

SPONSORED PROGRAMS - Foreign Air Travel Certification

1.	Person(s) traveling:		Grant Index Code:	
	Trip Origin & Destination:		Funding Agency:	
	Date(s) of Travel:		PI:	

2. Will the air travel be financed by FEDERAL grant funds? Yes No

3. If Yes, continue with next question.
If No, stop here and retain this form with your Request and Authorization to Travel form in your departmental files for your project.

THIS FOREIGN AIR TRAVEL CERTIFICATION FORM IS REQUIRED BY FEDERAL REGULATIONS.

Reference: Federal Travel Regulations, Chapter 301 Subchapter B, U.S. Flag Air Carriers

<https://www.gsa.gov/portal/content/102886>

Reference: U.S. Air Carrier International Route Authority, Carrier List

<https://www.transportation.gov/policy/aviation-policy/licensing/US-carriers>

4. Will your air travel be on a certified U.S. flag air carrier? Yes No

(Remember, you must use a U.S. flag air carrier on every portion of the route where it provides service unless you qualify for a waiver.)

5. If Yes, *prior to ticket purchase* you must:

1. Attach detailed itinerary of travel including name of the air carrier and flight number for each leg of the trip.
2. Sign and date below and retain this form with your Request and Authorization to Travel form in your departmental files for this project.

If No, *prior to ticket purchase* you must:

1. Attach detailed itinerary of travel including name of the air carrier and flight number for each leg of the trip.
2. Check one of the statements below to qualify for a waiver:
 - Use of foreign air carrier is matter of necessity for medical reasons.
 - Use of foreign air carrier is required to avoid unreasonable risk to traveler(s) safety. *(See 41 CFR 301-10.138(b)(2) for supporting evidence needed.)*
 - Seat on U.S. air carrier in authorized class of service is unavailable, seat on foreign air carrier in authorized class of service is available.
 - Other. (Provide detailed explanation.)
 - Use of U.S. flag air carrier will not accomplish the Department(s) mission. (Provide detailed justification.)
 - Bilateral or multilateral air transportation agreement. U.S. is a party and Dept. of Transportation determines agreement meets requirements of Fly America Act.
 - No U.S. flag air carrier provides service on a particular leg of your route. *(Travelers can only use foreign air carrier to or from the nearest interchange point to connect with a U.S. carrier.)*
 - A U.S. flag air carrier involuntarily reroutes traveler on a foreign air carrier.
 - Service on a foreign air carrier is three hours or less, and use of U.S. flag air carrier doubles en route travel time.
 - Air travel between the U.S. and another country and use of a U.S. air carrier on a nonstop flight extends travel time by 24 hours or more.
 - Use of a U.S. flag air carrier increases the number of aircraft changes outside the U.S. by two or more.
 - Use of a U.S. flag air carrier extends travel time by six hours or more.
 - Use of a U.S. flag air carrier requires a connecting time of four hours or more at an overseas interchange point.
3. Sign and date below and retain this form with your Request and Authorization to Travel form in your departmental files for this project.

Please note: It is your responsibility to retain any documents deemed necessary to show that you have tried to use a U.S. flag air carrier.

Examples of documentation may include, but are not limited to; alternative itineraries or confirmation by a travel agent that no U.S. flag air carrier is available for that specific destination/portion of flight (document name of travel agent and date you spoke with agent).

AUTHORIZATIONS:

I confirm that I have first-hand knowledge that all items listed above are true and that we are in fact using a U.S. flag air carrier OR that we qualify for a waiver as indicated above. *(Original signatures only)*

Traveler's Signature: _____ Ext.: _____ Date: _____

PI's Signature: _____ Ext.: _____ Date: _____