

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: Maxine Waters
2. a. Name of Accompanying Relative: Karen Waters **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: March 8, 2024 Return: March 10, 2024
b. Dates at Personal Expense, if any: n/a **OR** None
4. Departure City: Washington Destination: Austin, TX Return City: Washington
5. Sponsor(s), Who Paid for the Trip: Los Angeles Mission
6. Describe Meetings and Events Attended (attach additional pages if necessary):
Media interviews prior to panel; pre-production call time and introduction to panelists; panel discussion titled "2050: Reimagining Future Cities Without Homelessness"; brief post-panel discussion; and 2050 Project Debrief Dinner.

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: March 25, 2024

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.

- Sponsor(s) who paid or provided in-kind support for the trip: Los Angeles Mission
- Travel Destination(s): Austin, TX
- Date of Departure: 3/8/24 Date of Return: 3/10/24
- Name(s) of Traveler(s): Maxine Waters, Karen Waters
Note: You may list more than one traveler on a form only if all information is identical for each person listed.
- 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	\$1,979.91	\$1,085.58	\$33.06	
Accompanying Family Member	\$1,137.20	\$1,090.99		

- 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: 3/21/24

Name: Michelle Trinh Title: 3/21/24

Organization: Los Angeles Mission

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

Address: 303 E. 5th St. Los Angeles, CA 90013

Telephone: 213-629-1227 Email: mtrinh@lamission.net

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.

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Maxine Waters
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Los Angeles Mission Inc.
3. City and State **OR** Foreign Country of Travel: Austin, Texas
4. a. Date of Departure: March 8, 2024 Date of Return: March 10, 2024
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: Karen Waters
 - (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, invitation, 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.**
The Congresswoman will be speaking on a panel titled "2050: Reimagining Future Cities Without Homelessness." She is being invited to discuss sustainable policymaking and her many years of work in Congress on housing & homelessness.
9. **Yes No Is the traveler aware of any registered federal lobbyists or foreign agents involved in 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: _____

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:

Los Angeles Mission Inc.

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: _____

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 Maxine Waters (D- CA 43rd)

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

6. Date of Departure: 08 March 2024 Date of Return: 10 March 2024

7. a. City of departure: Washington, DC

b. Destination(s): Austin, Texas

c. City of return: Washington, DC

8. **Check only one.** I represent that

- a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965; **OR**
- b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent; **OR**
- c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.

9. **Check only one of the following.**
- a. I checked 8(a) or (b) above; **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:

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): _____
- 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: Sheraton Austin City: Austin, TX Cost Per Night: 579
Reason(s) for Selecting: Other panelist are staying at the same hotel. Reduced conference rate
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	\$707	\$1,158	\$200
For each Accompanying Family Member	\$707	\$1,158	\$200


	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		

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: Jan. 25, 2024
 Name: Michelle Trinh Title: Chief Development Officer
 Organization: Los Angeles Mission Inc.
 Address: 303 East 5th Street, Los Angeles, CA 90013
 Email: mtrinh@lamission.net Telephone: (213) 629-1227 ext. 326

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
Primary Trip Sponsor Form – Attachment**

Re: Representative Maxine Waters Trip To SXSW Conference In Austin

Question 12 Response:

For 88 years we have worked to break up cycles of homelessness and poverty. This is our 3rd consecutive year attending the SXSW conference. We are educating on the importance of this human rights crisis, and empowering change makers and thought leaders in this space. SXSW is a conference held in Austin, Texas each year. SXSW, plans and markets the conference on their own. Los Angeles Mission Inc. (LAM) is responsible for presenting a panel discussion on the state of homelessness in the USA. We have not been paid by the conference, only accepted an opportunity to present on one of the core values of our organization – we exist to break the cycle of homelessness. LAM invited Representative Waters to join the panel that we are presenting, along with our CEO Troy Vaughn, the Executive Director of the US Interagency Council on Homelessness. Education is one of our core values. As a result, LAM is handling the planning of Representative Waters events in Austin, Texas, as well as covering the cost of flights, transportation, and meals while she is serving in this capacity. LAM has not made any concessions for Representative Waters above what we have provided for the other panelist and traveling group. We are all staying in the same standard hotel class and flying main cabin on commercial airlines.

**2050: Reimagining Future Cities Without Homelessness
Panel Presented at SXSW**

Representative Maxine Waters Travel Itinerary

08 March 2024

17:05 EST – Depart IAD Airport (United Flight 1858)
19:53 CST – Arrive AUS Airport ((United Flight 1858)
20:30 CST – Ground Transportation from airport to Sheraton Austin Hotel
21:15 CST – Arrive at Sheraton Austin Hotel

09 March 2024

13:30 CST – Ground Transportation from Sheraton Austin Hotel to Austin Convention Center
14:00 CST – Media Interviews (1hr)
15:00 CST – SXSW Pre-production call time (SXSW asked all the panelist to be together on site, an hour prior to the start of the panel) (1hr)
16:00 CST – SXSW Panel Discussion – 2050: Reimagining Future Cities Without Homelessness (2hrs)
18:00 CST – SXW Panel Discussion Postproduction (30 Mins)
18:30 CST – Ground Transportation from Austin Convention Center to Sheraton Austin Hotel
19:30 CST – Ground Transportation from Sheraton Austin to Soho House Austin
19:45 CST – 2050 Project Debrief Dinner @ Soho House Austin* (1.5 Hours)
21:30 CST – Ground Transportation from Soho House Austin to Sheraton Austin Hotel

10 March 2024

05:30 CST – Ground Transpiration from Sheraton Austin Hotel to AUS Airport
07:15 CST – Depart AUS Airport (United Flight 654)
11:20 CST – Arrive IAD Airport (United Flight 654)

* The purpose of this debrief is to further synergize with panelist and civic leaders

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

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March 6, 2024

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

Dear Colleague:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your and your child's proposed trip to Austin, Texas, scheduled for March 8 to 10, 2024, sponsored by Los Angeles Mission Inc.

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:mc