

U.S. House of Representatives  
Committee on Ethics

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MEMBER / OFFICER POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from a private source for travel taken in connection with a Member or officer's official duties. This form does not eliminate the need to report privately-funded travel on the Member or officer's annual Financial Disclosure Statement. In accordance with House Rule 25, clause 5, you must complete this form and file it with the Clerk of the House, 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: Cesar Gonzalez
2. a. Name of accompanying relative: \_\_\_\_\_ or None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates of departure and return: Departure: 9/20/17 Return: 9/22/17  
 b. Dates at personal expense: n/a or None
4. Departure city: Miami Destination: Guatemala City Return city: DC
5. Sponsor(s) (who paid for the trip): International Justice Mission
6. Describe meetings and events attended (attach additional pages if necessary):  
see 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 Member or officer; *and*
  - d.  the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the sponsor's agenda. (*Signify that statement is true by checking box*):   
 b. If not, explain: \_\_\_\_\_

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge. I have determined that all of the expenses on the attached Sponsor Post-Travel Disclosure Form were necessary and that the travel was in connection with my duties as a Member or officer of the U.S. House of Representatives and would not create the appearance that I am using public office for private gain.

SIGNATURE OF MEMBER: \_\_\_\_\_

DATE: 10/4/17

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.

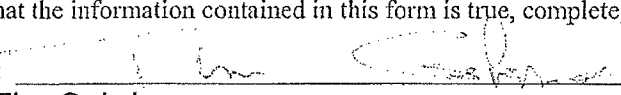
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Sponsor(s) (who paid for the trip): International Justice Mission
2. Travel Destination(s): Guatemala City, Guatemala
3. Date of Departure: 09/20/17 Date of Return: 09/22/17
4. Name(s) of Traveler(s): Cesar Gonzalez  
(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	\$462.41	\$293.85	\$120	-----
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: Tim Gehring Title: Policy Director

Organization: International Justice Mission

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

Address: P.O. Box 58147 Washington, DC 20037

Telephone number: 703.740.9968

Email Address: tgehring@ijm.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

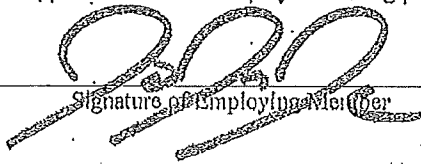
TRAVELER FORM

1. Name of Traveler: Cesar Gonzalez
2. Sponsor(s) (who will be paying for the trip): International Justice Mission
3. Travel destination(s): Guatemala City
4. a. Date of departure 9/20/17 Date of return: 9/22/17  
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.  
As the foreign policy and immigration advisor for the office this trip will give me the opportunity see some of the issues causing Guatemalans to flee to the US as well as the programs we fund through SFOPS
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: 8/14/17

  
Signature of Employing Member

Chief of  
STAFF  
CU

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): \_\_\_\_\_  
International Justice Mission
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):  
Cesar Gonzalez, Chief of Staff for Representative Mario Diaz-Balart, to observe the role of U.S. foreign assistance has played in combating sexual violence against children in Guatemala.
5. Is travel being offered to an accompanying relative of the House invitee(s)?  Yes  No
6. Date of departure: September 20, 2017 Date of return: September 22, 2017
7. a. City of departure: Washington, DC  
b. Destination(s): Guatemala City, Guatemala  
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:

International Justice Mission is a global human rights agency that works to protect vulnerable populations in the developing world from violence by improving the response of the actors in the public justice system. IJM's program in Guatemala works to protect children from sexual violence. IJM is the sole sponsor of the trip. We will plan all trip activities, set up all meetings with civil society and the Guatemalan government, and cover all travel, lodging and meal expenses.

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): \_\_\_\_\_  
\$90 per day

2) Provide reason for selecting the location of the event or trip: \_\_\_\_\_  
IJM's office in Guatemala is our closest office that addresses sexual violence against children and this program is one of our most well-developed programs. We want Congressional staff to see how violence against children in Central America impacts U.S. foreign policy and foreign assistance.

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

Hotel name: Hotel Clarion Suites Guatemala City: Guatemala City Cost per night: \$125

Reason(s) for selecting: It is convenient to IJM's office and other meeting locations and has other accommodations necessary for the trip, such as reliable Internet

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 <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	\$450	\$250	\$300
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

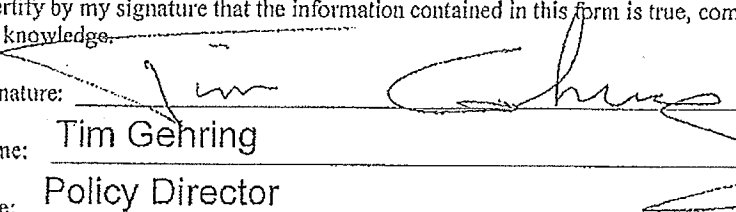
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

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: 

Name: Tim Gehring

Title: Policy Director

Organization: International Justice Mission

Address: 1235 South Clark Street, Arlington, VA 22202

Telephone number: 859-533-2375

Email address: tgehring@ijm.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)

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

September 6, 2017

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

Mr. Cesar Gonzalez  
Office of the Honorable Mario Diaz-Balart  
440 Cannon House Office Building  
Washington, DC 20515

Dear Mr. Gonzalez:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Guatemala, scheduled for September 20 to 22, 2017, sponsored by the International Justice Mission.

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.

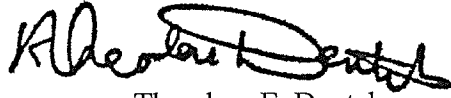
Mr. Cesar Gonzalez  
Page 2

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:trs





# IJM

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**To:** Office of Congressman Mario Diaz-Balart  
**From:** Tim Gehring, Policy Director  
**Date:** August 9, 2017  
**Subject:** Proposed Line-by-Line Itinerary

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## **Wednesday, September 20**

- 6:00am: Arrive at Dulles International Airport to check in
- 7:55am-9:45: Washington, D.C. (IAD) – Atlanta (ATL)
- 9:45-10:30: Layover in Atlanta (ATL)
- 10:30-11:55: Atlanta (ATL) – Guatemala City (GUA)
- 12:00-1:00: Travel to hotel
- 1:00-3:00: Lunch with IJM Guatemala Director Brad Twedt to give overview of the problem of sexual violence against children and IJM's program to combat it in Guatemala
- 3:00-3:30: Travel to U.S. Embassy
- 3:30-5/5:30: Meet with U.S. Embassy Staff (eg: political officer/INL officer)
- 5:30-6:00 Travel back to hotel
- 6:00-7:00 Time on your own to prepare for dinner
- 7:00-8:30/9:00: Dinner with key civil society partners (World Vision, Compassion, et al) to discuss the impact of sexual violence on migration and gang violence
- 8:30/9: Return to hotel for the night

## **Thursday, September 21**

- 7:30-8:30: Breakfast on your own at hotel
- 8:30: Depart hotel for the day
- 8:30-9:00: Travel to meeting with Guatemalan Congressional staff

- 9:00-11:00: Meeting with partners in Guatemalan Congress on the development of plea bargaining for cases of sexual violence and and visit to the Congress of the Republic
- 11:00-12:00: Break and travel to lunch meeting with Guatemalan public justice officials
- 12:00-2:00: Luncheon with IJM's key partners in the Guatemalan government (police, prosecutors, judges) to discuss the progress and challenges of sexual violence interventions in the system
- 2:00-2:30: Travel to public justice institutions
- 2:30-5:00: Visit sex crimes police unit facilities and/or Public Ministry to to learn more about the progress made on reporting complaints of sexual violence and processing of victims through the public justice system
- 5:00-6:00: Return to hotel
- 6:00-7:00: Time on your own to prepare for dinner
- 7:00-8:30/9:00: Dinner discussion with IJM Guatemala legal and aftercare staff
- 8:30/9:00: Return to hotel for the night

**Friday, September 22**

- 8:00-9:00: Breakfast on your own at hotel
- 9:00-10:30: Trip summary, closeout and next step discussion with IJM Guatemala Director
- 10:30: Depart for airport
- 11:00: Arrive at Guatamala City Airport
- 1:05-6:36: Guatemala City (GUA) – Atlanta (ATL)
- 6:36-9:53: Layover in Atlanta
- 9:53-11:39: Atlanta (ATL) – Washington, D.C. (IAD)

## CONGRESSIONAL STAFF VISIT – SCHEDULE A

Wednesday, September 20

6:30am: Arrive at Reagan Airport to check in

8:25am-11:18: Washington, D.C. (DCA) – Miami (MIA)

11:18-12:25: Layover in Miami (MIA)

12:25-1:03: Miami (MIA) – Guatemala City (GUA)

1:30-2:30: Travel to Casa Chapina

2:30-5:00: Work Lunch at Casa Chapina with INL officer

5:00-6:00: Travel back to hotel

6:00-7:00: Time on your own to prepare for dinner

7:00-9:00: Dinner at the hotel (in a private conference room) with key civil society partners (World Vision, Compassion, and Buckner International) to discuss the impact of sexual violence on migration and gang violence. Exhibition of the short-film Aullido.

9:00 End of the day.

Thursday, September 21

7:30-8:30: Breakfast on your own at hotel

9:00-10:00: Meeting at the hotel with Leonel Lira. Presentation of Leonel's current and previous initiative at Congress; efforts to protect children in Guatemala; discussion on the importance of plea bargaining and its advantages.

10:00-11:00: Second part of the meeting: partners in Guatemalan Congress will join the meeting. Discussion on the development of plea bargaining for cases of sexual violence.

11:15-11:45: Travel to IJM Office

11:45-12:15: Visit to IJM Office

12:15-12:30: Travel to lunch meeting with Guatemalan public justice officials

12:30-2:00: Lunch on Hotel Panamerican with IJM's key partners in the Guatemala government to discuss the progress and challenges of sexual violence interventions in the system.

2:00-2:30: Travel to public justice institutions

2:30-5:00: Visit sex crimes police unit facilities at Zone 8 (DIDS Terminal) to learn more about the progress made on reporting complaints of sexual violence and processing of victims through the public justice system

5:00-6:00: Return to hotel

6:00-7:00: Time on your own to prepare for dinner

7:00-9:00: Dinner at Kacao discussion with Judicial Body members.

9:00: Return to hotel for the night

Friday, September 22

6:30-6:50am: Travel to the embassy

7:00-7:45am: Meeting at the embassy with U.S Deputy Chief of Mission

7:45-8:20am: Travel Back to the hotel

8:20-8:50: Breakfast on your own at hotel. Checkout.

9:00am: Depart for airport

9:45: Arrive at Guatamala City Airport

12:42-5:28: Guatemala City (GUA) – Miami (MIA)

5:28-7:55: Layover in Miami

7:55-10:34: Miami (MIA) – Washington, D.C. (DCA)



# IJM

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**To:** Cesar Gonzalez, Chief of Staff, Congressman Mario Diaz-Balart  
**From:** Tim Gehring, Policy Director  
**Date:** August 9, 2017  
**Subject:** Congressional Staff Trip to IJM Guatemala

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Dear Mr. Cesar Gonzalez:

I am pleased to extend an invitation to you to participate in a privately-sponsored Congressional Staff Trip to IJM's Field Office in Guatemala City, Guatemala, on September 20-22, 2017.

Our office in Guatemala works to combat sexual violence against children by partnering with the government authorities to:

- 1) Rescue children out of situations of abuse;
- 2) Arrest and prosecute the perpetrators;
- 3) Restore the psychological, economic and social health of our clients; and
- 4) Equip Guatemalan prosecutors, judges and police to respond to sexual violence against children.

We are inviting select Congressional staff to visit our office in Guatemala City to learn more about IJM's program in Guatemala to protect children from sexual violence. Trip activities will include visiting IJM's office in Guatemala for a detailed briefing of IJM's work by our Guatemala Field Office Director and other staff, meetings with IJM's partners in various Guatemalan government agencies, visit an aftercare facility that provides long-term residence housing for IJM's clients who have been victims of sexual violence, and meeting with U.S. Embassy officials to discuss how U.S. foreign assistance has assisted increased the capacity of the Guatemalan justice system to protect children from sexual abuse.

Thank you for considering joining this trip to learn more about IJM's work in Guatemala.

Sincerely,

Tim Gehring  
Policy Director  
International Justice Mission  
Direct: 703.740.9968  
Cell: 859-533-2375  
tgehring@ijm.org