



National
Aeronautics and
Space
Administration

Request for Authorization to Set Up a Reimbursable Arrangement with a Private Company or College/University

INSTRUCTIONS - Refer to NMI 9710.1 and FMM 9740-28 for detailed regulations covering reimbursable arrangements. Reimbursements involving foreign travel or international organizations require approval of NASA Headquarters International Relations Division. (See NASA Form 1167.)

NAME AND TITLE OF TRAVELER		OFFICE/MAIL CODE
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INSTALLATION	TRAVEL DATES	
	FROM	TO

TRAVEL POINTS/ITINERARY

PURPOSE OF TRAVEL AND JUSTIFICATION

NAME OF PRIVATE COMPANY OR COLLEGE/UNIVERSITY OFFERING REIMBURSEMENT

METHOD OF REIMBURSEMENT	REIMBURSEMENT OFFER SOLICITED
<input type="checkbox"/> IN KIND <input type="checkbox"/> ADVANCE PAYMENT TO NASA	<input type="checkbox"/> YES <input type="checkbox"/> NO

PRIVATE COMPANY OR COLLEGE/UNIVERSITY HAS A CONTRACT OR GRANT WITH NASA	NASA CONTRACT/GRANT FUNDS WILL BE USED FOR REIMBURSEMENT OF TRAVEL
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO

ACTION

APPROVED (Check and complete)

YES NO (Give reason in this block)

TYPED NAME AND TITLE *	SIGNATURE	DATE
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* Official of Headquarters office or Director of field installation.