

Foreign Travel

What approval do I need for foreign or international travel?

Note: If your approved project narrative includes travel for a conference or scientific meeting, but does not specifically state the location, you are not approved to travel to an international conference or meeting.

Do I have to use a U.S. Flag Carrier?

Yes, grantees must follow the rules and regulations under the Fly America Act. This means that you must use a US based airline when traveling internationally. This regulation states that grantees must use a U.S. Flag airline, unless you met a specific set of criteria and your waiver is approved. To request a waiver, submit a foreign travel

The Grants Officer shall make the final determination and notify the recipient in writing. Failure to adhere to the provisions of the Fly America Act will result in the recipient not being reimbursed for any transportation costs for which the recipient improperly used a foreign air carrier.

What are the exceptions to the Fly America Act?

There are a few exceptions to the Fly America Act that will allow you to request a waiver to use a non-US carrier. Note that “cost” of the ticket is not a criteria to request a waiver. You may qualify for a waiver if any of the statements below are true:

- Use of foreign air carrier is a matter of necessity because of (*must check one below*)
 - U.S. flag air carrier cannot provide the air transportation needed, e.g.
 - Use of foreign air carrier is necessary 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.
 - 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 the 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.
- Services on a foreign air carrier is three hours or less, and use of U.S. flag air carrier doubles enroute travel time.
- Air travel is between the U.S. and another country and use of a U.S. carrier on a nonstop flight extends travel time by 24 hours or more.
- Any other air travel. (*You must check at least one of the following statements to qualify for a waiver of the Fly America Act restrictions in this section*).
 - Use of a U.S. carrier increases the number of aircraft changes outside the U.S. by two or more.
 - Use of a U.S. carrier extends travel time by six hours or more.
 - Use of a U.S. carrier requires a connecting time of four hours or more at an overseas interchange point.

What information should my Fly America Act Waiver Request Include?

- Traveler name
- Dates of travel
- Origin and destination of travel

- Detailed itinerary of travel, including the name of the air carrier and flight number for each leg of the trip
- A statement explaining why the recipient meets one of the exceptions (above) to the regulations.
- If the use of a foreign air carrier is pursuant to a bilateral agreement, the recipient must provide the Grants Officer with a copy of the agreement.

How do I submit a request for foreign travel or waiver of the Fly America Act?

[Foreign Air Travel Guidance](#)