



Southern Methodist University GRANT AND CONTRACT ACCOUNTING

& o Q Œ] š r Æ u % o Œ] } \ μ • š

This form is to determine if conditions warrant waiver of the Fly America Act (41 CFR Part 101-11.6) when a traveler uses a non-U.S. flag carrier on travel charged to federally sponsored awards. This form, along with relevant supporting documentation, must be completed and submitted with the expense reimbursement request.

PROJECT INFORMATION

Traveler's Name: Federal Project #:
Travel Dates: Principal Investigator:
Travel Origination: Travel Destination:

List or attach detailed itinerary of your travel, including name of air carrier and flight number for each leg of the trip:

EXEMPTION CRITERIA

All air travel on federal awards must comply with the Fly America Act. In some instances, your airline may use a foreign carrier if it meets one or more of the exception criteria listed in the Federal Travel Regulation guidelines FTR section 101-11.6. Please check all applicable boxes below where exception criteria are met. Please note that lower cost and personal convenience are not acceptable criteria for justifying the non-availability of a U.S. flag carrier.

- I. Travel To and From the United States:
 - a. If a U.S. flag carrier offers nonstop or direct service (no aircraft change) from your origin to your destination, you must use the U.S. flag air carrier service unless such use would:
 - i. Extend travel time, including delays at origin, by 24 hours or more.
 - b. If a U.S. flag carrier does not offer nonstop or direct service from your origin to your destination, you must use U.S. flag carrier service unless such use would:
 - a. You must always use a U.S. flag carrier for travel, if available, unless when compared to using a foreign carrier such use would:
 - i. Increase the number of aircraft changes you must make en route by 2 or more; or
 - ii. Extend your travel time by 6 hours or more; or
 - iii. Require a connecting time of 4 hours or more at an overseas interchange point.
- III. There was no U.S. flag carrier service available for this itinerary at the time of booking:
 - a. Yes No
- IV. Travel met GSA's Open Skies Agreements/Fly America Exception Criteria and:
 - a. Travel was not supported by a DoD project.

CERTIFICATION: I hereby certify that no U.S. flag carriers met the Fly America Act criteria at the time of my trip and that traveling on the foreign air carrier was a matter of necessity.

Traveler Signature: Date:
PI Approval (if not traveler): Date:
GCA Approval Signature: Date:

Perkins Administration Building, Suite 206425 Boaz Ln. Dallas, TX 75205
T: (214) 768-772 | F: (214) 768-900 | MS: Box 259