



U.S. House of Representatives COMMITTEE ON ETHICS

Member / Officer Post-Travel Disclosure Form 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: Brenda Lawrence
2. a. Name of Accompanying Relative: McArthur Lawrence OR None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: Feb. 15, 2020 Return: Feb. 20, 2020
 b. Dates at Personal Expense, if any: _____ OR None
4. Departure City: Detroit, MI Destination: Munich, Germany Return City: Detroit, MI
5. Sponsor(s), Who Paid for the Trip: The German Marshall Fund of the US and The Robert Bosch Stiftung
6. Describe Meetings and Events Attended (attach additional pages if necessary): _____

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** the *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 attached sponsor's agenda.
Signify statement is true by checking the 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.

Member / Officer Signature: _____

Brenda Lawrence

Date: March 4, 2020



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: The German Marshall Fund of the United States and The Robert Bosch Stiftung

2. Travel Destination(s): Elmau, Germany and Munich, Germany

3. Date of Departure: Saturday, February 15, 2020 Date of Return: Thursday, February 20, 2020

4. Name(s) of Traveler(s): Congresswoman Brenda Lawrence

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	\$3,472.61	\$883.50	\$360.53	\$292.77 Conference Fees
Accompanying Family Member	N/A	N/A	N/A	N/A

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: Karen P. Donfried _____ Sandra Breka _____ Date: 02/26/2020

Name: Dr. Karen Donfried/ Sandra Breka Title: President/ Member of Board

Organization: The German Marshall Fund of the United States/ Robert Bosch Stiftung

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

Address: 1744 R St NW, Washington D.C. 20009/Französische Straße 32, 10117 Berlin, Germany

Telephone: +1 202 683 2605/+49 30 220025-311 Email: kdonfried@gmfus.org/sandra.breka@bosch-stiftung.de

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

Sponsor Post-Travel Disclosure Form

Original Amendment

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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: The German Marshall Fund of the United States and The Robert Bosch Stiftung

2. Travel Destination(s): Elmau, Germany and Munich, Germany

3. Date of Departure: Saturday, February 15, 2020 Date of Return: Thursday, February 20, 2020

4. Name(s) of Traveler(s): Mr. McArthur Lawrence

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	7574.23	\$883.50	\$360.53	N/A
Accompanying Family Member	N/A	N/A	N/A	N/A

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: Karen P. Donfried Sandra Breka Date: 02/26/2020

Name: Dr. Karen Donfried/ Sandra Breka Title: President/ Member of Board

Organization: The German Marshall Fund of the United States/ Robert Bosch Stiftung

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

Address: 1744 R St NW, Washington D.C. 20009/Französische Straße 32, 10117 Berlin, Germany

Telephone: +1 202 683 2605/+49 30 220025-311 Email: kdonfried@gmfus.org/sandra.breka@bosch-stiftung.de

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: Brenda Lawrence

2. Sponsor(s) who will be paying for the trip: The German Marshall Fund

3. City and State **OR** Foreign Country of Travel: Munich, Germany

4. a. Date of Departure: Feb. 15 Date of Return: Feb. 20

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: McArthur Lawrence

(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 purpose of the trip is to discuss policy issues affecting the US and Europe so it is important the Congresswoman gains knowledge of issues on the global scale that may affect the US.

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 _____



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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: The German Marshall Fund of the United States; Robert Bosch Stiftung
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): Please see addendum.
5. Is travel being offered to an accompanying family member of the House invitee(s)? Yes No
6. Date of Departure: February 15, 2020 Date of Return: February 20, 2020
7. a. City of departure: Detroit, Michigan
b. Destination(s): Elmau, Germany & Munich, Germany
c. City of return: Detroit, Michigan
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: _____



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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:
- GMF seeks to promote cooperation between the United States and Europe on transatlantic and global issues. Robert Bosch
Stiftung is a German foundation that supports projects in many important fields, including international relations. This Forum brings together U.S. and German lawmakers for
policy discussions. GMF and Robert Bosch Stiftung are responsible for all aspects of the trip, including recruitment of participants and creation of the agenda.

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): Approximately \$94 per day in Munich.
Please note that the hotel in Elmau is inclusive and costs include all meals.
- 2) Provide the reason for selecting the location of the event or trip: The Congress-Bundestag Forum alternates each year between a city
in the United States and Germany. Munich was chosen as it is the capital city of an important German state. Elmau was chosen for its superior conference facilities.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Schloss Elmau City: Elmau Cost Per Night: \$611.77
Reason(s) for Selecting: Superior conference facilities
- Hotel Name: Le Meridien City: Munich Cost Per Night: \$208.41
Reason(s) for Selecting: Capital of an important German state, where attendees can better understand the German federal system
- 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
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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 checked="" type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee	\$3,431.23	\$2,043.81	\$376
For each Accompanying Family Member	N/A	N/A	\$376

	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		
For each Accompanying Family Member		

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: Karen P. Donfried Sandra Breka Date: January 15, 2020

Name: Karen Donfried Sandra Breka

Title: President Member, Board of Management

Organization: German Marshall Fund of the United States Robert Bosch Stiftung

Address: 1744 R St NW, Washington, D.C. 20009 Französische Straße 32, 10117 Berlin, Germany

Telephone: +1 202 683 2650 +49 30 220025-317

Email: kdonfried@gmfus.org sandrabreka@bosch-stiftung.de

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. Doneso
Counsel to the Ranking Member

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

February 11, 2020

The Honorable Brenda Lawrence
U.S. House of Representatives
2463 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 Germany,¹ scheduled for February 15 to 20, 2020, sponsored by German Marshall Fund of the United States and Robert Bosch Stiftung.

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.

Because the trip may involve meetings with foreign government representatives, we note that House Members may accept, under the Foreign Gifts and Decorations Act (FGDA), gifts "of minimal value [currently \$390] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of minimal value received from a foreign government must, within 60 days of acceptance, be disclosed on a Form for Disclosing Gifts from Foreign Governments and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.

¹ Please be aware that the Committee's review of the proposed trip does not extend to either the security situation in the destination country or security related to foreign travel in general. We recommend you contact the Office of House Security (OHS) for a safety and security briefing prior to your departure. OHS may be reached at (202) 226-2044 or ohsstaff@mail.house.gov. House travelers should also register for the U.S. State Department's Smart Traveler Enrollment Program at <https://step.state.gov>.

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:adw

For Internal Use Only
Not Intended for Distribution

AGENDA

Congress-Bundestag Forum
Schloss Elmau and Munich
February 16 – 20, 2020

Sunday, February 16, 2020

U.S. Members of Congress and German Members of the Bundestag arrive in Munich on individual travel itineraries

Transport to the hotel is provided. Please look for a “Congress-Bundestag Forum” sign upon arrival.

Accommodation: Schloss Elmau
82493 Elmau/Oberbayern
Tel. +49 8823 18 0

(Business casual)

- 13:00 – 14:45 **Welcome Lunch for U.S. Member of Congress**
Location: Kaminstüberl
- 14:50 Meet in the lobby, walk to Retreat building
- 15:00 – 16:45 **Welcome and introduction to the program/Facilitated Opening Session**
with **Sandra Breka**, Member of the Board of Management, Robert Bosch
Stiftung; and **Dr. Karen Donfried**, President, The German Marshall Fund of
the United States

Mark Shillaker, Facilitator, FLAG Consulting & Training
Location: tbd
- 16:30 – 18:00 Personal Work Period

18:00 – 20:30 **CBF Opening Dinner Discussion**
Dr. Huang Jing, Distinguished Professor and Dean of the Institute on
National and Regional Studies, Beijing Language and Culture University
(confirmed)
Location: Restaurant Fidelio

Monday, February 17, 2020

Starting at 7:30 Buffet breakfast at La Salle Restaurant

(Business casual)

09:00 – 10:45 **Session I: Global Order – Challenges to the West**
General John R. Allen, President, The Brookings Institution (confirmed)
Federica Mogherini, Former High Representative of the Union for Foreign
Affairs and Security Policy and Vice-President of the European Commission
(pending)

10:45 – 11:00 Coffee Break

11:00 – 12:00 **Continue with group working phase**

12:00 – 13:00 **Lunch Break**

Location: La Salle and Kaminstüberl

13:15 – 14:30 **Discussion of Global Order Session**

Location: Pavillon

14:30 – 15:30 Personal Work Period

15:30 – 18:00 Site-visit

- 18:00 – 19:00 Personal Work Period
- 19:00 – 21:00 **Dinner Discussion: Europe Reunited – 30 years after the fall of the Berlin Wall**
Sonja Licht, President, Belgrade Fund for Political Excellence (confirmed)
Sławomir Sierakowski, Founder, Krytyka Polityczna (confirmed)
Location: Restaurant Summit

Tuesday, February 18, 2020

- Starting at 7:30** Buffet breakfast at La Salle Restaurant
(Business casual)
- 9:00 – 12:00 **Session II: Social Cohesion in Changing Societies**
Tim Dixon, Co-Founder, More in Common (confirmed)
Location: Pavillon
- 12:00 – 13:00 **Lunch Break**
Location: La Salle and Kaminstüberl
- 13:15 – 15:00 **Session III: Opportunities and Risks: Energies for the Future**
Mechthild Wörsdörfer, Director, Sustainability, Technology and Outlooks,
International Energy Agency (invited)
Professor Claudia Kemfert, Head of Department Energy, Transportation,
Environment, German Institute for Economic Research (invited)
Location: Pavillon
- 15:00 – 15:15 Coffee Break
- 15:15 – 16:45 **Reflections on transatlantic cooperation led by participants**
- 17:00 – 18:00 **Closing Session: Transatlantic Relations – The Way Forward**

Facilitated discussion on the future of the transatlantic relationship

Mark Shillaker, Facilitator, FLAG Consulting & Training

Location: Pavillon

18:00 – 19:00 Personal Work Period

19:00 – 21:30 **CBF Closing Dinner**

with remarks from **Sandra Breka**, Member of the Board of Management, Robert Bosch Stiftung; and **Dr. Karen Donfried**, President, The German Marshall Fund of the United States

Location: Restaurant Fidelio

Wednesday, February 19, 2020

Starting at 7:30 Buffet breakfast at La Salle Restaurant

(Business casual)

9:00 – 11:00 **Check-out**

German Members of the Bundestag depart on individual itineraries

9:00 U.S. Members of Congress depart to Munich

11:00 – 12:00 **Meeting with President of the Landtag of Bavaria Ilse Aigner (CSU)**
(invited)

12:00 – 12.30 Transfer

12:30 – 14:30 **Digitalization and Workforce Development in Germany**

Lunch discussion and visit at a Germany company/BMW

14:30 – 15:00 Transfer

15:00 – 16:30 **Visit to the Munich Documentation Center for the History of National Socialism**

Tour and discussion with **Dr. Mirjam Zadoff**, Director (confirmed)

16:30 – 17:00 Transfer to hotel

17:00 – 18:00 Personal Work Period

18:00 – 18:30 Transfer to restaurant

18:30 – 20:30 **Dinner Discussion on Current German Politics with journalists**

Gregor Peter Schmitz, Editor-in-Chief, Augsburger Allgemeine Zeitung
(confirmed)

Thursday, February 20, 2020

U.S. Members of Congress depart to airport on individual itineraries

House Ethics Addendum
Congress-Bundestag Forum 2020

The following Members of Congress were chosen to participate due to their interest in the transatlantic relations and international affairs:

- Congresswoman Robin Kelly (D-IL)
- Congresswoman Barbara Lee (D-CA)
- Congressman Barry Loudermilk (D-GA)
- Congressman Mike Turner (R-OH)
- Congresswoman Brenda Lawrence (D-MI)
- Congresswoman Debbie Lesko (R-AZ)
- Congressman Robert Bishop (R-UT)
- Congressman Mark Green (R-TN)
- Congressman Eric Swalwell (D-CA)
- Congressman C. A. Dutch Ruppertsberger (D-MD)
- Congressman Bill Flores (R-TX)