

2011 & 2012 Report Submission Processes

REPORT TYPE	YEAR	SUBMISSION METHOD
Index Crimes	2011	Electronic Reporting Tool *
	2012	Electronic Reporting Tool *
Hate Crimes	2011	Mail or fax to the I-UCR Program for entry **
	2012	Electronic Reporting Tool **
Supplemental Data (Domestic Related Incidents, Crimes Against Children, Attacks Against School Personnel)	2011	Mail or fax to the I-UCR Program for entry ***
	2012	Electronic Reporting Tool ***

Index Crimes *

Agencies were requested to hold and not submit 2011 Index Crime reports to the I-UCR Program. The primary method of submitting Index Crime reports for 2011 and 2012 is through the electronic reporting tool. If an agency does not have LEADS 2000 and is unable to access the reporting tool using the alternate connection method detailed in the February 9, 2012 web update, the agency must contact the I-UCR Program Manager at 217/557-6482 and receive approval to submit paper Index Crime forms for 2011 and future years. No forms will be accepted or entered until approval has been received.

Hate Crimes **

Agencies are to fax or mail 2011 Hate Crime reports to the I-UCR Program for entry as soon as possible. Many agencies have not submitted 2011 reports, believing these reports were also to be held at the agency. This is incorrect – only Index Crime reports were to be held at the agency and not submitted.

Agencies will be able to enter 2012 Hate Crime reports into the electronic reporting tool within the next month. Again, if an agency does not have LEADS 2000 and is unable to access the reporting tool using the alternate connection method detailed in the February 9, 2012 web update, the agency must contact the I-UCR Program Manager at 217/557-6482 and receive approval to submit paper Hate Crime forms for 2012 and future years. No 2012 forms will be accepted or entered until approval has been received.

Supplemental Data ***

Agencies are to fax or mail 2011 Supplemental Data reports to the I-UCR Program for entry as soon as possible. Many agencies have not submitted 2011 reports, believing these reports were also to be held at the agency. This is incorrect – only Index Crime reports were to be held at the agency and not submitted.

Agencies will be able to enter 2012 Supplemental Data reports into the electronic reporting tool by the Fall of 2012. Again, if an agency does not have LEADS 2000 and is unable to access the reporting tool using the alternate connection method detailed in the February 9, 2012 web update, the agency must contact the I-UCR Program Manager at 217/557-6482 and receive approval to submit paper Supplemental Data forms for 2012 and future years. No 2012 forms will be accepted or entered until approval has been received.