

U.S. House of Representatives
Committee on Ethics

EMPLOYEE POST-TRAVEL DISCLOSURE FORM

LEGISLATIVE RESOURCE CENTER

2017 FEB 16 PM 1:22

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual Financial Disclosure Statements of those employees required to file them. In accordance with House Rule 25, clause 5, you must complete this form and file it with the Clerk of the House, 135 Cannon House Office Building, 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: Christopher Hillesheim

2. a. Name of accompanying relative: _____ or None

b. Relationship to Traveler: Spouse Child Other (specify): _____

3. a. Dates of departure and return: Departure: 2/3/2017 Return: 2/4/2017

b. Dates at personal expense (if any): _____ or None

4. Departure city: Washington, DC Destination: Baltimore, MD Return city: Washington, DC

5. Sponsor(s) (who paid for the trip): Progressive Congress

6. Describe meetings and events attended: Speakers + Panels of the 2/4 morning and early afternoon agenda (Attached.)

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 Grantmaking or Non-Grantmaking Sponsor Forms;
- c. page 2 of the completed Traveler Form submitted by the employee; 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 that statement is true by checking box):

b. If not, explain: Departed the conference early (2/4 afternoon transition break, approx.) to return to D.C.

* Expense estimates revised accordingly on post-travel form

I certify that the information contained on this form is true, complete, and correct to the best of my knowledge.

SIGNATURE OF TRAVELER: Chris Hillesheim DATE: 2/9/2017

I authorized this travel in advance. I have determined that all of the expenses listed on the attached Sponsor Post-Travel Disclosure form were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

NAME OF SUPERVISING MEMBER: Carol Shea-Porter DATE: 2/13/17

SIGNATURE OF SUPERVISING MEMBER: Carol Shea-Porter

**U.S. House of Representatives
Committee on Ethics**

SPONSOR POST-TRAVEL DISCLOSURE FORM

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. *A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip within 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 for the trip): Progressive Congress

2. Travel Destination(s): Radisson Hotel, 101 W Fayette St, Baltimore, MD, 21201

3. Date of Departure: Friday, February 3, 2017 Date of Return: Sunday, February 5, 2017

4. Name(s) of Traveler(s): Christopher Hillesheim

(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 response to Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Other Expenses (dollar amount per item and description)
Traveler	\$27.61 \$13.80 one-way	\$230.00 \$115 one night	\$93.46 \$46.73 one day	N/A * Revised based on early departure
Accompanying Relative	N/A	N/A	N/A	N/A

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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: 

Name: Daniel Parkhurst Title: Deputy Director

Organization: Progressive Congress

I am an officer of the above-named organization (signify statement is true by checking box):

Address: 1900 L St NW Suite 900, Washington, DC 20036

Telephone number: (802) 455-8231

Email Address: daniel@progressivecongress.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

1. Name of Traveler: Chris Hillesheim
2. Sponsor(s) (who will be paying for the trip): Progressive Caucus
3. Travel destination(s): Radisson Hotel, 101 W Fayette St, Baltimore MD 21201
4. a. Date of departure 2/3/2017 Date of return: 2/5/2017
b. Will you be extending the trip at your personal expense? Yes No
If yes, dates at personal expense: _____
5. a. Will you be accompanied by a relative at the sponsor's expense? Yes No
b. If yes:
(1) Name of accompanying relative: _____
(2) Relationship to traveler: Spouse Child Other (specify): _____
(3) Accompanying relative is at least 18 years of age: Yes No
6. a. Did the trip sponsor answer "yes" to Question 9(d) on the Primary Trip Sponsor Form (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or foreign agent and you are requesting lodging for two nights)? Yes No
b. If yes, explain why the second night of lodging is warranted:

7. Primary Trip Sponsor Form is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: Yes No
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.

Chris is the Legislative Director / Deputy COS and would benefit from this gathering of Members of Congress and their senior staff intended for thoughtful dialogue.

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

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.

Date: 1/26/2017

Carol Shea-Porter

Signature of Employing Member

U.S. House of Representatives
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 Web site (ethics.house.gov) provides detailed instructions for filling out the form.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Sponsor (who will be paying for the trip): Progressive Congress
2. I represent that the trip will not be financed (in whole or in part) by a registered federal lobbyist or foreign agent (signify that the statement is true by checking box):
3. Check only one: I represent that:
 - a. the primary trip sponsor has not accepted from any other source funds intended directly or indirectly to finance any aspect of the trip *or*
 - b. the trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds *or*
 - c. the primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.
If "c" is checked, list the names of the additional sponsors: _____
4. Provide names and titles of **ALL** House Members and employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary):
Please see attached list of invited Members and their staff.
5. Is travel being offered to an accompanying relative of the House invitee(s)? Yes No
6. Date of departure: Feb 3, 2017 Date of return: Feb 5, 2017
7. a. City of departure: Washington, DC (Union Station)
b. Destination(s): Radisson Hotel, 101 W Fayette St, Baltimore, MD 21201
c. City of return: Washington, DC (Union Station)
8. I represent that (check one of the following):
 - 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 one of the following:
 - a. I checked 8(a) or (b) above:
 - b. I checked 8(c) above but am not offering any lodging:
 - 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 "d" is checked, explain why the second night of lodging is warranted: _____

10. Attached is a detailed agenda of the activities the 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 one:
 a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (signify that the statement is true by checking box): or
 b. N A – trip sponsor is a U.S. institution of higher education.
12. For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:
The mission of Progressive Congress is to connect Congress with the ideas and resources of the wider progressive movement. The annual Summit is one of the central methods by which we follow this mission.
Progressive Congress is the sole organizer of this 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. I represent that either (check one of the following):
 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): _____
Approx. \$69/day
 2) Provide reason for selecting the location of the event or trip: _____
Baltimore is centrally located to many people planning to attend. In addition, the city is easily accesible via train and car by Members of Congress and others.
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
 Hotel name: Radisson Inner Harbor City: Baltimore Cost per night: \$120
 Reason(s) for selecting: Hotel is Central to the City and able to accomodate our conference.
 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 box):

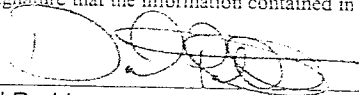
18. TOTAL EXPENSES FOR EACH PARTICIPANT:

<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	\$60 round trip	\$240 for two days	\$140 for two days
For each accompanying relative			

	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	N/A	N/A
For each accompanying relative		

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

19. Check one:
 a. I certify that I am an officer of the organization listed below. *or*
 b. N/A – sponsor is an individual or a U.S. institution of higher education.
20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
21. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: 
 Name: Daniel Parkhurst
 Title: Deputy Director
 Organization: Progressive Congress
 Address: 1900 L St NW Suite 900, Washington, DC 20036
 Telephone number: (802) 455-8231
 Email address: daniel@progressivecongress.org

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Ethics
 U.S. House of Representatives
 1015 Longworth House Office Building
 Washington, DC 20515
 (202) 225-7103 (phone)
 (202) 225-7392 (general fax)

Version date 4/2013 by Committee on Ethics

U.S. House of Representatives

COMMITTEE ON ETHICS

Washington, DC 20515

January 31, 2017

Mr. Christopher Hillesheim
Office of the Honorable Carol Shea-Porter
1530 Longworth House Office Building
Washington, DC 20515

Dear Mr. Hillesheim:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Baltimore, Maryland, scheduled for February 3 to 5, 2017, sponsored by Progressive Congress.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) 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. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$390 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.



Susan W. Brooks
Chairwoman

Sincerely,



Theodore E. Deutch
Ranking Member

SWB/TED:re

Day 1

Agenda

Saturday

February 4

Time Session Speakers

7:00 AM TO
8:00 AM

SOLIDARITY BREAKFAST

8:00 AM TO
8:15 AM

WELCOME

Gabriela D. Lemus, Ph.D., President, Progressive Congress
Rep. Elijah Cummings
Robert Borosage, Co-Founder & President, Institute for America's Future

OPENING REMARKS

Rep. Raúl Grijalva, Co-Chair, CPC
Rep. Keith Ellison, Co-Chair, CPC
Rep. Mark Pocan, First Vice-Chair, CPC

8:15 AM TO
9:00 AM

MEDIA IN THE ERA OF
TRUMP

Moderator

Joel Silberman, Progressive Congress Media Strategist

Speakers

Angela Carusone, President, Media Matters
Laura Flanders, Host, "The Laura Flanders Show"
Matthew Segal, Co-Founder & President, ATTN

9:05 AM TO
9:30 AM

SPECIAL ADDRESS

Introduction

Rep. Nanette Barragan
Rep. Val Demings

Speaker

Sen. Elizabeth Warren

9:35 AM TO
11:00 AM

MOVEMENTS AND
PROGRESSIVE RESISTANCE:
IMPLICATIONS FOR
ORGANIZING

Moderator

Laura Flanders, Host, "The Laura Flanders Show"

Speakers

Cornell Belcher, President, Brilliant-Corners Research & Strategies
Kica Matos, Director of Immigrant Rights & Racial Justice for the
Center for Community Change & Spokeswoman for the Fair
Immigration Reform Movement (FIRM)
Kris Brown, Chief Strategy Officer, Brady Center
Rashad Robinson, Executive Director, Color of Change
Rep. Barbara Lee
Rep. Yvette D. Clarke



Time	Session	Speakers
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11:05 AM TO 12:30 PM	BUILDING SUSTAINABILITY IN A TRANSITIONING ECONOMY	Moderator Robert Borosage, Founder & President, Institute for America's Future Speakers Jodi A. Gillette, Policy Advisor, Sonosky, Chambers, Sachse, Endreason & Perry LLP Erica Payne, President, Patriotic Millionaires Mandy Cabot, Co-Founder & CEO, Dansko Andrew L. "Andy" Stern, President Emeritus, SEIU & Author Rep. Matt Cartwright Rep. Alan Lowenthal
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12:30 PM TO 1:30 PM	LUNCHEON: MOVING THE DIAL & BUILDING RESISTANCE	Special Address David Cox, President, AFGE Speaker Rep. Nancy Pelosi, Democratic Leader, U.S. House of Representatives
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AWARDS	Tim Carpenter Advocate of the Year Award Presented by CPC Progressive Partner of the Year Award Presented by Rep. Mark Takano to Communications Workers of America CWA
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TRANSITION BREAK

1:50 PM TO 3:20 PM	LOST VOTERS: HOW JOBS, WEALTH GAPS, & SOCIAL REFORM PLAYED OUT IN THE ELECTION?	Moderator Mike Lux, President, American Family Voices & Chairman, Progressive Congress Action Fund Speakers Celinda Lake, President, Lake Research Associates Dorian Warren, President, Center for Community Change Action Scott Frey, Federal Affairs Director, AFSCME Michael Lighty, Public Policy Director, National Nurses United (NNU) Rep. Mark Pocan Rep. Elijah Cummings
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Time	Session	Speakers
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3:40 PM TO 4:30 PM	OPEN DIALOGUE: STRENGTHENING THE PROGRESSIVE AGENDA	We will divide up into three groups: “Moving Forward;” (Moderators: Ann Marie Benitez, National Latina Institute for Reproductive Health and Jasmine Jefferson, Social Security Works); “Resistance and Opposition;” (Moderator: Charles Chamberlain, DFA) and “Cultural Tipping Points.” (Moderators: Richard Kirsch, Roosevelt Institute “Our Story” and Rashad Robinson, Color of Change) The purpose of these guided dialogues is to provide an opportunity for free-flowing conversation between CPC Members, their staff, & progressive community leaders about how to create strategies to advance new ideas, build resistance, and manage evolving perspectives in their districts and in Congress.
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6:00 PM TO 7:00 PM	25 TH ANNIVERSARY RECEPTION	Rep. Steny Hoyer, Democratic Whip, House Democratic Caucus Rep. Joseph Crowley, Chairman, House Democratic Caucus Rep. Linda Sanchez, Vice-Chair, House Democratic Caucus
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7:00 PM TO 9:00 PM	DINNER: CELEBRATING 25 YEARS OF THE CPC	Opening Rep. Raúl Grijalva, Co-Chair, CPC Rep. Keith Ellison, Co-Chair, CPC Rep. Mark Pocan, First Vice-Chair, CPC
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CPC IN RETROSPECT: A DIALOGUE WITH CO-CHAIRS & FOUNDING MEMBERS	Moderator John Nichols, The Nation Speakers Rep. Peter DeFazio Rep. Barbara Lee Hon. Dennis Kucinich, Former Congressional Representative Hon. Ron Dellums, Former Congressional Representative
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AWARDS

Progressive Congress Leadership Award
Presented by Dr. Gabriela D. Lemus to Robert Borosage, Chairman,
Progressive Congress

CPC Progressive New Member Award
Presented by Rep. Gwen Moore to Rep. Brenda Lawrence

CPC Lifetime Achievement Award
Presented by Rep. Eleanor Holmes Norton to Rep. John Conyers

Day 2

Agenda

Sunday

February 5

Time	Session	Speakers
8:15 AM TO 9:40 AM	BREAKFAST ROUNDTABLE DISCUSSION A FOREIGN POLICY PROGRESSIVE ALTERNATIVE TO AMERICA FIRST	Moderator Steve Milles, President, Win Without War Speakers Jeffrey Sachs, University Professor & Director of the Center for Sustainable Development at Columbia University Jeremy Ben-Ami, Executive Director, J Street Katrina vanden Heuvel, Editor & Publisher, The Nation Rep. Barbara Lee Rep. Jerrold Nadler Rep. Karen Bass
9:50 AM TO 11:20 AM	THE FIRST 100 DAYS OF THE 115 TH CONGRESS: A PROGRESSIVE MANIFESTO	Introduction Murat Guzel, CEO, Nimeks Organics Moderator John Nichols, Washington Correspondent, The Nation Speakers Christopher Shelton, President, Communications Workers of America (CWA) Dana Singiser, Vice-President, Government Relations, Planned Parenthood Federation of America (PPFA) Yasmine Taeb, Legislative Representative for Human Rights & Civil Liberties, Friends Committee on National Legislation (FCNL) Kathy Saile, Associate Director of Government Affairs, Center on Budget & Policy Priorities Rep. Jan Schakowsky Rep. Mark Takano
11:25 AM TO 12:45 PM	MONEY & POLITICS: DEMOCRACY, VOTING RIGHTS, & POLITICAL CORRUPTION	Moderator Lisa Gilbert, Director, Congress Watch, Public Citizen Speakers Zephyr Teachout, Associate Professor of Law, Fordham University & Author Gloria Totten, Founder & President, Public Leadership Institute Larry Cohen, Chairman, Our Revolution Rep. Ro Khanna Rep. Jamie Raskin
12:35 PM TO 1:35 PM	LUNCHEON SUMMIT WRAP-UP FRONTLINE: UNITING A NATION DIVIDED	Introduction Rep. David Cicilline Speaker Lee Saunders, President, American Federation of State, County, & Municipal Employees (AFSCME)