

FY 2026 WV Fresh Food Act Annual Purchasing Report

July 1, 2025 - June 30, 2026

Please fill out the form below with all requested information and return to the West Virginia Department of Agriculture by November 13, 2026. Submit form and required documentation to freshfood@wvda.us or mail to Attn: Fresh Food Act, 1900 Kanawha Blvd. East, Charleston, WV 25305

Part 1: Institution Information

Institution: _____
Mailing Address: _____
Institution Liaison: _____
Liaison Email: _____
Liaison Phone: _____

Part 2: Food Analysis and Calculations

Chart 1: Current Food Purchases

Enter total dollar amount of ALL food purchases for the fiscal year indicated above

Total Food Purchases	
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 (a)

Chart 2: WV Food Purchases

§61-10-2.13 "West Virginia foods" means food products, including but not limited to meat, poultry, produce, milk, or other dairy products, that are either totally grown, produced, or processed in West Virginia, or which have at least 50% of the total value added in West Virginia by in-state producers. Products that have been certified as part of the Department's West Virginia Grown program are presumed to qualify for this designation.

Given definition above, enter the dollar amount of categorical food purchases that meet the WV Foods definition.

Category	Amount
Meat	
Poultry	
Produce	
Milk or other dairy*	
Other food purchases*	
Total	\$ -

 (b)

Chart 3: WV Food Grown

If applicable, enter to total cash value of produce, meat, and poultry grown by your organization. If not applicable, enter 0.

	Dollar Value	Quantity (lbs)
WV Food-Grown		

 (c)

Chart 4: WV Food Calculation

The amount and percentage below will calculate automatically based on information entered above.

WV Food - Total	\$ -	(b+c)
WV Food %	0.0%	(b+c)/(a+c)

Provide documentation detailing expenditures for food purchases reported in chart 2 above.

* If your institution is NOT meeting the 5% threshold for purchasing WV foods as indicated in Chart 4, please attach all food contracts and/or agreements for Total Purchases in Chart 1.

If you have questions regarding this form, please contact the Business Development Division at freshfood@wvda.us or 304-558-2210

Part 3: Certification

I certify that to the best of my knowledge and belief that the information here on is accurate and complete.

Signature and date

Printed name and title



West Virginia Department of Agriculture
Kent A. Leonhardt, Commissioner

