

IOWA STATE COLLEGE OF AGRICULTURE
AND MECHANIC ARTS
EXTENSION SERVICE

AGRICULTURE AND HOME ECONOMICS

A-322

AMES, IOWA

October 27, 1944

TO SOIL CONSERVATION SERVICE AND EXTENSION PERSONNEL:

It has always been the desire and policy of the Soil Conservation Service and the Agricultural Extension Service to maintain and improve the cooperation between the two services in soil conservation work.

We commend our joint staffs on the cooperation that has been developed in this state. To bring this about the attached general plans and procedures in regard to work and spheres of activity have been issued.

1. How the Extension Service Can and Does Cooperate with the Soil Conservation Service in Developing a Soil Conservation Program for Iowa.
2. How the Soil Conservation Service Cooperates with the Iowa Extension Service in the Soil Conservation Program.
3. Attaining Soil Conservation Through Neighborhood Groups.
4. Agreement with County Soil Conservation Districts.
5. Duties and Responsibilities of Extension Soil Conservationist.
6. Duties and Responsibilities of Agencies Concerned with Soil Conservation Districts.
7. A Policy Statement on Relationships Between the Soil Conservation Service and the Extension Service.
8. Farm Tests on Contouring Corn, Soybeans and Small Grains in Relation to Runoff, Erosion and Yield.

We are pleased with the record thus far. We believe, however, that better and more effective cooperation can be developed on the state, district and county basis and the following procedures are suggested with that end in view.

(1) State Soil Conservation Advisory Committee

For a year and a half the State Soil Conservation Advisory Committee has been meeting on the first Saturday morning of each month. At these meetings a quite complete record is kept not only of all actions and plans developed, but also a record of problems discussed. The minutes of the immediately preceding meeting are always read at the opening of each meeting. This procedure has been found to be most helpful in keeping state committee members fully informed and in actually getting work done.

#2.

On at least two occasions during the past year the Soil Conservation Advisory Committee has met with the State Soil Conservation (District Law) Committee in order to bring about cooperation between the two.

(2) Works Committee

Since Soil Conservation work covers a rather wide range of topics the Advisory Committee appointed a committee of specialists and administrators made up of departmental representatives as follows: Agronomy, Agricultural Engineering, Forestry, Animal Husbandry, Economics, Extension Soil Conservationist, Soil Conservation Service and Extension Supervisors and Administrators to advise it on technical matters.

(3) Conferences of supervisory and administrative staffs

Arrangements are being completed for regular conferences to be held between Extension and Soil Conservation Service supervisory and administrative staffs. This will include the State Soil Conservationist, Assistant State Soil Conservationist and District Conservationists, representing the Soil Conservation Service; the Extension Director, Assistant Directors, Supervisors of County Extension Directors and the Extension Soil Conservationist representing the Extension Service. These conferences will be held in order that each may be fully informed as to the activities of the other relative to soil conservation. Just how often these conferences are held will be determined through trial. Our belief is that at least three should be held during the year and that a record should be kept of such conferences.

These conferences are in addition to and do not take the place of technical conferences held between specialists and technicians of the College and the Soil Conservation Service personnel.

(4) County Soil Conservation Program Development

In counties with a soil conservation district a special effort should be made to maintain and improve cooperation and unity of purpose among the Soil Conservation District, the Agricultural Extension Service, the Soil Conservation Service, the County Farm Bureau and any others concerned with the soil conservation program.

The district commissioners according to the State Districts Law are responsible for developing and carrying out the soil conservation district program. However, the Extension Service, because of the responsibility placed on it to develop the educational and demonstration program and the memorandum of understanding between the two agencies, is expected to provide leadership and assistance in initiating and developing one coordinated general cooperative educational and demonstrational soil conservation program for the county. Likewise, the Soil Conservation Service is expected to provide leadership and assistance in the action phases of the program.

Cooperation among the foregoing agencies and also of any other agencies (AAA for example) or groups is very essential to the success of the county program.

Representatives of the above groups should meet several times a year to review progress, discuss problems and to develop policies and plans.

(5) Regular Conferences of Personnel in the County

After the Soil Conservation program has been agreed upon in the county it is suggested that Extension and Soil Conservation Service personnel, together with others they wish to invite, meet at regular intervals to effectuate plans. It is suggested that this group keep a complete record of all actions and plans agreed upon and also of all important discussions. This group might well be called the works committee on the county basis.

It is believed that this committee should meet quite often, at least every month, preferably oftener, unless experience indicates differantly. We sincerely believe that this method of procedure will greatly increase the efficiency of the work and will be a time saver to all concerned.

Specialists, technicians and administrators outside of the county who are giving much time to soil conservation matters should be called in as needed for consultation and advice.

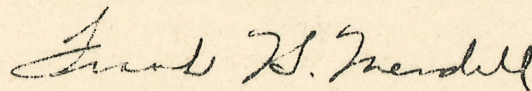
From time to time as often as seems necessary, the chairman of the Conservation District Commissioners and the County Extension Program Development Committee should meet with the Works Committee.

Since all soil conservation work settles down principally to a farm basis, the County Works Committee is tremendously important to the success of the program.

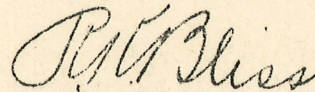
We will be pleased to receive reports of plans which you develop and which will be helpful to the program.

We are offering these suggestions in the hope and belief that they will help greatly in making the efforts of both the Soil Conservation Service and the Extension Service more effective.

Very truly yours,



State Soil Conservationist



Director

(c) General Principles of Development in the County

After the Soil Conservation program has been started in the county it is suggested that the Soil Conservation Service be invited to meet with officials of the county to discuss the program. It is suggested that this group keep a definite record of all studies and plans made upon and also of all important discussions. This group should be called the "County Committee on the Soil Conservation Program".

It is believed that this committee should meet at least once a month, preferably on a regular basis, unless experience indicates otherwise. It is suggested that this method of procedure will greatly increase the effectiveness of the work and will be a time saver to all concerned.

Scientists, technicians and administrators outside of the county who are giving much time to soil conservation matters should be called in as needed for consultation and advice.

From time to time as often as seems necessary, the chairman of the Conservation District Board and the County Extension Director should meet with the County Committee.

Since all soil conservation work centers down principally to a few points, the County Committee is particularly important to the success of the program.

It will be planned to receive reports of progress from the various groups which will be helpful to the program.

We are offering these suggestions in the hope and belief that they will help greatly in making the efforts of both the Soil Conservation Service and the Extension Service more effective.

Very truly yours,

W. H. Jones

State Soil Conservationist

W. H. Jones
Director