

# COMMITTEE ON ETHICS

## MEMBER/OFFICER POST-TRAVEL DISCLOSURE FORM Original Amendment

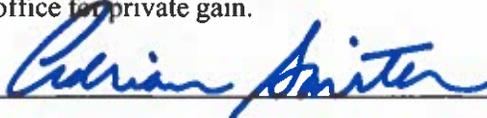
This form is for disclosing the receipt of travel expenses from a private source for travel taken in connection with a Member or officer's official duties. This form does not eliminate the need to report privately-funded travel on the Member or officer's annual *Financial Disclosure Statement*. In accordance 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](mailto: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: Representative Adrian Smith
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: September 16, 2023 Return: September 17, 2023  
b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR**  None
4. Departure City: Scottsbluff, NE Destination: Rapid City, SD Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: The Ripon Society
6. Describe Meetings and Events Attended (attach additional pages if necessary):  
Rep. Smith attended the Roosevelt Leadership Awards Dinner and was honored for moving legislation for the benefit of the American people. He attended a presentation following the dinner at Mount Rushmore.
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: 09/25/23

# 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 in 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 or provided in-kind support for the trip: The Ripon Society

2. Travel Destination(s): Rapid City, South Dakota

3. Date of Departure: September 16, 2023 Date of Return: September 17, 2023

4. Name(s) of Traveler(s): Representative Adrian Smith

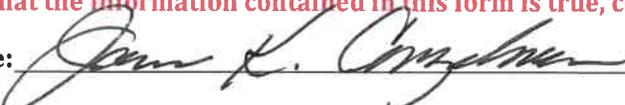
*Note:* You may list more than one traveler on a form only if **all** information is **identical** for each person listed.

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		\$98.00	\$43.55	\$23.00 Bus travel to/from Mt. Rushmore and Lodge
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:  Date: 9/21/2023

Name: James K. Conzelman Title: President and CEO

Organization: The Ripon Society and The Franklin Center for Global Policy Exchange

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

Address: 1155 15th Street, NW Suite 550, Washington, DC 20005

Telephone: 202-216-1008 Email: jconzelman@riponsociety.org

*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

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 25, 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 trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection. This form and any attachments may be delivered to the Committee at 1015 Longworth or e-mailed to [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

**Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date.** Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. **You must receive explicit approval from the Committee before you depart on this trip.**

Name of Traveler: Representative Adrian Smith

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

I certify that the information contained on both pages of 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 or Committee): \_\_\_\_\_

Office Address: 502 Cannon House Office Building, Washington, DC 20515

Telephone Number: 202-225-6435

Email Address of Contact Person: belen.gregory@mail.house.gov

Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

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

**KEEP A COPY OF THIS FORM.** Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

If there are any questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or via e-mail: [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).



U.S. House of Representatives

# COMMITTEE ON ETHICS

## TRAVELER FORM

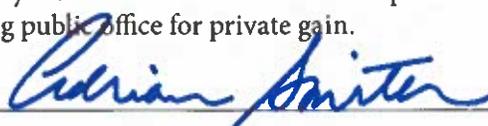
1. Name of Traveler: Representative Adrian Smith
2. Sponsor(s) who will be paying or providing in-kind support for the trip:  
The Ripon Society
3. City and State **OR** Foreign Country of Travel : Rapid City, SD
4. a. Date of Departure: Sat. Sept. 16, 2023 Date of Return: Sun. Sept. 17, 2023  
b. Yes  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.**  
Congressman Adrian Smith will be receiving an award at the Roosevelt Leadership Awards Dinner for his efforts to promote access to healthcare in rural communities and his leadership in global trade on behalf of the United States. The Roosevelt Awards recognize Congressional Members who show leadership in moving legislation for the benefit of the American people.
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  Date 08/17/23

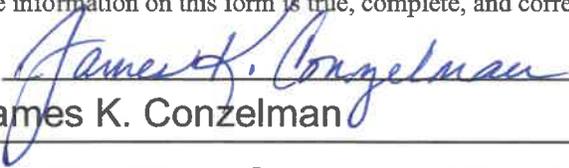
# COMMITTEE ON ETHICS

## ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. **Provide a copy of your completed form to the primary sponsor of the trip.**

**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. Signatures must comply with section 104(bb) of the Travel Regulations.**

1. Name of Primary Trip Sponsor for this trip: The Ripon Society
2. Name of your organization: The Franklin Center for Global Policy Exchange
3. Yes  No  Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?
4. Yes  No  Does your organization receive funding from any foreign government or multinational organization?
5. **Check one.** I certify that my organization:
  - a.  Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**
  - b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
Destination: Rapid City, SD on Date: September 16-17, 2023  
that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**
  - c.  Has provided in-kind support to the above-named Primary Trip Sponsor (e.g., meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).
6. **Check only one:**
  - a.  My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
  - b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
7. **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;
  - c. I am an officer of this organization and am duly authorized to sign this form; and
  - d. The information on this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 8/16/2023  
Name: James K. Conzelman Title: President and CEO  
Organization: The Ripon Society and The Franklin Center for Global Policy Exchange  
Address: 1155 15th Street, NW Suite 550, Washington, DC 20005  
Telephone: 202-216-1008 Email: jconzelman@riponsociety.org

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

# 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's website ([ethics.house.gov](http://ethics.house.gov)) provides detailed instructions for filling out the form. The Committee will notify the House invitees directly of its decision and will not notify the trip sponsors.

**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. Signatures must comply with section 104(bb) of the Travel Regulations.**

1. Sponsor who will be paying for the trip:

The Ripon 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, services, or in-kind assistance 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: The Franklin Center for Global Policy Exchange

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): \_\_\_\_\_

Representative Raja Krishnamoorthi, Representative Adrian Smith, Representative Joyce Beatty, and Representative Kelly Armstrong. Please see attachments 1 & 2.

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

6. Date of Departure: Saturday, September 16, 2023 Date of Return: Sunday, September 17, 2023

7. a. City of departure: District

b. Destination(s): Rapid City, SD

c. City of return: District

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.**
- I checked 8(a) or (b) above; **OR**
  - I checked 8(c) above but am not offering any lodging; **OR**
  - I checked 8(c) above and am offering lodging and meals for one night; **OR**
  - 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. \_\_\_\_\_
- 
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.**
- I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify the statement is true by clicking the box; OR*
  - 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:
- This awards program was created by the Ripon Society and the Franklin Center who are jointly organizing and hosting this event. The Ripon Society is recognizing Congressional Members who have shown leadership in moving legislation for the benefit of the American people. The Franklin Center is recognizing Congressional Members who work across the aisle to promote legislation.
- 
13. **Answer parts a and b. Answer part c if necessary:**
- Mode of travel: Air  Rail  Bus  Car  Other  (specify: driving himself from his district)
  - Class of travel: Coach  Business  First  Charter  Other  (specify: \_\_\_\_\_)
  - 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:
- 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**
  - The trip involves events that are arranged specifically *with regard* to congressional participation. If "b" is checked:
    - Detail the cost *per day* of meals (approximate cost may be provided): \$43.55
    - Provide the reason for selecting the location of the event or trip: location, facilities, cost
- 
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: K Bar S Lodge City: Keystone, SD Cost Per Night: \$98.00  
 Reason(s) for Selecting: facilities, location, cost
- 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.*

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

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee	0	\$98.00	\$43.55
For each Accompanying Family Member			

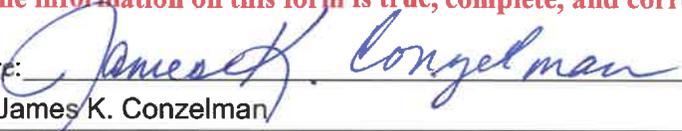
	<b>Other</b> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

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: 8/16/2023  
 Name: James K. Conzelman Title: President & CEO  
 Organization: The Ripon Society and The Franklin Center for Global Policy Exchange  
 Address: 1155 15th Street, NW Suite 550, Washington, DC 20005  
 Email: jconzelman@riponsociety.org Telephone: 202-216-1008

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

# 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's website (ethics.house.gov) provides detailed instructions for filling out the form. The Committee will notify the House invitees directly of its decision and will not notify the trip sponsors.

**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. Signatures must comply with section 104(bb) of the Travel Regulations.**

1. Sponsor who will be paying for the trip:

The Ripon 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, services, or in-kind assistance 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: The Franklin Center for Global Policy Exchange

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): \_\_\_\_\_

Representative Raja Krishnamoorthi, Representative Adrian Smith, Representative Joyce Beatty, and Representative Kelly Armstrong. Please see attachment 1

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

6. Date of Departure: September 16, 2023 Date of Return: September 17, 2023

7. a. City of departure: Member's District

b. Destination(s): Rapid City, SD

c. City of return: Member's district

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. \_\_\_\_\_

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 the statement is true by clicking the 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:

This awards program was created by the Ripon Society and the Franklin Center who are jointly organizing and hosting this event. The Ripon Society is recognizing Congressional Members who have shown leadership in moving legislation for the benefit of the American people. The Franklin Center is recognizing Congressional Members who work across the aisle to promote legislation

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): \$43.55

2) Provide the reason for selecting the location of the event or trip: location, facilities, cost

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

Hotel Name: K Bar S Lodge City: Keystone, SD Cost Per Night: \$98.00

Reason(s) for Selecting: facilities, location, cost

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.*

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	\$2,224.39 **	\$98.00	\$43.55
For each Accompanying Family Member	\$2,294.39		\$43.55

	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	\$23.00	Bus travel to/from Mt. Rushmore and Lodge
For each Accompanying Family Member	\$23.00	** Representative Smith is driving to SD, so there is no transportation cost

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: James K. Conzelman Date: 8-11-2023  
 Name: James K. Conzelman Title: President & CEO  
 Organization: The Ripon Society and The Franklin Center for Global Policy Exchange  
 Address: 1155 15th Street, NW Suite 550, Washington, DC 20005  
 Email: jconzelman@riponsociety.org Telephone: 202-216-1008

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or travel.requests@mail.house.gov.

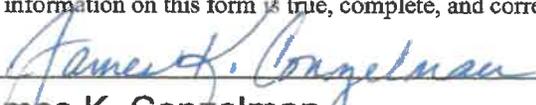
# COMMITTEE ON ETHICS

## ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. **Provide a copy of your completed form to the primary sponsor of the trip.**

**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. Signatures must comply with section 104(bb) of the Travel Regulations.**

1. Name of Primary Trip Sponsor for this trip: The Ripon Society
2. Name of your organization: The Franklin Center for Global Policy Exchange
3. Yes  No  Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?
4. Yes  No  Does your organization receive funding from any foreign government or multinational organization?
5. **Check one.** I certify that my organization:
  - a.  Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**
  - b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
Destination: Rapid City, SD on Date: September 16-17, 2023  
that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**
  - c.  Has provided in-kind support to the above-named Primary Trip Sponsor (e.g., meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).
6. **Check only one:**
  - a.  My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
  - b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
7. **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;
  - c. I am an officer of this organization and am duly authorized to sign this form; and
  - d. The information on this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 8/16/2023

Name: James K. Conzelman Title: President and CEO

Organization: The Ripon Society and The Franklin Center for Global Policy Exchange

Address: 1155 15th Street, NW Suite 550, Washington, DC 20005

Telephone: 202-216-1008 Email: jconzelman@riponsociety.org

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

Michael Guest, Mississippi  
*Chairman*  
Susan Wild, Pennsylvania  
*Ranking Member*

David P. Joyce, Ohio  
John H. Rutherford, Florida  
Andrew R. Garbarino, New York  
Michelle Fischbach, Minnesota

Veronica Escobar, Texas  
Mark DeSaulnier, California  
Deborah K. Ross, North Carolina  
Glenn F. Ivey, Maryland



ONE HUNDRED EIGHTEENTH CONGRESS

**U.S. House of Representatives**

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

Keelie Broom  
*Counsel to the Chairman*

David Arrojo  
*Counsel to the Ranking Member*

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

September 13, 2023

The Honorable Adrian Smith  
U.S. House of Representatives  
502 Cannon 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 Rapid City, South Dakota, scheduled for September 16 to 17, 2023, sponsored by the Ripon Society and the Franklin Center for Global Policy Exchange. We note that you are not accepting transportation from the sponsor.

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 \$480 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,

Michael Guest  
Chairman

Susan Wild  
Ranking Member

MG/SW:emw



April 19, 2023

The Honorable Adrian Smith  
U.S. House of Representatives  
502 Cannon House Office Building  
Washington, D.C. 20515

Dear Representative Smith,

On behalf of the Board of Directors of The Ripon Society and the Franklin Center, it is my pleasure to invite you to be our honored guest at our *Annual Roosevelt Leadership Awards Dinner*, which will be held on **Saturday, September 16, 2023**, at the K Bar S Lodge in Keystone, South Dakota.

The *Roosevelt Leadership Award* was established with one premise in mind: that there is a lot of good work being done on Capitol Hill that people don't know about. With trust in government at an all-time low, we believe it is important that Americans not only learn about this work, but also learn about the individuals who are responsible for getting it done. Previous recent recipients include Senator Shelley Moore Capito, Chairman Jodey Arrington, Chairman Michael McCaul, Chairwoman Cathy McMorris Rodgers, Assistant Democratic Leader James Clyburn, Congressman Dan Kildee, Congressman Darin LaHood, and Congressman Michael Burgess, M.D.

We are honoring Members of Congress who exemplify leadership and possess the will to get things done. To that end, The Ripon Society and the Franklin Center for Global Policy Exchange would like to present you with the *Roosevelt Leadership Award* in recognition of your continued efforts to promote access to healthcare in rural communities, your leadership in ensuring the United States emerges as a leading force in global trade, and your continued efforts to ensure our government works well for all Americans.

We will provide you with complimentary roundtrip airfare from your district, a hotel room, and your banquet dinner. We will work with your staff on the logistics that are agreeable to you. **To help with planning, will you kindly let us know as soon as possible if you are able to attend this special event, but not later than Wednesday, May 10, 2023.** We look forward to the opportunity of honoring you for all you have done and continue to do.

Sincerely yours,

James K. Conzelman  
President and CEO  
The Ripon Society and the Franklin Center



**2023 Roosevelt Leadership Awards Dinner**  
**K Bar S Lodge**  
**Keystone, South Dakota**  
**September 16-17, 2023**

**Preliminary Agenda for Representative Adrian Smith**

***Attire:*** The attire for our Roosevelt Awards this year will be South Dakota Casual. Blue jeans, khakis, sport shirts, sweaters, comfortable shoes and western boots.

**Saturday, September 16**

Driving himself to Rapid City, SD for the dinner

4:00 pm Reception & Awards Dinner (K Bar S Lodge Lakota Room)

6:30 pm Bus departs for Mount Rushmore

6:45 pm Arrive at Visitors' Center to visit Museum and view film

7:40pm Proceed to Amphitheater

8:00 pm Program and Lighting of Mount Rushmore

9:20 pm Bus returns to Lodge

9:30 pm After dinner coffee

**Sunday, September 17**

Driving himself back from Rapid City, SD



## **2023 Roosevelt Leadership Awards Dinner**

### **Attachment 1**

*- Rapid City, South Dakota -*

**September 16-17, 2023**

The *Roosevelt Leadership Award* was established with the premise in mind: that there is a lot of good work being done on Capitol Hill that people don't know about. With trust in government at an all-time low, we believe it is important that Americans not only learn about this work but learn more about the individuals who are responsible for getting it done.

### **Reason for Inviting Congressman Kelly Armstrong**

Representative Kelly Armstrong – Honoring him with the *Roosevelt Leadership Award* in recognition of his service addressing the problems in our criminal justice system and his leadership in energy and commerce issues. (The only cost paid by Ripon/Franklin is the widely attended dinner).

### **Reason for Inviting Congresswoman Joyce Beatty**

Representative Joyce Beatty - Honoring her with the *Roosevelt Leadership Award* in recognition of her leadership in Congress as Chairwoman and Founder of the Congressional Civility and Respect Caucus and her efforts to heal our deeply divided nation, and her work to pursue increased racial diversity in finance.

### **Reason for Inviting Congressman Adrian Smith**

Representative Adrian Smith – Honoring him the *Roosevelt Leadership Award* in recognition of his continued efforts to promote access to healthcare in rural communities and leadership in ensuring the United States emerges as a leading force in global trade. (The only cost paid by Ripon/Franklin is the widely attended dinner).

## **Reason for Inviting Congressman Raja Krishnamoorthi**

Representative Adrian Smith – Honoring him the *Roosevelt Leadership Award* in recognition of his continued effort to keep our nation safe and his leadership in tackling the threat posed by our foreign adversaries.



April 19, 2023

The Honorable Adrian Smith  
U.S. House of Representatives  
502 Cannon House Office Building  
Washington, D.C. 20515

Dear Representative Smith,

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We are honoring Members of Congress who exemplify leadership and possess the will to get things done. To that end, The Ripon Society and the Franklin Center for Global Policy Exchange would like to present you with the *Roosevelt Leadership Award* in recognition of your continued efforts to promote access to healthcare in rural communities, your leadership in ensuring the United States emerges as a leading force in global trade, and your continued efforts to ensure our government works well for all Americans.

We will provide you with complimentary roundtrip airfare from your district, a hotel room, and your banquet dinner. We will work with your staff on the logistics that are agreeable to you. **To help with planning, will you kindly let us know as soon as possible if you are able to attend this special event, but not later than Wednesday, May 10, 2023.** We look forward to the opportunity of honoring you for all you have done and continue to do.

Sincerely yours,

James K. Conzelman  
President and CEO  
The Ripon Society and the Franklin Center



**2023 Roosevelt Leadership Awards Dinner**  
**K Bar S Lodge**  
**Keystone, South Dakota**  
**September 16-17, 2023**

**Final Agenda**

**Saturday, September 16**

From Member districts travel to Rapid City, SD to arrive by 4:00 pm at the K Bar S Lodge

- 8:52 am Rep. Beatty departs Columbus, OH, connecting in Denver, CO on UA 738, arriving at 10:08 am
- 11:31 am Rep. Beatty departs Denver, CO for Rapid City, SD on UA 742
- 12:19 pm Rep. Armstrong & Mrs. Armstrong depart Bismarck, ND, connecting in Minneapolis, MN on DL 4066, arriving at 1:49 pm
- 12:39 pm Rep. Beatty arrives in Rapid City, SD on UA 742
- 2:45 pm Ripon Staffer drives Rep. Beatty from airport to Keystone, SD (40-minute drive)
- 2:45 pm Rep. Adrian Smith arrives in Keystone, SD (driving himself)
- 3:32 pm Rep. Kelly Armstrong & Mrs. Armstrong: Arrive in Rapid City, SD on DL 5360
- 3:45 pm Ripon Staffer drives Rep. Armstrong & Mrs. Armstrong to Keystone, SD (40-minute drive)
- 4:00 pm Reception & Awards Dinner (K Bar S Lodge Lakota Room)
- Awards are presented to Members who exemplify leadership and possess the will to get things done. Honorees will then give acceptance speeches on leadership.
- 6:30 pm Group departs for Mount Rushmore via bus (10-minute drive)

- 6:45 pm Arrive at Visitors' Center to visit Museum and view film
- 8:00 pm Program and Lighting of Mount Rushmore in the Amphitheater
- Through the presentation at Mount Rushmore, Members will learn about Presidents Washington, Lincoln, Roosevelt, and Jefferson. They will hear about the challenges and successes of their presidencies and the leadership lessons that can be applied to Congress today.
- 9:20 pm Group returns to Lodge via bus (10-minute drive)
- 9:30 pm After dinner coffee (optional)

### **Sunday, September 17**

- 4:30 am Ripon staffer takes Rep and Mrs. Armstrong to the airport (30-minute drive)
- 5:15 am Ripon staffer drives Rep. Beatty to the airport (40-minute drive)
- 6:00 am Rep. Armstrong & Mrs. Armstrong depart for Bismarck, ND on DL flight #3899, connecting in Minneapolis, MN, arriving at 8:31 am
- 7:13 am Rep. Beatty departs for Columbus, OH on UA flight #1767, connecting in Denver, CO, arriving at 8:32 am
- 9:30 am Rep. Smith drives himself back to Scottsbluff, NE
- 9:44 am Rep. Beatty connects in Denver, CO and depart for Columbus, OH on UA flight #1460 arriving at 2:33 pm
- 10:00 am Rep. Armstrong & Mrs. Armstrong connect in Minneapolis, MN and depart for Bismarck, ND on DL flight #4066, arriving at 11:34 am.
-



## **2023 Roosevelt Leadership Awards Dinner**

### **Attachment 1**

**- Rapid City, South Dakota -**

**September 16-17, 2023**

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### **Reason for Inviting Congressman Kelly Armstrong**

Representative Kelly Armstrong – Honoring him with the *Roosevelt Leadership Award* in recognition of his service addressing the problems in our criminal justice system and his leadership in energy and commerce issues. (The only cost paid by Ripon/Franklin is the widely attended dinner).

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Representative Joyce Beatty - Honoring her with the *Roosevelt Leadership Award* in recognition of her leadership in Congress as Chairwoman and Founder of the Congressional Civility and Respect Caucus and her efforts to heal our deeply divided nation, and her work to pursue increased racial diversity in finance.

### **Reason for Inviting Congressman Adrian Smith**

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Representative Raja Krishnamoorthi – Honoring him the *Roosevelt Leadership Award* in recognition of his continued effort to keep our nation safe and his leadership in tackling the threat posed by our foreign adversaries.