

| Frequently Asked Questions | Answers to FAQs |
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| Do we use expenditure type, "Travel-Domestic Allocable" or "Travel-Foreign Allocable" only for federal PTAs? | No, " <i>Travel-Domestic Allocable</i> " and " <i>Travel-Foreign Allocable</i> " expenditure types are used for charging allowable (per federal guidelines) travel costs on <u>all</u> PTAs (federal and non-federal). |
| My PI is traveling to Switzerland on Swiss Air and wants me to charge the airfare to his <u>non-federal research PTA</u> , which expenditure type should I use? | Use " <i>Travel-Foreign Allocable</i> " expenditure type to post the charges to the <u>non-federal PTA</u> . United States and Switzerland are under Open Skies Agreement and airfare on Swiss Air is allowable per federal guidelines. |
| My PI is traveling to Saudi Arabia using US Air. Which expenditure type should I use to charge this airfare on his <u>non-federal research PTA</u> ? | Use " <i>Travel-Foreign Allocable</i> " to post the charges to the <u>non-federal research PTA</u> because airfare on US Airlines are allowable per federal guidelines. |
| Postdoc, whose 100% effort is covered on PI's federal grant, is traveling to Africa on Nigerian Airways. The PI wants to charge the airfare to her <u>federal PTA</u> . The postdoc could have traveled on American Airlines, but selected Nigerian Airways because he was getting a lower fare. Can I charge the airfare to the PI's federal PTA and which expenditure type should I use? | No, the airfare cannot be charged to the PI's federal PTA. Use " <i>Travel-Non US carrier</i> " and charge the airfare to a <u>non-sponsored PTA</u> . |
| PI is traveling to a remote town in Australia and purchased his ticket on Qantas Airlines. PI filled out Caltech's Fly America Exemption form ahead of the trip and wants his <u>federal PTA</u> to cover the airfare. Can the airfare be charged to the federal PTA and which expenditure type should I use? | Yes, you can charge the airfare to PI's <u>federal PTA</u> because Fly America Exemption condition applies which makes this an allowable cost per the federal guidelines. Use " <i>Travel-Foreign Allocable</i> " expenditure type. |
| PI is traveling to a remote town in Australia and purchased his ticket on Qantas Airlines. PI <u>has not</u> filled out Caltech's Fly America Exemption form ahead of the trip and wants his <u>federal PTA</u> to cover the airfare. Can this airfare be charged to the federal PTA and which expenditure type should I use? | No, this airfare cannot be charged to a federal PTA. Charge it to a non-sponsored PTA under " <i>Travel-Non US Carrier</i> " expenditure type. |