



**CITY OF MARIANNA /
MAIN STREET MARIANNA
2026-2027 CRA
FAÇADE
IMPROVEMENT GRANT**



Program Purpose

Action Required: Utilize Community Redevelopment Agency (CRA) funds to provide façade improvement grants to eligible owners or tenants of commercial property within the Downtown Marianna CRA boundaries. Funds are intended for eligible downtown CRA improvements and are subject to CRA/City approval and availability of funds.

Intent: The CRA Redevelopment Plan identifies rehabilitation of commercial buildings as a community need. This program supports preservation and reinvestment in downtown commercial properties through long-term or intermediate exterior improvements that enhance appearance, support historic preservation goals, encourage occupancy of vacant commercial space, and promote a more attractive business environment.

Eligible Exterior Improvements

Approved work must improve the exterior façade and be visible from the street. Eligible work may include, but is not limited to:

Exterior painting and approved color changes

Windows and exterior doors

Brick, mortar, masonry, and similar façade repairs

Other approved exterior structural or non-structural improvements consistent with the program intent

Temporary or incidental items with a short useful life, such as light bulbs or decorations, are not eligible.

Program Period and Funding

Program year	October 1, 2026 - September 30, 2027
Maximum grant	Up to \$7,500 per approved application
Match requirement	No match required
Funding method	Reimbursement after eligible costs are paid and documentation is approved

IMPORTANT - REIMBURSEMENT PROGRAM

Applicants are responsible for paying eligible project costs before reimbursement. An application or pre-approval does not guarantee reimbursement. Reimbursements are made on a first-come, first-served basis, subject to available funds and final documentation/inspection requirements.



**CITY OF MARIANNA /
MAIN STREET MARIANNA
2026-2027 CRA
FAÇADE
IMPROVEMENT GRANT
APPLICATION**



Applicant & Property Information

Applicant name	
Business name	
Property physical address	
Contact person	
Mailing address	
Phone	
Email	
Property owner name	

Project Information

Estimated project start date	
Estimated project end date	
Total estimated project cost	\$
Grant amount requested	\$

Brief description of proposed exterior improvements:

Applicant Certification

By signing below, the applicant certifies that the information submitted is accurate; acknowledges that reimbursement is not guaranteed; agrees to provide required documentation; and authorizes City/Main Street staff to verify eligibility and inspect completed work.

Applicant signature	
Printed name	
Date	



**CITY OF MARIANNA /
MAIN STREET MARIANNA
2026-2027 CRA
FAÇADE
IMPROVEMENT GRANT
ELIGIBILITY & SUBMISSION
REQUIREMENTS**



Eligibility

The project must involve an eligible commercial property located within the Downtown Marianna CRA district (see CRA map on page 5).

Eligible applicants may be commercial property owners or business tenants. If a tenant applies, written approval from the property owner is required.

Existing businesses must have a current occupational/business license, if applicable, and be in compliance with City codes at project completion. Current building owners may also apply for improvements intended to support rental, leasing, sale, or future business occupancy.

Applicant must be a current Main Street Marianna partner for the 2026-2027 fiscal year.

Property-related City utility accounts (water/sewer/gas, as applicable) and tax bills must be current, and the property must be free of code enforcement liens.

Ad valorem taxes must be current.

New exterior building materials and colors are subject to approval. Neutral and historically appropriate selections are preferred.

Labor expenses are eligible only when performed by a licensed contractor or an independent third party in good standing with the City of Marianna.

Application Submission Requirements

Proof of current Main Street Marianna partnership.

Copy of current business license/occupational license, if applicable.

Itemized estimates for all proposed improvements.

Detailed plans and elevations of improvements, including descriptions or samples of proposed colors/materials where applicable. Submitted plans should be 8.5 x 11 or 8.5 x 14 inches.

Project timeline showing anticipated start and completion dates.

Information about the business(es) currently occupying or expected to occupy the structure, plus any other information helpful to the application review.

If the applicant is a tenant, a letter from the property owner authorizing the improvements.

PLEASE NOTE

Pre-approval confirms initial program eligibility only and does not guarantee reimbursement. Final reimbursement remains subject to available funds, completed work, inspection, and satisfactory supporting documentation.



**CITY OF MARIANNA /
MAIN STREET MARIANNA
2026-2027 CRA
FAÇADE
IMPROVEMENT GRANT
REIMBURSEMENT CHECKLIST &
STAFF REVIEW**



Reimbursement Requirements

Complete the approved exterior work and pay eligible project costs.

Submit invoices, receipts, and proof of payment. For checks, provide copies of both the front and back of the canceled check.

Provide clear color photographs showing the property before and after the improvements.

Provide any required Development Order or Building Permit documentation.

All work must be completed and inspected by a City employee before grant reimbursement is issued.

Reimbursement requests are processed on a first-come, first-served basis and remain subject to available funds.

Applicant Reimbursement Checklist

Done	Required item
☐	Proof of current Main Street Marianna partnership.
☐	Detailed plan/scope of completed work. Building color or façade changes must be reviewed and accepted by Main Street prior to reimbursement.
☐	Proof of building ownership or lease agreement. If leased, include the property owner's written authorization for the improvements.
☐	Invoice(s) for completed work consistent with the approved scope.
☐	Proof of payment, including copies of canceled checks (front and back), receipts, or other approved documentation.
☐	Color before-and-after photographs of the completed work.
☐	Copy of any required Development Order or Building Permit.

To Be Completed by Staff

Site visit completed and Inspection Report prepared, if necessary.

Main Street approval	_____	Date: _____
City Manager approval	_____	Date: _____
Finance Director approval	_____	Date: _____
Documentation code	_____	



**CITY OF MARIANNA / MAIN
STREET MARIANNA
2026-2027 CRA
FAÇADE
IMPROVEMENT GRANT
DOWNTOWN MARIANNA CRA
MAP**



Use the map below to confirm that the project property is located within the Downtown Marianna Community Redevelopment Area.

City of Marianna CRA Map

