

- Set up the PCN with the unique UPC.
- Set up the State project number as generated by the pool in iPM.
- Set up the Proposal ID (PCN with a C at the front)
- Route number line should have the schedule number (first four digits of the State project number)
- Road Section is the Fiscal Year the project should start.
- City/County is the county the residency is located.
- Project Work Type (for schedule work only) should be MAR (plant mix), MSS (slurry seal/latex) or MST (surface treatment).
- Project type should (again for schedule work) have a CM prefix (IE...CMSS, CMSR, CMMS or CMMR).