



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, by email at gifttravelreports@mail.house.gov, 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: _____
2. a. Name of Accompanying Relative: _____ **OR** None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. **Dates:** Departure: _____ Return: _____
 b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: _____ Destination: _____ Return City: _____
5. Sponsor(s), Who Paid for the Trip: _____
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 *Additional Sponsor Form(s)*;
 - 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: _____ 

Date: _____



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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: American Conservative Union Foundation

2. Travel Destination(s): Mexico City, Mexico

3. Date of Departure: November 18, 2022 Date of Return: November 20, 2022

4. Name(s) of Traveler(s): Congressman Mark Green

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	\$1,203.92	\$236.60	\$23.75	\$0.00
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: Date: 11/30/2022

Name: Lynne Rasmussen Title: Senior VP of Operations

Organization: American Conservative Union Foundation

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

Address: 1199 N Fairfax Street, Alexandria, VA 22324

Email: lrasmussen@conservative.org Telephone: (202) 347-9388

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.



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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:
American Conservative Union Foundation
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. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: 11/18/2022 Date of return: 11/20/2022
7. a. City of departure: Nashville, TN
b. Destination(s): Mexico City, Mexico
c. City of return: Nashville, TN
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; **OR**
 - b. I checked 8(c) above but am not offering any lodging; **OR**
 - 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:
 The mission of the American Conservative Union Foundation is to develop solutions to domestic and foreign policy issues facing America and educate Americans about those issues and solutions. We work with opinion leaders, elected officials and their staffs in policy development and education. With regard to this specific trip, Brazil and the United States have a strong economic relationship. Sharing ideas and culture is extremely beneficial for both countries.
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 the 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):

 2) Provide the reason for selecting the location of the event or trip:
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
 Hotel Name: Westin Santa Fe City: Mexico City Cost Per Night: \$99
 Reason(s) for Selecting: Location and security
 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 the box.*



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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	1079.92	236.61	300
For each Accompanying Family Member			

	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	400.00	Museum admission, local taxes, parking
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 by my signature that

- a. I read and understand the Committee's Travel Regulations;
- b. I am not a registered federal lobbyist or registered foreign agent; and
- c. The information on this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 10/13/2022
 Name: Lynne Rasmussen Title: Senior Vice President
 Organization: American Conservative Union Foundation
 Address: 1199 North Fairfax St., Suite 500A, Alexandria, VA 22314
 Email: LRasmussen@conservative.org Telephone: (202) 347-9388

INSTRUCTIONS

Complete the *Primary Trip Sponsor Form* and submit the agenda, invitation list, any attachments, and any *Additional Trip Sponsor Forms* directly to the Travelers.

Written approval from the Committee on Ethics is required before traveling on this trip. The Committee on Ethics will notify the House invitees directly and will not notify the trip sponsors.

Willful or knowing misrepresentation on this form may be subject to criminal prosecution under 18 U.S.C. § 1001. Signatures must comply with section 104(bb) of the Travel Regulations.

For questions, please contact the Committee on Ethics at:

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

ethicscommittee@mail.house.gov | 202-225-7103
More information and forms available at ethics.house.gov

**PRIMARY TRIP SPONSOR FORM AMERICAN CONSERVATIVE UNION
FOUNDATION QUESTION #4 – ADDENDUM 4.**

Please provide the 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:

The American Conservative Union Foundation has invited the Honorable Mark Green to participate in CPAC Mexico. Green was invited because he is a member of both the House Foreign Affairs Committee and the House Armed Services Committee.

According to the House Foreign Affairs Committee web site, the full Committee is responsible for oversight and legislation relating to (among other issues): foreign assistance, national security developments affecting foreign policy; international law; promotion of democracy; international law enforcement issues, including narcotics control programs and activities; and international cyber issues.

According to the House Armed Services Committee web site, the full Committee is responsible for (among other issues): defense policy generally, counter-drug programs, security cooperation; and joint interoperability.

US-Mexico relations regularly deal with critical issues such as border security, immigration, narcotics trafficking, terrorism, and bilateral defense coordination. Accordingly, Representative Green's participation in CPAC Mexico would be appropriate in light of his committee assignments and policymaking role

CPAC México Agenda

Friday, November 18, 2022

Travel Day:

Depart United States

Arrive Mexico City, Mexico

Saturday, November 19s, 2022

9:00 AM – 9:15 AM | Remarks by *Lili Rose, President and Founder of Live Action*

9:15 AM – 10:00 AM | A Conversation on Defending Life in the World with *Abby Johnson, CEO of ATTWN Ministry, Gregor Puppinck, Director of the European Centre for Law and Justice and Valerie Huber, President of The Institute for Women's Health*

10:00 AM – 10:40 AM | A moderated discussion on Religious Freedom in Mexico with Aaron Lara and Christian Badillo

10:40 AM – 11:00 AM | Remarks by *Silvio Baez, Prelate of the Catholic Church in Nicaragua*

11:00 AM – 11:30 AM | A moderated discussion on the Influence of the Latin American Economy in the United States with *Arturo Moreno, Abraham Enriquez, President Bienvenido U.S and Orlando Salazar, Owner of 44 Farms*

11:30 AM – 11:50 AM | Remarks by *Bob Unanue, CEO of Goya Foods*

11:50 AM – 12:10 PM | Remarks by *Javier Milei, Member of the Argentina Chamber of Deputies*

12:10 PM – 1:15 PM | A Panel discussion on the Political Right in Mexico with *Juan Ivan Pena, CEO of Connection Mexico Global, Carlos Leal, Mexican Politician, Larry Rubin, Businessman and Elsa Mendez*

1:15 PM – 2:00 PM | A Panel Discussion on Politics in Latin America with *Ramfis Dominguez, the Dominican Republic, Fabricio Alvarado, Costa Rica and Maria Fernanda Cabal, Columbia*

2:00 PM – 2:15 PM | Remarks by *Congressman Mark Green (TN-7)*

2:15 PM- 2:30 PM | Remarks by *Eduardo Bolsonaro, Member of the Brazilian Chamber of Deputies*

2:30 PM – 2:45 PM | Remarks by *Rafael Lopez Aliaga, Former Peruvian Presidential candidate*

2:45 PM – 3:00 PM | Remarks by *Jose Antonio Kast, Former Member of the Chilean Chamber of Deputies*

3:00 PM – 3:15 PM | Remarks by *Jay Aeba, Chairman of the Japanese Conservative Union*

3:15 PM – 4:20 PM | Panel Discussion on Politics in Europe with *Miklos Szantho, Director of the Center for Fundamental Rights, Francesco Giubilei, Italian Writer, Hermann Tersch, Member of the European Parliament and Nigel Farage, Former Member of the European Parliament*

4:20 PM – 4:40 PM | Remarks by *Katalin Novak, President of Hungary*

4:40 PM – 5:00 PM | Remarks by *Congresswoman Marjorie Taylor Greene (GA-14)*

5:00 PM | CPAC Mexico Conference concludes

Sunday November 20th

Travel Day

Depart Mexico City, Mexico

Arrive United States



TRAVELER FORM

1. Name of Traveler: Mark E. Green

2. Sponsor(s) who will be paying or providing in-kind support for the trip: American Conservative Union Foundation

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

4. a. Date of Departure: 11/18/22 Date of Return: 11/20/22

b. Yes No Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: _____

5. a. Yes No Will you be accompanied by a family member at the sponsor's expense? **If yes:**

(1) Name of Accompanying Family Member: _____

(2) Relationship to Traveler: Spouse Child Other (specify): _____

(3) Yes No Accompanying Family Member is at least 18 years of age:

6. a. Yes No 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)?

b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:

7. Yes No *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and Additional Sponsor Forms.

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.**
As the Ranking Member of the House Foreign Affairs Committee, speaking to and meeting with leaders and partners in key nations in the Western Hemisphere is critical to his role. Participating in this conference will help him meet those leaders as well as learn about the issues facing Mexico.

9. **Yes No Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip?**

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 Mark E Green Date 10/17/22



U.S. House of Representatives

COMMITTEE ON ETHICS

Washington, DC 20515

November 16, 2022

The Honorable Mark E. Green
U.S. House of Representatives
2446 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 proposed trip to Mexico,¹ scheduled for November 18 to 20, 2022, sponsored by American Conservative Union Foundation and Movimiento Restaurador Viva Mexico AC.

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 \$415 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 \$415] 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,

A handwritten signature in blue ink, appearing to read "Susan Wild". The signature is stylized with a large, sweeping initial "S" that loops around the rest of the name.

Susan Wild
Acting Chairwoman

A handwritten signature in blue ink, appearing to read "Michael Guest". The signature is written in a clear, blocky style with a large initial "M".

Michael Guest
Acting Ranking Member

SW/MG:amr