

U.S. House of Representatives
Committee on Ethics

LEGISLATIVE RESOURCE CENTER

EMPLOYEE POST-TRAVEL DISCLOSURE FORM 17 SEP -6 PM 1:25

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: Ryan T. Carney
2. a. Name of accompanying relative: _____ or None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates of departure and return: Departure: 8/27/17 Return: 9/4/17
 b. Dates at personal expense (if any): 9/1 - 9/4 or None
4. Departure city: Washington Destination: Berlin Return city: Washington
5. Sponsor(s) (who paid for the trip): GMF and Robert Bosch Foundation
6. Describe meetings and events attended: Meetings with government, business & think tank leaders to discuss trans-Atlantic relations
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: 9/6/17

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: Rep. Tom MacArthur DATE: 9/6/17

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): German Marshall Fund of the United States; Robert Bosch Stiftung

2. Travel Destination(s): Berlin, Germany & Hamburg, Germany
3. Date of Departure: Sunday, August 27, 2017 Date of Return: Monday, September 4, 2017
4. Name(s) of Traveler(s): Ryan Carney
(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	\$998.96	\$741.50	\$450	N/A
Accompanying Relative	N/A	N/A	N/A	N/A

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: *Karen P. Donfried* *Uta-Micaela Durig*

Name: Karen Donfried/Uta-Micaela Durig Title: President/CEO

Organization: German Marshall Fund of the United States/Robert Bosch Stiftung

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

Address: 1744 R St NW Heidehofstr, 31 D-70184
Washington, DC 20009 Stuttgart, Germany

Telephone number: +1 202 683 2650 +49 711 460 84 230

Email Address: kdonfried@gmfus.org uta-micaela.durig@bosch-stiftung.de

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: Ryan T. Carney
2. Sponsor(s) (who will be paying for the trip): German Marshall Fund; Robert Bosch Stiftung
3. Travel destination(s): Berlin and Hamburg, Germany
4. a. Date of departure 8/27/2017 Date of return: 9/4/2017
b. Will you be extending the trip at your personal expense? Yes No
If yes, dates at personal expense: 9/1-9/4
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.
US relations with our transatlantic allies are increasingly relevant as we have had a change in Administration. I am the Congressman's chief of staff, and a top advisor to him.
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: 8/2/17


Signature of Employing Member

U.S. House of Representatives
Committee on Ethics

TRAVELER FORM

1. Name of Traveler: Ryan T. Carney
2. Sponsor(s) (who will be paying for the trip): German Marshall Fund; Robert Bosch Stiftung
3. Travel destination(s): Berlin and Hamburg, Germany
4. a. Date of departure 8/27/2017 Date of return: 9/4/2017
b. Will you be extending the trip at your personal expense? Yes No
If yes, dates at personal expense: 9/1 - 9/4
5. a. Will you be accompanied by a relative at the sponsor's expense? Yes No
b. If yes:
(1) Name of accompanying relative: Amy Carney (only from 9/1-9/4)
(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.
US relations with our Transatlantic allies are increasingly relevant as we have had a change in Administration. I am the Congressman's top advisor and this visit allows exploration of areas of cooperation.
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

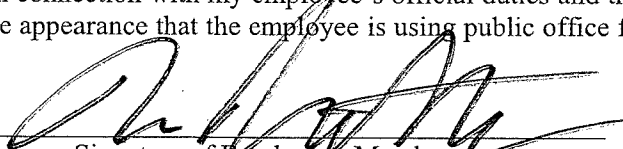
10. **FOR STAFF TRAVELERS:**

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: 7/24/17


Signature of Employing Member

U.S. House of Representatives
Committee on Ethics

TRAVELER FORM

RECEIVED
2017 JUL 24 PM 2:32
COMMITTEE ON ETHICS

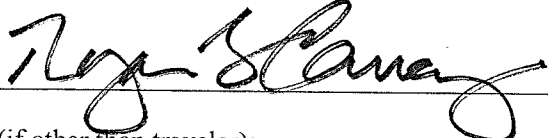
This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, 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. *Form (and any attachments) may be faxed to the Committee at (202) 225-7392, sent or delivered to the Committee at 1015 Longworth, or e-mailed to 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: Ryan T. Carney

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: 

Name of signatory (if other than traveler): _____

For staff, name of employing Member or committee: Rep. Tom MacArthur

Office address: 506 Cannon HOB

Telephone number: 5-4765

Email address of contact person: ryan.carney@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:

Committee on Ethics
1015 Longworth House Office Building
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)
Travel email: travel.requests@mail.house.gov

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): _____
German Marshall Fund of the United States; Robert Bosch Stiftung
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 addendum
5. Is travel being offered to an accompanying relative of the House invitee(s)? Yes No
6. Date of departure: August 27th, 2017 Date of return: September 1st, 2017 - September 4th, 2017
7. a. City of departure: Washington, DC
b. Destination(s): Berlin, Germany; Hamburg, Germany
c. City of return: Washington, DC
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:

GMF seeks to promote cooperation between the United States and Europe on transatlantic global issues. Robert Bosch Stiftung is a German foundation that supports projects in many important fields, including international relations. GMF and Bosch are responsible for all aspects 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): _____
Approximately \$100

2) Provide reason for selecting the location of the event or trip: _____
Berlin was chosen to showcase contemporary German politics and society. Its status as the seat of the German government will provide a clear insight into the politics of the country. Hamburg was selected to provide a view of the political situation in Germany outside of the capital city.

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

Hotel name: Meliá Berlin City: Berlin Cost per night: 154 euro
Reason(s) for selecting: Central location and proximity to meeting sites

Hotel name: Sofitel Hamburg Alter Wall City: Hamburg Cost per night: 170 euro
Reason(s) for selecting: Central location and proximity to meeting sites

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 <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	\$1700	602 euro	\$450
For each accompanying relative	N/A	N/A	N/A

	<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	N/A	N/A
For each accompanying relative	N/A	N/A

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: Karen P. Donfried Uta-Micaela Durig
 Name: Karen Donfried Uta-Micaela Durig
 Title: President CEO
 Organization: German Marshall Fund Robert Bosch Stiftung
 Address: 1744 R St NW Washington, DC 20009 Heidehofstr, 31 D-70184 Stuttgart, Germany
 Telephone number: +1 202 683 2650 +49 711 460 84 230
 Email address: kdonfried@gmfus.org uta-micaela.durig@bosch-stiftung.de

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)

Please contact Erica Ngoenha, GMF Program Officer, with any questions:
 +1 202 683 2639
 engoenha@gmfus.org

Susan W. Brooks, Indiana
Chairwoman
Theodore E. Deutch, Florida
Ranking Member



Patrick Meehan, Pennsylvania
Trey Gowdy, South Carolina
Kenny Marchant, Texas
Leonard Lance, New Jersey

Yvette D. Clarke, New York
Jared Polis, Colorado
Anthony Brown, Maryland
Steve Cohen, Tennessee

ONE HUNDRED FIFTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

Donna Herbert
Director of Administration

Megan Savage
*Chief of Staff and Counsel to
the Chairwoman*

Daniel J. Taylor
Counsel to the Ranking Member

1015 Longworth House Office Building
Washington, D.C. 20515-6328
Telephone: (202) 225-7103
Facsimile: (202) 225-7392

August 17, 2017

Mr. Ryan Carney
Office of the Honorable Tom MacArthur
506 Cannon House Office Building
Washington, DC 20515

Dear Mr. Carney:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Germany, scheduled for August 27, 2017, to September 4, 2017, sponsored by the German Marshall Fund and the Robert Bosch Stiftung. We note that this trip includes three days at your personal expense.

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. Ryan Carney
Page 2

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:tn

DRAFT AGENDA – INTERNAL USE ONLY

Senior Congressional Staff Study Tour:
Berlin, Germany; Hamburg, Germany
August 27 to September 1, 2017

Sunday, August 27

U.S. Congressional Staff depart Washington DC for Berlin on individual travel itineraries.

Monday, August 28

U.S. Congressional Staff arrive in Berlin in the morning.

- 15:00 – 17:00 City Tour and Historic Overview of Berlin - with guide Stefan Albrecht
19:00 – 21:00 Opening Dinner on Domestic Politics and the German Elections

Tuesday, August 29

- 9:00 – 10:00 U.S. Embassy briefing
10:30 – 11:30 Visit to the German Parliament
12:00 – 13:30 Lunch Discussion on German Security Policies
15:00 – 16:00 Germany's Foreign Policy
Meeting with Ralf Beste, Head of Policy Planning, Federal Foreign Office
16:30 – 17:30 Keeping Germany Safe: Approaches to Intelligence Sharing and Counterterrorism
Meeting with Dr. Emily Haber, State Secretary, Federal Ministry of the Interior
18:00 – 19:00 Personal Work Period
19:30 – 21:00 Dinner Discussion: Berlin's Creative and Start-up Scene and its Transformation since the Fall of the Wall

Wednesday, August 30

- 9:00 – 10:30 Expert Roundtable Discussion on Shifting Roles within Europe: Germany, France, and the United Kingdom
11:00 – 12:30 Preventing Radicalization and Extremism
13:00 – 14:00 Lunch Discussion on Cyber Security
14:00 – 15:00 Germany's Changing Role in the World
Meeting with Dr. Detlef Wächter, Head of Division 211, Federal Chancellery
15:30 – 17:30 Tour through Stasi-Archives
18:00 – 19:00 Personal Work Period
19:30 – 21:00 Dinner Discussion

Thursday, August 31

- 8:39 Train to Hamburg
11:00 – 12:00 Discussion on City of Hamburg

- 12:30 – 14:00 Lunch Discussion on Globalization and Trade
- 14:30 – 15:30 Hamburg Port Tour
- 15:30 – 16:30 Visit of Automated Container Terminal Altenwerder
- 16:30 – 18:00 Inside the German Elections: Meeting and Campaign Event with Bundestag Member Metin Hakverdi
- 18:30 – 20:00 Closing Dinner

Friday, September 1

U.S. Congressional Staff depart Hamburg for Washington DC on individual travel itineraries. Those departing after the 1st will take personal vacations.

House Ethics Addendum

The following senior congressional staffers were invited to participate in a study tour to Berlin due to their legislative responsibilities and their interest in transatlantic relations.

1. Duron Marshall, Congressman Brenda Lawrence (D-MI)
2. Josh Connolly, Congresswoman Jackie Speier (D-CA)
3. Marilyn Dillihay, Congressman Steve Cohen (D-TN)
4. Ryan Carney, Congressman Tom MacArthur (R-NJ)
5. Jess Moore, Congressman Tom Rooney (R-FL)
6. Ritika Robertson, Congressman Ken Buck (R-CO)
7. Alex Shively, Congressman Keith Rothfus (R-PA)