

# **Block Boundary Suggestion Project Verification (BBSPV) Participant Guide for Geographic Update Partnership Software (GUPS) Standalone**

---

*GUPS Standalone Guide – Instructions for Participating in BBSPV Using GUPS Standalone*

**Last updated August 2024.**

## TABLE OF CONTENTS

---

<b>Introduction .....</b>
<b>Section 1. Block Boundary Suggestion Project Overview .....</b>
<b>Section 2. Suggested Workflow .....</b>
2.1 Linear Feature Review .....
2.2 Area Landmark Review .....
2.3 Legal Boundary Updates .....
2.4 Linear Feature Extension Review.....
2.5 Prototype Block Review.....
2.5.1 Block Size Review.....
2.5.2 Block Shape Review .....
2.6 Block Boundary Suggestion Flagging .....
2.7 Block Area Grouping Delineation .....
2.8 Block Boundary Review .....
2.9 Review Change Polygons and Geography Review.....
2.10 Submitting Updates to the Census Bureau.....
<b>Section 3. Getting Started .....</b>
3.1 System and Hardware Requirements for Installing GUPS.....
3.1.1 Installing GUPS.....
3.2 Census Bureau Spatial Data .....
3.2.2 Accessing the Census Bureau Spatial Data Through the Census Web Option .....
3.2.3 Accessing the Census Bureau Spatial Data Through the My Computer Option.....
<b>Section 4. GUPS Basics: Map Management, View, and Tools.....</b>
4.1 Starting GUPS (Map Management) .....
4.1.1 Creating a New BBSPV Project.....
4.1.2 Opening an Existing BBSPV Project.....
4.1.3 Opening a Shared BBSPV Submission .....
4.2 Page Layout.....
4.2.1 Map View .....
4.2.2 Menu, Standard Toolbar, and BBSP Toolbar .....
4.2.3 Manage Layers Toolbar.....
4.2.4 Table of Contents.....

4.3	Status Bar .....
<b>Section 5.</b>	<b>BBSPV Update Activities in GUPS Standalone .....</b>
5.1	Linear Feature Review .....
5.1.1	Adding a Linear Feature .....
5.1.2	Deleting a Linear Feature .....
5.1.3	Restoring a Deleted Linear Feature .....
5.1.4	Editing a Linear Feature's Attribution (Name and MTFCC) .....
5.1.5	Splitting an Existing Linear Feature .....
5.2	Area Landmark Review .....
5.2.1	Modify Area Feature Tool .....
5.2.2	Boundary Correction by Adding Area to Area Landmark .....
5.2.3	Boundary Correction by Removing Area from an Area Landmark .....
5.2.4	Creating a New Area Landmark .....
5.2.5	Removing an Area Landmark .....
5.2.6	Modifying an Area Landmark .....
5.3	Legal Boundary Updates .....
5.3.1	Adding or Removing Area for both Legal Changes and Boundary Corrections .....
5.3.2	Submitting Legal Changes .....
5.3.3	Submitting Boundary Corrections .....
5.3.4	Adding a New Legal Entity .....
5.3.5	Deleting a Legal Entity .....
5.4	Linear Feature Extension Review .....
5.4.1	Reviewing and Assigning Flags to 2020 Feature Extensions .....
5.5	Prototype Block Review .....
5.5.1	Block Size Review .....
5.5.2	Block Shape Review .....
5.6	Block Boundary Suggestion Flagging .....
5.6.1	Block Boundary Criteria .....
5.6.2	Assigning a 2030 Block Boundary Suggestion Flag .....
5.6.3	Assigning a 2030 Block Boundary Suggestion to Multiple Features .....
5.6.4	Creating a 2030 Linear Feature Extension .....
5.7	Block Area Grouping Delineation .....
5.7.1	Creating a Block Area Grouping .....

5.8	Block Boundary Review .....
5.8.1	Reviewing Your Block Boundary Suggestions.....
5.9	Performing Validation.....
5.9.1	Reviewing Change Polygons .....
5.9.2	Reviewing Legal Boundary Changes Including Legal Documentation Changes .....
5.9.3	Conducting a Geography Review.....
5.10	Submitting Updates to the Census Bureau.....
5.10.1	Creating a Share with Another Participant File .....
5.10.2	Creating Your Submission to the Census Bureau .....
<b>Section 6.</b>	<b>File Submission Through the Secure Web Incoming Module (SWIM) .....</b>
<b>Appendix A</b>	<b>Area and Linear Feature Updates Allowed by MTFCC.....</b>
<b>Appendix B</b>	<b>Street Type Abbreviations .....</b>
<b>Appendix C</b>	<b>MTFCC Descriptions .....</b>
<b>Appendix D</b>	<b>Shapefile Data Dictionary .....</b>
<b>Appendix E</b>	<b>Acronyms.....</b>
<b>Appendix F</b>	<b>BBSPV Participation Support .....</b>

## LIST OF TABLES

---

Table 1: 2030 Census Planned Tabulation Block Boundaries by MAF/TIGER Feature Class Code (MTFCC).....
Table 2: Description of Block Boundary Flag Values.....
Table 3: Block Size Indicator Values.....
Table 4: Description of Block Boundary Flag Values.....
Table 5: Area Landmark Updates Permitted .....
Table 6: Linear Feature Updates Permitted.....
Table 7: Street Type Abbreviations.....
Table 8: Complete List of MTFCCs .....
Table 9: Shapefile Layers, Geographic Levels, and Layer Names .....
Table 10: American Indian Areas – Legal .....
Table 11: American Indian / Alaska Native Areas – Statistical .....
Table 12: American Indian Tribal Subdivisions – Legal .....
Table 13:American Indian Tribal Subdivisions – Statistical.....
Table 14: Alaska Native Regional Corporations.....
Table 15: Prototype Block Shapefile .....
Table 16: Congressional Districts .....
Table 17: Hawaiian Homelands .....
Table 18: School Districts.....
Table 19: State Legislative Districts (Upper / Senate) .....
Table 20: State Legislative Districts (Lower / Senate) .....
Table 21: Urban Growth Areas .....
Table 22: Census Block Groups .....
Table 23: Census Blocks – Current.....
Table 24: Census Blocks – Census 2020.....
Table 25: Census Tracts .....
Table 26: Census Designated Places .....
Table 27: Consolidated City .....
Table 28: County and Equivalent Areas .....
Table 29: County Subdivisions – Legal (MCD).....

Table 30: County Subdivisions – Statistical (CCD).....
Table 31: Incorporated Place .....
Table 32: States and Equivalents .....
Table 33: Subbarrios .....
Table 34: Edges .....
Table 35: Area Landmark .....
Table 36: Hydrography Area (water) .....
Table 37: Topological Faces – Geographic Entity Relationships.....
Table 38: Topological Faces – Area Landmark Relationships .....
Table 39: Topological Faces – Hydrography Area (water) Relationships .....
Table 40: Linear Feature Names .....
Table 41: Acronyms.....

## LIST OF FIGURES

---

Figure 1: Suggested Workflow .....
------------------------------------