

How to Create Your Community of Interest (COI) Online

This document will explain how to submit your Community of Interest to the San Francisco Redistricting Task Force using [DrawMyCACommunity.org](https://drawmycacommunity.org) and the Task Force's [Community of Interest \(COI\) Public Input Form](#).

What is the Community of Interest (COI) Public Input Form?

To understand your community, the San Francisco Redistricting Task Force needs to know two things:

- Who your community is
- Where your community is

To collect this information the Redistricting Task Force created the [COI Public Input Form](#), which includes prompts to help you describe your community. The [COI Public Input Form](#) also includes an "Attachments" section where you can attach the files you create using [DrawMyCACommunity.org](https://drawmycacommunity.org).

How to Fill Out the COI Public Input Form

The [COI Public Input Form](#) includes questions about your community's mutual interests, and why your community should be kept together in San Francisco's new Supervisorial districts. There are no wrong answers to these questions! The only limitation is that your community should not be defined by its support for a political party, candidate, or incumbent. If you have trouble identifying your community, it may be helpful to ask yourself a few questions:

- What is different about my community compared to nearby areas?
- What is important to my community that is less important to people who live in surrounding areas?

A third question on the [COI Public Input Form](#) asks you to describe in detail where your community is located. If you choose to draw your community on a map instead, you can leave this question blank and attach a PDF map and shapefile downloaded from [DrawMyCACommunity.org](https://drawmycacommunity.org) to show exactly where your community is located.

What is Draw My CA Community?

[DrawMyCACommunity.org](https://drawmycacommunity.org) is a free, online mapping application that was developed to help Californians submit their Communities of Interest (COIs) to the California State Citizens Redistricting Commission. [DrawMyCACommunity.org](https://drawmycacommunity.org) can also be used for San Francisco's local redistricting process if you use the "Export" feature to download your community map as a PDF and shapefile. Once you've downloaded these files, you can then submit them to the San Francisco Redistricting Task Force using the [COI Public Input Form](#).

[DrawMyCACommunity.org](https://drawmycalifornia.org) is available anywhere you can log on to the internet. If you need help using the website at any point, click on the help button in the top right corner to view a tutorial, chat with tech support, or read the user guide.

How to Use DrawMyCACommunity.org

Log in or Use as a Guest

You can use [DrawMyCACommunity.org](https://drawmycalifornia.org) as a guest or by creating an account. If you make an account you'll be able to save your work as a draft and finish it later. To create a new account, click the "Sign up here" link on the home page, complete the form, and check your email. Follow the instructions in the email we send you to verify your account. If you do not see a verification email, check your spam folder.

To use the tool as a guest, click "Continue as Guest" on the welcome page. You will be able to do everything a logged-in user can do except save your work. If you start using Draw My CA Community as a guest and decide you would like to save your work, you can still create an account and log in after you've started drawing your community.

Describing your community

[DrawMyCACommunity.org](https://drawmycalifornia.org) has question prompts, asking you to describe your community. You can fill these out or leave them blank. Any answers you give will be part of your PDF and shapefile exports and will be received by the San Francisco Redistricting Task Force, but we recommend using the question prompts in the [COI Public Input Form](#) to describe your community.

Drawing your community map

To create your map:

- Zoom in to your community's location on the map, or use the search tool to find it.
- Use the drawing tools to highlight the area you consider to be your community.
- Some communities are small, consisting of just a few city blocks. Others can be much larger and can include many parts of the city. Let us know where you consider your community to be, no matter how big or small!
- Your community should be drawn as one shape on the map so that you can walk from one end of the map to the other without disruption. Avoid drawing a map that represents your community as broken up into more than one piece.
- For further instructions on how to use any of the map features or drawing tools, please visit: <https://drawmycalifornia.org/documentation.html#user-guide>

Send your COI to the San Francisco Redistricting Task Force

Once you are satisfied with your map, you are ready to send it to the Task Force. Using the “Submit” button **will not** send your map to the San Francisco redistricting process. In order to submit your COI to the San Francisco Redistricting Task Force, you should instead use the “**Export**” function:

- Click the Menu button (an icon with three bars) in the top right corner of the screen and select “**Export.**” You can choose to download your map as a PDF and a shapefile. Shapefiles are needed by the Task Force to draw districts, so **please export your COI as both a PDF and as a shapefile, to send both files to the Task Force.**
- Once you have downloaded your COI file (PDF and shapefile), return to the [COI Public Input Form](#), and attach your **PDF** and **shapefile** in the attachments section.
- Click “Submit” on the form to submit your responses and attachments to the San Francisco Redistricting Task Force, to be considered in the line drawing process.

You can also watch a [tutorial video](#) from the developers of [DrawMyCACommunity.org](#) to see how to use the “Export” feature for local redistricting processes.

Why should you participate?

We need your input to:

- Make sure the Task Force knows about your community. In order to keep your community together in the new Supervisorial districts, the Task Force first needs to know that it exists and where it is!
- Give your community a voice and make sure it has equal access to the political process.
- Help shape new districts that give your community an opportunity to elect candidates who represent your interests on issues that are important to your community.

Everyone in San Francisco is invited to participate. Thank you for participating!