

An alternate solution has been identified to establish connectivity to the on-line electronic reporting tool for agencies previously unable to connect. Initially, an agency could only connect to the reporting tool if an agency had an ICN connection. The ICN connection is the same technical connection that is required for LEADS, excluding LEADS access through MDTs or MDCs. If an agency has LEADS access on a computer at the agency, the alternate solution identified below **CANNOT** be used. I-UCR statistics must be entered on the available computer, regardless where the computer is located, i.e. Chief's office, communications or radio room, squad room, etc. A cross-check will be performed to ensure the alternate solution is used only by those agencies without an ICN connection. The alternate solution does require internet access at the agency location. It cannot be applied to a home computer.

Agencies without an ICN connection need to take the following steps to establish connectivity to the reporting tool:

- Contact your internet provider to determine if you have a PUBLIC STATIC INTERNET IP address.
- If you do not have a public static internet IP address, determine through your provider if your agency can acquire one.
- Submit an e-mail requesting connectivity identifying your agency name and static IP address to the I-UCR Program Manager, Terri Hickman, at:  
[terri\\_hickman@isp.state.il.us](mailto:terri_hickman@isp.state.il.us)

You will be notified once the steps have been completed by ISP technical staff to allow your agency to connect to the reporting tool. Agencies will be connected in the order requests are received. Your patience is appreciated, as there are still over 200 agencies to connect using this alternate process, which may take up to several months to complete.

If your agency does not have and is unable to acquire a static IP address, or does not have internet access, you will not be able to connect to the reporting tool. Notify the I-UCR Program Manager at the e-mail address above or by calling 217/557-6482. Your agency will be allowed to submit paper collection forms to be entered by the Program. Paper forms will not be accepted for entry until this notification has been made and confirmed by the Program Manager.