

# COMMITTEE ON ETHICS

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

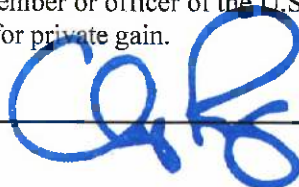
This form is for disclosing the receipt of travel expenses from a private source for travel taken in connection with a Member or officer's official duties. This form does not eliminate the need to report privately-funded travel on the Member or officer's annual *Financial Disclosure Statement*. In accordance 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: Charles "Chip" Roy
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: 02/07/25 Return: 02/10/25  
b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR**  None
4. Departure City: DC Destination: Orlando, FL Return City: DC
5. Sponsor(s), Who Paid for the Trip: Conservative Partnership Institute
6. Describe Meetings and Events Attended (attach additional pages if necessary): Met with Members of Congress and experts on issues surrounding budget, economic, and fiscal policy that directly impacts my constituents and other Americans. Worked toward solutions on a budget resolution and learned more about the reconciliation process. Additionally, met with Senators and experts on the Senate confirmation process, nominees, and executive branch officials that directly impact my district.
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: 02/14/2025

# 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: Conservative Partnership Institute

2. Travel Destination(s): Orlando, Florida

3. Date of Departure: 2/7/2025 Date of Return: 2/10/2025

4. Name(s) of Traveler(s): Chip Roy

*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	\$657.96	\$507	\$588	
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: Ed Corrigan Date: 2/11/2025

Name: Ed Corrigan Title: President

Organization: Conservative Partnership Institute

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

Address: 300 Independence Ave SE, Washington, DC 20003

Telephone: 202-742-8988 Email: ecorrigan@cpi.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.

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Chip Roy
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Conservative Partnership Institute
3. City and State **OR** Foreign Country of Travel: Orlando, FL
4. a. Date of Departure: Friday Date of Return: Monday  
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, 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 trip has events that center on discussing policy ideas to current issues and how Members attending can work effectively with the incoming Administration.  
\_\_\_\_\_  
\_\_\_\_\_
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: 1/8/2025

# 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:

Conservative Partnership Institute

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

See attached. Invited Members and staff each support the principles and mission of CPI.

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

6. Date of Departure: 2/7/2025 Date of Return: 2/10/2025

7. a. City of departure: Washington, DC

b. Destination(s): Orlando, Florida

c. City of return: Washington, DC (or 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:

In accordance with its mission of educating, training, and uniting the conservative movement, CPI seeks to educate and equip conservative leaders and office holders and to connect conservative leaders at the federal, state, and local levels.

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: Location is easily accessible by direct flights.

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

Hotel Name: Ritz Carlton, Grande Lakes City: Orlando Cost Per Night: \$140

Reason(s) for Selecting: Hotel has ample meeting space and rooms and is easily accessible by direct flight.

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	\$400	\$420	\$685
For each Accompanying Family Member	\$400		\$685

	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	\$105	Daily resort fee
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: Ed Corrigan Date: 1/2/25  
 Name: Ed Corrigan Title: President  
 Organization: Conservative Partnership Institute  
 Address: 300 Independence Ave SE, Washington, DC  
 Email: ecorrigan@cpi.org Telephone: 202-680-8746

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



# U.S. House of Representatives

COMMITTEE ON ETHICS

Washington, DC 20515

February 13, 2025

The Honorable Chip Roy  
U.S. House of Representatives  
103 Cannon House Office Building  
Washington, DC 20515

Dear Colleague:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics approved your proposed trip to Orlando, Florida, scheduled for February 7 to 10, 2025, sponsored by Conservative Partnership Institute, 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

Mark DeSaulnier  
Ranking Member

MG/MD:mc

**2025 Conservative Members Retreat & Winter Leadership Conference**  
Orlando, Florida  
February 7-9

**FRIDAY, FEBRUARY 7TH**

*Arrival and departure to be arranged by individual members\**

**WINTER LEADERSHIP CONFERENCE**

6:00-7:00 PM

**CPI's Winter Leadership Conference: America's Promise Welcome Reception**

*Mingle with fellow conservative leaders on the Da Vinci Lawn as CPI Senior Partner Mark Meadows sets the stage for this exciting event.*

Remarks: Mark Meadows, Senior Partner, CPI

7:00-9:00 PM

**CPI's Winter Leadership Conference: America's Promise Opening Dinner**

*Join Sen. Jim DeMint and conservative leaders from across the movement for a special dinner kicking off CPI's 2025 Winter Leadership Conference and celebrating the opportunities to restore America's promise.*

Welcome: Senator Jim DeMint, Chairman, CPI

Speaker: Rachel Bovard, Vice President of Programs, CPI

Speaker: Seth Dillon, CEO, Babylon Bee

**SATURDAY, FEBRUARY 8TH**

**CONSERVATIVE MEMBERS RETREAT**

8:15 AM

Breakfast

8:20 – 8:30 AM

Morning Devotional led by Member TBC

8:30 – 9:15 AM

**Session #1 –How Conservatives Organize and What Role Do They Play?**

*Speakers discuss the purpose and mission of conservatives across the country and how they are working to improve the lives of all Americans.*

Speakers: Jim DeMint, Chairman, CPI  
Mark Meadows, Senior Partner, CPI  
Congressman Jim Jordan, OH-04

9:15 – 10:30 AM

**Session #2 – Part 1: Conservative Policy Priorities in 2025 and Beyond - Reconciliation & Spending**

*In this session, experts discuss the forthcoming budget battles and a conservative approach to reconciliation & spending.*

Speakers: Ed Corrigan, President, CPI  
Congressman Andy Harris, MD-01  
Russ Vought, Director of the Office of Management and Budget Nominee  
Dan Bishop, Deputy Director of the Office of Management and Budget Nominee

10:30 – 11:45 AM

**Session #2 – Part 2: Conservative Policy Priorities in 2025 and Beyond - Immigration & National Security**

*In this session, experts discuss conservative approaches to handling immigration and national security.*

Speakers: Tom Homan, Border Czar, Trump Administration  
Kash Patel, FBI Director Nominee  
Rosemary Jenks, Co-Founder, Immigration Accountability Project  
Robert O'Brien, Former U.S. National Security Advisor

11:45 – 12:15 PM

- Buffet Lunch -

12:15 – 2:00 PM

**Session #3 – Building a Stronger America by Limiting Government**

*Conservative policy leaders will discuss their top priorities for the first 100 days, including plans to reduce government waste and make government more efficient.*

Speakers: Senator Ron Johnson, R-WI  
Russ Vought, Director of the Office of Management and Budget Nominee  
Reed Rubenstein, President, America First Legal  
Justin Ouimette, Vice President, State Freedom Caucus Network

2:00 – 3:45 PM

**Session #4 –The View Down Pennsylvania Avenue: How Conservatives in Congress Can Work with a Conservative Administration**

*Experts discuss how to identify, articulate, and pursue conservative policy solutions through fellowship with conservatives in the Senate and Administration.*

Speakers: Senator Mike Lee, R-Utah  
Stephen Miller, Deputy Chief of Staff for Policy, President Trump  
Dr. Ben Carson, President, American Cornerstone Institute  
Rachel Bovard, Vice President of Programs, CPI

3:45-4:15 PM

**Retreat Day 1 Review**

*Review of day 1 discussions and overview for day 2.*

Speakers: Mark Meadows, Senior Partner, CPI  
Congressman Andy Harris, MD-01

4:15 PM

- Conservative Members Retreat End of Day 1 -

## WINTER LEADERSHIP CONFERENCE

6:30-7:15 PM

### **CPI'S Winter Leadership Conference: American Comeback Reception**

*Hear remarks from Sen. Jim DeMint on the many ways that America is poised for a major renewal of faith, economic leadership, and freedom.*

Remarks: Senator Jim DeMint, Chairman, CPI

7:15-9:00 PM

### **CPI'S Winter Leadership Conference: American Comeback Dinner**

*Gather for an unforgettable dinner featuring conservatives who are leading the charge to restore America in the weeks and months ahead.*

Welcome: Mark Meadows, Senior Partner, CPI

Keynote: Lara Trump, Conservative Activist (invited)

Closing: Mark Meadows, Senior Partner, CPI

SUNDAY, FEBRUARY 9TH

## WINTER LEADERSHIP CONFERENCE

8:45 AM

Breakfast buffet opens

9:20 -9:35 AM

Morning Devotional

9:35-9:45 AM

- Break -

9:45-10:35 AM

### **Session #4: 2025 Policy Outlook with Conservatives from Capitol Hill**

*Remarks on what CPI partners and allies are doing to support conservative policy priorities in 2025.*

Moderator: Mark Meadows, Senior Partner, CPI

Panel: Congressman Andy Harris, MD-01

Congressman Byron Donalds, FL-19

Congresswoman Anna Paulina Luna, FL-13

Congressman Brandon Gill, TX-26

10:35-11:20 AM

### **Session #5: Demanding Oversight and Accountability**

*No one person—or one administration—is above the law. Hear from those who are working to bring transparency, oversight, and accountability to Washington.*

Moderator: Cleta Mitchell, Senior Legal Fellow, CPI

Panelists: Tom Jones, President, American Accountability Foundation

Sean Davis, CEO, The Federalist

11:20-11:30 AM

Closing Remarks by Jim DeMint, Mark Meadows, & Ed Corrigan

## CONSERVATIVE MEMBERS RETREAT

- 11:45 PM                      Lunch buffet opens
- 12:00 – 2:00 PM              **Session #5 – The First 100 Days: What Does the Public Expect?**  
*Understanding the American people's priorities is key to effectively legislating. In this session, experts discuss the public's views on key policy issues that Congress and the Administration are likely to address in the first 100 days of 2025*
- Speakers:                      Mark Meadows, Senior Partner, CPI  
   Ed Corrigan, President, CPI  
   Eric Teetsel, President, Center for Renewing America
- 2:00pm – 3:00 PM              **Session #6 – Demanding Oversight and Accountability**  
*No one person—or one administration—is above the law. Hear from those who are working to bring transparency, oversight, and accountability to Washington.*
- Speakers:                      Tom Jones, President, American Accountability Foundation  
   Sean Davis, CEO, The Federalist  
   Mike Davis, Founder, Article 3 Project
- 3:00 – 3:15 PM                - Break -
- 3:15 – 4:30 PM                **Session #7 – Retreat Capstone**  
*Review and discussion of conservative policy ideas for immigration and national security, reconciliation and spending.*
- Speakers:                      Jim DeMint, Chairman, CPI  
   Mark Meadows, Senior Partner, CPI  
   Congressman Andy Harris, MD-01
- 4:30-6:00 PM                 - Executive Time -
- 6:00 – 9:00 PM                **Conservative Members Retreat Closing Reception and Dinner**  
*As Congress moves into the 1st session of the 119th Congress, the speakers lead a discussion of lessons learned from the policy fights of the 118th Congress, as well as opportunities for conservative reforms in 2025.*
- Speakers:                      Mark Meadows, Senior Partner, CPI  
   Congressman Andy Harris, MD-01  
   Steve Bannon, Political Commentator and War Room Host
- 9:00 PM                         - Conservative Members Retreat Concludes -

The Conservative Partnership Institute  
invites you to a Members Retreat to discuss  
conservative policy & strategies for 2025

*February 2-4*  
The Ritz Carlton Grande Lakes  
Orlando, Florida

*Winter Leadership Conference*

The Conservative Partnership Institute invites you  
to our 5th annual Winter Leadership Conference  
with conservative leaders & allies.

FEBRUARY 7th-9th

The Ritz Carlton Grande Lakes  
Orlando, Florida

