The Montana Districting and Apportionment Commission's Operating Procedure on Public Map Submissions Revised June 3, 2022

## VII. Public Map Submissions

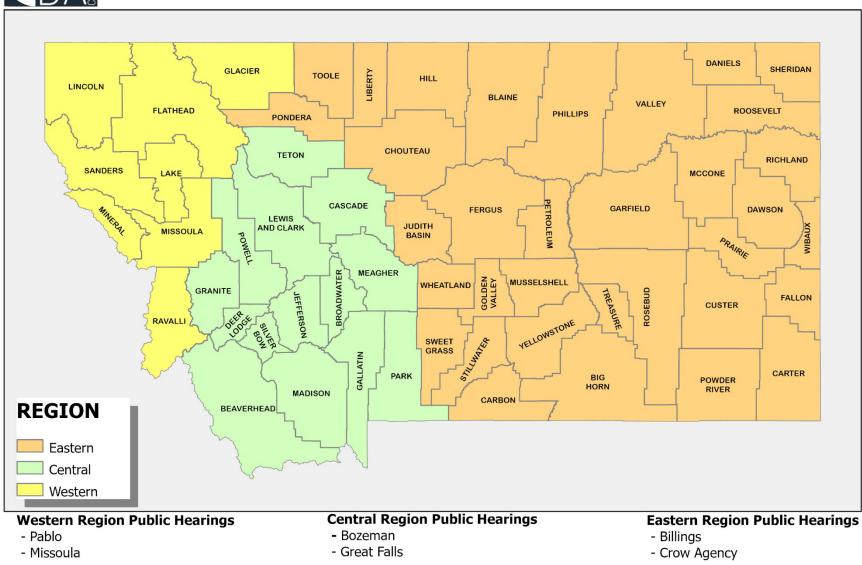
- A. The commission accepts redistricting plans drawn by individual citizens or organizations.
- B. Publicly submitted maps should comply with federal and state redistricting laws and commissioner adopted criteria.
- C. For each submitted plan, an individual or entity must provide:
  - (1) current contact 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 or 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. The Commission encourages the public to examine existing submitted maps before drawing a new map. There is no need to submit a map identical to an existing map. Providing a comment on an existing map is preferred.
- F. (1) 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.

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- (2) If drawing a new plan, a regional map containing several districts or a statewide map of all districts is preferred. The commission prefers to hear comments on regional maps that generally correspond to the location of the public hearings the commission is holding across the state.
- (3) The attached map displays three general regions, Western, Central, and Eastern, that correspond with regional public hearings that individuals may use as guidance for drawing a regional map. These regions are not restrictive, but can be viewed as guidance for regional map drawing. The regional maps do not reflect boundaries preferred by the commission.
- (4) If submitting modifications based on an existing proposal, the public is encouraged to note the differences from the existing map and identify the region or county to review.
- (5) The commission strongly encourages map submissions prior to July 15 so they can be considered prior to commissioner map proposals and public hearings. However, map submissions are welcome at any time pursuant to the rules of the commission.
- (6) Legislative districts must be as equal in population as is practicable. The ideal district population is 10,827. The commission shall remain within plus or minus 1% deviation, meaning districts should fall between 10,719 and 10,935, to be exceeded within federally allowable standards only for purposes of complying with the Voting Rights Act, maintaining political subdivisions, or other constitutionally mandatory criteria. The maximum average deviation of all House districts shall be no more than plus or minus 1% deviation. The commission may adjust this deviation if undercount analysis from the U.S. Census Bureau demonstrates that systematic undercounting occurred among identified geographic or demographic groups.
- G. 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.
- H. 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.
- I. 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.



## DISTRICTING & APPORTIONMENT COMMISSION REGIONAL PUBLIC HEARINGS



This map displays general regions that correspond with public hearings. Individuals may find regions helpful when drawing state legislative boundaries for just a portion of the state. These regions should be viewed as guidance for regional map drawing only and do not reflect any preference by the commission.