MEMBER / OFFICER 
POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from a private source for meetings, speaking engagements, fact-finding trips or similar events in connection with official duties. You need not disclose government-funded or political travel on this form, or travel that is unrelated to official duties. This form does not eliminate the need to report all privately-funded travel on the Member or officer’s annual Financial Disclosure Statement. In accordance with clause 5 of House Rule 25, complete this form and file it with the Clerk of the House of Representatives, B-106 Cannon House Office Building, within 15 days after travel is completed. The Clerk is to make these forms available to the public as soon as possible after they are received. Obtain the dollar amounts from the sponsor; if exact dollar amounts are unavailable, provide a good faith estimate.

Name of Member or Officer (print or type): Eleanor Holmes Norton

Name of Accompanying Family Member (if any):

Relationship to Member/Officer: [ ] Spouse [ ] Child [ ] Other (specify): 

Date of Departure and Date of Return: October 6-7, 2008

Dates at personal expense: 


Sponsor(s) (who paid for the trip): Bennett College

Describe meetings and events attended (attach additional pages if necessary):

Bennett College Founders Day Convocation Keynote Speaker

Attached to this form are EACH of the following (signify “yes” for each item by checking the corresponding box):

1. [ ] the Private Sponsor Travel Certification Form completed by trip sponsor, including all attachments;
2. [ ] the Privately-Sponsored Travel Approval Form completed by the Member or officer; and
3. [ ] the Committee on Standards’ letter approving my participation on this trip.

I represent that I participated in each of the activities reflected in the sponsor’s agenda (signify “yes” by checking box): [ ]

If not, explain: The enclosed agenda list the activities for the entire Friends and Family weekend, I only participated on Sunday, as the Founders Day Speaker.
TRIP EXPENSES:

<table>
<thead>
<tr>
<th></th>
<th>Total Transportation Expenses</th>
<th>Total Lodging Expenses</th>
<th>Total Meal Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>For Member or Officer:</td>
<td>$234.80</td>
<td></td>
<td></td>
</tr>
<tr>
<td>For accompanying family member:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Other Expenses (dollar amount)</th>
<th>Specific Nature of Expenses (e.g., taxi, parking, registration fee, etc.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>For Member or Officer:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>For accompanying family member:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge. I have determined that all of the expenses listed above were necessary and that the travel was in connection with my duties as a Member or Officer of the U.S. House of Representatives and would not create the appearance that I am using public office for private gain.

SIGNATURE OF MEMBER OR OFFICER:  

DATE: 10/15/07

Version date 4/2007 by Committee on Standards of Official Conduct
U.S. House of Representatives
Committee on Standards of Official Conduct

PRIVATELY SPONSORED TRAVEL: TRAVELER FORM
For Members, Officers and Employees
(submit directly to the Committee)

This form should be completed by House Members, officers or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule XXV, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer or employee, together with the completed and signed Private Sponsor Travel Certification Form.

Members, officers and employees seeking approval for travel are urged to submit all forms to the Committee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. A copy of this form will be made available for public inspection. Please type form. Form (and any attachments) may be faxed to the Committee at (202) 225-7392.

1. Name of Member, officer or employee (traveler): Eleanore Nether

2. Sponsor(s) (who will be paying for the trip): Bennett College

3. Travel destination(s): Greensboro, NC

4. a. Dates of travel: October 6-7, 2007

   b. Will you be extending the trip at your personal expense? □ Yes □ No

   If yes, dates at personal expense: ____________________________

5. a. Name of accompanying family member (if any): N/A

   b. Relationship to Member/Officer: □ Spouse □ Child □ Other (specify): ____________________________

6. a. Did the trip sponsor answer “yes” to Question 9(c) on the Trip Sponsor form (i.e., the travel is being sponsored by an entity that employs a lobbyist)? □ Yes □ No

   b. If yes, check one of the following:

      (1) Approval for one-night’s lodging and meals is being requested: □ or □

      (2) Approval for two-nights’ lodging and meals is being requested: □

      If “(2)” is checked, explain why the second night is warranted: ____________________________

7. Private Sponsor Travel Certification Form is attached, including agenda, invitee list, and any other attachments (indicate that form is attached by checking box): □
8. Explain why participation in the trip is connected to your official or representational duties:

   As a prominent African American Woman of Congress, it is important to reach out to other African women at an all women institution.

9. I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

   Signature: __________________________

   Name of Signatory (if other than traveler):

   For staff, name of employing Member/Committee:

   Office address: 2134 Rayburn

   Phone number: (202) 225-9150

   Email address: rayburn.reddy@mail.house.gov (Scheduler's email)

   NOTE: You must complete the contact information fields above, as Committee staff may need contact you if additional information is required.

FOR STAFF:
TO BE COMPLETED BY YOUR EMPLOYING MEMBER:

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee’s official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

   Signature of Employing Member

   Date: __________________________

If there are any questions regarding this form please contact the Committee:

Committee on Standards of Official Conduct
U.S. House of Representatives
HT-2, The Capitol
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)

Version date 9/2007 by Committee on Standards of Official Conduct
U.S. House of Representatives
Committee on Standards of Official Conduct

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM
(provide directly to each House invitee)

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers or employees under House Rule XXV, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer or employee, who will then forward it to the Committee. The trip sponsor should NOT submit the form directly to the Committee.

Private sponsors are urged to submit this form to each House invitee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. The submission of an incomplete form will delay the review process. Before completing this form, sponsors are urged to carefully review the Committee’s private travel guidelines and advisory memoranda detailing the rules and restrictions for private travel, as well as the instructions for completing this form. Sponsors should call the Committee with any questions prior to submitting the form. Please type form.

1. Sponsor(s) (who will be paying for the trip): Bennett College

2. I represent that the trip will not be financed (in whole or in part) by a federally-registered lobbyist or a registered foreign agent (signify “yes” by checking box): [ ]

3. I represent that the trip sponsor(s) has/have not accepted from any other source funds earmarked directly or indirectly to finance any aspect of the trip (signify “yes” by checking box): [ ]

4. Is travel being offered to an accompanying family member of the House invitee(s)? [ ] Yes [ ] No

5. Provide names and titles of ALL House invitees; for each invitee, provide explanation of why the individual was invited (include additional pages if necessary): Congressman Eleanor Holmes Norton
   Congresswoman Norton is our Founder's Day Convocation speaker.


8. Attached is a detailed agenda of the activities taking place during the travel (i.e., an hourly description of planned activities) (signify “yes” by checking box): [ ]

9. I represent that (check one of the following):
   a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: [ ]
   b. The sponsor of the trip does not retain or employ a federally registered lobbyist or registered foreign agent: [ ]
   c. The trip is for attendance at a one-day event and lobbyist involvement in planning, organizing, requesting, or arranging the trip was de minimis under the Committee’s travel regulations: [ ]

10. If travel is for participation in a one-day event (i.e., if you checked Question 9(c)), check one of the following:
    a. One-night’s lodging and meals are being offered: [ ]
    b. Two-night’s lodging and meals are being offered: [ ]
    If “b” is checked, explain why the second night is warranted.
11. If the trip is not sponsored by an institution of higher education, I represent that a federally-registered lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (signify "yes" by checking box): □

12. Private sponsors must have a direct and immediate relationship to the purpose of the trip or location being visited. Describe the role of each sponsor in organizing and conducting the trip:

Bennett College is the host institution

13. Describe each sponsor's organizational interest in the purpose of the trip: Bennett College is celebrating the 134th anniversary of its founding on Sunday, Oct. 7 and Congresswoman Norton is our speaker.

14. Describe the type and class of the transportation being provided. Indicate whether coach, business-class or first-class transportation will be provided. In addition, for travel via aircraft, please indicate if travel is being offered on a commercial flight, chartered flight or on an aircraft operated or paid for by a carrier not licensed by the Federal Aviation Administration to operate for compensation or hire (i.e., a private aircraft). If first-class fare is being provided, or if travel is via chartered or private aircraft, please provide an explanation describing why such travel is warranted: Air travel - coach

15. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (signify "yes" by checking box): □

16. I represent that either (check one of the following):
   a. The trip involves an event that is arranged or organized without regard to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: □
   b. The trip involves events that are arranged or organized specifically with regard to congressional participation: □
   If "b" is checked, detail the cost per day of meals (approximate cost may be provided):

17. Reason for selecting the location of the event or trip: Bennett College is located in Greensboro, NC

18. Name of hotel or other lodging facility: Congresswoman Norton will be staying at the President's Home at 712 Gorrell Street, Greensboro, NC

19. Cost per night of hotel or other lodging facility (approximate cost may be provided):

20. Reason(s) for selecting hotel or other lodging facility: The President offered her home.
21. **TOTAL EXPENSES FOR EACH PARTICIPANT**:

<table>
<thead>
<tr>
<th>Actual amounts and good faith estimates</th>
<th>Total Transportation Expenses per Participant</th>
<th>Total Lodging Expenses per Participant</th>
<th>Total Meal Expenses per Participant</th>
</tr>
</thead>
<tbody>
<tr>
<td>For each Member, Officer, or employee</td>
<td>$300.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>For each accompanying family member</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other Expenses (dollar amount)</th>
<th>Identify Specific Nature of &quot;Other&quot; Expenses (e.g., taxi, parking, registration fee, etc.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>For each Member, Officer, or employee</td>
<td></td>
</tr>
<tr>
<td>For each accompanying family member</td>
<td></td>
</tr>
</tbody>
</table>

22. I represent that reimbursement for miscellaneous travel expenses for the trip, such as travel to and from airports, security costs, interpreter fees, visa application fees, and similar expenses, will be for actual costs incurred and are necessary for the purpose of the trip (signify "yes" by checking box): [ ]

23. I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: [Signature]

Name and title: Wanda Mobley, Director of Communications

Organization: Bennett College

Address: 900 East Washington Street, Greensboro, NC

Telephone number: 336-517-2267

Fax number: 336-370-8653

Email Address: wmobley@bennett.edu

The Committee staff may contact the above individual above if additional information is required.

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Standards of Official Conduct
U.S. House of Representatives
HT-2, The Capitol
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (general fax)
(202) 226-7172 (fax for travel approvals)

*Version date 4/2007 by Committee on Standards of Official Conduct*
FOR IMMEDIATE RELEASE
September 24, 2007

Bennett College Celebrates Family and Friends Weekend
& Observes the 134th Anniversary of Its Founding

Families and friends from around the country will convene on the campus of Bennett College October 4-7, and join the College as they host their Annual Family and Friends Weekend. All events are open to the public and free with the exception of the Coronation Banquet ($13 per person) and the 15th Annual UNCF Golf Tournament ($85 per person).

Activities during the weekend include the inaugural induction ceremony for The Women of Substance Circle, an initiative of President Julianne Malveaux that will lift women up to the students and the community. The induction will be held on Thursday, Oct. 4 at 11:00 am in the Annie Merner Pfeiffer Chapel. The women being honored are Westina Matthews Shatteen, Managing Director, Merrill Lynch and author of the “Have a Little Faith” series of books; Doris Browne, MD, MPH, Woodrow Wilson Scholar, Woodrow Wilson International Center for Scholars and Program Director, Breast and Gynecologic Cancer Research Group Division of Cancer Prevention, National Cancer Institute; Joyce Martin Dixon, Class of 1981 and former Vice President and Co-owner of Creative Management Technology, Inc., A Government Services Contracting Firm; and The Honorable Eleanor Holmes Norton, Founder’s Day Convocation Speaker who is in her ninth term as the Congresswoman for the District of Columbia. Dr. Malveaux says that a woman of substance “steps up, speaks out, and whispers the truth. She is a woman of voice.”

Patrick M. Oliver, Editor of Turn the Page and You Don’t Stop and Founder of Say It Loud! Readers and Writers Series, will facilitate the panel discussion Literacy, Media & Popular Culture. The forum will be held on Thursday, Oct. 4 from 2:00 pm – 4:00 pm in the Pfeiffer Science Auditorium.

The Honorable Eleanor Holmes Norton will be the speaker for the College’s Founder’s Day Convocation, Sunday, Oct. 7 at 11:00 am in the Annie Merner Pfeiffer Chapel. Named by President Jimmy Carter as the first woman to chair the Equal Employment Opportunity Commission, she came to Congress as a national figure who had been a civil rights and feminist leader.

Norton’s work for full congressional voting representation and for full democracy for the people of the District of Columbia continues her lifelong struggle for universal human rights. Her success in writing bills and getting them enacted has made her one of the most effective legislative leaders in the House. She has the full vote in House committees and serves on the Committee on Homeland Security, the Government Reform Committee and the Transportation and Infrastructure Committee.

-more-
Bennett College for Women, founded in 1873 as a co-educational institution and reorganized in 1926 to become a college for women, is an oasis that celebrates and educates 21st century contributors and transforms them into global citizens. The complete schedule of activities is:

**Family & Friends Weekend**  
**October 4-7, 2007**  
**SCHEDULE OF ACTIVITIES**

**Thursday, Oct. 4**

9:00 am – 4:00 pm  Registration – Student Union Lobby

9:00 am – 3:00 pm  Classroom Visitation (Join Daughter in Classroom)

11:00 am  
*The Women of Substance Circle* Induction Ceremony  
Annie Merner Pfeiffer Chapel

12 noon - 1:00 pm  Lunch (on your own)

1:00 pm  
Opening of *Transitions* Photo Exhibit  
Steele Hall Art Gallery

2:00 pm – 4:00 pm  Literacy, Media & Popular Culture Forum  
Pfeiffer Science Auditorium

7:00 pm  
Faculty and Staff Showcase  
Ida B. Goode Gymnasium

**Friday, Oct. 5**

9:00 am – 3:00 pm  Classroom Visitation (Join Daughter in Classroom)

9:00 am – 4:00 pm  Registration – Student Union

7:30 am – 3:00 pm  15th Annual UNCF Golf Tournament  
Bryan Park

10:00 – 11:00 am  Financing Your Daughter’s Education  
Little Theatre

12:00 pm – 1:00 pm  Lunch (on your own)

1:00 pm – 2:00 pm  Student Panel – Highlights of Belle Service and Success  
Little Theatre
3:00 pm & 4:00 pm  Campus Tours  
Starting Location: Lobby of Student Union

5:00 pm  Meet & Greet the Bennett Administration  
Student Union Lobby

6:00 pm  Miss Bennett College Coronation Banquet  
Sallie Walker Brown Dining Hall  
($13 per person - must RSVP by Sept. 27)

Saturday, Oct. 6

10:00 am –12 noon  Bennett College Parents’ Association Meeting  
Pfeiffer Science Auditorium

12 noon  Family and Friends Luncheon  
Campus Lawn

1:30 pm  Parlor Dedications and Tour of Parlors  
Starting Location: Steps of Annie Merner Pfeiffer Chapel

7:00 pm  Miss Bennett College Coronation  
Annie Merner Pfeiffer Chapel  

Reception immediately following in the Sallie Walker Brown Dining Hall

Sunday, Oct. 7

11:00 am  Founders’ Day Convocation  
Annie Merner Pfeiffer Chapel  
Featured Speaker: The Honorable Eleanor Holmes Norton

For additional information, contact the Office of Communications at 336-517-2267 or email at wmobley@bennett.edu.

#  #  #
The Honorable Eleanor Holmes Norton  
U.S. House of Representatives  
2136 Rayburn House Office Building  
Washington, DC 20515

Dear Colleague:

Pursuant to House Rule XXV, clause 5(d)(2), the Committee on Standards of Official Conduct hereby approves your proposed trip to Greensboro, North Carolina scheduled for October 6 to 7, 2007 sponsored by Bennett College.

You must complete a Member Travel Disclosure Form and file it with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are required to attach a copy of this letter and both the Private Sponsor Travel Certification Form (including attachments) and Member travel approval form you previously submitted to the Committee. You must also report all travel expenses totaling more than $305 from a single source on Schedule VII of your annual Financial Disclosure Statement.

If you have any further questions, please contact the Committee’s Office of Advice and Education at extension 5-7103.

Sincerely,

[Signature]
Stephanie Tubbs Jones  
Chairwoman

[Signature]
Doc Hastings  
Ranking Republican Member

STJ/DH:slo