

SMALL GROUP/PROJECT ADVISORY GROUP (PAG) MEETING
FDOT PUBLIC NOTICES WEBSITE SAMPLE



[Note: If separating your in-person and virtual components, fill out one public notice per event.]

Meeting Title: (Project Name) PD&E (Project Advisory Group/Small Group Meeting),
FPID (Number)

Purpose:

This Project Development and Environment (PD&E) (Project Advisory Group/small group meeting) for the (project name) from (project limit) to (project limit) in (location) is (being established/being held) to (group purpose/meeting purpose).
[Add additional info as needed.]

In-Person

Day, Date at Time a.m./p.m.

Location

Address

This will include (description of format).

Virtual

Register in advance: (Registration Link)

The public is invited to attend as observers.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Any person requiring special accommodations under the Americans with Disabilities Act or requiring translation services (free of charge) should contact (name), District Title VI Coordinator, at (phone number), or email at name@dot.state.fl.us at least seven days prior to the public meeting.

The environmental review, consultation, and other actions required by applicable federal environmental laws for this project are being, or have been, carried out by the Florida Department of Transportation (FDOT) pursuant to 23 U.S.C. § 327 and a Memorandum of Understanding dated May 26, 2022 and executed by the Federal Highway Administration and FDOT.

Meeting Type: Small Group/Project Advisory Group

District: District Number

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Meeting Date: Date

Expires: Date: one day after event date

Begin Time: Time a.m./p.m.

End Time: Time a.m./p.m.

Virtual Attendee Link: Registration Link

Location Name: Meeting Location *[if virtual, put 'virtual']*

Street Address: Meeting Address *[if virtual, put 'virtual']*

City: Project City *[fill in for both in person **and** virtual]*

Directions:

Project Website: Project Website URL

Primary Contact: Project Manager

Primary Phone: Phone Number

Primary Email: Project Manager Email

Additional Contact: Communications Contact Name

Additional Phone: Communications Contact Phone

Additional Email: Communications Contact Email

Program Area: