

# 1964 UNITED STATES CENSUS OF AGRICULTURE

FARMS  
FARM CHARACTERISTICS  
LIVESTOCK AND PRODUCTS  
CROPS  
FRUITS  
VALUES



VOLUME 3 PART 1

## Data-Collection Forms and Procedures for Census and Related Surveys

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Reports for the 1964 Census of Agriculture

#### Preliminary reports

These six page reports, issued for each county and State, contain totals for farms, farm acreage, farm operators, land in farms classified by use, land-use practices, equipment and facilities, expenditures, use of agricultural chemicals, poultry, livestock, poultry and livestock products, and crops harvested, including fruits and nuts, nursery and greenhouse products, and forest products.

#### VOLUME I. STATE AND COUNTY STATISTICS

A separate part will be issued for each State, Puerto Rico, Guam, and the Virgin Islands.

#### VOLUME II. GENERAL REPORT

Statistics by subject will be presented, with totals for the U.S. regions, geographic divisions, and States.

#### VOLUME III. SPECIAL REPORTS

These reports will present data for supplementary surveys for farm workers, hired farm workers, and for the 1965 Sample Survey of Agriculture.

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#### PREFACE

The enumeration forms used in the 1964 Census of Agriculture and in the surveys which were taken to supplement it are presented here together with a brief description of the census field procedures. The variations of census procedures and forms used in the 50 States and in Puerto Rico, Guam, and the Virgin Islands are included. Forms and procedures used in experimental census pretests and in evaluation checks are not presented.

This publication was prepared by the staff of the Agriculture Division, with major contributions by **Orvin L. Wilhite** and **Helen Turner**, and by **Elma Beynon**, Census Historian, with the assistance of the staff of the Statistical Reports Division and many other persons throughout the Bureau of the Census.

# 1964 <sup>OF</sup> UNITED STATES CENSUS AGRICULTURE

## Volume III, Part 1

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# DATA-COLLECTION FORMS AND PROCEDURES FOR CENSUS AND RELATED SURVEYS

## Introduction

**Scope of the Census.**—The data obtained from the basic agriculture questionnaires used for the nationwide census included:

1. A count of farms, by size, tenure of operator, type, and economic class.
2. An inventory of agricultural land and the manner in which it was used in 1964.
3. The amount of each farm product produced and sold.
4. An inventory of the kinds and numbers of livestock and poultry on farms and a record of sales of livestock and poultry (and their products) for the year.
5. A count of the farms with such facilities as telephones and home freezers, as well as a count of important farm machines and equipment, such as tractors, motor-trucks, and corn pickers.
6. A record of the number of people living in the house of the farm operator, their relationship to the operator, their age, sex, education, days worked off the place, and their income from wages, nonfarm business, and other sources.
7. A record of the important cash expenditures made by farmers during 1964.

The detailed questions asked in each of the 50 States are shown in Table 2, "Composite Agriculture Questionnaire: 1964." In Puerto Rico, Guam, and the Virgin Islands, there were differences in the size of agricultural operations enumerated as well as variations in the questionnaires. (See questionnaires, pp. 34-42.)

Beginning in April 1965 and continuing through March 1966, a sample survey was conducted for the purpose of obtaining weekly data regarding hired farm workers and for

persons living in the farm operator's household. In 1966 there was a sample survey of agriculture and a landlord farm debt survey. (See questionnaires, pp. 46-64.)

**Date of Enumeration.**—In the United States, except for Alaska, the enumeration of the nationwide census of agriculture was begun on various dates between November 9 and November 23, 1964. In Alaska the enumeration started on October 5, 1964. The beginning date was planned to follow the close of the harvest season in a State or a portion of a State. Enumerators' work assignments were planned so as to give each enumerator about three weeks of employment. Generally the enumeration was completed within one month except for those farms for which the questionnaires were obtained by correspondence from the central processing office.

In Puerto Rico, Guam, and the Virgin Islands, the census of agriculture was conducted in the fall of 1964.

**Organization of the Census.**—The Agriculture Division, under the direction of the Assistant Director for Demographic Fields, was responsible for the technical planning of the census of agriculture. Other divisions and offices of the Bureau cooperated in various aspects of the program. The U.S. Department of Agriculture and a number of users of census data recommended questions to be asked in the census and related surveys. These recommendations and the plans for the statistics to be published were reviewed by a Special Advisory Committee for the 1964 Census of Agriculture comprising representatives of the major farm organizations, State departments of agriculture, State agricultural colleges, the U.S. Department of Agriculture, and other major users of census of agriculture statistics.

## SPECIAL REPORTS

The enumeration in the 50 States was done through the 12 regional offices of the Field Division of the Census Bureau. These regional field offices recruited program supervisors and technicians to work in the offices during the census period, and also appointed 117 temporary Agriculture Field Assistants. For the purpose of conducting the agriculture census of Puerto Rico, a temporary district office was established in San Juan.

The principal duties of the Agriculture Field Assistants were (1) recruiting crew leaders to train and direct the enumerators, (2) arranging for crew leader training space, (3) obtaining local publicity for the census, and (4) assisting the Regional Field Directors in handling administrative problems as they arose during the census. As their jobs required constant travel, they were not provided with an office or clerical assistance.

First-line supervision was the responsibility of 1,823 crew leaders who recruited, trained and assigned enumerators, reviewed completed work for acceptability, and approved enumerators' claims for payment on the basis of the review. Crew leaders reported progress, hours of work, and miles of travel directly to the regional offices.

There were approximately 37,000 enumeration districts, each consisting of a part or the whole of one or more local administrative areas—townships, precincts, wards, census county divisions, and the like. Since the enumeration districts were laid out so as not to cross boundaries of any of the statistical areas for which data were to be tabulated, some enumeration districts were too small to provide three weeks employment for an enumerator. Often, therefore, two or more enumeration districts were combined into one enumerator assignment (EA), usually containing from 100 to 250 farms. There were 22,899 EA's established in the 50 States with an average of 13 enumerators and EA's to each crew leader.

The Bureau's permanent Census Operations Office at Jeffersonville, Ind., was used to handle storage and processing operations, distribution of reports, and clerical operations connected with the census. All the materials to be used for the census training and enumeration were sent to the Jeffersonville Census Operations Office as soon as they were prepared. They were stored there until needed, then distributed through the Crew Leader Training Centers. After the enumeration, the crew leaders mailed

the completed enumeration records and questionnaires directly to the Jeffersonville Census Operation Office for processing without passing these materials through the regional offices.

### 1964 Census of Agriculture

The basic agriculture reporting form, the Agriculture Questionnaire (AI), was distributed by the post office a week or two before the census was to begin in the 48 States of the conterminous United States and in Hawaii. About 8 million questionnaires were distributed to rural box holders (not all of whom were farmers). A letter printed on the form requested the cooperation of the box holder. He was asked to fill in the questionnaire if he operated a farm or ranch or conducted specific agricultural operations and to give the completed questionnaire to the enumerator.

The enumerator was instructed to ask at each household for the questionnaire that had been received in the mail, to review the entries that the respondent had made, and to correct and complete them as necessary. If an agriculture questionnaire was required and the respondent did not have one, the enumerator used one from his supply.

The enumerator was not given the precise definition of a farm, but was instructed to obtain an appropriately filled-in questionnaire from every place considered by its operator to be a farm, and for every other place which had had one or more of the following agricultural operations at any time during the year:

1. One or more head of cattle, 4 or more hogs, 30 or more chickens, or 30 or more turkeys or ducks were kept.
2. Any grain, hay, tobacco, or other field crops were grown.
3. A combined total of 20 or more fruit trees, grapevines, and planted nut trees were on the place.
4. Any vegetables, berries, or nursery or greenhouse products were grown for sale.

After the questionnaires for these places were filled, a computer editing program determined which of them represented farms under the definition adopted for this census.

A separate version of the agriculture questionnaire was used for each State. For Texas two versions were used, one for south Texas and the other for the remainder of the State.

## DATA COLLECTION PROCEDURES

The principal variations among the questionnaires used for various States were in questions on crops harvested. Other differences were in questions relating to summer fallow, irrigation, individual forest products, maple sirup, goats and mohair, butter churned, and crops fertilized. For question 307 and all subsequent numbered questions, answers were required for only a sample comprising all farms having 1,000 acres or more and one-fifth of all other farms.

A listing form was used in the 50 States to insure full coverage and to assist the enumerator in determining when to fill in an agriculture questionnaire. On this A2 listing form (reproduced on p. 43) the enumerator was to list, in accordance with prescribed procedures, the heads of households living in his enumeration district and persons not living in the enumeration district but having agricultural operations there. Then, through screening questions, the forms indicated (1) whether an agriculture questionnaire was required, (2) whether this enumerator or some other enumerator was to get the questionnaire, (3) when a callback had to be made, to complete the questionnaire, and (4) whether the crew leader had to take some action to complete the enumeration. Forms A2 were bound into a Record Book (form A9) which also contained Form A11, Travel and Work Record; Form A12, Enumerator's Reimbursement and Payroll Voucher; and a supply of Form A14, Enumerator's Daily Report Postcard.

In Alaska and Guam the agriculture questionnaire was mailed to all known farm operators in advance of the enumeration. In Puerto Rico the questionnaire was distributed in advance of the enumeration only to operators of farms of 200 or more cuerdas (194 or more acres).

There were two groups of enumerators in Puerto Rico. Farms comprising 200 or more cuerdas and specified large dairy, beef cattle, hog, and poultry operations were enumerated by specially trained enumerators most of whom were college graduates or experienced in the collection of data from farmers. All other farms were enumerated by a separate group of enumerators. Data for very small farms (parcelas) were recorded in a listing book carried by the enumerator (see reproduction of listing form, p. 44); data for other farms of less than 200 cuerdas were recorded by the enumerator on the agriculture questionnaire (Cuestionario para Finca).

### 1965 Sample Survey of Agriculture

The 1965 Sample Survey of Agriculture was undertaken to provide additional and more detailed data which were not obtained in the 1964 Census of Agriculture and for which U.S. totals would be reasonably satisfactory. The data obtained in the survey include information regarding new agricultural practices, farm equipment and machinery on farms, the purchase of automobiles, motor trucks, and farm equipment by farm operators, the use of insecticides and pesticides, the use of gasoline and other petroleum products, the construction of new farm buildings, and the amounts and sources of debt owed by farm operators.

The 16,000 farms included in the 1965 Sample Survey of Agriculture were selected primarily from lists of farms enumerated throughout the United States in the 1964 Census of Agriculture. The basic sampling rate for farms in the survey was approximately 1 in 400 with some variation of sampling rates for vegetable, fruit, and nursery farms. Farms with large volumes of farm products or expenditures for hired labor in 1964 were sampled at higher rates; these farms comprised about half the sample.

The 1965 Sample Survey of Agriculture was conducted by mail in February 1966, with personal followup, as necessary, to obtain missing information. Each of the 12 regional offices designated a staff member to be the program supervisor for the sample survey. There were approximately 200 enumerators; they were given a 2-day self-study training course and then worked two or three weeks in covering their assignments. Most of these enumerators were Current Population Survey enumerators or had previously worked on the 1964 Census of Agriculture.

The Nation was divided into three areas of enumeration—Northern, Southern, and Western—with a variation of the basic questionnaire for each. (See pp. 46-57.)

### Landlord Farm Debt Survey

In 1966 a sample survey was undertaken for the purpose of obtaining data on debts related to their farmland for the landlords of those operators included in the 1965 Sample Survey of Agriculture who operated rented land or managed land for others. This survey was conducted by mail using Form A7 (See pp. 58-60.), with personal followup as necessary.

## SPECIAL REPORTS

### Special Farm Labor Surveys

Two special surveys were undertaken to obtain data on the number of persons employed on farms and the hours they worked. Inasmuch as the number of persons employed on farms is affected by weather and seasons for planting, harvesting, and the like, data relating to farm employment in the 1964 Census of Agriculture were limited to the number of regular workers and cash expenditures for hired farm labor. The two special farm labor surveys obtained data on persons performing farm work, by weeks, for a 12-month period beginning April 1965.

The Special Survey of Farm Workers, using form A8A (see pp. 63 and 64), obtained hours of farm work, hours of farm work for cash wages, and hours of off-the-farm work for one week for each person 10 years old and over living in the house of the farm operator and

for other farm workers. The sample for this survey comprised approximately 8,500 farms selected from records of the 1964 Census of Agriculture in 447 primary sampling units comprising 838 counties. The sample was limited to farms with a cash expenditure of less than \$10,000 for hired farm labor in 1964.

The Special Survey of Hired Farm Workers, using form A8 (see pp. 61 and 62), obtained information on the number of hired workers, hours of work by hired workers, and number of workers by method of payment, for a sample of approximately 4,500 farms selected from records of the 1964 Census of Agriculture. Only farms with a cash expenditure of \$10,000 or more for hired farm labor were included in the sample. The sampling rate for these farms varied according to the amount of the expenditure reported for hired farm labor in 1964; all farms with expenditures of \$100,000 or more in 1964 were included in the sample.