

U.S. House of Representatives
Committee on Ethics

EMPLOYEE POST-TRAVEL DISCLOSURE FORM

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: Heinz Kaiser
2. a. Name of accompanying relative: _____ *or* None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates of departure and return: Departure: 11/16/17 Return: 11/18/17
 b. Dates at personal expense (if any): _____ *or* None
4. Departure city: Washington Destination: New Orleans Return city: Washington
5. Sponsor(s) (who paid for the trip): Louisiana Sugar Cane Foundation
6. Describe meetings and events attended: Visited USDA research facility, sugar cane farm, John Deer
factory, sugar cane mill, sugar refinery, at each location we learned about the sugar production process and the sugar industry in the USA and Louisiana
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: [Signature] DATE: 11/20/17

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: Ralph Abraham DATE: 11/20/17

SIGNATURE OF SUPERVISING MEMBER: [Signature]

**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): Louisiana Sugar Cane Foundation
2. Travel Destination(s): New Orleans, LA (Houma, LA, Thibodaux, LA, Belle Rose, LA, Gramercy, LA)
3. Date of Departure: Thursday, November 16, 2017 Date of Return: Saturday, November 18, 2017
4. Name(s) of Traveler(s): Craig Anderson, Don Andres, Brian Duckworth, Justin Goldberger, Heinz Kaiser, Allie White
(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	886.28	239.00	120.00	
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: *Kenneth Gravois*
 Name: Kenneth Gravois Title: President
 Organization: Louisiana Sugar Cane Foundation

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

Address: P O Box 874
Thibodaux, LA 70302-0874
 Telephone number: 225-281-9472
 Email Address: lscf@bellsouth.net

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: Heinz Kaiser
2. Sponsor(s) (who will be paying for the trip): Louisian Sugar Cane Foundation, Inc.
3. Travel destination(s): New Orleans, LA; Houma, LA; Thibodaux, LA; Labadieville, LA; Gramercy,
4. a. Date of departure 11/16/17 Date of return: 11/18/17
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.
Congressman Abraham is on the Ag committee and his district is in Louisiana, this trip will allow me to learn about the Louisiana sugar cane industry and bring valuable information on it back to our office
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

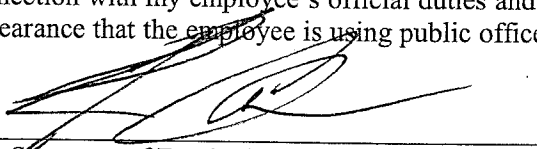
10. FOR STAFF TRAVELERS:

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: 9/15/17



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): _____
Louisiana Sugar Cane Foundation, Inc. _____
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):
See attached list

5. Is travel being offered to an accompanying relative of the House invitee(s)? Yes No
6. Date of departure: Thursday, November 16, 2017 Date of return: Saturday, November 18, 2017
7. a. City of departure: Washington Reagan airport in Washington, DC
b. Destination(s): New Orleans, LA; Houma, La; Thibodaux, LA; Labadieville, LA; Gramercy, LA
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:

The Louisiana Sugar Cane Foundation, Inc. is the sole sponsor of this congressional staffers trip.
The mission of the Louisiana Sugar Cane Foundation is to provide educational and stewardship

opportunities within the Louisiana sugar industry. Each stop on this trip represents an important part of the Louisiana sugar industry.

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): _____
Thursday lunch & dinner for \$38.25; Friday lunch & dinner for \$64; Saturday breakfast for \$38.25
2) Provide reason for selecting the location of the event or trip: _____
To provide first hand knowledge and experience of the inner working of the Louisiana sugarcane industry.

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

Hotel name: Hampton Inn City: Thibodaux Cost per night: \$91

Reason(s) for selecting: located on the tour route and in the Bayou Lafourche sugar region

Hotel name: Astor Crowne Plaza City: New Orleans Cost per night: \$148

Reason(s) for selecting: on route and close proximity to the site of where sugarcane was first grown by the Jesuit priests on Baronne St.

Hotel name: _____ City: _____ Cost per night: _____

Reason(s) for selecting: _____

17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. (signify that the statement is true by checking box):

18. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or employee	\$886.28	\$239.00	\$140.50
For each accompanying relative			

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee		
For each accompanying relative		

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

19. Check one:

- a. I certify that I am an officer of the organization listed below. *or*
 b. N/A – sponsor is an individual or a U.S. institution of higher education.

20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.

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

Signature: Kenneth Gravois

Name: Kenneth Gravois

Title: President

Organization: Louisiana Sugar Cane Foundation, Inc.

Address: P. O. Box 874, Thibodaux, LA 70302-0874

Telephone number: 225-281-9472

Email address: lscf@bellsouth.net

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

November 3, 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. Heinz Kaiser
Office of the Honorable Ralph Abraham
417 Cannon House Office Building
Washington, DC 20515

Dear Mr. Kaiser:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to New Orleans and Thibodaux, Louisiana, scheduled for November 16 to 18, 2017, sponsored by the Louisiana Sugar Cane Foundation, Inc.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$390 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

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

Sincerely,

Susan W. Brooks
Chairwoman

Theodore E. Deutch
Ranking Member

SWB/TED:adw

**ITINERARY FOR
CONGRESSIONAL STAFF TOUR
(November 16-18, 2017)**

Thursday, November 16, 2017

- 8:30 a.m.** Group leaves on American airlines flight # 5559 from Washington-Reagan National Airport.
- 10:31 a.m.** Group arrives New Orleans International Airport.
- 10:50 a.m.** Group Leaders will pick up the group at the New Orleans Airport and transport the group for the duration of the trip.
- 12:00 p.m.** Lunch and tour briefing at the USDA-ARS, Sugarcane Research Laboratory in Houma. During this lunch, a briefing on the history of the Louisiana sugarcane industry and a description of the process of creating sugar from cane will be provided.
- 1:00 p.m.** Tour the USDA-ARS, Sugarcane Research Laboratory. This tour will focus on the research to improve sugarcane production practices to help farmers manage risks through improved plant breeding and varietal selection.
- 2:30 p.m.** Depart for a tour of the John Deere Thibodaux Factory, Thibodaux, LA
- 3:00 p.m.** Arrive at John Deere Thibodaux Factory, the largest producer of sugarcane harvesting equipment and a driving force of the local economy.
- 4:30 p.m.** Depart John Deere Thibodaux Factory for the Hampton Inn in Thibodaux.
- 4:45 p.m.** Arrive at the Hampton Inn in Thibodaux.
- 6:00p.m.** Depart for dinner and tour of the Donner-Peltier Distillery in Thibodaux, LA. This distillery uses raw sugar and molasses produced by Lafourche Sugars for the production of their rum products. Here the group will interact with growers and processors with discussions of important sugar industry issues. Dinner will be served consisting of Louisiana delicacies.
- 8:30 p.m.** Depart from the Donner-Peltier Distillery for the Hampton Inn in Thibodaux.
- 8:45 p.m.** Arrive at Hampton Inn for the night.

Friday, November 17, 2017

Please check out before leaving for tours. You will not return to this hotel. Continental breakfast will be in lobby of hotel prior to our departing.

- 8:30 a.m.** Depart Hampton Inn for a field tour of Carmouche Planting (Mr. L.J. Carmouche) sugarcane farm in Belle Rose, LA.
- 8:50 a.m.** Arrive at farm to observe the various steps for growing and harvesting sugarcane.
- 10:45 a.m.** Depart farm for Lula-Westfield, LLC (Lula Factory), a raw sugar factory in Belle Rose, LA.
- 11:00 a.m.** Arrive at Lula Raw Sugar Factory to observe the various steps for processing sugarcane into raw sugar.
- 12:45 p.m.** Lunch will be served at St. Jules Catholic Church, Belle Rose, LA. During lunch, Dr. Mike Salassi, Agricultural Economist with the LSU AgCenter, will discuss the impact of the sugar industry on the Louisiana economy.
- 1:45 p.m.** Depart for Louisiana Sugar Refinery in Gramercy, LA
- 2:30 p.m.** Arrive at Louisiana Sugar Refinery for refinery tour. This tour will discuss the process of converting raw sugar into refined sugar.
- 4:45 p.m.** Depart for the Astor Crowne Plaza in New Orleans.
- 6:00 p.m.** Arrive at the Astor Crowne Plaza
- 7:15 p.m.** Depart for dinner at Bourbon House.

Check out prior to breakfast.

- 7:30 a.m.** Breakfast Briefing - meeting room in the Astor Crowne Plaza.
- 8:30 a.m.** Van shuttle will transport you back to the New Orleans airport for your American Airlines flight # 5559 departing New Orleans at 11:01 a.m. arriving Washington Reagan at 2:26 p.m.

LOUISIANA
SUGAR CANE
FOUNDATION



LOUISIANA SUGAR CANE FOUNDATION, INC.

P. O. Box 874
Thibodaux, LA 70302
e-mail: ~~XXXXXXXXXXXX@XXXXXX~~

Kenneth Gravois, President
Daniel Viator, Secretary
Mike Sternfels, Treasurer

September 8, 2017

To Prospective Tour Participants --

The Louisiana Sugar Cane Foundation, Inc., a non-profit organization founded to increase public awareness of the Louisiana sugar industry through education and stewardship opportunities, is sponsoring a congressional staff trip to Louisiana on November 16-18, 2017. The purpose of the trip is to give staffers an opportunity to tour the Louisiana sugar industry to gain firsthand knowledge of sugarcane research, harvesting and processing operations, and to discuss the impact of the sugar industry on Louisiana.

The Foundation would like to extend an invitation to you to participate in this trip. As a tour participant, you will depart from Ronald Reagan National Airport on US Air flight # 5559 on Thursday, November 16, 2017 at 8:30 a.m., arriving in New Orleans International Airport at 10:31 a.m. From New Orleans, you will ride by chartered bus approximately one hour to the USDA-ARS Sugarcane Research Laboratory in Houma for a luncheon presentation outlining the history of the Louisiana sugar industry. After lunch, participants will be given a tour of the facility. This tour will focus on the research to improve sugarcane production practices to help farmers manage risks through improved plant breeding and varietal selection. You will depart Houma for Thibodaux to tour the John Deere Thibodaux plant, which manufactures cane harvesting machinery. Hotel accommodations for Thursday evening will be at the Hampton Inn in Thibodaux and a dinner is scheduled at 6:00 p.m. at the Donner-Peltier Distillery. The distillery uses raw sugar and molasses produced by Lafourche Sugars for the production of their rum products. You will return to the Hampton at 8:45 p.m.

On Friday, participants will be given a tour of on-farm harvesting operations in Labadieville, followed by a tour of Lafourche Sugars, a raw sugar factory, in Thibodaux to experience the steps required to make raw sugar from sugarcane. Lunch will be served at Lafourche Sugars. Here Dr. Mike Salassi, an agricultural economist with the LSU Ag Center, will discuss the impact of the sugar industry on the Louisiana economy. Following lunch, you will travel to Louisiana Sugar Refinery in Gramercy. Here you will see the process of producing refined sugar from raw sugar. After departing this tour, you will arrive at the Astor Crowne Plaza in New Orleans where you will be staying for the night. That evening, dinner will be provided at a nearby restaurant. On Saturday morning, breakfast will be provided at 7:30 a.m. in a designated room of the Astor Crowne Plaza. At 8:30 a.m., a shuttle will transport you back to the New Orleans airport for your USAirways flight #5559 departing New Orleans at 11:01 a.m. arriving Washington Reagan at 2:26 p.m. The Foundation will assume all travel, lodging and meal expenses associated with the trip. Vouchers will be distributed to cover the costs of local transportation to and from National Airport.

Participating House employees must submit the attached completed form to the House Committee at least thirty (30) days before the date of the proposed trip. If you have any questions regarding the rules of the House Committee on Standard Official Conduct, please contact the Committee at 202-225-7103.

We hope you will be able to join the Foundation on this fact-finding trip. We believe it will be a worthwhile experience and that you will gain a better understanding of the Louisiana sugarcane industry. **Space is limited, so please advise us as soon as possible if you will be able to participate or if you have any questions.** The best way to contact us is via e-mail at ~~ksgravois@house.gov~~. Someone will return your call as soon as possible.

Sincerely,

Kenneth Gravois

Kenneth Gravois
President