

U.S. House of Representatives  
Committee on Ethics

EMPLOYEE POST-TRAVEL DISCLOSURE FORM

LEGISLATIVE RESOURCE CENTER  
2017 MAR -9 PM 3:07  
OFFICE OF THE CLERK  
U.S. HOUSE OF REPRESENTATIVES

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.

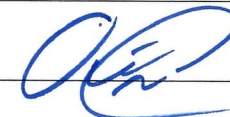
1. Name of Traveler: Nathaniel Bennett
2. a. Name of accompanying relative: \_\_\_\_\_ *or* None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates of departure and return: Departure: 2/17/17 Return: 2/23/17  
 b. Dates at personal expense (if any): \_\_\_\_\_ *or* None
4. Departure city: Washington, DC Destination: Malawi Return city: Washington, DC
5. Sponsor(s) (who paid for the trip): Humpty Dumpty Institute, Amitofo Care Center
6. Describe meetings and events attended: We met with Malawian and U.S. government officials, observed food aid distribution, and visited an orphanage and school complex.
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: \_\_\_\_\_

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

SIGNATURE OF TRAVELER:  DATE: 3/9/17

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: André Carson DATE: 3/9/17

SIGNATURE OF SUPERVISING MEMBER: 

**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): Humpty Dumpty Institute, Amitofo Charity Center

2. Travel Destination(s): Malawi (Lilongwe, Blantyre) via Johannesburg, South Africa

3. Date of Departure: February 17, 2017 Date of Return: February 23, 2017

4. Name(s) of Traveler(s): Mr. Nathan Bennett, Rep. Andre Carson

(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	1280.00	442.97	115.00	75.00 (Malawi landing visa)
Accompanying Relative				

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: Boris Shapoval Title: Program Manager

Organization: Humpty Dumpty Institute

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

Address: 527 Hudson Street, #20061

New York, NY 10014

Telephone number: 212-944-7111

Email Address: boris.shapoval@thehdi.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: Nathaniel Bennett
2. Sponsor(s) (who will be paying for the trip): Humpty Dumpty Institute
3. Travel destination(s): Lilongwe, Blantyre in Malawi via Johannesburg, South Africa
4. a. Date of departure February 17, 2017 Date of return: February 23, 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.  
I am Congressman Carson's Legislative Director and responsible for foreign affairs. This trip will provide a better understanding of foreign aid and partnerships with governments and non-profits in Africa.
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

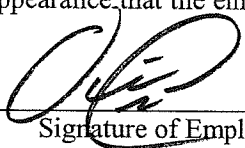
10. **FOR STAFF TRAVELERS:**

**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: 1/18/17

  
\_\_\_\_\_  
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): \_\_\_\_\_  
Humpty Dumpty Institute (HDI) \_\_\_\_\_
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: \_\_\_\_\_  
Amitofo Charity Center (ACC) \_\_\_\_\_
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 the invitee list attached. \_\_\_\_\_  
\_\_\_\_\_
5. Is travel being offered to an accompanying relative of the House invitee(s)?  Yes  No
6. Date of departure: February 17, 2017 Date of return: February 23, 2017
7. a. City of departure: Washington, D.C.  
b. Destination(s): Lilongwe, Blantyre in Malawi (transit in Johannesburg, South Africa)  
c. City of return: Washington, D.C.
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 Humpty Dumpty Institute (HDI) works to promote dialogue between the U.S. Congress, the United Nations and foreign entities. This program is part of a series of overseas Congressional programs organized by HDI with various co-sponsors. The delegation to Malawi is being co-sponsored by Amitofo Charity Center (ACC), a U.S. non-profit focused on building sustainable orphanages in Malawi and across the African continent. The participants of this fact-finding mission will be able to gather greater understanding of social and political issues in Malawi, to understand issues affecting children in this country, and to meet with U.S. Embassy staff in Lilongwe.

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): \_\_\_\_\_  
Breakfast - \$10, Lunch - \$15, Dinner \$25. Total est. for meals per day: \$50

2) Provide reason for selecting the location of the event or trip: \_\_\_\_\_  
HDI's is partnering with ACC, both U.S.-based non-profits. ACC has a operating children's center in Blantyre and a similar center being built in Lilongwe. Lilongwe is the capital of Malawi and U.S. Embassy is based there. Malawi Supreme Court is located in Blantyre.

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

Hotel name: Marriott Airport Hotel City: Johannesburg Cost per night: \$200

Reason(s) for selecting: Overnight near JNB airport before flight to Malawi

Hotel name: Crossroads Hotel City: Lilongwe Cost per night: \$150

Reason(s) for selecting: Proximity to meeting locations, rates within USG allowable perdiem

Hotel name: ACC Guest Room City: Blantyre Cost per night: \$80

Reason(s) for selecting: Proximity to meeting locations, cost under USG allowable perdiem

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 <i>Transportation</i> Expenses per Participant	Total <i>Lodging</i> Expenses per Participant	Total <i>Meal</i> Expenses per Participant
For each Member, Officer, or employee	\$1500	\$580	\$250
For each accompanying relative			

	<i>Other</i> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee	\$120, \$80, \$100	taxis in US, airport visas, gr. transport.
For each accompanying relative		

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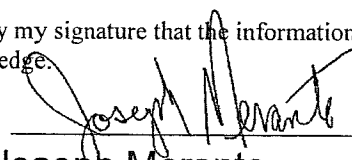
19. Check one:

- 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: Joseph Merante

Title: Executive Director

Organization: Humpty Dumpty Institute

Address: 527 Hudson Street #20061, New York, NY 10014

Telephone number: 212-944-7111

Email address: joe.merante@thehdi.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)

U.S. House of Representatives  
Committee on Ethics

NON-GRANTMAKING TRIP SPONSOR FORM

This form should be completed by a private individual or entity that provides funds, services, or in-kind donations to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. A Non-Grantmaking Sponsor that has a direct involvement in planning, organizing, conducting, or participating in the trip must complete this form. Provide a copy of your completed form to the primary sponsor of the trip.

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

- Amitofo Charity Center
1. Name of your organization: \_\_\_\_\_
  2. Name of Primary Trip Sponsor: Humpty Dumpty Institute
  3. My organization has provided funds to the above-named Primary Trip Sponsor to pay all or part of the expenses for a trip to (destination) Malawi (layover in Johannesburg, South Africa) on (date) February 17-23, 2017 that primarily is being organized or arranged by the above-named Primary Trip Sponsor.  Yes  No
  4. My organization has had a direct role in the organizing, planning, arranging, or will have a role in conducting, the trip identified in response to Question 3 or an event that will occur during that trip.  Yes  No
  5. Check one:
    - a.  My organization does not employ or retain a registered federal lobbyist or foreign agent *or*
    - b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
  6. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
  7. 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: Miaohong Title: Secretary

Organization: Amitofo Charity Center

Address: 941 S. Vermont Ave. Ste. 101 #76 Los Angeles CA 90006 USA

Telephone number: 1-626-264-2827

Email Address: info@acc-usa.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)

# U.S. House of Representatives

COMMITTEE ON ETHICS

Washington, DC 20515

February 10, 2017

Mr. Nathaniel C. Bennett  
Office of the Honorable André Carson  
2135 Rayburn House Office Building  
Washington, DC 20515

Dear Mr. Bennett:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to South Africa and Malawi, scheduled for February 17 to 23, 2017, sponsored by Humpty Dumpty Institute and Amitofo Charity Center.

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.

Because the trip may involve meetings with foreign government representatives, we note that House employees may accept, under the Foreign Gifts and Decorations Act (FGDA), gifts "of minimal value [currently \$390] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of minimal value received from a foreign government must, within 60 days of acceptance, be disclosed on a Form for Disclosing Gifts from Foreign Governments filed with the Committee, and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.



Mr. Nathaniel C. Bennett  
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If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,



Susan W. Brooks  
Chairwoman



Theodore E. Deutch  
Ranking Member

SWB/TED:smm

**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):**

Mr. Arthur Sidney, Chief of Staff, Rep. Henry C. "Hank" Johnson Jr.  
Mr. Bill Harper, Chief of Staff, Rep. Betty McCollum  
Mr. Brandon Webb, Chief of Staff, Rep. Robin L. Kelly  
Mr. Daniel Chao, Chief of Staff, Rep. Grace F. Napolitano  
Mr. Gene Martorony, Chief of Staff, Rep. Albio Sires  
Mr. Gregory Berry, Chief Counsel, Rep. Sheila Jackson Lee  
Mr. Jeff Lowenstein, Chief of Staff, Rep. Adam B. Schiff  
Mr. Mark Henson, Chief of Staff, Rep. James A. Himes  
Mr. Matt Herrmann, Chief of Staff, Rep. Madeleine Z. Bordallo  
Mr. Matt Lee, Legislative Director, Rep. Ruben Gallego  
Mr. Mike Iger, Chief of Staff, Rep. Carolyn B. Maloney  
Mr. Murat Gokcigdem, Chief of Staff, Rep. Eddie Bernice Johnson  
Mr. Nathan Bennett, Legislative Director, Rep. André Carson  
Mr. Omair Mirza, Legislative Assistant, Rep. André Carson (CBC 1<sup>st</sup> Vice Chair)  
Mr. Paul Fitzpatrick, Chief of Staff, Rep. Mark Meadows  
Mr. Reginald Babin, Legislative Director, Rep. Cedric L. Richmond (CBC Chairman)  
Mr. Robert Primus, Chief of Staff, Rep. Michael E. Capuano  
Mr. Tim Hysom, Chief of Staff, Rep. Alan S. Lowenthal  
Mr. Twaun Samuel, Chief of Staff, Rep. Maxine Waters  
Mr. Yebbie Watkins, Chief of Staff, Rep. James E. Clyburn  
Ms. Amy Emerick, Chief of Staff, Rep. Raúl M. Grijalva  
Ms. Carrie Kohns, Chief of Staff, Rep. Karen Bass  
Ms. Elizabeth Stanley, Chief of Staff, Rep. Nita M. Lowey  
Ms. Jackie Ellis, Chief of Staff, Rep. Al Green  
Ms. Julie Nickson, Chief of Staff, Rep. Barbara Lee  
Ms. Kate Keating, Chief of Staff, Rep. Joseph Crowley  
Ms. Kim Bowman, Chief of Staff, Rep. Frederica S. Wilson  
Ms. LaVerne Alexander, Chief of Staff, Rep. Donald M. Payne Jr.  
Ms. Linda Shim, Chief of Staff, Rep. Judy Chu  
Ms. Sophia Lafargue, Chief of Staff, Rep. Gregory W. Meeks  
Ms. Tracie Pough, Chief of Staff, Rep. Debbie Wasserman Schultz  
Ms. Veleter Mazyck, Chief of Staff, Rep. Marcia L. Fudge

\*Ms. Sayanna Molina, Foreign Affairs Legislative Assistant, Rep. Raúl M. Grijalva  
-Additional invitation to replace a confirmed participant from the same office

Staff members were invited from HDI's Congressional Advisory Board (CAB) and from the Congressional Black Caucus. Staff members invited were chosen on basis of the level of responsibility on issues such as children's rights, foreign policy, national security, economic and social development related to issues impacting the African continent. Members of the Congressional Black Caucus (CBC) Staff were invited based on CBC's interest in the region and the CBC Chair and Vice Chair staff were invited on the program as a liaison for the CBC Staff Members. Based on the immediate response level, further invitations to the CAB and CBC Staff Members were not sent out due to lack of available space for additional participants.



**International Amitofo Charity Center**  
941 S. Vermont Ave. Ste 101#76, Los Angeles  
CA 90006 USA  
P. O. Box 941481 Los Angeles CA 90093 USA  
[www.acc-usa.org](http://www.acc-usa.org) [info@acc-usa.org](mailto:info@acc-usa.org)



THE  
**HUMPTY DUMPTY INSTITUTE**  
PUTTING THE PIECES BACK TOGETHER

## U.S. Congressional Staff Delegation to the Republic of Malawi February 17-23, 2017 Final Agenda

### Friday February 17, 2017

**5:40PM** Depart from IAD on South African 208 via Dakar (1 hour refuel)

### Saturday February 18, 2017

**5:20PM** Arrive in Johannesburg (JNB)

Proceed to the Hotel near Airport

*Location: Peermont D'oreale Grande Hotel, 64 Jones Rd, Johannesburg, 1620, South Africa*

*Phone: +27 11 928 1770*

**8-9:30PM** Working Dinner with Delegation Participants

Discussion Focus: Program Agenda Review and Logistics – Overview of ACC structure and work

*Location: Hotel*

### Sunday February 19, 2017

**6:30AM** Breakfast at the Hotel

**7:15AM** Proceed to Airport for Check in

**10:00AM** Depart from JNB to Lilongwe, Malawi on South African 170

**12:15PM** Arrive in Lilongwe, Malawi

**2:00PM-** Visit ACC Site (under construction) and Surrounding Rural Areas

**4:00PM** Briefing on Culture and Economy of Malawi (incl. Lunch Break)

Background: This visit is to a future site of another ACC orphanage center in Malawi. The purpose of the visit was to show the participants the scope of work, including materials and technology used to create ACC centers. Importance of geographical location and access to resources such as drinking water was discussed. A guided tour of the surrounding rural areas was given to present the staffers with overview of daily life of average Malawian, to show available infrastructure and give historical as well as cultural context to understand challenges and progress in perspective. Participants also witnessed a ACC food aid donation distribution to village close to ACC site and received a welcome message from the Chimutu Village Leader.

**5:00PM** Arrival at the Hotel, Check in

*Location: Sunbird Capital Hotel, Chilembwe Rd, Lilongwe, Malawi*

*Phone: +265 1 773 388*



**International Amitofo Charity Center**  
941 S. Vermont Ave. Ste 101#76, Los Angeles  
CA 90006 USA  
P. O. Box 941481 Los Angeles CA 90093 USA  
[www.acc-usa.org](http://www.acc-usa.org) [info@acc-usa.org](mailto:info@acc-usa.org)



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**Rescheduled Coffee with Civil Society Leaders, 1<sup>st</sup> Session**

*Location: Sunbird Capital Hotel*

Discussion Focus: What resources are needed most to service children's needs.

Protection of Children's Rights and role of NGOs.

Confirmed participants: Maxwell Matewera, Executive Director, Eye of the Child; Mr. Gondwe, Acting Executive Director, Center for Human Rights and Rehabilitation (CHRR)

**5:45-7:45PM Staff Time at the Hotel**

**8-9:30PM Working Dinner with Delegation Participants and Amitofo Charity Center Leadership**

Discussion Focus: Program Agenda Review, Participants Feedback on Activities During Day 1  
Goals of ACC in Malawi and the region. ACC's work in the United States.

*Location: Hotel*

Monday February 20, 2017

**6:30-8:00AM Breakfast at leisure at the Hotel**

**Principal Meeting with Ministry of Education, Science and Technology**

**Unavailable**

*Location: Malawi Ministry of Education, Science and Technology*

Discussion Focus: Access to Education from pre-school to college, Government programs for orphans.

**Principal Meeting with Ministry of Health**

**Unavailable**

*Location: Malawi Ministry of Health*

Discussion Focus: Health risks affecting children, access to healthcare and related issues.

**9-10:30AM\* Meeting with ACC's Malawian Leadership**

Discussion focus: challenges facing child care community based organizations in Malawi.

\*Substitute meeting

**11:00-12:30PM Meeting with Deputy Minister of Disaster and Relief Management, Dyce Nkhoma**

*Location: Ministry of Disaster and Relief Management, Capital Hill, Top Floor*

Discussion Focus: Natural disasters and access to relief and resources. Role of UN and International Community in managing contingencies resulting from disasters.  
Devastating effects of flooding in 2015-2016 caused by La Nina phenomenon.

**1:30-2:45PM Working Lunch with UNICEF Representative, Deputy Director Ms. Roisin Murphy**

*Location: Four Seasons Lifestyle Centre, Presidential Way, Area 12*

Discussion Focus: UNICEF role in helping orphans in Malawi. Challenges faced and progress made by UN agencies working in Malawi and beyond. UNICEF's focus shift from orphanage based care to community based care. Importance of Health Messaging.

**3:00-4:15PM Meeting with Ministry of Gender, Children, Disability and Social Welfare  
Dr. Mary Shawa**

*Location: Malawi Ministry of Gender, Children, Disability and Social Welfare  
Gemini House City Centre 4th floor*



**International Amitofo Charity Center**  
941 S. Vermont Ave. Ste 101#76, Los Angeles  
CA 90006 USA  
P. O. Box 941481 Los Angeles CA 90093 USA  
[www.acc-usa.org](http://www.acc-usa.org) [info@acc-usa.org](mailto:info@acc-usa.org)



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Discussion Focus: Access to social programs, status of orphans in Malawi social structure, resources for children's programs, aid funds distribution issues.

**Rescheduled Coffee with Civil Society Leaders, 2<sup>nd</sup> Session** (Invited to attend the working dinner)  
*Location: Sunbird Capital Hotel*

**5PM-7PM Staff Time**  
*Location: Hotel*

**7:30-9:30PM Dinner with Business Community Leaders and Civil Society Leaders** (Invited)  
Discussion Focus: Business Environment, Investment and Trade Issues.  
Guest speaker: Mr. Joshua Nthakomwa, Malawi Investment and Trade Center  
*Location: Hotel*

Tuesday February 21, 2017

**6:30-7:15AM Breakfast at leisure at the Hotel**

**7:30AM Depart for U.S. Embassy Lilongwe**  
*Location: 16 Jomo Kenyatta Road, Lilongwe 3, Malawi, Tel: +265 (0) 1773 166*

**8-9:15AM Meeting with Amb. Virginia E. Palmer, U.S. Ambassador to the Republic of Malawi**  
*Location: U.S. Embassy Lilongwe Area 40, Plot 24, Kenyatta Drive, Box 30016, Lilongwe 3, Tel 265 1773166*  
Discussion Focus: U.S. Priorities in Malawi and the region, Children's Rights, U.S. Foreign Aid to Malawi and work of USAID. Environment and Climate Agenda. Institutional Continuity. PEPFAR and the challenges of people living with HIV/AIDS in Malawi.

**10:00AM Depart to Blantyre via Ground Transportation (6 hours)**  
Discussion Focus: ACC's work in Africa, history of Blantyre orphanage, mission challenges and rewards.

**4:00PM Arrive in Blantyre, Amitofo Charity Center (ACC) Check In**  
*Location: ACC Guest Rooms (used for all ACC visitors)  
MP 158 Mapanga, Blantyre*

**4:30-5:00PM Guided Tour of the ACC Facilities**  
Background: ACC Blantyre is a fully operational orphanage facility which houses its students and staff of full time basis. ACC Malawi Director gave a tour of the facilities to show level of infrastructure achieved with existing funding and discuss potential improvements based on obstacles experienced by ACC Blantyre facilities.

**5-6:30PM Meet and Greet with Students and Staff of the ACC Blantyre**  
Discussion Focus: Being a Positive Role Model. Congressional Staff had a chance to interact with Malawi youth who are also orphans. They were able to share their personal stories and present the young students with a positive role model experience.



**International Amitofo Charity Center**  
941 S. Vermont Ave. Ste 101#76, Los Angeles  
CA 90006 USA  
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ACC Staff facilitated the conversations and were able to express their personal stories as well as discuss their experience at ACC center in Blantyre.

**6:30-7:30PM**      **Dinner with ACC Students and Staff**  
Discussion Focus: ACC students and staff reflected on their future plans and possibilities. Students discussed what their aspirations are after graduating. ACC staff discussed the options which the students have. Congressional Staff were able to compare the options to those they experienced in their career progression and make suggestions.

**7:30-10:00PM**      **Students Presentations (Arts & Crafts, Dance, Music, Martial Arts)**  
Background: Student presentations served two purposes, the first and main purpose was to show the artistic curriculum being provided to orphans at ACC which is built into the model of raising a well-rounded individual. The second purpose was for the children to showcase their cultural and traditional expressions through artistic presentation which allowed for the participants to learn and reflect on Malawi culture. This also allowed for the children to be able to share their work with an American audience, which was a proud moment for them.

Wednesday February 22, 2017

**6:30-8:30AM**      **Breakfast with ACC Students and Farewell**  
Discussion Focus: Group discussions, small groups of 10-15 students sat down with each participant to reflect on life before ACC and after joining the program as well as future aspirations.

**8:30-9:00AM**      **Prepare for Departure, Luggage Call**

**Cancelled**      **Visit the Malawi Supreme Court – Could not be arranged**  
Background: Understanding how various branches of government operate in Malawi to be able to compare to the American model. Meet with Court Staff to get an update on national cases being reviewed currently and develop understanding of their context.

**9:15AM**      **Depart for Blantyre Airport**

**1:25PM**      **Depart from Blantyre to JNB on South African 173**

**3:40PM**      **Arrive in Johannesburg**

**6:55PM**      **Depart for IAD on South African 209 via Accra (1 hour refuel)**

Thursday February 23, 2017

**6:15AM**      **Arrive at IAD**



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## U.S. Congressional Staff Delegation to the Republic of Malawi February 17-23, 2017 Tentative Agenda

### Friday February 17, 2017

5:40PM Depart from IAD on South African 208 via Dakar (1 hour refuel)

### Saturday February 18, 2017

5:20PM Arrive in Johannesburg (JNB)  
Proceed to Airport Hotel

8:00PM Working Dinner with Delegation Participants, Program Agenda Review  
*Location: TBC*

### Sunday February 19, 2017

6:30 Breakfast at the Hotel

7:30AM Proceed to Airport for Check in

10:00AM Depart from JNB to Lilongwe, Malawi on South African 170

12:15PM Arrive in Lilongwe, Malawi  
Transportation to the Hotel  
*Location: TBC*

2:00PM Working Lunch with Civil Society Leader

3:00PM-6:00PM Visit ACC Site (under construction) and Surrounding Rural Areas  
Briefing on Culture and Economy of Malawi

7:00PM Staff Time at the Hotel

8:00PM Working Dinner with Delegation Participants and Amitofo Charity Center Leadership  
*Location: TBC*

### Monday February 20, 2017

6:30-8:00AM Breakfast at leisure at the Hotel  
*Location: Hotel*

8:30AM Depart for U.S. Embassy Lilongwe  
*Location: Area 40, Plot 24, Kenyatta Drive, Box 30016, Lilongwe 3, Tel 265 1773166*

- 9:00AM Meeting with U.S. Embassy Lilongwe**  
*Location: Area 40, Plot 24, Kenyatta Drive, Box 30016, Lilongwe 3, Tel 265 1773166*
- 10:30AM Meeting with Ministry of Education, Science and Technology**  
*Location: Malawi Ministry of Education, Science and Technology*
- 12:00PM Meeting with Ministry of Health**  
*Location: Malawi Ministry of Health*
- 1:30PM Working Lunch with UNICEF Representatives**  
*Location: TBC*
- 3:00PM Meeting with Ministry of Gender, Children, Disability and Social Welfare**  
*Location: Malawi Ministry of Gender, Children, Disability and Social Welfare*
- 4:30PM Meeting with Ministry of Disaster and Relief Management**  
*Location: Ministry of Disaster and Relief Management*
- 6PM-7PM Staff Time**  
*Location: Hotel*
- 7:30PM Dinner with Business Community Leaders and Members of the Malawi National Assembly (Parliamentarians)**  
*Location: Hotel*

Tuesday February 21, 2017

- 6:30-7:45AM Breakfast at leisure at the Hotel**  
*Location: Hotel*
- 8:00AM Depart to Blantyre via Ground Transportation (6 hours)**
- 2:00PM Arrive in Blantyre, Hotel or Amitofo Charity Center (ACC) Check In**  
*Location: Hotel or ACC Guest Rooms, TBC*
- 3:00PM Guided Tour of the ACC Facilities**
- 4PM-6PM Meet and Greet with Students and Staff of the ACC Blantyre**
- 6:00PM Staff Time**
- 6:30PM Students Presentations (Arts & Crafts, Dance, Music, Martial Arts)**
- 8:00PM Dinner with ACC Students and Staff**

Wednesday February 22, 2017

- 6:30AM Breakfast with ACC Students**
- 8:15AM Visit the Blantyre American Corner**  
*Location: Malawi Polytechnic College*
- 9:45AM Visit the Malawi Supreme Court**
- 10:30AM Depart for Blantyre Airport**



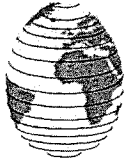
**1:25PM**      **Depart from Blantyre to JNB on South African 173**

**3:40PM**      **Arrive in Johannesburg**

**6:55PM**      **Depart for IAD on South African 209 via Accra (1 hour refuel)**

**Thursday February 23, 2017**

**6:15AM**      **Arrive at IAD**



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**HDI SPOKESPEOPLE**  
Mary Wilson of the Supremes

December 16, 2016

Mr. Nathan Bennett  
Legislative Director  
The Honorable André Carson  
2453 Rayburn House Office Building  
Washington, DC 20515-1407

Dear Mr. Bennett:

I am pleased to invite you to attend a Congressional Staff Delegation to Malawi (February 17-23, 2017). HDI is partnering with Amitofo Charity Center, a U.S. non-profit focused on building sustainable orphanages in Malawi and across the African continent. The delegation will have a chance to spend a night at one of the care centers and interact with the orphans and staff. The participants will also meet with Malawian officials, business and community leaders, and academia. The purpose of this trip is to foster dialogue and to give the Congressional Staff an opportunity to develop a greater understanding of regional politics, economy and culture.

The delegation will leave Washington D.C. in the evening on Friday, February 17 and be back in Washington D.C. by afternoon of Thursday, February 23. All participants need to submit their ethics paperwork no later than January 18 to ensure timely trip pre-approval by the Ethics Committee. Please R.S.V.P. to Boris Shapoval at 212-944-7111 or [boris.shapoval@thehdi.org](mailto:boris.shapoval@thehdi.org).

The Humpty Dumpty Institute (HDI) will be handling all the logistics and travel arrangements for this trip in close coordination with the co-sponsors, Amitofo Charity Center (ACC). We hope you will be able to join us.

Sincerely,

Joseph Merante  
Executive Director