

## **VII. Public Map Submissions**

- A. The commission accepts redistricting plans drawn by individual citizens or organizations.
- B. Publicly submitted maps should comply with federal and state redistricting laws and commissioner adopted criteria.
- C. For each submitted plan, an individual or entity must provide:
  - (1) current contact information for the individual or entity making the submission, including name, address, telephone number, and e-mail address;
  - (2) a description of what goals the individual or entity aims to accomplish in the plan; and
  - (3) a written explanation for each congressional district in the plan of the mandatory and/or discretionary criteria used and how those criteria justify any deviation from the ideal district population.
- D.
  - (1) Although the commission encourages entities to submit electronic files, it will accept paper submissions.
  - (2) Submitted plans must be based on official Census geography (TIGER line) and P.L. 94-171 data.
  - (3) The commission staff will use Maptitude for Redistricting by the Caliper Corporation as their software for redistricting. Because redistricting plans submitted electronically must be imported into this software, the commission prefers that computer-drafted plans be submitted as equivalency files giving the census block to district assignments. These files may be submitted in .csv, .dat, .dbf., or .txt files.
  - (4) Plans may also be submitted as:
    - (A) Esri Shapefiles (.shp) or Caliper data files (.cdf or .dbd); or
    - (B) as links as links to a publicly available online map produced through online sites (for example: [www.districtr.org](http://www.districtr.org) or [davesredistricting.org](http://davesredistricting.org)).
  - (5) If the link includes an option to save a map as a Shapefile or block equivalency file, the staff will download the file for public record purposes. If the link does not include the option to save a map as a Shapefile or block equivalency file, staff will contact the individual or entity that submitted a map to obtain the data. If the staff is not able to obtain that data, the map will be preserved as a pdf or jpeg.
- E. Although the commission must consider the statewide impact of any local or regional state legislative district map, the commission will accept partial local or regional maps.
- F. All plans submitted to the commission become part of the public record and are open to any member of the public. If requested by the commission, staff will contact each organization or individual submitting a plan to verify authenticity.

**This procedure was further amended by the commission during the June 3, 2022, meeting. Please refer to the June 2022 version.**

The Montana Districting and Apportionment's Operating Procedure on Public Map Submissions  
Revised September 17, 2021

- G. The commission will focus first on completing a congressional redistricting plan within the 90-day timeline required by the Montana Constitution and encourages the public to focus on congressional plans until late 2021. However, the commission will accept state legislative plans at any time.
  
- H. The commission may revise the public map submission procedures at future meetings. If the procedures are revised, the commission staff will send out a notice to the commission's interested persons list (described in I.C. of these procedures) to inform the public of the revision.

**This procedure was further amended by the commission during the June 3, 2022, meeting. Please refer to the June 2022 version.**