



Let's "Farmer" It Out! VSU-SFOP-LRVBFRP Learning Series: HEIRS PROPERTY
Alexander, E., Jackson, N., Nartea, T. Custis, F., Snapes, K., Gunn, M., Miller, S., VSU-SFOP 2024

Use this checklist to as you complete this worksheet

- Do you have a Family Tree? If not, then you can use Ancestry.com**

- Do you have a 100% agreement for all on the family tree-- Contact Info, for everyone-on the family tree-Full legal name mailing address, email, phone?**

- Last Deed on Record**
Check for discrepancies See Courthouse

- Appraisal of land (tax value of property)**

- Ask if they have a will, add your interest in heir's property in the will and who it goes to**

- Have you conducted family meetings on the intentions for the land?**

- Are you going to sell it?**

- Birth Certificates**

- Medical Power of Attorney in Place**

- Unpaid Debt Issues**

- Marriage License**

- Divorce Decree**

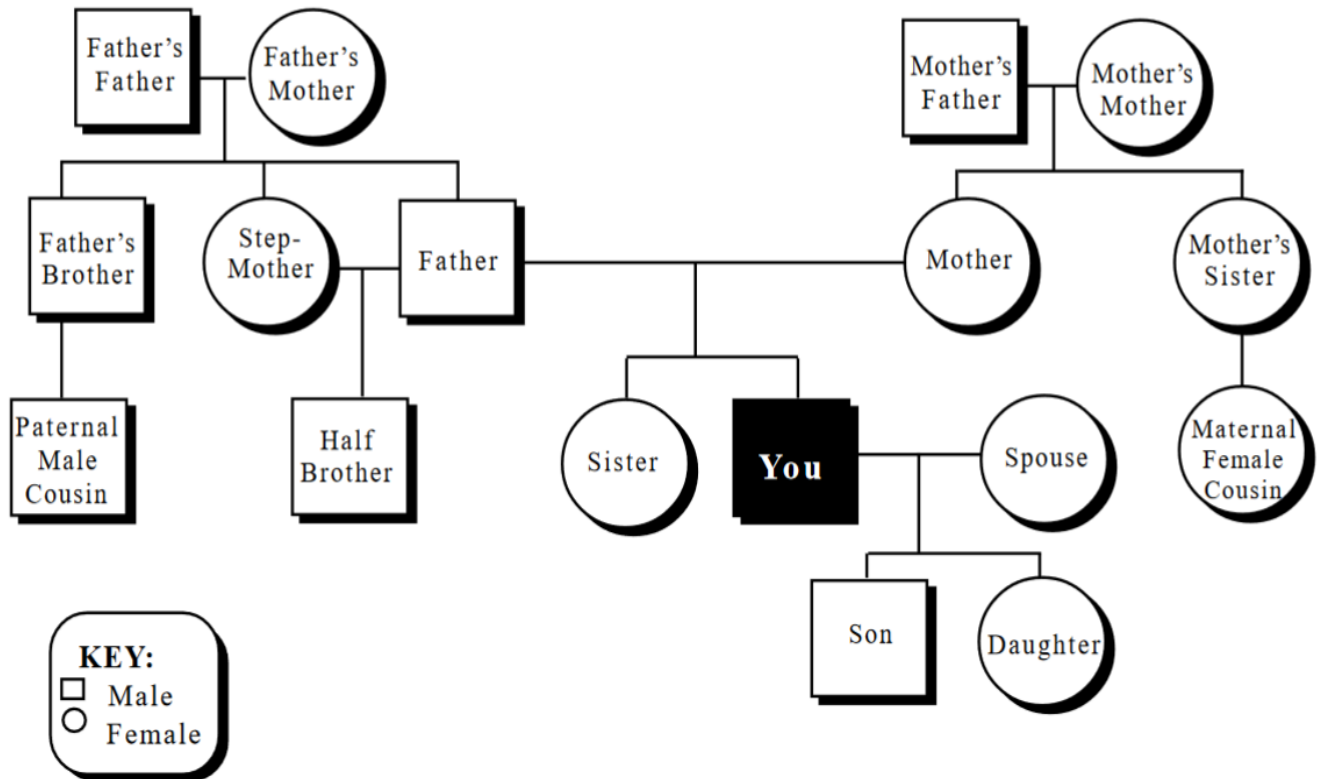
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Participant Question: Who are my family's property heirs?

Step 1. Let's Make My Family Tree!

There are many ways to draw your family tree. Here is an example:



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Virginia State University, and the U.S. Department of Agriculture cooperating. Michael S. Gutter, Director, Virginia Cooperative Extension, Virginia Tech, Blacksburg; Robert Corley III, Administrator, 1890 Extension Program, Virginia State University, Petersburg.

Note the very first step is so important! You must take time to make your family tree.

Here are simple directions from [Rutgers University](#) on drawing your family tree:

Draw a square for each male and a circle for each female.

If a couple is married, draw a horizontal line between them.

If a couple has children, draw a vertical line. On the row below, enter the symbols for each child, listing the children in chronological order with the oldest to the left. Show that the siblings are related by connecting each of them to a horizontal bar (see illustration). Be sure to list all siblings, including those miscarried or stillborn.

Continue the process, entering extended family members. Remember to keep all members of the same generation on the same row.

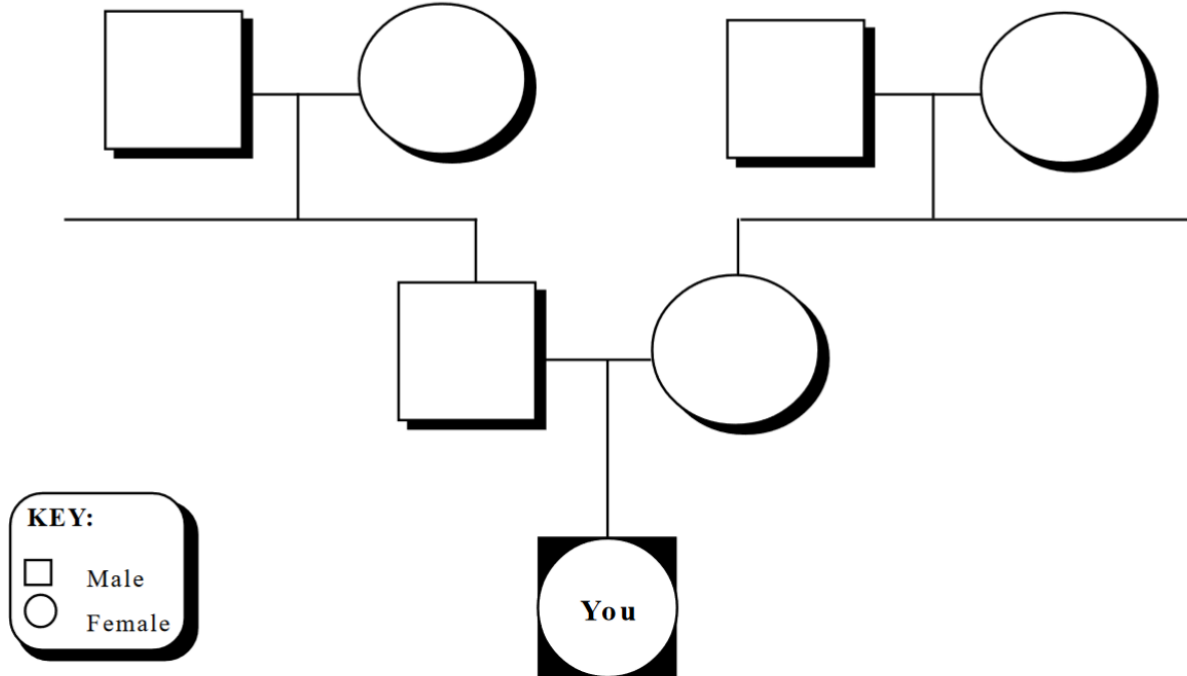
To make your family's pedigree even clearer, be sure to note special circumstances such as divorces, half- or step-siblings, or children who entered or left the family through adoption.

Let's Practice!



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Participant Question: How do I reach my family's property heirs?

Step 2. Use table below to write in contact information for your family tree:

Name	Phone	Email	Mailing Address



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Name	Phone	Email	Mailing Address

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REFLECTION TIME

Are there missing pieces from your family tree and list of contact information? What will you do to find out that information?





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1. _____
2. _____
3. _____
4. _____
5. _____

Where can you find more information on your ancestors?

Free Genealogy Search: <https://ancestorrecords.org>

Family Search: <https://www.familysearch.org>

National Archives: <https://www.archives.gov>

Write below any thoughts you have after checking out the ancestry websites listed above:

Participant Question: How do I reach my family's property heirs?

Step 3. Obtain the Last Property Deed on Record.

To obtain the last recorded property deed contact your local county courthouse by reviewing directory here:

<https://www.vacourts.gov/directories/circ.pdf>

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Write below the Contact Info for the Person Who Gave You Deed:

NAME: _____
TITLE: _____
OFFICE ADDRESS: _____
PHONE: _____
EMAIL: _____

Participant Question: Are there differences in what the last property deed states and what I thought the property size was?

Step 4. Write your property's GPS Coordinates, below:

Step 5. Using Google Earth, measure the land indicated in your GPS Coordinates.

NOTE: [ATTRA-NCAT](#) suggests watching the following YouTube Videos to learn how to use Google Earth Pro to create a map

[Program Installation and Basic Navigation](#) (12 mins, 35 sec)

[Drawing Infrastructure, Measuring Distances and Areas](#) (14 min 54 sec)

[Making Contour Maps and Importing Soil Survey Information](#) (18 min 22 sec)

[More Applications for Farming and Ranching](#) (13 min 39 sec)

Did you find any discrepancies? Yes No

Participant Question: What is the value of the land?

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Step 6. Obtain a land appraisal and/or tax value of property

DIGGING DEEPER: Below is a list of other important information you should find out:

Do you have a will? Yes No

NOTE: If you have a will, be sure to add your interest in the property and note in the will who it will go to if you die.

If you do not have a will, you should begin preparing one. Review this lesson at: <https://njaes.rutgers.edu/money/pdfs/lesson-plans/DoE-Lesson-Plan-14-The-Purpose-and-Importance-of-Wills.pdf>

You may need these other documents:

Birth and Death Certificates of Heirs involved

Medical Power of Attorney in Place, if an Heir is not able to make legal decisions

Record of Outstanding Debts

There may be other items you need, please contact a lawyer. In Virginia you may obtain free legal assistance, please visit:

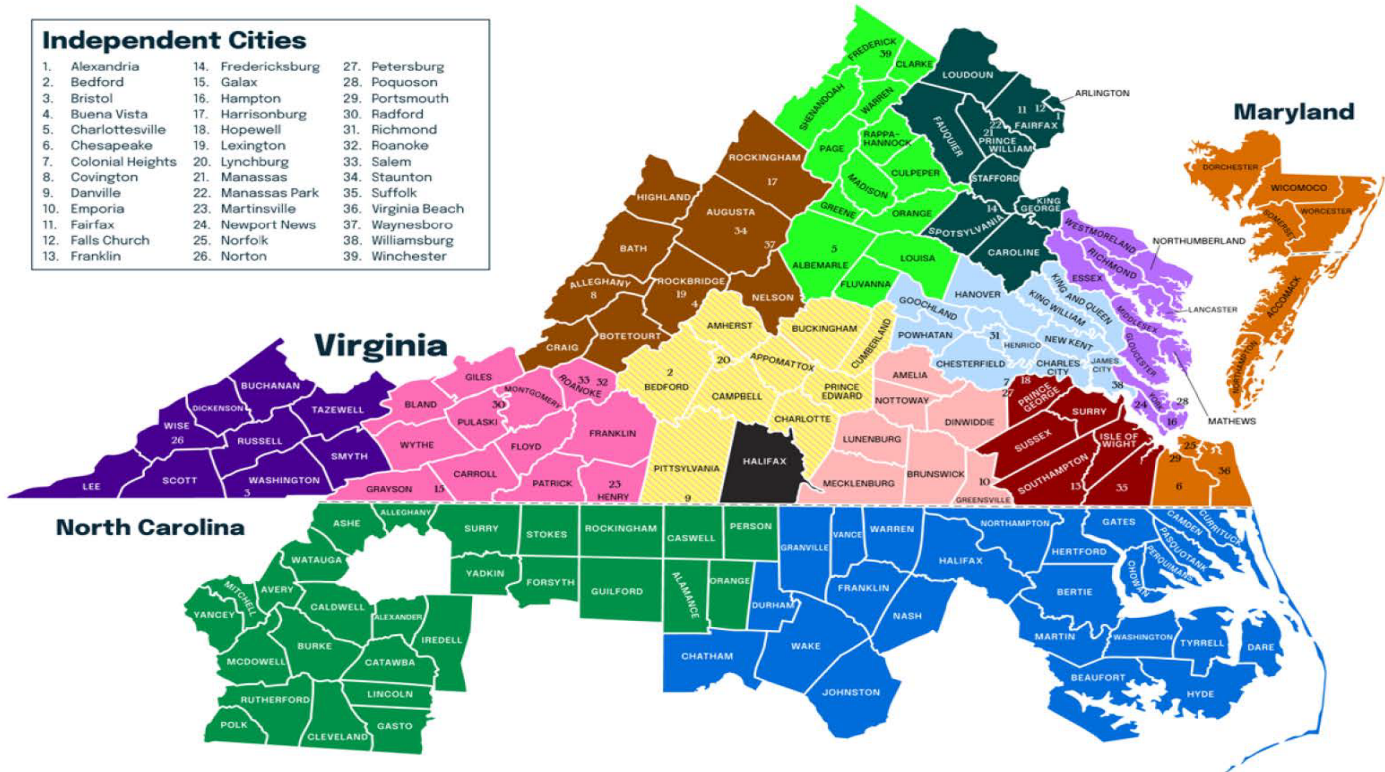
<https://www.valegalaid.org/>

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Contact Our Program Assistants

Independent Cities		
1. Alexandria	14. Fredericksburg	27. Petersburg
2. Bedford	15. Galax	28. Poquoson
3. Bristol	16. Hampton	29. Portsmouth
4. Buena Vista	17. Harrisonburg	30. Radford
5. Charlottesville	18. Hopewell	31. Richmond
6. Chesapeake	19. Lexington	32. Roanoke
7. Colonial Heights	20. Lynchburg	33. Salem
8. Covington	21. Manassas	34. Staunton
9. Danville	22. Manassas Park	35. Suffolk
10. Emporia	23. Martinsville	36. Virginia Beach
11. Fairfax	24. Newport News	37. Waynesboro
12. Falls Church	25. Norfolk	38. Williamsburg
13. Franklin	26. Norton	39. Winchester



Regional Program Assistants*

	Michael Carter Sr.	804-481-1163	mcarter@vsu.edu
	Ben Dukes	804-731-7916	bdukes@vsu.edu
	Leonard Elam	804-894-3095	lelam@vsu.edu
	Marilyn Estes	804-481-0485	mestes@vsu.edu
	Mandy Fletcher	804-892-0108	afletcher@vsu.edu

	Derrick Gooden	804-586-5352	dgooden@vsu.edu
	James Gibson	804-720-6826	jegibson@vsu.edu
	Vacant	804-524-3292	
	Forrest Hobbs	804-524-3292	fhobbs@vsu.edu
	Brent Noell	804-892-0140	bnoell@vsu.edu
	Cliff Somerville	804-892-4581	csomerville@vsu.edu
	Roland Terrell	804-892-4612	rterrell@vsu.edu

State Program Assistants

	Frederick Custis 804-894-0218 fcustis@vsu.edu <i>Agriculture Management Coordinator</i>
	Derrick Cladd 804-892-4489 dcladd@vsu.edu <i>Beginning Farmers</i>
	James Edwards 804-720-2588 jtedwards@vsu.edu <i>Military Veteran, AgrAbility</i>

	Barry Harris 804-720-6367 bdharris@vsu.edu <i>Conservation Practices</i>
	Tammy Holler 804-229-2730 tholler@vsu.edu <i>Nutrient Management</i>
	Wanda Johnson 434-632-9701 wjohnson@vsu.edu <i>Community Gardens, Food Services</i>
	Grace Summers 804-712-0093 gsummers@vsu.edu <i>NRCS, SFOP High Tech Tunnel</i>

Small Farm Outreach Program Office hours: Monday–Thursday, 8 am–5 pm, Friday, 8 am–noon. 95% of SFOP is out in the field.

*If you have any difficulty figuring out which region is yours, please call 804-524-3292 for clarification.