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Letter from W. T. Spanton to all Head State Supervisors of Agricultural Education, State FFA and NFA Advisors, and Executive Secretaries

W. T. Spanton

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FEDERAL SECURITY AGENCY
Office of Education
Division of Vocational Education
Washington 25, D. C.

March 21, 1949

N O T E

Sent to: All Head State Supervisors of Agricultural Education,
State F.F.A. and N.F.A. Advisers, and Executive
Secretaries.

Sent by: W. T. Spanton, Chief, Agricultural Education Service.

Subjects: I. Hotel Reservations for Official Delegates to
1949 F.F.A. Convention.

II. American Farmer Degree Applications.

III. Foundation Report Forms.

IV. Directories of Supervisors and Teacher Trainers.

V. Distribution of Foundation Bulletins.

I. Hotel Reservations for Official Delegates to 1949 F.F.A. Convention.

The President Hotel will again serve as the headquarters hotel. They, however, have agreed to house only F.F.A. National Officers, F.F.A. Advisory Council members, the two official F.F.A. delegates from each State (two to a room) and especially invited guests.

All requests for room reservations for the two official delegates only (two from each State and two to a room) should be made by the Head State Supervisor of Agricultural Education in each State, direct to Mr. Frank J. Dean, President of Hotel President, Kansas City, Missouri. This request must be made on the enclosed mimeographed letter, addressed to the Hotel President, which bears my approving signature, and must be properly filled in and signed by the Head State Supervisor. Copies of this letter are being sent in duplicate to Head State Supervisors, so that one copy can be sent directly to the President Hotel, and the second copy given to the two official delegates to serve as their identification when they arrive in Kansas City and register at the hotel.

Mr. Frank J. Dean, President of the Hotel President, advises me that he is personally taking charge of all official F.F.A. delegate reservations and that no reservations nor room assignments will be made without adherence to the above procedure.

II. American Farmer Degree Applications.

Under the provisions of the F.F.A. Constitution, all applications for the American Farmer Degree are due in the National Office, on or before July 1, 1949.

Last year several otherwise excellent applications were rejected by the Board of Trustees and Advisory Council on the ground that the records were "incomplete" as required by the Constitution, since Column (D) of page (2) of the application was not filled in to show the value of "student self-labor".

In view of the fact that no change was made by the Board of Trustees in the application form for the current year, this item should be checked very carefully in State offices to make sure that the "value of self-labor" (actual or estimated) is included in all applications before they are submitted to the Board of Trustees for final approval.

Also, the item "Amount actually received by the candidate" which appears in Column (F) on page (2) of the application does not seem to be generally understood. What is called for in this column is, the actual amount of money the boy received as his own from the project. For instance, if the boy's dad gave him all of the feed for a large swine project, the market value of this feed should be charged against the project in Column (B) on page (2), to determine the true value of labor income, but if the value of feed given to the boy amounted to, say \$200.00 for example, Column (F) would exceed Column (E) by \$200.00. On the other hand, if, after the close of the project, the dad decided to keep for himself all or any part of the labor income shown in Column (E), in that case the amount to enter in Column (F) would be reduced to zero, or by whatever amount the dad withheld.

Your attention is also called to the fact that all applicants for the American Farmer Degree must "have in operation" an outstanding supervised farming program during the current year. (See instructions top of page (3) of application blank.) Some applicants were rejected last year because this item was omitted.

III. Foundation Report Forms.

Enclosed herewith are two copies of the Special Certification form for use of States in requesting reimbursement to State Associations of F.F.A. from Foundation funds, when and if, State Associations have taken advantage of the provisions to issue checks on their State F.F.A. treasuries as provided in the revised policies approved by the Board of Trustees at its January, 1949, meeting. (See the second sentence in paragraph (3), page (12) of the Foundation Bulletin No. 3, copies of which you have already received.) Additional copies of these special certification forms should be re-mimeographed in State offices as needed.

Also enclosed are two copies of the revised certification form for use in certifying winners of Foundation awards, when requests are made for Foundation checks to be issued directly by the Foundation to the winner of the award, as in the past. The only difference between this form and the one which has been used previously, is that the names of the several award winners can, if desired, all be certified on the same application form. Additional copies of this certification form should also be re-mimeographed in State offices as needed.

Two copies of each of the official application forms for securing information from applicants for the "Dairy Farming", "Farm Mechanics", "Farm Electrification" and "Soil and Water Management" awards are also enclosed. The use of these official forms within a State as a guide for the selection of your State winner is optional. However, if you wish to have your State winner given consideration for National and Regional awards, these applications must be sent to the National Office in order to provide some equitable basis of comparison for the selection of National and Regional award winners. In addition, these applications must be in the National Office on or before July 31, 1949, if they are to be given consideration by the judges in the final selection of National and Regional award winners.

In addition, these applications must be accompanied by the official certification forms (Forms 1 or 2) filled out in duplicate, accompanied by pictures and a brief story of accomplishments as a basis for issuing the Foundation check to the individual or State Association, for having won the State Award.

IV. Directories of State Supervisors and Teacher Trainers.

Revised directories of all supervisors and teacher trainers in the United States, made up from the latest lists of these individuals which have been received from the States, are being sent to all supervisors and teacher trainers under separate cover. Please notify us of any corrections that should be made.

V. Distribution of Foundation Bulletins.

Copies of each of four Foundation Bulletins recently issued, namely, "Fourth Annual Report", "Information and Statement of Policies", "Program for the Current Fiscal Year", and Bulletin No. 4 "F.F.A. National Contests" have recently been sent to all supervisors, teacher trainers, and teachers of vocational agriculture in the United States. A few hundred extra copies of each are still available for trainees in teacher training classes and for other purposes on request.