BUSINESS AND INTERNATIONAL EDUCATION (BIE)

CFDA NUMBER: 84.153A

IFLE REPORTING SYSTEM PROPOSED SCREENS

ATTACHMENT B: IFLE REPORTING SYSTEM PROPOSED SCREENS

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Institution: Project:			Grant Start Date: Grant End Date: Final Report Due Date: Amount:		Current Report Inform Start Date: End Date: Due Date: Submit Date: Amount:]	
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Project	Info	Add User	Travel Requests	Select, View, Submit Reports	Narratives	Budget	Report Data
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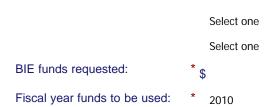
Complete all required fields for each international traveler participating in project related activities.

* Required fields Group or individual:	* Group Individual
Number of participant(s)	(If there is more than one participant, elaborate in the "Purpose of travel explanation.") *
Participant name(s): (limit 500 characters)	*
Travel to or from U.S.: BIE funds requested for travel:	 * To From U.S. * In-Country International

BIE funds requested for travel:	*	In-Country	Internati
Type of participant:	*	Select one	
Purpose of travel:	*	Select one	
Justification: * (limit 2000 character	rs)		

Characters and Spaces:	
Discipline / Field(s): Country(ies):	Select Accounting Agriculture Anthropology Archaeology Architecture/urban and regional planning * For travel to the U.S., select the country of departure.
	Select one
	Select one
	Select one

IFLE - International Resource Information System (IRIS)



(limit 2000 characters)

Detailed itemization of Title VI BIE funds e.g., lodging, per diem, travel. Please refer to <u>GSA for domestic per diem rates</u> and <u>US Dept. of State for</u> international rates.

Characters and Spaces:

Departure date:	*	(mm/dd/yyyy)
Return date:	*	(mm/dd/yyyy)
Comments: (limit 1000 characters)		

Characters and Spaces:

Participant's Departure Itinerary

Please include connecting flights.

Departure Date (mm/dd/yyyy) From City	From State or Country	Arrival Date (mm/dd/yyyy) To City	To State or Country	Airline and Flight Number
Participant's Return Itinerary Please include connecting flights.				
Departure Date (mm/dd/yyyy) From City	From State or Country	Arrival Date (mm/dd/yyyy) To City	To State or Country	Airline and Flight Number

* Please select from one of the following:

I certify that this travel request complies with the Fly America Act.

I certify that this travel request meets one of the exceptions to the Fly America Act in the Federal Travel Regulation.

Grant funds are being used for overseas costs, excluding international travel.

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			IS GUAGE EDUCATION		INTERNA	TIONAL RESOURCE IN	FORMATION	
	Program: Institution: Project: Award #: Project Dir World Area	rector:		Grant Start Date: Grant End Date: Final Report Due Date: Amount:	S E S	Current Report Inform Start Date: End Date: Due Date: Submit Date: Amount:	1	
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Administrative						Reports		
Projec	t Info	Add User	Travel Requests	Select, View, Submit Reports	Narratives	Budget	Report	Data

Project Information

Review and edit the project information and contact information for the project director. If you need to change the name or email of your project director, contact your program officer for instructions. Enter your abstract and select the languages, disciplines, countries, and subject areas relevant to your project.

* Required fields	
Name:	
Title:	
Street:	*
Street 2:	
City:	*
State:	District of Columbia
Postal code:	*
Phone:	*
Fax:	
Email: Web site:	
Partner Web site:	
Home institution:	
Institution Type:	Select one
MSI Designation:	* Eligible to receive assistance under sections 316 through 320 of part A of title III, under part B of title III, or under title V of the HEA.
	Not eligible to receive assistance under sections 316 through 320 of part A of title III, under part B of title III, or under Title V of the HEA.
Community College Designation:	 Meets the definition in section 312(f) of the HEA (20 U.S.C. 1058(f)); or, an institution of higher education (as defined in section 101 of the HEA (20 U.S.C. 1001)) that awards degrees and certificates, more than 50 percent of which are not bachelor's degrees (or an equivalent), or master's, professional, or other advanced degrees. Does not meet the definition in section 312(f) of the HEA (20 U.S.C. 1058(f) or, is not an institution of higher education (as defined in section 101 of the HEA (20 U.S.C. 1058(f) or, is not an institution of higher education (as defined in section 101 of the HEA (20 U.S.C. 1001)) that awards degrees and certificates, more than 50 percent of which are not bachelor's degrees (or an equivalent), or master's, professional, or other advanced degrees.

Project title:

Primary world area:

Additional world areas:

Program officer: List agreement partners (limit 200 characters) Asia Select all that apply Africa Asia Canada East Asia Europe

*

Characters and Spaces:

Abstract

Insert the abstract for the approved project into the box below. (Limit 4,000 characters and spaces)

Characters and Spaces:

Select the languages, countries, disciplines, and subject areas that apply to the project from the dropdown list below. Any entries already selected are displayed first.

Languages

Please select no more than 15 languages most relevant to the project focus. Hold down "ctrl" and click to make multiple selections.

Select all that apply Abkhaz Abron Aceh Achinese (Achenese) Acholi (Lou, Lango) Afar Afrikaans Aja-Gbe Akan (Twi-Fante) Akha

Countries *

Please select no more than 15 countries most relevant to the project.

Hold down "ctrl" and click to make multiple selections.

Select all that apply United States of America Afghanistan Albania Algeria American Samoa Andorra Angola Anguilla Antigua and Barbuda Argentina

Disciplines *

Please select no more than 15 items.

Hold down "ctrl" and click to make multiple selections.

Select all that apply Accounting Agriculture Anthropology Archaeology Architecture/urban and regional planning Area studies Art/art history Biological/life sciences Business administration and management Communications

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 U.S. Department of Education
 Office of Postsecondary Education

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	Administrative			F	Reports	
Project Info	Add User	Travel Requests	Select, View, Submit Reports	Narratives	Budget	Report Data

International Travel Approval Request

Create an international Travel Approval Request (TAR) for each individual. (A TAR is required if grant funds are supporting any cost associated with the travel, e.g., per diem, air fare, ground transportation.)

- Click the "Add a Travel Approval Request" button to create a TAR.
- IRIS will notify your program officer by email when the TAR is submitted.
- Once the TAR is approved or disapproved, IRIS will send you an email with additional information from your program officer.
- Approved TARs can be updated and resubmitted to US/ED for review.
- TARs must comply with the Fly America Act or meet one of its exceptions (). The "Fly America Act" generally provides that foreign air travel funded by Federal government money may only be conducted on U.S. air carriers. There are limited circumstances under which use of a foreign-flag carrier is permissible. For example, flying on transportation provided under a bilateral or multilateral air transportation agreement, such as the Open Skies Agreement, is an allowable exception. If the traveler is flying under an exception, please site the exception in the "comments" section of the TAR.

The TAR must be submitted to US/ED at least 30 days prior to the traveler's departure.

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