

January 26, 2024

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

**EXECUTIVE SUMMARY**

**ALL COUNTY LETTER NO. 24-07**

The purpose of this All County Letter is to transmit the revised CalWORKs Exemption Request (CW 2186A) and CalWORKs 60-Month Time Limit (CW 2184) forms that have been modified to comply with Assembly Bill 2300 (Chapter 588, Statutes of 2022) and Senate Bill 65 (Chapter 499, Statutes of 2021). This letter also provides instructions for the Welfare Data Tracking Implementation Project to implement a new Paid Family Leave code in the Tracking Recipients Across California database.



KIM JOHNSON  
DIRECTOR

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
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GAVIN NEWSOM  
GOVERNOR

January 26, 2024

ALL COUNTY LETTER NO. 24-07

TO: ALL COUNTY WELFARE DIRECTORS  
ALL CALWORKS PROGRAM SPECIALISTS  
ALL COUNTY WELFARE-TO-WORK COORDINATORS  
ALL COUNTY CONSORTIA PROJECT MANAGERS  
ALL COUNTY REFUGEE COORDINATORS  
ALL TRIBAL TANF ADMINISTRATORS

SUBJECT: **CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKS): REVISED CALWORKS EXEMPTION REQUEST (CW 2186A) AND CALWORKS 60-MONTH TIME LIMIT (CW 2184) FORMS**

REFERENCE: [ASSEMBLY BILL \(AB\) 2300 \(CHAPTER 588, STATUTES OF 2022\)](#); [SENATE BILL \(SB\) 65 \(CHAPTER 499, STATUTES OF 2021\)](#); [WELFARE AND INSTITUTIONS CODE \(WIC\) SECTION 11454.5](#); [ACL NO. 22-55](#); [ACL NO. 23-30](#)

The purpose of this All County Letter (ACL) is to transmit the revised [CalWORKs Exemption Request \(CW 2186A\)](#) and [CalWORKs 60-Month Time Limit \(CW 2184\)](#) forms that have been modified to comply with [Assembly Bill \(AB\) 2300 \(Chapter 588, Statutes of 2022\)](#) and [Senate Bill \(SB\) 65 \(Chapter 499, Statutes of 2021\)](#). Changes pertain to the creation of a new CalWORKs time limit exemption for Paid Family Leave (PFL) recipients and a new Welfare-to-Work (WTW) exemption for pregnant recipients.

The WTW pregnancy exemption became effective January 1, 2022. The PFL CalWORKs time limit exemption is effective October 1, 2024, or when automation in the Statewide Automated Welfare System (SAWS) is complete, whichever is later. The County Welfare Department (CWD) must begin using the attached forms when the PFL exemption goes into effect. This letter also provides instructions for the Welfare Data Tracking Implementation Project (WDTIP) to implement a new PFL exemption code in the Tracking Recipients Across California (TRAC) database.

## **BACKGROUND**

SB 65 requires the CWD to grant a WTW exemption to all pregnant CalWORKs recipients. This provision of SB 65 was effective January 1, 2022, when WTW good cause provisions due to the COVID-19 public health emergency were already in effect. For more information about SB 65 implementation, please refer to [ACL No. 22-55](#).

AB 2300 exempts any month in which a CalWORKs recipient receives PFL benefits from counting toward the CalWORKs time limit. This provision of AB 2300 is effective October 1, 2024, or when SAWS automation is complete, whichever comes later. For more information about AB 2300 implementation, please refer to [ACL No. 23-30](#).

## **REVISED FORMS**

The CW 2184 and CW 2186A forms have been revised to include the PFL exemption. The CW 2186A also includes revisions pertaining to the pregnancy WTW exemption pursuant to SB 65.

- [CW 2184](#) - CalWORKs 60-Month Time Limit – Use starting October 1, 2024, or when SAWS Automation of AB 2300 is complete, whichever comes later.
- [CW 2186A](#) - CalWORKs Exemption Request Form - Use starting October 1, 2024, or when SAWS Automation of AB 2300 is complete, whichever comes later.

## **NEW WDTIP TRAC CODE**

The chart below provides a summary of the new time limit exemption code for PFL.

The PFL exemption, TRAC Code 03/380, only applies to the CalWORKs time clock and does not apply to the TANF time clock. Therefore, if the recipient is receiving TANF-funded aid but qualifies for the PFL exemption, their TANF time clock must continue to tick unless they are eligible for a TANF time clock exemption.

(Note: Program (PGM) Exception (EXCP) WTW 24 FG is not active at this time and should be disregarded.)

PGM EXC CD	PGM EXC RSN CD	START DATE	END DATE	PGM EXC REASON NAME	PGM EXC REASON TEXT	PGM EXC TAN F60 FG	PGM EXC CW 60 FG	PGM EXCP WTW 24 FG	PGM EXCP END DT FG
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03	380	10/01/2024	N/A	Paid Family Leave Exemption	PFL Exemption: Any month in which a person is receiving PFL must stop the CW time clock from ticking.	Y	N	Y	N
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### **COPIES AND TRANSLATIONS**

Forms referenced in this letter are available on the [CDSS Forms/Brochures webpage](#). When CDSS completes all translations of a form, they are posted on the [Translated Forms and Publications webpage](#). When made available by CDSS, forms translated into an individual's preferred language must be provided to the individual pursuant to [Manual of Policies and Procedures \(MPP\) Section 21-115.2](#). For questions on translated materials, please contact Language Services at (916) 651-8876. If translations are not available, recipients who have elected to receive materials in languages other than English should be sent the English version of the form or notice along with the [GEN 1365-Notice of Language Services](#) and a local contact number.

Per [Government Code Section 7290, et seq.](#), the CWDs must ensure that effective bilingual services are provided. This requirement may be met through utilization of paid interpreters, qualified bilingual employees, and qualified employees of other agencies or community resources. These services must be provided, free of charge, to the applicant/recipient. If CDSS does not provide translations of a form, it is the county's responsibility to read and interpret the form if an applicant or recipient requests it.

Additionally, the CWDs must provide auxiliary aids and services to persons who are deaf or hearing impaired, or persons with impaired speech, vision, or manual skills, where applicable. More information regarding provisions for services to applicants and recipients who have limited English proficiency or who have disabilities can be found in [MPP Section 21-115](#) and [ACL No. 19-45](#).

If you have any questions or need additional guidance regarding the information in this letter, contact the CalWORKs Early Engagement and Eligibility Bureau at [CWEligibilityPolicy@dss.ca.gov](mailto:CWEligibilityPolicy@dss.ca.gov).

Sincerely,

***Original Document Signed By***

ALEXIS FERNÁNDEZ GARCIA  
Deputy Director  
Family Engagement and Empowerment Division