1. Go to https://www.google.com/maps/about/mymaps/ and click "Get Started".
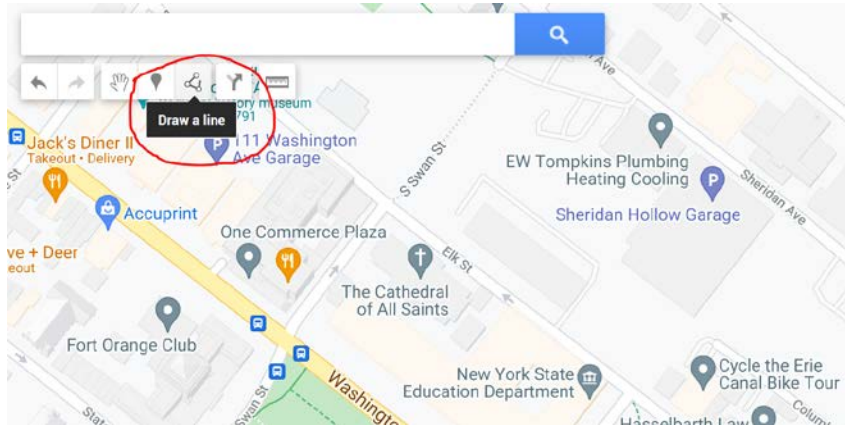2. Click on the "Create A New Map".

3. Double click on "Untitled Map" to enter your SFA Name and LEA Code and click "save".
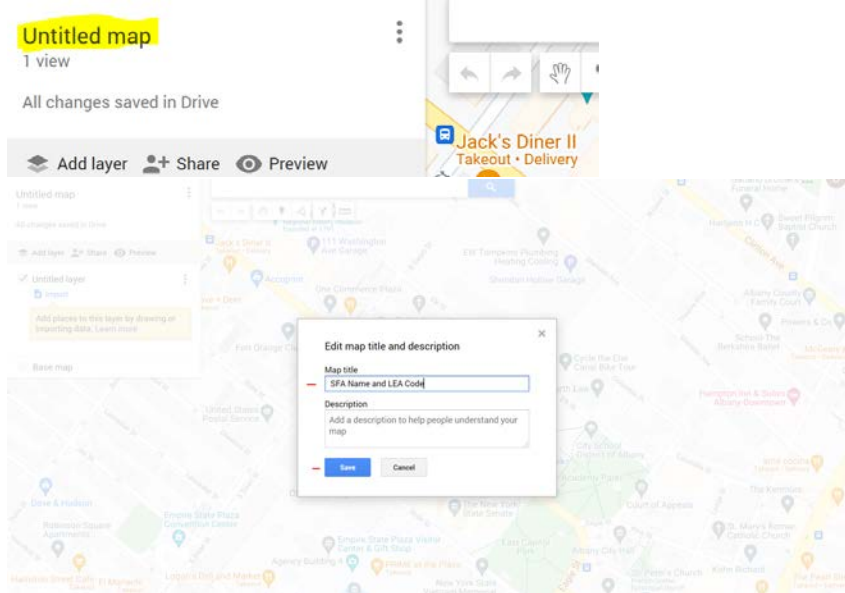
4. Click on the "Draw a Line" box and choose the first option- Add Line or Shape.

5. On the map, indicate the areas that the SFA will be distributing/dispersing/delivering meals to eligible participants. Using the "draw line" tool, set the parameters of the area(s). If there are multiple sites/areas, label each by RA name or another identifier. When the parameters are set, you will be given the option to name the area.
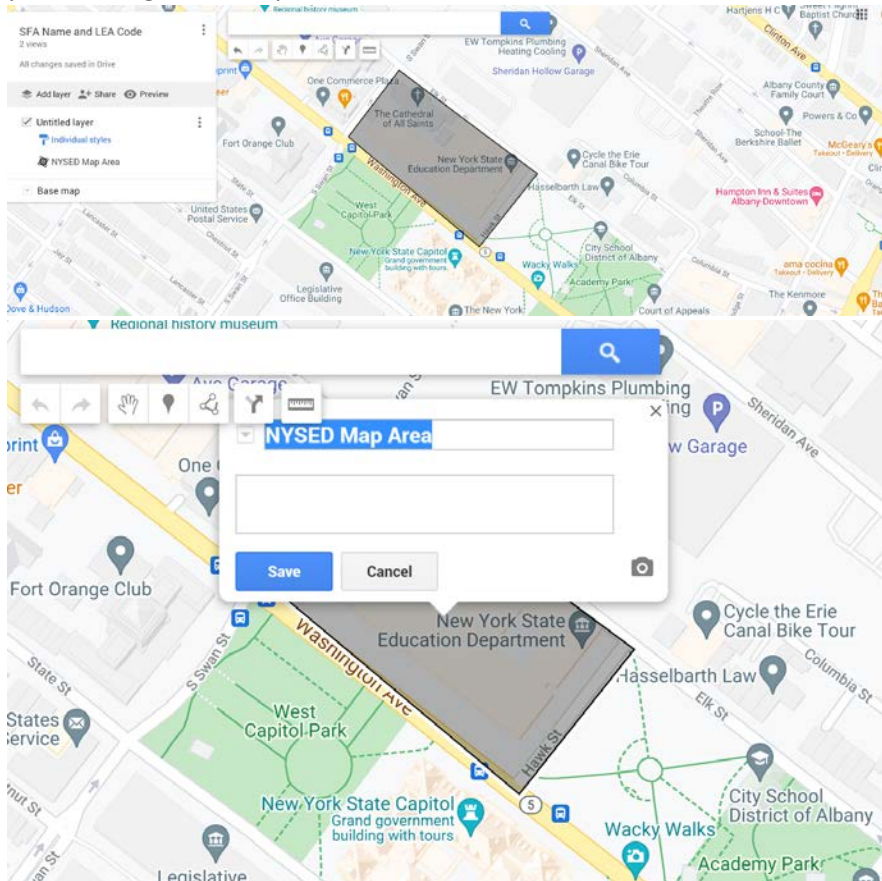
6. Go to the "share" button (#1). This will open the Quick Sharing window, and you will enable link sharing (#2). Click on the "copy" icon (#3). This can now be pasted in an email and sent to CNSFSP@nysed.gov.