

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: Maxwell Alejandro Frost

Date: _____

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 submitted at 1015 Longworth House Office Building or 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: Maxwell Alejandro Frost

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: Maxwell Alejandro Frost

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): _____

Office Address: 1224 Longworth HOB, Washington, DC, 20515

Telephone Number: 2022252176

Email Address of Contact Person: trinity.tresner@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 email: travel.requests@mail.house.gov.

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Maxwell Alejandro Frost
2. Sponsor(s) who will be paying or providing in-kind support for the trip: United Nations Foundation
3. City and State **OR** Foreign Country of Travel: New York, New York
4. a. Date of Departure: Dec. 8, 2024 Date of Return: Dec 9, 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: _____
 - (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:
No, only 1 night.
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.**
During the trip, Members will meet with high level UN/US officials to learn about, and brainstorm how to address relevant and interconnected foreign policy challenges.

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: Maxwell Alejandro Frost Date: 12/03/2024

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:

United Nations 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, 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): Please see attached.

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

6. Date of Departure: Dec. 8, 2024 Date of Return: Dec. 9, 2024

7. a. City of departure: Washington, DC

b. Destination(s): New York, New York

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:
Please see attached.
-
-

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): \$92
 - 2) Provide the reason for selecting the location of the event or trip: This trip will bring participants to UN Headquarters, which is in New York.
-

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

Hotel Name: Westin Grand Central City: New York, New York Cost Per Night: \$342
 Reason(s) for Selecting: Favorable cost and location.

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	\$387	\$342	\$184
For each Accompanying Family Member	\$387	\$0	\$184


	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: 10/28/2024
 Name: Peter Yeo Title: Senior Vice President
 Organization: United Nations Foundation
 Address: 1750 Pennsylvania Ave NW Suite 300 Washington, DC 20006
 Email: pyeo@unfoundation.org Telephone: 202-887-9040

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or 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

December 9, 2024

The Honorable Maxwell Frost
U.S. House of Representatives
1224 Longworth House Office Building
Washington, DC 20515

Dear Colleague:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to New York, New York, scheduled for December 8 to 9, 2024, sponsored by United Nations Foundation.

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:rp



**UNF Congressional Learning Trip to United Nations Headquarters
December 8-9, 2024**

Sunday, Dec. 8

3:00pm – 5:54pm Amtrak Acela 2262 to Moynihan Train Hall at Penn Station (NYP)

Location: Washington Union Station

5:54pm – 6:30pm Transit via shuttle to Westin New York Grand Central

Pick up: 31st Street

6:30pm Arrive at Westin New York Grand Central

6:30pm – 6:45pm Executive Time

6:45pm – 7:00pm Transit via shuttle to Avra 48th Street

7:00pm – 8:30pm **Working Dinner with Stephane Dujarric, Spokesperson for the United Nations Secretary-General and Robert Skinner, Chief of Partnerships and Global Engagement, United Nations Department of Global Communications**

The delegation will have a working dinner with Stephane Dujarric, Spokesperson for the United Nations Secretary-General and Robert Skinner, Chief of Partnerships and Global Engagement, UN Department of Global Communications to discuss major priority areas and the importance of U.S.-UN engagement.

Location: Avra 48th Street, 141 E 48th St, New York, NY 10017

8:30pm – 8:45pm Transit via shuttle to hotel

Overnight Westin New York Grand Central
212 E. 42nd St, New York, NY 10017

Monday, Dec. 9

7:40am – 7:45am Meet in hotel lobby. Please leave your bags with the porter.

7:45am – 8:00am Transfer to U.S. Mission to the United Nations

8:00am – 9:00am **Working Breakfast with Amb. Linda Thomas-Greenfield, Representative of the United States of America to the United Nations; Amb. Robert Wood, Alternate Representative of the United States of**

America for Special Political Affairs in the United Nations; Amb. Chris Lu, Representative of the United States of America to the United Nations for Management and Reform; and Amb. Lisa Carty, Representative of the United States of America to the Economic and Social Council of the United Nations

The delegation will have a working breakfast with Amb. Linda Thomas-Greenfield and additional USUN leaders to discuss U.S. priorities across the UN system.

Location: U.S. Mission to the United Nations, Location: 799 United Nations Plaza, New York, NY 10017

9:00am – 9:30am Transfer to UN Headquarters

9:30am – 10:15am **Meeting with Tom Fletcher, Under-Secretary-General for Humanitarian Affairs and Edem Wosornu, Director, Operations and Advocacy Division, UN Office for the Coordination of Humanitarian Affairs (OCHA)**

The delegation will meet with Tom Fletcher, Under-Secretary-General for Humanitarian Affairs and Edem Wosornu, Director, Operations and Advocacy Division, UN Office for the Coordination of Humanitarian Affairs to discuss how OCHA is coordinating the effective delivery of humanitarian assistance across multiple protracted and emerging crises.

Location: UN Headquarters, Delegates Dining Room, West Terrace

10:15am – 11:00am **Meeting with Rosemary DiCarlo, Under-Secretary-General for Political and Peacebuilding Affairs**

The delegation will meet with Rosemary DiCarlo, Under-Secretary-General for Political and Peacebuilding Affairs to discuss how DPPA monitors and assesses global political developments and provides support to the Secretary-General, Special Envoys, and UN political missions deployed around the world to help defuse crises and promote lasting solutions to conflict.

Location: UN Headquarters, Delegates Dining Room, West Terrace

11:00am – 11:45am **Meeting with Ted Chaiban, Deputy Executive Director, Humanitarian Action and Supply Operations, UN Children's Fund (UNICEF)**

The delegation will meet with Ted Chaiban, Deputy Executive Director of UNICEF's Humanitarian Action and Supply Operations to discuss how UNICEF works in the world's toughest places to reach the most

disadvantaged children and adolescents—and to protect the rights of every child, everywhere.

Location: UN Headquarters, Delegates Dining Room, West Terrace

11:45am – 12:15pm **Meeting with Amina J. Mohammed, Deputy Secretary-General of the United Nations**

The delegation will meet with Amina J. Mohammed, Deputy Secretary-General of the United Nations to discuss the Pact for the Future, a new blueprint adopted during UNGA 79 that pledges to turbocharge efforts to achieve the Sustainable Development Goals (SDGs) and revitalize the multilateral system to robustly confront emerging environmental threats and technological challenges.

Location: UN Headquarters, Delegates Dining Room, West Terrace

12:15pm – 12:45pm **Expert Tour of UN Security Council Chamber and United Nations General Assembly Hall**

The delegation will receive an expert guided tour of the UN Security Council Chamber and UN General Assembly Hall (meetings permitted), highlighting the history, functions, and impact of each body.

12:45pm – 1:00pm Transfer to UN Headquarters, Delegates Dining Room, West Terrace

1:00pm – 1:50pm **Working Lunch with Permanent Representatives to the United Nations**

The delegation will have a working lunch with various Permanent Representatives to the United Nations. Final list of confirmed PRs to follow.

Location: UN Headquarters, Delegates Dining Room, West Terrace

1:50pm – 2:45pm Transit via shuttle to Moynihan Train Hall at Penn Station (NYP)

2:45pm Arrive Moynihan Train Hall at Penn Station (NYP)

2:45pm – 3:00pm Prepare for departure

3:00pm – 5:58pm Amtrak Acela #2163 to Washington Union Station

5:58pm Arrive Washington Union Station

8:00am – 8:45am **Working Breakfast with Norine Kennedy, Senior Vice President, U.S. Council for International Business; Howard Wachtel, Senior Director, Head of UN and International Organizations Policy, Microsoft; and Fatima Khan, External Relations Officer, World Health Organization (WHO) New York**

The delegation will have a working lunch with Norine Kennedy, Senior Vice President, U.S. Council for International Business; Howard Wachtel, Senior Director, Head of UN and International Organizations Policy, Microsoft; and Fatima Khan, External Relations Officer, World Health Organization (WHO) New York to discuss how the UN serves as a vital platform for private sector action on the SDGs and achieving shared global health, climate action, and gender equality goals.

Location: UN Headquarters, Delegates Dining Room

8:45am – 9:30am **Meeting with Catherine Russell, Executive Director, UN Children's Fund (UNICEF)**

The delegation will meet with Catherine Russell, Executive Director of UNICEF to discuss how UNICEF works in the world's toughest places to reach the most disadvantaged children and adolescents—and to protect the rights of every child, everywhere.

Location: UN Headquarters, Delegates Dining Room

9:30am – 10:15am **Meeting with Tom Fletcher, Under-Secretary-General for Humanitarian Affairs and Emergency Relief Coordinator, UN Office for the Coordination of Humanitarian Affairs (OCHA)**

The delegation will meet with Tom Fletcher, Under-Secretary-General for Humanitarian Affairs to discuss how OCHA is coordinating the effective delivery of humanitarian assistance across multiple protracted and emerging crises.

Location: UN Headquarters, Delegates Dining Room

10:15am – 11:00am

Meeting with Guy Ryder, Under-Secretary-General on Policy, Executive Office of the Secretary-General

The delegation will meet with Guy Ryder, Under-Secretary-General on Policy to discuss the Secretary-General's priorities, including background on the Pact for the Future, a new blueprint adopted during UNGA 79 that pledges to turbocharge efforts to achieve the Sustainable Development Goals (SDGs) and revitalize the multilateral system to robustly confront emerging environmental threats and technological challenges.

Location: UN Headquarters, Delegates Dining Room

11:00am – 11:45am **Expert Tour of UN Security Council Chamber and United Nations**

General Assembly Hall

The delegation will receive an expert guided tour of the UN Security Council Chamber and UN General Assembly Hall (meetings permitted), highlighting the history, functions, and impact of each body.