



U.S. SMALL BUSINESS ADMINISTRATION
WASHINGTON, D.C. 20416

DATE: November 28, 2011

TO: Recipients of Awards under the U.S. Small Business Administration's State Trade and Export Promotion Program

FROM: Office of International Trade
U.S. Small Business Administration

SUBJECT: Clarification of STEP Grant Issues – Fly America Act

Many of the 2011 SBA STEP Grantees are planning international trips. The default rule requires all individuals traveling on funds provided by the federal government must fly U.S. Flag Carriers, e.g., American, United, Delta, US Airways, etc. Even when a foreign airline may cost less or is more convenient, the individual must still fly the U.S. flag carrier. Limited exceptions exist, and any traveler seeking the exception must obtain written approval from the SBA prior to the trip. See the attached for further information and guidance.

Please contact your Program Manager with any questions.