



**Commonwealth of Virginia**  
**Virginia Department of Criminal Justice Services**

**Coronavirus Emergency Supplemental Funding (CESF) Grant Program:**  
**SEMI-ANNUAL NARRATIVE REPORT**

**Grant Number:** VPI&SU 20-A5125CE20 CESF Award

**Locality/Organization Name:** Virginia Tech Police Department (Virginia Polytechnic Institute and State University)

**Name of Person Completing Report:** William M. Babb

**Contact Information (phone & email):** (540)231-5123      wmb1@vt.edu

**Reporting Period:**

Semi-annual #1 (January 20 – June 30, 2020)

Semi-annual #2 (July 1-December 31, 2020)

**Brief Project Description:** This project targets workforce protection through implementation of COVID mitigation strategies to include PPE purchase and the use of technology.

**INFORMATION & INSTRUCTIONS:**

- This form seeks narrative information about the **Coronavirus Emergency Supplemental Funding (CESF)** grant project during the preceding reporting period as marked above.
- This form is to be completed and uploaded to the Virginia Department of Criminal Justice Services (DCJS) Grants Management Information System ([GMIS](#)) on or before the 15<sup>th</sup> day following the close of the quarter (July 15<sup>th</sup> and January 15<sup>th</sup>).
- Report only on **Coronavirus Emergency Supplemental Funding (CESF)** grant-funded services and activities.
- Limit your responses to approximately 2-3 paragraphs per question.

**QUARTERLY NARRATIVE QUESTIONS**

1. What were your accomplishments within this reporting period?

Grant awarded on September 8, 2020 and accepted after administrative inquiries resolved. Purchasing of identified items began.

2. What goals were accomplished, as they relate to your grant application?

1. Ordered and received computer set-up for teleworking project. Will be installed in January.
2. Ordered and received PPE (masks, nitrile gloves and hand sanitizer).
3. Ordered and received VariWall barrier for fingerprint station.
4. Ordered eye protection.

5. Ordered video magistrate set-up. Will be installed in the first quarter of 2021.

3. What problems/barriers did you encounter, if any, within the reporting period that prevented you from reaching your goals or milestones?

Some prices have changed due to time passage between application and award but nothing significant. All items will be received after the completion of our football season which was the primary driving factor for purchasing the PPE. PPE will be utilized for basketball season and directed to future use by officers to mitigate COVID concerns.

4. Is there any assistance that DCJS can provide to address any problems/barriers identified in the question above? (Please answer YES or NO. If yes, please explain.)

No

5. Are you on track to fiscally and programmatically complete your program as outlined in your grant application? (Please answer YES or NO. If no, please explain.)

Yes

6. What major activities are planned for the next 6 months?

Complete purchases identified in the grant application and install hardware for telework and video magistrate project on site.

7. Based on your knowledge of the criminal justice field, are there any innovative programs/accomplishments that you would like to share with DCJS?

No