



U.S. House of Representatives COMMITTEE ON ETHICS

Member / Officer Post-Travel Disclosure Form

[X] Original [ ] Amendment

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, B-81 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: Congressman TJ Cox
2. a. Name of Accompanying Relative: OR None [X]
b. Relationship to Traveler: [ ] Spouse [ ] Child [ ] Other (specify):
3. a. Dates: Departure: April 7, 2019 Return: April 8, 2019
b. Dates at Personal Expense, if any: OR None [X]
4. Departure City: Los Angeles (LAX) Destination: Gambier, Ohio Return City: DC (DCA)
5. Sponsor(s), Who Paid for the Trip: Kenyon College, Center of the Study of American Democracy
6. Describe Meetings and Events Attended (attach additional pages if necessary):
8:00 AM - Breakfast with faculty; 10:30 AM -- Building a New House in Congress: A Conversation with Congressma
11:45 am - lunch with students.
7. Attached to this form are each of the following, signify that each item is attached by checking the corresponding box:
a. [X] a completed Sponsor Post-Travel Disclosure Form;
b. [X] the Primary Trip Sponsor Form completed by the trip sponsor prior to the trip, including all attachments and the Grantmaking or Non-Grantmaking Sponsor Forms;
c. [X] page 2 of the completed Traveler Form submitted by the Member or officer; and
d. [X] 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 attached sponsor's agenda. Signify statement is true by checking the box: [X]
b. If not, explain:

2019 APR 17 AM 11:47
LEGISLATIVE RESOURCE CENTER

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.

Member / Officer Signature: [Handwritten Signature]

Date: 4/17/2019



# U.S. House of Representatives COMMITTEE ON ETHICS

## Sponsor Post-Travel Disclosure Form

Original  Amendment

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 ten 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: Kenyon College, Center for the Study of American Democracy

2. Travel Destination(s): Kenyon College, Gambier, Ohio

3. Date of Departure: April 7, 2019 Date of Return: April 8, 2019

4. Name(s) of Traveler(s): Congressman TJ Cox

*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 Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$831.60	\$103.00	\$31.62	
Accompanying Family Member				

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: David M. Rowe Date: 4/16/19

Name: David M. Rowe Title: Director

Organization: Center for the Study of American Democracy

*I am an officer of the above-named organization. Signify statement is true by checking box:*

Address: 99 College Park Street, Gambier, OH 43022

Telephone: 740-427-5423 Email: americandemocracy@kenyon.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: Rep. TJ Cox
2. Sponsor(s) who will be paying for the trip: Kenyon College, Center for the Study of American Democracy
3. Travel Destination(s): Gambier, OH (Kenyon College)
4. a. Date of Departure: April 7th Date of Return: April 8th  
 b. Will you be extending the trip at your personal expense?  Yes  No  
 If yes, list dates at personal expense: \_\_\_\_\_
5. a. Will you be accompanied by a family member at the sponsor's expense?  Yes  No **If yes:**  
 (1) Name of Accompanying Family Member: \_\_\_\_\_  
 (2) Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_  
 (3) Accompanying Family Member is at least 18 years of age:  Yes  No
6. a. Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?  Yes  No  
 b. **If yes, and you are requesting lodging for two nights, explain why the second night 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.**  
 The Congressman will be speaking at Kenyon College, Center for the Study of American Democracy, to discuss his experience being a freshman Member of Congress; the process of legislation.  
 \_\_\_\_\_  
 \_\_\_\_\_
9. **Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, 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.

Signature of Employing Member  Date 3/19/ 2019



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 website (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: Kenyon College, Center for the Study of American Democracy
  
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): TJ Cox  
He is being invited to speak on his experiences in Congress.
  
5. Is travel being offered to an accompanying family member of the House invitee(s)?  Yes  No
  
6. Date of Departure: April 7, 2019 Date of Return: April 8, 2019
  
7. a. City of departure: Los Angeles, CA  
b. Destination(s): Gambier, OH  
c. City of return: Washington, DC
  
8. **Check only one.** I represent that:
  - 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 only 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**
  - d. I checked 8(c) above and am offering lodging and meals for two nights:  If you checked this box, explain why the second night of lodging is warranted: \_\_\_\_\_



U.S. House of Representatives

# COMMITTEE ON ETHICS

10. Attached is a detailed agenda of the activities 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 only one of the following:**
- 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. *Not Applicable.* 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:  
We are an institution of higher education and would like to bring in Congressman Cox to speak with the campus community about his experiences in the American democratic process and as an elected member of Congress.
- 
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:  
 \_\_\_\_\_  
 \_\_\_\_\_
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. **Check only one.** I represent that either:
- 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): \$40 approximate
    - 2) Provide the reason for selecting the location of the event or trip: Location of Kenyon College
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Kenyon Inn City: Gambier Cost Per Night: \$100  
 Reason(s) for Selecting: It is the only hotel in the village.
- Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_  
 Reason(s) for Selecting: \_\_\_\_\_
- Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_  
 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:*



U.S. House of Representatives

# COMMITTEE ON ETHICS

**18. Total Expenses for each Participant:**

<input type="checkbox"/> Actual Amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee	\$800 flight and \$150 car via Kenyon Transportation	\$100	\$80
For each Accompanying Family Member	N/A	N/A	N/A

	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	N/A	N/A
For each Accompanying Family Member	N/A	N/A

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

**19. Check only one:**

- a. I certify that I am an officer of the organization listed below:  **OR**
- b. *Not Applicable.* Trip 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: David M. Rowe Date: March 19, 2019

Name: David M. Rowe

Title: Director

Organization: Kenyon College, Center for the Study of American Democracy

Address: 99 College Park Street, Gambier, OH 43022

Telephone: 740-427-5423

Email: americandemocracy@kenyon.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

1015 Longworth House Office Building, Washington, D.C. 20515

Phone: 202-225-7103 General Fax: 202-225-7392

Theodore E. Deutch, Florida  
*Chairman*  
Kenny Marchant, Texas  
*Ranking Member*

Grace Meng, New York  
Susan Wild, Pennsylvania  
Dean Phillips, Minnesota  
Anthony Brown, Maryland

John Ratcliffe, Texas  
George Holding, North Carolina  
Jackie Walorski, Indiana  
Michael Guest, Mississippi



ONE HUNDRED SIXTEENTH CONGRESS

## U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

David W. Arrojo  
*Counsel to the Chairman*

Christopher A. Donesa  
*Counsel to the Ranking Member*

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

March 29, 2019

The Honorable TJ Cox  
U.S. House of Representatives  
1728 Longworth House Office Building  
Washington, DC 20515

Dear Colleague:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Gambier, Ohio, scheduled for April 7 to 8, 2019, sponsored by Kenyon College.

Committee travel regulations require that you submit your complete pre-trip approval request to the Committee at least 30 days before the commencement of the trip or it will not be granted. Despite your failure to do so in this instance, we are approving your current request. However, any future requests should adhere to the 30-day requirement.

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,

Handwritten signature of Theodore E. Deutch in blue ink.

Theodore E. Deutch  
Chairman

Handwritten signature of Kenny Marchant in blue ink.

Kenny Marchant  
Ranking Member

TED/KM:jeb



**Kenyon College**  
**Center for the Study of American Democracy**  
**April 7-8, 2019**

**Itinerary for Congressman TJ Cox**

**Sunday, April 7, 2019**

- 9:06 am** Depart LAX on American Airlines 552 to CMH – Columbus  
Record Locator: IJPVCT
- 4:25 pm** Arrive CMH, Cardinal Transportation driver at the Baggage Claim (with sign reading Cox) to transport to Kenyon Inn for check-in - Confirmation #109292569
- Evening** Dinner

**Monday, April 8, 2019**

- 8:00 am** Breakfast with faculty – Kenyon Inn Newman Room
- 9:00 am** Free time
- 10:30 am** *Building a New House in Congress: A Conversation with Congressman TJ Cox*  
– Gund Gallery Community Theater
- 11:45 am** Lunch with Students – Leach Dining Hall, Lower Peirce
- 12:30 pm** Travel to CMH via Cardinal Transportation, pick up at Kenyon Inn
- 3:00 pm** Depart CMH on American Airlines 4521 to DCA – Washington Reagan
- 4:20 pm** Arrive DCA

**Questions?**

Campus switch board: 740-427-5000  
Center for the Study of American Democracy: 740-427-5423  
Andrea Lechleitner's cell phone number: 740-504-4846