

BOARD FOR CONTRACTORS APPLICATION REVIEW MATRIX CRIMINAL HISTORY

Revised August 19, 2025

Delegation of Authority to DPOR Staff

The Board hereby delegates authority to the Department of Professional and Occupational Regulation to conduct predetermination and licensing informal fact-finding conferences in accordance with the applicable portions of the Administrative Process Act (Code of Virginia 2.2-4000 et. seq.).

Authorization to Approve Certain Prior Criminal Convictions

Applications and Predetermination Requests disclosing the following convictions will not be reviewed by the Board and may be approved by DPOR staff:

1. Felony convictions over three years old with no subsequent reportable convictions, unless the incarceration release date is less than one year from application date. This excludes convictions for murder, manslaughter, sexual assault, rape, robbery, indecent liberties, fraud, embezzlement, abduction, assaulting a police officer, larceny, burglary or contractor-related offenses.
2. Misdemeanor convictions over two years from the application date.
3. Misdemeanor possession of controlled substance with no other convictions.
4. Felony possession of controlled substance over two years old with no other convictions; For convictions less than two years old if the applicant has completed a deterrence program.
5. Felony convictions under Title 46 of the *Code of Virginia* (Traffic Code).
6. Misdemeanor convictions for simple assault (except domestic assault and assaulting a police officer), disorderly conduct, or trespassing.
7. Misdemeanor DUI convictions. This does not include DUI felony convictions.