory for the beginning of the year, the account of the business transactions occurring during the year, including the receipts from the sale of all livestock, crops, etc., and likewise the list of expenses for the same period of time, and then the inventory for the close of the year will be read.

As the items are read by the instructor each person will enter them in his book. When all the entries are made, then with the assistance of the instructor each person will summarize the yearly record and fill in the summary sheets. Then it will be shown how the income tax is computed and the sample income tax return forms may be properly filled from the returns of the sample farm account used in the course.

The farm business will then be analyzed emphasizing the factors that tended to increase or decrease the efficiency of the farm management system. This should lead to a live discussion on the factors that tend to distinguish good and bad methods of farm management.

Each person present is then given another farm account book, in which he is asked to enter an inventory of his own farm, investment and equipment. This will mark the beginning of his fiscal year and should be the beginning of the month nearest to the date of entry.

It is quite important that the farmer get the inventory for the beginning of his fiscal year entered at the time of the meeting. The instructor should give as much personal attention to each one as possible.

(Completed Jan. 11, 1922)

X. APPENDIX;

1. Time to conduct the one-day school.

Any time between November 1st and May 1st is a suitable time in which to conduct a school. The fiscal year of

a farmer may begin at the beginning of any month during the year, but the farm crop year makes any time after May 1st and prior to November 1st rather unsatisfactory.

It requires from three to five hours to satisfactorily conduct a farm management school. From 8:00 A. M. to 12:00 A. M. or from 1:00 P. M. to 5:00 P. M. are the best hours for a school, but in some cases the evening might be used, starting not later than 7:30 P. M.

2. Requirements of meeting place.

The Farm Bureau Office, the Farm Center Hall, the School House, or some similar place provided it meets the following requisites, namely:

- a. Sufficient heat and light
- b. Tables and chairs or desks
- c. Blackboard and chalk
- d. Scratch paper and pencils
- e. Water.

3. In order to get a large percentage of the books that are started, kept throughout the year the following points should be noted:

- a. Enter the account at the time the transaction is made or shortly thereafter.
- b. Enter the account directly into the record book and do not keep a small scratch book from which you expect to transfer the accounts at some future time.
- c. Send a questionnaire to each farmer every three months asking him to report to the farm advisor whether or not he is using the book and offering assistance in reply to any questions he may have.
- d. Announce that at one year from then you will call all the farmers present together to summarize and analyse their farm business for the past year.

(Completed _____)

APPROVED:

DATE:

Jan 9th - 1922

James H. France

Farm Advisor _____ County

DATE:

January 9, 1922

Hall L. Sly

Farm Bureau President

DATE:

Sept 16, 1922

B. H. Crocker
State Leader of California

DATE:

Sept 16, 1922

R. H. Wright
Farm Management Demonstrator

POULTRY SCHOOL

PROGRESS REPORT.

One-Day Farm Management School.

Two one-day farm management schools have been held in San Diego County. Schools were held January 10 and 11 at the Farm Advisor's Office in the Chamber of Commerce. On January 10 a school was held especially for poultrymen, with 23 poultrymen in attendance. On January 11 the school was held especially for dairymen, with 16 dairymen in attendance. These meetings were conducted by R. V. Wright, Farm Management Specialist.

On June 5 a follow-up meeting was held in San Diego in connection with the annual meeting of the Milk Producers' Association, about 75 being in attendance at this meeting. This meeting was conducted by R. V. Wright, Farm Management Specialist.

On June 6 eight follow-up farm visits were made on poultrymen who had attended the January school.

67 Farm Account Books have been distributed in the county.

The names of those attending the two schools in January are herewith attached.

Date Sept 13-1922

James H. France
Farm Advisor

POULTRY SCHOOL

O. Whitmore, 3713 Wilson, E. San Diego.
L. L. Jewett, 911 Third St.
E. H. Merwin, 2053 Harrison St.
A. K. Smith, Box 14, Chula Vista.
Payne Brown, 3575 - 32nd St.
O. M. Barnes, 918 Johnson St.
M. H. Arnold, 1040 B St.
J. E. Matthew, Cragmore, El Cajon.
E. W. Kenrick, R. D. 1, Box 219-B, City
Peter Kerr, 4221 Van Dyke, E. San Diego
E. E. Rogers, El Cajon
M. Lowthian, 3975 Cleveland Ave.
H. Blomquist, Escondido
Roy F. Read, R. 1, Box 214-A, Bity
B. L. Hinman, 4662 - 36th St.
Mrs. O. Whitmore, 3713 Wilson St., E. San Diego
Mrs. H. C. Wright, Lemon Grove
Mrs. Geo. Reid, Lemon Grove
F. D. Becker, Sunnyside
Gilbert Gilbertson, 3015 Fairmont Ave., E. San Diego
Mrs. G. Gilbertson, " " " " "
L. W. Baker, Curtis Apts., 5th & Kalmia St.s
Julius Deggleman, Escondido.

DAIRY SCHOOLState Ledger No.
County No. 35

C. L. Weston, Mission Valley, San Diego
 Morris C. Allen, Bonita.
 Clayton R. Grice, Ramona
 L. W. Smith, Barrett
 Emil Mehl, R. R. 2, City
 H. B. Cobb, City
 E. H. Webb, Escondido
 Russell S. Cox, San Marcos
 L. G. Lienhard, Del Mar
 Eugene L. R. Miller, Valley Center
 L. L. Jewett, 911 Third St.
 M. H. Arnold, 1040 B St.
 H. H. Von Seggern, Escondido
 Everett Peet, Escondido
 Walter Bishop, Santee
 B. G. Crass, Mission Valley, San Diego
 James Ballantyne, Santee.

On June 5, eight follow-up farm visits were made on poultrymen who had attended the January school.

27 Farm Account Books have been distributed in the county.

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Sept 13th 1922 James E. Ziegler
Farm Adviser

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M. H. Arnold, 1040 B St.
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M. Lowthian, 3975 Cleveland Ave.
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