

UNIVERSITY OF MINNESOTA
COLLEGE OF EDUCATION

DEPARTMENT OF AGRICULTURAL EDUCATION
UNIVERSITY FARM, ST. PAUL

March 25, 1953

Mr. A. A. Heckman
Executive Director
Hill Family Foundation
W-500 First National Bank Building
St. Paul 1, Minnesota

Dear Mr. Heckman:

Attached is the proposed budget for the Cooperative Project in Adult Education in Agriculture for the period from April 1, 1953 to June 30, 1954.

You will note that the budget is set up to cover a fifteen month period. We are doing this in order that we might begin immediately and at the same time permit adjustment to the fiscal year of the University after the first three months.

We learned that there would be a charge by the University at eight per cent for "overhead". This is included. We had not planned on this item in setting up our initial request for support.

In your letter of March 18 you indicated that funds are usually made available at six month intervals and that semi-annual progress reports are made. I wonder if you would consider making available the sum of \$11,750.00 for a nine month period as the first step? If you wish, we would be glad to make a report at the end of the first three months and each six months thereafter. The initial amount for the first nine months will enable the project to fit into the University's accounting system. This is not a serious problem and we will be guided by your wishes in the matter.

We have interested Mr. Lauren Granger in the position of project coordinator. He was the unanimous selection of Mr. Cochran, Mr. Nedland, Mr. Pond, and me. Mr. Cleland was out of town and not able to attend the meeting, but I feel sure he will agree with the committee's action.

We are anxious to proceed and are hopeful of obtaining significant improvement in our adult education program for farm people. Permit me to once again express our thanks to the Hill Family Foundation for its support.

Very truly yours,

Hilo J. Peterson, Head
Agricultural Education Department

HJP:dcr

BUDGET FOR PERIOD FROM APRIL 1, 1953 - JUNE 30, 1954

DEPARTMENT 9003, LOUIS W. AND MAUD HILL FAMILY FOUNDATION

Budget 4800, overhead charged by University of Minnesota @ 8%	\$1,449.00
Budget 2800, supplies, travel, expenses	2,800.00
Budget 1800, salaries	
Item 1. Lauren Oranger, Lecturer (Coordinator)	AT 8,000.00
2. Shirley Morins, Secretary	AT 3,165.00
3. _____, Clerk	AT 2,550.00
4. Miscellaneous Help	1,600.00
Total for first fifteen months:	\$19,564.00
Amount requested from the Louis W. and Maud Hill Foundation for first nine months:	\$11,750.00
Estimated amount for April 1, 1953 - June 30, 1954:	\$19,564.00
Estimated amount for July 1, 1954 - June 30, 1955:	13,618.00
Estimated amount for July 1, 1955 - June 30, 1956:	13,618.00
TOTAL:	\$46,800.00

The above includes a preliminary breakdown of the amount granted in support of the Cooperative Project in Adult Education in Agriculture. This is tentative and subject to revision in amount and as to items in order to provide for adjustments to meet salary and other changes including the 8% charge for "overhead" to the University.