

Submit a Citizen Problem Report

1

Navigate to the Citizen Request Center by clicking "Services" then "Citizen Request Center" or use the link below.

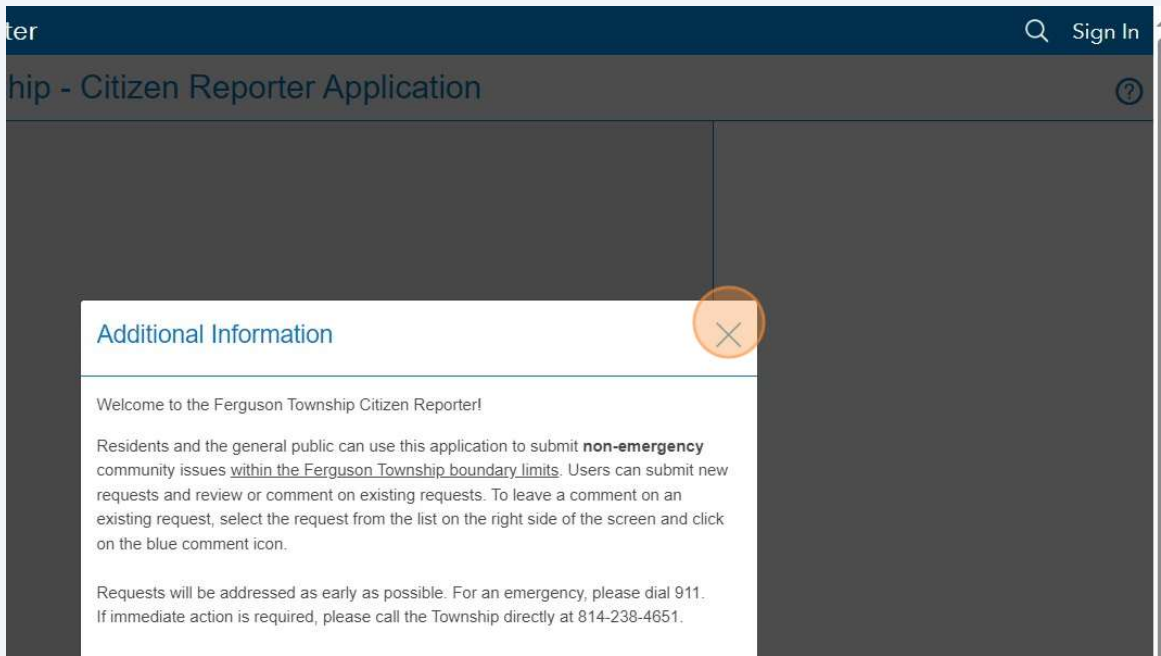
<https://citizen-problem-reporter-fergusontwp.hub.arcgis.com/>

2

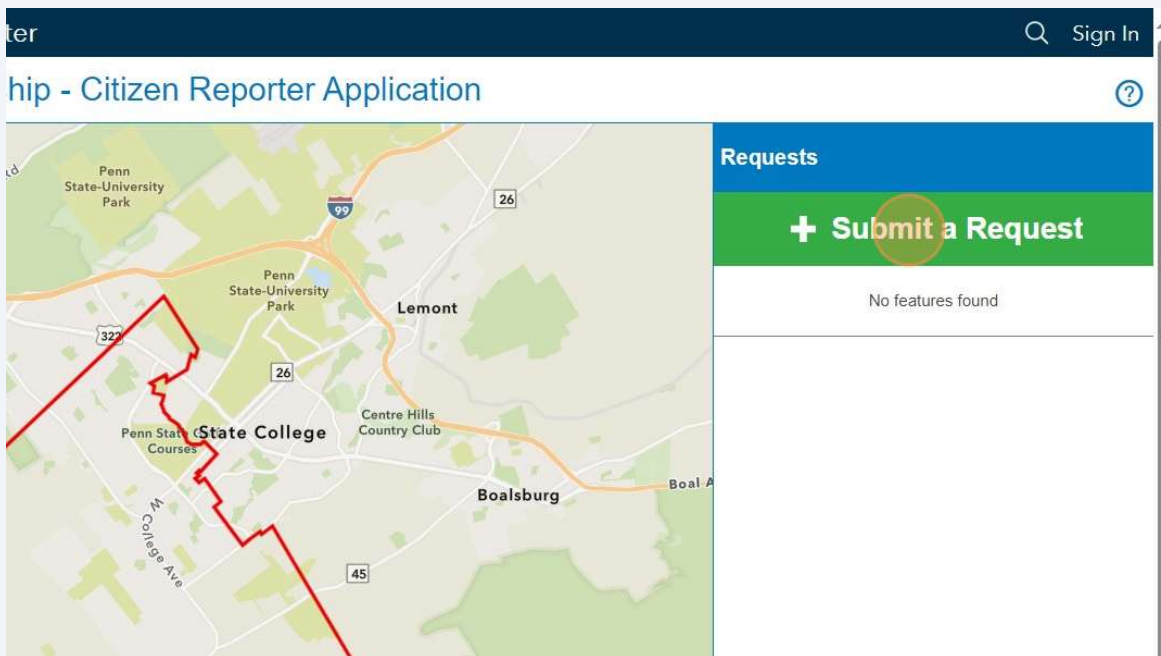
Click "Submit Request"



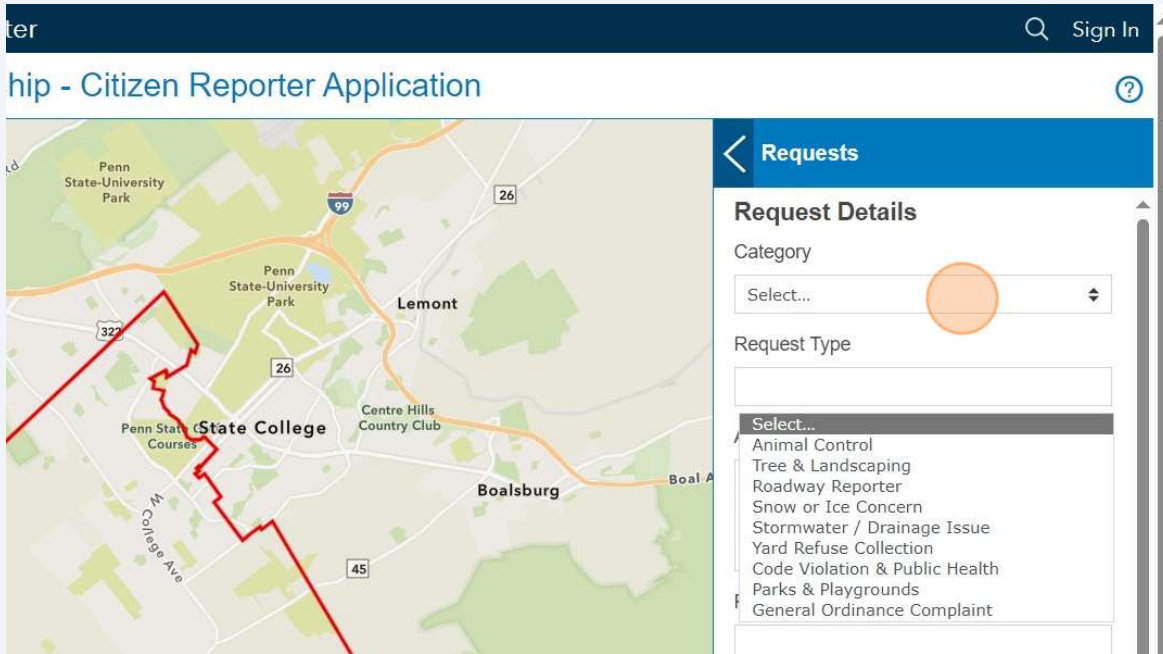
- 3 Review additional information, then close the information window.



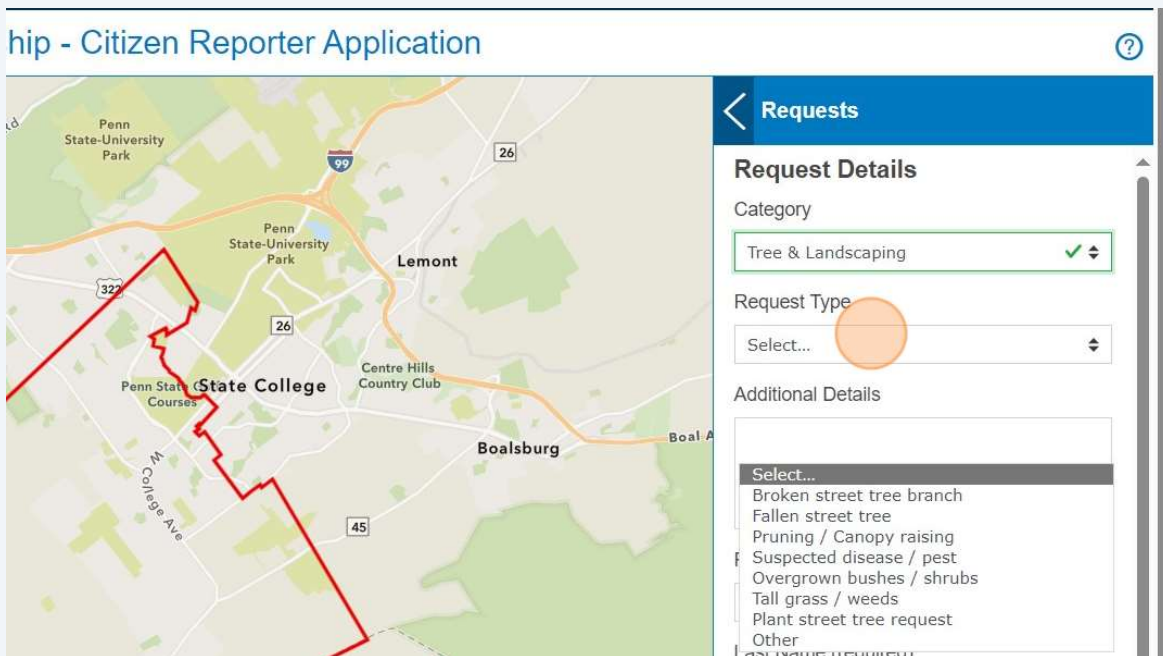
- 4 Click "Submit a Request" to begin process.




- 5 Select the issue category from the dropdown menu.



- 6 Select the subcategory, or select "Other" if your subcategory is not listed.



7 Provide additional details if any.



Request Details

Category
Tree & Landscaping ✓

Request Type
Pruning / Canopy raising ✓

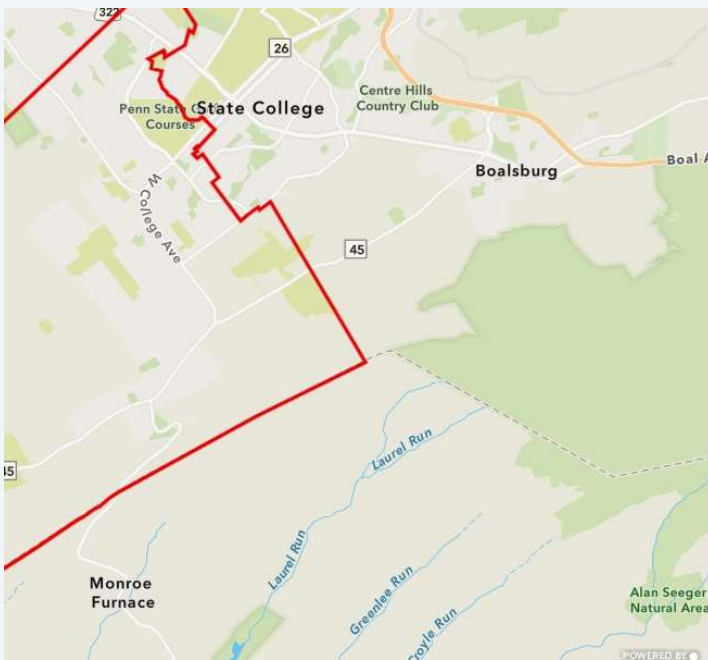
Additional Details

First Name (required)

Last Name (required)

Phone Number

8 Your first name is required.



Request Type
Pruning / Canopy raising ✓

Additional Details
This tree needs pruning. ✓

First Name (required)

Last Name (required)

Phone Number

Email (required)

Add Photo (optional)

9 Your last name is also required.

Pruning / Canopy raising ✓

Additional Details

This tree needs pruning. ✓

First Name (required)

Jaymes ✓

Last Name (required)

Progar ✓

Phone Number

814-238-4651 ✓

Email (required)

| Add a Photo (optional)

10 Entire your email to receive updates on your issue (required).

Pruning / Canopy raising ✓

Additional Details

This tree needs pruning. ✓

First Name (required)

Jaymes ✓

Last Name (required)

Progar ✓

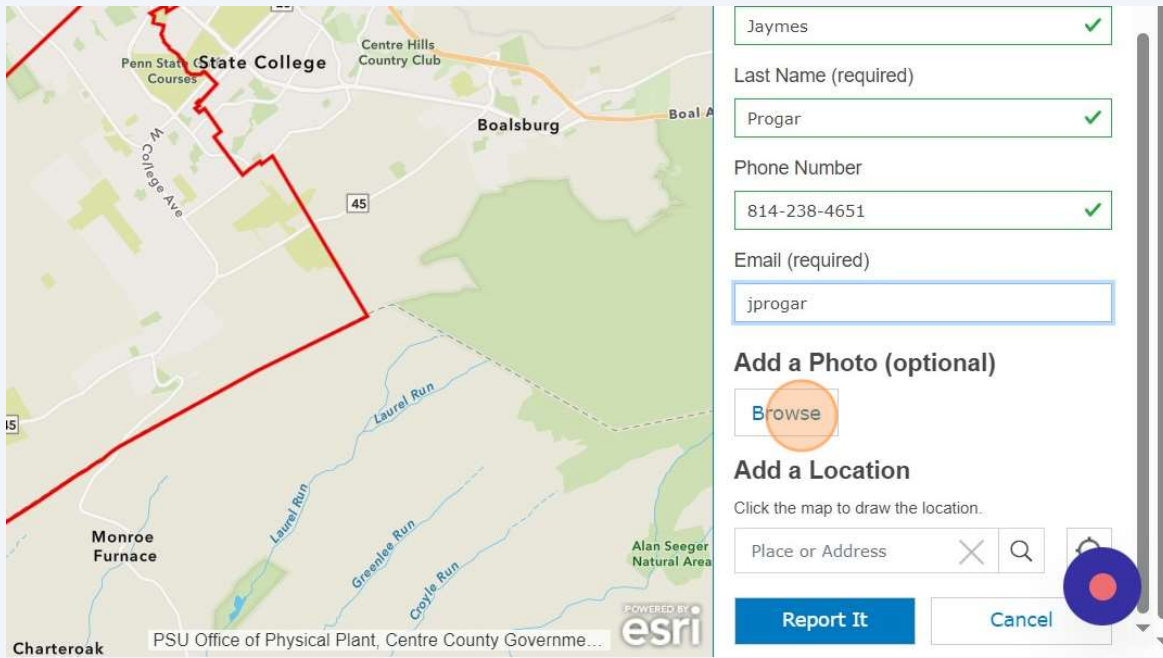
Phone Number

814-238-4651 ✓

Email (required)

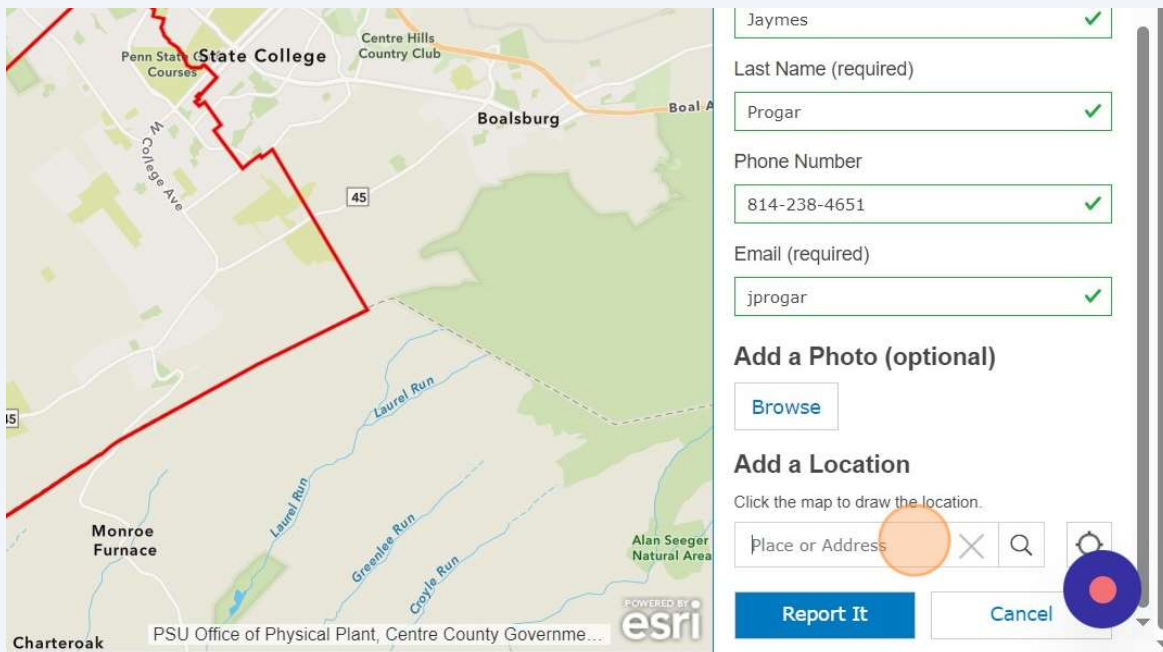
jprogar@twp.ferguson.pa.us Tab Add a Photo (optional)

11 Take a photo or add a photo from your camera roll if you'd like.



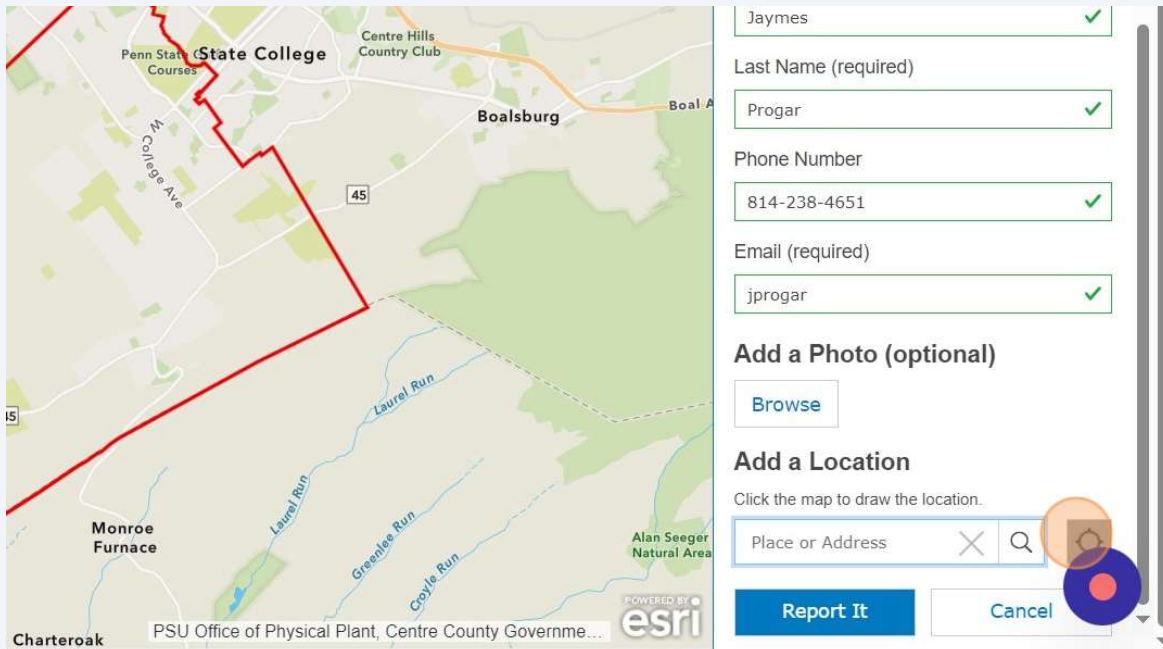
The screenshot shows a reporting interface. On the left is a map of the State College area with a red polygon drawn on it. On the right is a form with the following fields: 'Jaymes' (checked), 'Last Name (required)' (empty), 'Progar' (checked), 'Phone Number' (814-238-4651, checked), and 'Email (required)' (jprogar). Below these are sections for 'Add a Photo (optional)' with a 'Browse' button highlighted in orange, and 'Add a Location' with a search box and a location pin icon. At the bottom are 'Report It' and 'Cancel' buttons.

12 You can type the address.



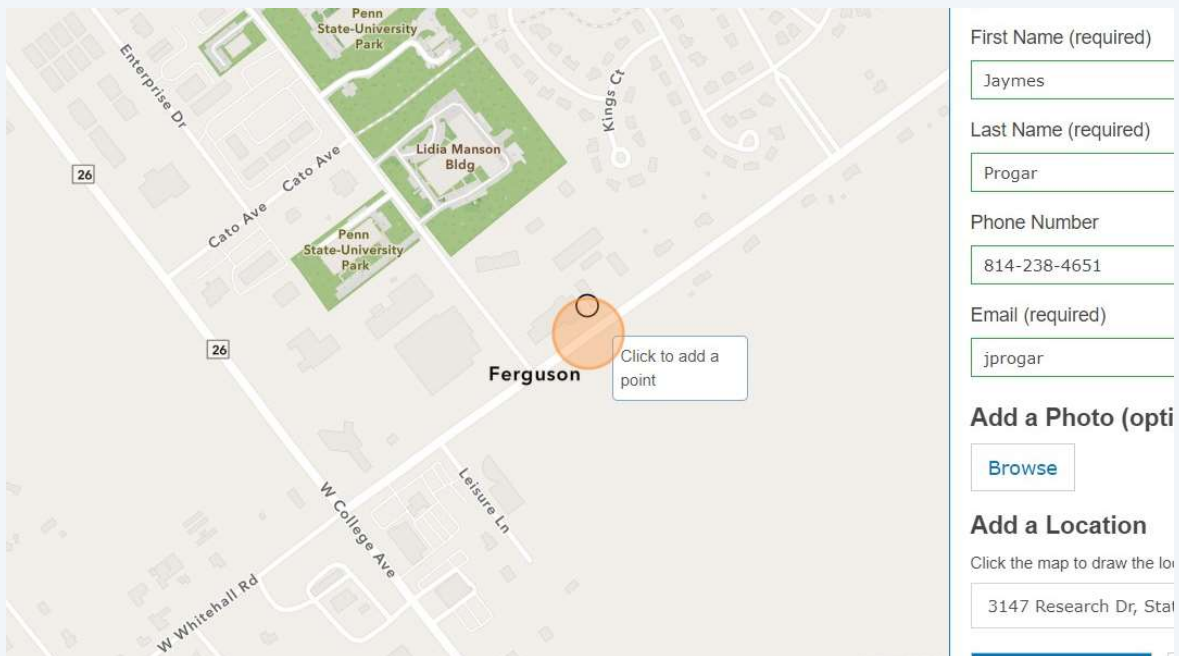
This screenshot is identical to the one above, but the 'Place or Address' search box in the 'Add a Location' section is highlighted with an orange circle, indicating that the user can type an address into it.

13 Or click the "scope" button to let your device's GPS do the locating for you.



The screenshot shows a mobile application interface for reporting an issue. On the left is a map of the State College area, with a red boundary drawn around a specific region. On the right is a form with the following fields: First Name (Jaymes), Last Name (Progar), Phone Number (814-238-4651), and Email (jprogar). Below the form are sections for 'Add a Photo (optional)' with a 'Browse' button, and 'Add a Location' with a search bar and a 'Report It' button. A 'Scope' button is visible on the map, which is used to let the device's GPS determine the location.

14 You can also click directly on the map for your location.



The screenshot shows the same reporting form as in the previous image, but with a location marker on the map. The marker is an orange circle with a white center, and a tooltip says 'Click to add a point'. The 'Add a Location' search bar now contains the address '3147 Research Dr, State College, PA'. The 'Report It' button is highlighted in blue.

15

Finally, Report It! You will be contacted by the Township when your submission has been received.

Jaymes ✓

Last Name (required)
Progar ✓

Phone Number
814-238-4651 ✓

Email (required)
jprogar ✓

Add a Photo (optional)
Browse

Add a Location
Click the map to draw the location.
1814-1872 W Whitehall X Q

Report It Cancel

Map labels: Cato Ave, Lidia Manson Bldg, Penn State-University Park, Ferguson, Leisure Ln, W College Ave, Kings Ct.

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