

Tuesday Tips is a new outreach effort by OGCA. The idea behind *Tuesday Tips* is to convey tips, tricks and other helpful information around the area of research administration. Our goal is to post on (almost every) Tuesdays. If there is something you would like to see covered on *Tuesday Tips*, email: UAF-GCReATE@alaska.edu. For more

situations described in the treaty (generally between the U.S. and the airline's country) except when the travel is funded by the U.S. Department of Defense.

Proposals that anticipate travel on a federal award should include a budget justification clarifying who is traveling and why that person's travel is necessary. Travelers and/or administrators must document, and retain the documentation, as to why the trip was necessary and how it benefited the project. A best practice is to use the Business Purpose field in Concur to document how the trip specifically benefits the project.

Applicable Uniform Guidance section: [200.474](#)

Air Force Office of Scientific Research (AFOSR)

- x Use of U.S. Carriers for flights is required per the [Fly America Act \(49 USC 40118\)](#)
- x The Department of Defense does not allow exceptions under the Open Skies Agreements.

Army Research Office (ARO) and Army Research Laboratory (ARL)

- x Use of U.S. Carriers for flights is required per the [Fly America Act \(49 USC 40118\)](#)
- x The Department of Defense does not allow exceptions under the Open Skies Agreements.

Defense Advanced Research Projects Agency (DARPA)

- x Under Construction

Department of Energy (DOE) - Office of Science

- x Use of US Carriers required per the Fly America Act 2(d)2.(e)-3.8tc-0.7(d)2.5(p)-2.1

National Institutes of Health (NIH)

x