



International Travel Form

Please complete the following international travel form and submit to Grants & Contracts Accounting (GCA). GCA will confirm the travel is allowable per the grant award, and document for audit purposes.

Project #: _____ **Principal Investigator:** _____

Awarding Agency: _____ **Traveler (if other than PI):** _____

Travel Information	
Date(s) of travel:	
Site of meeting where work will be performed/research will be conducted:	
Name of collaborator(s) that will be worked with, if applicable:	
Description of any work/research to be performed or conference to be attended and how it supports the grant objectives:	
Justification for conducting research away from the University of Oklahoma campus:	
Name of any paper/patents that will be worked on:	
Name of post doc candidates to be interviewed, their school affiliation; date, time, and location of interview:	
If re-budget is required, will Statement of Work be altered?	Yes No

For GCA Use Only

Aligned w/ SOW? _____ Avail Budget? _____ Foreign Comp? _____ GCA Analyst Initials: _____

Analyst comments _____ GCA Director or Designee Approval: _____