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**Instructions for Child Support
Worksheet – Other Children
Present in the Parent’s Home**

Case Number _____

Are you modifying a final order that was entered for the first time prior to January 1, 2023?

- Yes

You may use this worksheet and instructions to **MANUALLY CALCULATE** the child support obligation using the tables found in [Utah Code 78B-12-301](#) and [302](#).

- No

You may use the **ONLINE CALCULATOR** found at <https://orsutah.gov/> to estimate the child support obligation using the tables found in Utah Code 78B-12-303 and 304; or

You may use this worksheet and instructions to **MANUALLY CALCULATE** the child support obligation using the tables found in [Utah Code 78B-12-303](#) and [304](#).

Use this worksheet to determine the parent’s obligation for natural or adopted children who live in the parent’s home and who are not children of the other parent listed on the Sole, Split, or Joint Custody Worksheets (primary worksheets). The parent may use this worksheet in establishing a child support award, modifying an existing child support award, or other appropriate circumstances where the parent has child support obligations for other children.

OTHER PARENT’S name: The other parent may be a current spouse, partner, or an ex-spouse of the parent.

Line 1. Enter the number of natural or adopted children of the parent in this case and the other parent named on this worksheet. If the parent in this case has children in their home by more than one other parent, complete a separate Child Support Obligation Worksheet – Other Children Present in the Parent’s Home for the children of each other parent.

Line 2a. Enter each parent’s gross monthly income. Utah Code 78B-12-203(1) says: “As used in the guidelines, ‘gross income’ includes prospective income from any source, including earned and nonearned income sources which may

include salaries, wages, commissions, royalties, bonuses, rents, gifts from anyone, prizes, dividends, severance pay, pensions, interest, trust income, alimony from previous marriages, annuities, capital gains, Social Security benefits, workers' compensation benefits, unemployment compensation, income replacement disability insurance benefits, and payments from 'nonmeans-tested' government programs."

Utah Code 78B-12-203(2) says: "Income from earned income sources is limited to the equivalent of one full-time 40-hour job." Refer to Utah Code 78B-12-203 for additional information about determining gross income.

Utah Code 78B-12-203(3) says: "specifically excluded from gross income are:
(a) cash assistance provided under Title 35A, Chapter 3, Part 3, Family Employment Program;
(b) benefits received under a housing subsidy program, the Job Training Partnership Act, Supplemental Security Income, Social Security Disability Insurance, Medicaid, SNAP benefits, or General Assistance; and
(c) other similar means-tested welfare benefits received by a parent."

All income must be verified. Verification includes: year to date pay stubs; employer statements or records; the last year's tax return; and documentation of non-earned income appropriate to the source.

Line 2b. In the Parent in this Case column, enter the amount of alimony the parent is court ordered to pay and actually pays to a former spouse. Utah Code 78B-12-204(1). Do not include alimony payments for this case. Alimony payments must be verified. Cancelled checks or a statement from the recipient of the alimony may be accepted as verification.

In the Other Parent column enter the monthly alimony that the parent is paying to someone other than the parent listed in the worksheet.

Line 2c. In the Parent in this Case column, enter the amount of any child support orders either parent is ordered to pay for children by another partner. Utah Code 78B-12-204(1).

A copy of the order is required for verification.

In the Other Parent column list the amount that the other parent is ordered to pay for children other than those listed on this worksheet.

Line 3. Complete the calculation as directed.

Line 4. Enter the amount from the Base Combined Child Support Obligation Table. Use the table in Utah Code [Utah Code 78B-12-301](#) if you are modifying a final

child support order entered for the first time prior to January 1, 2023. Otherwise, use the table in [Utah Code 78B-12-303](#). The amount on the Base Combined Child Support Obligation Table shows the amount BOTH parents combined should contribute for the support of their children.

If the combined number in Line 3 and the number of children in Line 1 do not correspond to a number on the Base Combined Child Support Obligation Table, enter \$0 and follow the instructions for the Low Income Table below.

- Line 5. Calculate each parent's share of the amount in Line 4 as a percentage figure. Round to a whole percentage number so there are no decimal points. If Line 4 is \$0, the numbers here will be 0%.
- Line 6. Calculate each parent's share of the amount in Line 4 as a dollar amount. If Line 4 is \$0, the numbers here will be \$0.
- Line 7. The Base Child Support Award is the amount of the parent in this case's obligation to the family listed in this worksheet. The amount entered should be rounded to the nearest dollar and may not be less than \$30. **Enter the amount calculated in this line on Line 2d of the Sole Custody Worksheet, Line 3d of the Split Custody Worksheet or Line 2d of the Joint Custody Worksheet.**

If both parents' individual adjusted gross incomes listed in Line 3 are **higher** than \$2,450 bring down the number listed for the Parent in this Case in Line 6 and enter it in Line 7. This is the Base Child Support Award for the Parent in this Case and should be entered in the appropriate line of the primary worksheet. You are done and do not need to proceed further.

If the Parent in this Case's individual adjusted gross income in Line 3 is less than \$2,451 refer to the Low Income Table Instructions below to determine the Base Child Support Award.

LOW INCOME TABLE INSTRUCTIONS:

Are you modifying a final order entered for the first time prior to January 1, 2023?

- Yes

Follow the directions below for application of the Low Income Table in [Utah Code 78B-12-302](#) to determine the Base Child Support Award.

- No

Follow the directions below for application of the Low Income Table in [Utah Code 78B-12-304](#) to determine the Base Child Support Award.

Utah Code 78B-12-302 (use when modifying a final order entered for the first time prior to January 1, 2023):

- a) Both parents' individual adjusted gross incomes are higher than \$1,050 – Bring down the number listed in Line 6 for the Parent in this Case and enter it in Line 7. The amount listed in Line 7 is the Base Child Support Award for the Parent in this Case and should be listed in the appropriate line of the primary worksheet.
- b) The Parent in this Case's individual adjusted gross monthly income is \$1,050 or less - Refer to the Low Income Table in Utah Code 78B-12-302. For the Parent in this Case, find the parent's individual adjusted gross monthly income (Line 3) and the number of children (Line 1) on the Low Income Table. If there is no number in the Low Income Table, bring down the number listed in Line 6 for the Parent in this Case and enter it on Line 7. If an individual child support obligation appears on the Low Income Table for the Parent in this Case, determine whether the amount on the Low Income Table or the amount listed in Line 6 is less. Enter the lesser of the two numbers in Line 7. EXCEPTION – If the number in Line 6 for the Parent in this Case is \$0, you MUST use the child support obligation in the Low Income Table and enter it on Line 7. The amount listed in Line 7 is the Base Child Support Award for the Parent in this Case and should be listed in the appropriate line of the primary worksheet.

Utah Code 78B-12-304 (all other cases):

- a) Both parents' individual adjusted gross incomes are \$2,451 or higher – Bring down the number listed in Line 6 for the Parent in this Case and enter it in Line 7. The amount listed in Line 7 is the Base Child Support Award for the Parent in this Case and should be listed in the appropriate line of the primary worksheet.
- b) The Parent in this Case's individual adjusted gross monthly income is less than \$2,451 - Refer to the Low Income Table in Utah Code 78B-12-304. For the Parent in this Case, find the parent's individual adjusted gross monthly income (Line 3) and the number of children (Line 1) on the Low Income Table. If there is no number in the Low Income Table, bring down the number listed in Line 6 for the Parent in this Case and enter it on Line 7. If an individual child support obligation appears on the Low Income Table for the Parent in this Case, determine whether the amount on the Low Income Table or the amount listed in Line 6 is less. Enter the lesser of

the two numbers in Line 7. EXCEPTION – If the number in Line 6 for the Parent in this Case is \$0, you MUST use the child support obligation in the Low Income Table and enter it on Line 7. The amounts listed in Line 7 are the Base Child Support Award for the Parent in this Case and should be listed in the appropriate line of the primary worksheet.