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OFFICE OF THE CLERK
U.S. HOUSE OF REPRESENTATIVES

U.S. House of Representatives
Committee on Ethics

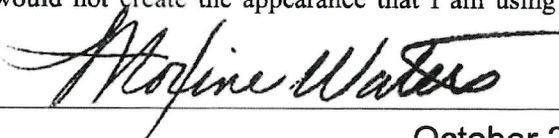
MEMBER / OFFICER POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from a private source for travel taken in connection with a Member or officer's official duties. This form does not eliminate the need to report privately-funded travel on the Member or officer's annual Financial Disclosure Statement. In accordance with House Rule 25, clause 5, you must complete this form and file it with the Clerk of the House, 135 Cannon House Office Building, within 15 days after travel is completed. Please do not file this form with the Committee on Ethics.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Name of Traveler: Maxine Waters
2. a. Name of accompanying relative: Sidney Williams *or* None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates of departure and return: Departure: October 14, 2017 Return: October 14, 2017
 b. Dates at personal expense: _____ *or* None
4. Departure city: New York Destination: San Francisco Return city: Los Angeles
5. Sponsor(s) (who paid for the trip): Northern California Region Women's Missionary Society-CME Church
6. Describe meetings and events attended (attach additional pages if necessary): Delivered remarks and received an award at the sponsor's 30th Anniversary Celebration luncheon.
7. Attached to this form are EACH of the following (*signify that each item is attached by checking the corresponding box*):
 - a. a completed Sponsor Post-Travel Disclosure Form;
 - b. the Primary Trip Sponsor Form completed by the trip sponsor prior to the trip, including all attachments and Grantmaking or Non-Grantmaking Sponsor Forms;
 - c. page 2 of the completed Traveler Form submitted by the Member or officer; *and*
 - d. the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the sponsor's agenda. (*Signify that statement is true by checking box*):
 b. If not, explain: _____

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 on the attached Sponsor Post-Travel Disclosure Form 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: 

DATE: October 24, 2017

Original Amendment

**U.S. House of Representatives
Committee on Ethics**

SPONSOR POST-TRAVEL DISCLOSURE FORM

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. *A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip within 10 days of their return.* You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Sponsor(s) (who paid for the trip): Northern California Region Women's Missionary Society (Christian Methodist Episcopal Church)
2. Travel Destination(s): San Francisco, California
3. Date of Departure: October 14, 2017 Date of Return: October 14, 2017
4. Name(s) of Traveler(s): Maxine Waters and Sidney Williams
(NOTE: You may list more than one traveler on a form only if all information is identical for each person listed.)
5. Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in response to Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Other Expenses (dollar amount per item and description)
Traveler	\$608	0	\$25	0
Accompanying Relative	\$608	0	\$25	0

6. All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. (Signify statement is true by checking box):

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

Signature: Michele Jackson
 Name: Michele Jackson Title: Vice President
 Organization: Northern California Region Women's Missionary Society

I am an officer of the above-named organization (signify statement is true by checking box):

Address: 2606 Havenscourt Blvd
Oakland, CA 94605

Telephone number: (510) 688-8806

Email Address: mjackson@contracosta.edu

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

If you have questions regarding your completion of this form, please contact the Committee on Ethics at (202) 225-7103.

U.S. House of Representatives
Committee on Ethics

TRAVELER FORM

1. Name of Traveler: Maxine Waters
2. Sponsor(s) (who will be paying for the trip): Northern California Region Missionary Society of the Christian Methodist Episcopal Church (CME)
3. Travel destination(s): San Francisco, CA
4. a. Date of departure October 14, 2017 Date of return: October 14, 2017
b. Will you be extending the trip at your personal expense? Yes No
If yes, dates at personal expense: _____
5. a. Will you be accompanied by a relative at the sponsor's expense? Yes No
b. If yes:
(1) Name of accompanying relative: Sidney Williams
(2) Relationship to traveler: Spouse Child Other (specify): _____
(3) Accompanying relative is at least 18 years of age: Yes No
6. a. Did the trip sponsor answer "yes" to Question 9(d) on the Primary Trip Sponsor Form (*i.e.*, travel is sponsored by an entity that employs a registered federal lobbyist or foreign agent and you are requesting lodging for two nights)? Yes No
b. If yes, explain why the second night of lodging is warranted:

7. Primary Trip Sponsor Form is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: Yes No
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties.
Rep. Waters is being asked to serve as a guest speaker to discuss the importance of voting and legislative issues of concern to African American women.
9. Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, and/or arranging the trip? Yes No

10. **FOR STAFF TRAVELERS:**

TO BE COMPLETED BY YOUR EMPLOYING MEMBER:

ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

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.

Date: _____

Signature of Employing Member

**U.S. House of Representatives
Committee on Ethics**

PRIMARY TRIP SPONSOR FORM

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 25, 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 together with a Traveler Form *at least 30 days before the start date of the trip*. The trip sponsor should NOT submit the form directly to the Committee. The Committee Web site (ethics.house.gov) provides detailed instructions for filling out the form.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Sponsor (who will be paying for the trip): Northern California Region
Women's Missionary Society
2. I represent that the trip will not be financed (in whole or in part) by a registered federal lobbyist or foreign agent (signify that the statement is true by checking box):
3. Check only one: I represent that:
 - a. the primary trip sponsor has not accepted from any other source funds intended directly or indirectly to finance any aspect of the trip *or*
 - b. the trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds *or*.
 - c. the primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.
If "c" is checked, list the names of the additional sponsors:

4. Provide names and titles of ALL House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):

5. Is travel being offered to an accompanying relative of the House invitee(s)? Yes No
6. Date of departure: October 14, 2017 Date of return: October 14, 2017
7. a. City of departure: New York New York b.
Destination(s): San Francisco, California
c. City of return: Los Angeles, California
8. 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: *or*
 - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: *or*
 - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event and lobbyist/foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.
9. Check one of the following:
 - a. I checked 8(a) or (b) above:
 - b. I checked 8(c) above but am not offering any lodging:
 - c. I checked 8(c) above and am offering lodging and meals for one night: *or*

Reason(s) for selecting: _____

17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. (signify that the statement is true by checking box):

18. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or employee	\$ 600	0	\$ 25.00
For each accompanying relative	\$ 600	0	\$ 25.00

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee	0	0
For each accompanying relative	0	0

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

19. Check one:

- a. I certify that I am an officer of the organization listed below. or
- b. N/A – sponsor is an individual or a U.S. institution of higher education.

20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.

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

Signature: Michele Jackson

Name: Michele Jackson

Title: Vice President

Organization: Northern California Region Women's Missionary Society

Address: 2606 Havenscourt Blvd

Telephone number: (510) 688-8806

Email address: mjackson@contracosta.edu

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

Committee on Ethics
U.S. House of Representatives

- d. I checked 8(c) above and am offering lodging and meals for two nights:
If "d" is checked, explain why the second night of lodging is warranted: _____

10. Attached is a detailed agenda of the activities the House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees) (indicate agenda is attached by checking box):

11. Check one:

- a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (signify that the statement is true by checking box): or
- b. N/A - trip sponsor is a U.S. institution of higher education.

12. For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:

The sponsor is the Christian Methodist Episcopal Church Missionaries; subject matter is to honor the work of the Congresswoman during the 30th Anniversary - Status of Women a one-time hosted event; role of the Church is to present the Dr. Sylvia Moore Faulk Community Service Award to Maxine Waters.

13. Answer parts a and b. Answer part c if necessary.

- a. Mode of travel: Air Rail Bus Car Other (Specify: _____)
- b. Class of travel: Coach Business First Charter Other (Specify: _____)
- c. If travel will be first class or by chartered or private aircraft, explain why such travel is warranted:

N/A

14. 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 that the statement is true by checking box):

15. 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: or
- b. The trip involves events that are arranged specifically *with regard* to congressional participation:

If "b" is checked:

1) Detail the cost per day of meals (approximate cost may be provided): _____

2) Provide reason for selecting the location of the event or trip: To accommodate the Northern California Region members of the Christian Methodist Episcopal Church and faith-based community associates

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:

Hotel name: N/A City: _____ Cost per night: _____

Reason(s) for selecting: _____

Hotel name: _____ City: _____ Cost per night: _____

Reason(s) for selecting: _____

Hotel name: _____ City: _____ Cost per night: _____

Susan W. Brooks, Indiana
Chairwoman
Theodore E. Deutch, Florida
Ranking Member

Patrick Mehan, Pennsylvania
Trey Gowdy, South Carolina
Kenny Marchant, Texas
Leonard Lance, New Jersey

Yvette D. Clarke, New York
Jared Polis, Colorado
Anthony Brown, Maryland
Steve Cohen, Tennessee



ONE HUNDRED FIFTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

October 6, 2017

Thomas A. Rust
Staff Director and Chief Counsel

Donna Herbert
Director of Administration

Megan Savage
*Chief of Staff and Counsel to
the Chairwoman*

Daniel J. Taylor
Counsel to the Ranking Member

1015 Longworth House Office Building
Washington, D.C. 20515-6328
Telephone: (202) 225-7103
Facsimile: (202) 225-7392

The Honorable Maxine Waters
U.S. House of Representatives
2221 Rayburn House Office Building
Washington, DC 20515

Dear Colleague:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your and your spouse's proposed trip to San Francisco, California, scheduled for October 14, 2017, sponsored by the Northern California Region Missionary Society of the Christian Methodist Episcopal Church.

You must complete a Member/Officer Post-Travel Disclosure Form and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. You must also report all travel expenses totaling more than \$390 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

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

Sincerely,

Susan W. Brooks
Chairwoman

Theodore E. Deutch
Ranking Member

SWB/TED:adw

Congresswoman Maxine Waters
 Northern California Region Women's Missionary Society – Status of Women
 30th Anniversary Celebration
 October 14, 2017

Itinerary

Saturday, October 14, 2017

Between 10:00 a.m. – 10:30 a.m.
 Arrive at the ~~Oakland~~ ^{San Francisco} International Airport

11:00 a.m. – 11:30 a.m.

Travel to the Concord Hilton Hotel
 1970 Diamond Blvd.
 Concord, CA 94821

12:00 Noon – 12:15 p.m.

Northern California Region Women's Missionary Society – Status of Women
 Luncheon begins.

1:00 p.m. – 1:30 p.m.

Congresswoman Maxine Waters speaks (15-20 minutes) and receives the Dr. Sylvia Faulk
 Community Service Award.

3:00 p.m. -3:15 p.m.

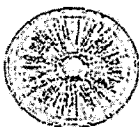
Northern California Region Women's Missionary Society – Status of Women
 Program ends, post events photos, meet & greet

4:00 p.m. – 5:00 p.m.

Congresswoman Maxine Waters Travels to the Oakland International Airport

Between 7:00 p.m. – 7:30 p.m.

Plane Departs to Los Angeles International Airport



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Speakers Request

**THE NORTHERN CALIFORNIA REGION WOMEN'S MISSIONARY SOCIETY
CHRISTIAN METHODIST EPISCOPAL CHURCH**

Mrs. Elretha Scott, President

Rev. TJ Davis, Jr., Presiding Elder Oakland District
Rev. David Manly, Patron Minister

Ms. Verna McCalister, Vice President

Rev. Eloise Knox, Presiding Elder, San Francisco District
Rt. Rev. Bobby R. Best, Presiding Bishop

"Investing in the future through Education, Outreach and Service"

May 3, 2017

Congresswoman Maxine Waters
10124 South Broadway, Suite 1
Los Angeles, CA 90003

Dear Congresswoman Waters:

The Northern California Region Woman's Missionary Society of the Christian Methodist Episcopal Church, under the leadership of Bishop Bobby R. Best is celebrating its 30th Anniversary establishing the San Francisco and Oakland Districts under the leadership of then, Bishop E. Lynn Brown, in 1987. Prior to 1987, we were the Northern and Southern California Districts. We are anticipating our Southern California missionaries to join us in this celebration. The missionaries of the church are the leading force for advocacy and civic engagement.

We are excited about our accomplishments over the years and would like to invite you to come along with Congresswoman Barbara Lee to bring us up to date on all the issues we are supporting on the ground with you! The church women are ready to fight with you and need to be prepared for the 2018 election.

The Northern California Region of the Christian Methodist Episcopal Church expands from Oroville north, to the Monterey Peninsula, south. We need to hear from our African American female leaders. The church is awaiting our turn to hear from you. I have spoken to your staff members and feel great about the possibility of you accepting our invitation. Here are the details:

Northern California Region Women's Missionary Society 30th Anniversary Celebration

Theme: "Celebrating 30 Years of Women in the Spirit, in Service and in Study"

Saturday, October 14, 2017, Noon - 3:00 p.m.

Concord Hilton Hotel

1970 Diamond Blvd.

Concord, CA94520

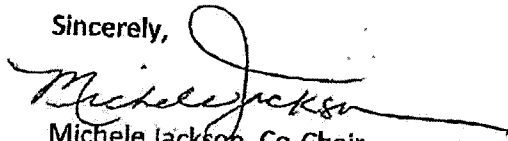
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Congresswoman Waters

We are inviting the entire community to this event and has made a commitment of 350 guests for lunch. The planning committee look forward to hearing from you soon. Thanks in advance for this wonderful possibility.

The Black church appreciates your work, and we want to say thank you and want to honor you! The missionaries stand ready to accommodate your expenses to attend the luncheon. Please come!

Sincerely,



Michele Jackson, Co-Chair
Michele Coit, Co-Chair
30th Anniversary Celebration Committee
2606 Havenscourt Blvd.
Oakland, CA 94605
(510)688-8806
jackson.mt@outlook.com

:mj