

# COI Submission Checklist

Add additional pages or edit this sheet if your map has more than five COIs.

COI 1 COI 2 COI 3 COI 4 COI 5

## AREA(S) OF INTEREST

**Community name.** Fill in with a descriptive name: *mining towns, people near the lake*, or even neighborhood or town names. Avoid names that are overly personal: *Brad's community* or *where I grew up*.

**Building blocks.** Color in precincts or block groups. Areas for a single COI can include anything from a few building blocks to whole counties or multiple cities.

**Description.** Include one or more interests that unite the COI. Description can range from a phrase to about a paragraph.

## IMPORTANT PLACE(S)

**Place name.** Fill in with an official or unofficial name.

**Description.** Complete with a phrase or a couple sentences about what makes this place important. If it's unclear or if you have overlapping COIs, note which COI the place is part of.

## SAVING AND SHARING

**Save map.** Click "Save" in the upper right corner. If you change your map after you save, make sure you click "Update." The button in the upper right should show "Saved."

**Tag and plan name.** Fill in the tag and a name for your plan and click "Tag your map." If you are working from an event page, the tag may come pre-filled. *Only applicable to some maps: not all map collection projects use tags and plan names.*

**Final check:** Map can be re-opened in another tab, with all COI areas, COI descriptions, and important places showing up.

