



# U.S. House of Representatives COMMITTEE ON ETHICS

## Employee Post-Travel Disclosure Form

Original  Amendment

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, B-81 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: Michael Lowry
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR** None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: Tuesday, April 23, 2019 Return: Thursday, April 25, 2019  
 b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR** None
4. Departure City: Washington, D.C. Destination: Palo Alto, CA Return City: Washington, D.C.
5. Sponsor(s), Who Paid for the Trip: Stanford University
6. Describe Meetings and Events Attended: Various policy lectures and discussions on foreign policy, national defense cybersecurity and AI.
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** the *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 statement is true by checking the box:**   
 b. If not, explain: \_\_\_\_\_

LEGISLATIVE RESOURCE CENTER  
MAY -2 AM 11:00  
OFFICE OF THE CLERK  
HOUSE OF REPRESENTATIVES

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

Signature of Traveler:  Date: April 29, 2019

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: Congressman Neal Dunn Date: April 29, 2019  
Signature of Supervising Member:

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U.S. House of Representatives

# COMMITTEE ON ETHICS

## Sponsor Post-Travel Disclosure Form

Original  Amendment

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 ten 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: Stanford University

2. Travel Destination(s): Stanford University, Palo Alto, CA

3. Date of Departure: April 23, 2019 Date of Return: April 25, 2019

4. Name(s) of Traveler(s): see attached

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 Question 4:

|                            | Total Transportation Expenses          | Total Lodging Expenses | Total Meal Expenses | Total Other Expenses (dollar amount per item and description) |
|----------------------------|--|------------------------|---------------------|---|
| Traveler                   | \$656.00 (Flight)<br>\$90.83 (Shuttle) | \$400                  | \$161.20            |   |
| Accompanying Family Member |  |                        |                     |   |

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: Michael G. Franc Date: 05/01/2019

Name: Michael G. Franc Title: Director of DC Programs

Organization: Stanford University's Hoover Institution

I am an officer of the above-named organization. Signify statement is true by checking box:

Address: 1399 New York Avenue, NW, Suite 500, Washington, DC 20005

Telephone: 202.760.3200 Email: mfranc@stanford.edu

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: Michael T. Lowry

2. Sponsor(s) who will be paying for the trip: Stanford University

3. Travel Destination(s): Stanford University, Palo Alto, CA

4. a. Date of Departure: Tuesday, April 23, 2019 Date of Return: Thursday, April 25, 2019

b. Will you be extending the trip at your personal expense?  Yes  No

If yes, list dates at personal expense: N/A

5. a. Will you be accompanied by a family member at the sponsor's expense?  Yes  No If yes:

(1) Name of Accompanying Family Member: N/A

(2) Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_

(3) Accompanying Family Member is at least 18 years of age:  Yes  No

6. a. Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?  Yes  No

b. If yes, and you are requesting lodging for two nights, explain why the second night is warranted:  
N/A

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.**

Currently serve as Chief of Staff for Congressman Dunn and this trip will further my educational exposure to current national security issues currently before Congress.

9. **Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, 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.

Signature of Employing Member  Date March 5, 2019



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 website (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: Stanford University
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): Congressional staff included in the attached list are invited due to their background or interest in the policy areas discussed during the seminars.
5. Is travel being offered to an accompanying family member of the House invitee(s)?  Yes  No
6. Date of Departure: Tuesday, April 23, 2019 Date of Return: Thursday, April 25, 2019
7. a. City of departure: Washington, D.C.  
b. Destination(s): Stanford University, Palo Alto, CA  
c. City of return: Washington, D.C.
8. Check only one. I represent that:
  - 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 only 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 you checked this box, explain why the second night of lodging is warranted: \_\_\_\_\_



U.S. House of Representatives

# COMMITTEE ON ETHICS

10. Attached is a detailed agenda of the activities 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 only one of the following:**
- 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. *Not Applicable.* 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:
- Stanford University's Hoover Institution is the sole sponsor of the trip, and is a research institution that through its scholars and library and archives, promotes economic opportunity and prosperity. By convening a series of meetings on Stanford University's campus, we will be able to include participation from many senior fellows in substantive policy discussions with House staff.
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. **Check only one.** I represent that either:
- 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): Meals will be planned to comply with the \$64 per diem.
- 2) Provide the reason for selecting the location of the event or trip: The location of Hoover Institution's headquarters on the Stanford University campus will allow for greater participation by California-based Hoover senior fellows.
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Schwab Residential Center City: Stanford Cost Per Night: \$200
- Reason(s) for Selecting: Owned and operated by Stanford, close proximity to the events that comprise the program.
- 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:*



U.S. House of Representatives

# COMMITTEE ON ETHICS

### 18. Total Expenses for each Participant:

|  |   |  |                                     |
|--|---|--|-------------------------------------|
| <input type="checkbox"/> Actual Amounts                  | Total Transportation Expenses per Participant | Total Lodging Expenses per Participant | Total Meal Expenses per Participant |
| <input checked="" type="checkbox"/> Good Faith Estimates |   |  |                                     |
| For each Member, Officer, or Employee                    | \$650   | \$400                                  | \$160                               |
| For each Accompanying Family Member                      | n/a   | n/a                                    | n/a                                 |

|                                       |   |  |
|---------------------------------------|---|--|
|                                       | 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 | \$60                                    | Ground Transportation  |
| For each Accompanying Family Member   | 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 only one:

a. I certify that I am an officer of the organization listed below:  OR

b. *Not Applicable.* Trip 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: Michael G. Franc

Date: 03/21/19

Name: Michael G. Franc

Title: Director, Washington, D.C. Programs

Organization: Hoover Institution

Address: 1399 New York Avenue, NW Suite 500 Washington, D.C. 20005

Telephone: 202-760-3203

Email: mfranc@stanford.edu

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, D.C. 20515

Phone: 202-225-7103 General Fax: 202-225-7392

Theodore E. Deutch, Florida  
*Chairman*  
Kenny Marchant, Texas  
*Ranking Member*

Grace Meng, New York  
Susan Wild, Pennsylvania  
Dean Phillips, Minnesota  
Anthony Brown, Maryland

John Ratcliffe, Texas  
George Holding, North Carolina  
Jackie Walorski, Indiana  
Michael Guest, Mississippi



ONE HUNDRED SIXTEENTH CONGRESS

## U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

David W. Arrojo  
*Counsel to the Chairman*

Christopher A. Donesa  
*Counsel to the Ranking Member*

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

April 10, 2019

Mr. Michael Lowry  
Office of the Honorable Neal P. Dunn  
316 Cannon House Office Building  
Washington, DC 20515

Dear Mr. Lowry:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Palo Alto, California, scheduled for April 23 to 25, 2019, sponsored by Stanford University.

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,

Theodore E. Deutch  
Chairman

Kenny Marchant  
Ranking Member

TED/KM:mso

| First   | Last        |
|---------|-------------|
| Emily   | Domenech    |
| Valerie | Foy         |
| Carmen  | Frias       |
| Rachel  | Huggins     |
| Jalina  | Porter      |
| Wynee   | Parker      |
| Charles | Carithers   |
| Paul    | Guaglianone |
| Michael | Lowry       |
| Graham  | Markiewicz  |
| Troy    | Neinberg    |
| Chad    | Yelinski    |
| Dorcas  | Adekunte    |
| Mitchel | Hochberg    |



THE HOOVER INSTITUTION IN WASHINGTON

# STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

## U.S. POLICY AND INTERNATIONAL SECURITY IN A CHANGING WORLD

APRIL 23-25, 2019

### HOOVER INSTITUTION, STANFORD UNIVERSITY

*Note: There will be 10-minute breaks between sessions.*

#### TUESDAY, APRIL 23

- 8:20 AM:** Depart IAD on United Airlines Flight 424
- 11:19 AM:** Arrive SFO, Shuttle to Lou Henry Hoover Building at Stanford University  
*Location: 580 Serra Mall, Stanford, CA 94305*
- 12:30 – 1:00 PM:** Welcome by Hoover Director Tom Gilligan and Lunch
- 1:00 – 2:10 PM:** State of Liberal Democracy  
Larry Diamond
- 2:20 – 3:30 PM:** History US Foreign Policy Grand Strategies  
HR McMaster
- 3:40 – 4:50 PM:** America's Place in the World Economy  
Edward Lazear
- 5:00 – 6:10 PM:** Pre-Dinner Keynote  
360 look at Russia  
Michael McFaul
- 6:10 – 6:30 PM:** Transport to Dinner
- 6:30 – 8:30 PM:** Informal Dinner  
*Location: TBD*
- 8:30 PM:** Transport to Stanford Guest House  
*Location: 2575 Sand Hill Rd, Menlo Park, CA 94025*



**WEDNESDAY, APRIL 24**

*All meetings will be held in: Annenberg Conference Room, 580 Serra Mall, Stanford, CA 94305*

*Continental Breakfast @ hotel*

*Shuttle leaves hotel at 8:30am for Annenberg*

**9:00 – 10:00 AM:      A view inside Iran  
Abbas Milani**

**10:10 AM – 11:20 PM: The Shultz Hour – Issues on his mind  
George Shultz**

**11:30 AM – 12:30 PM: US Intelligence Challenges  
Amy Zegart**

**12:30 PM:              Lunch**

**12:45 – 2:00 PM:      Lunch Keynote  
The Future of Cyberspace  
Andrew Grotto, Herb Lin, Toomas Hendrik Ilves**

**2:10 – 3:20 PM:        AI and Geopolitics  
John Villasenor**

**3:20 – 3:45 PM:       Hoover Tower Tour**

**3:45 – 4:45 PM:       Archives Presentation  
Location: Tower Room 110**

**4:45 – 5:30 PM:       Tour of Hoover/Stanford Campus**

**5:30 – 6:00 PM:       Reception  
Location: Courtyard**

**6:00 – 8:30 PM:       The Peril and Promise of Cybersecurity and American Competitiveness  
Alex Stamos  
Location: Pavilion**

**8:30 PM:                Transport to Stanford Guest House  
Location: 2575 Sand Hill Rd, Menlo Park, CA 94025**



**THURSDAY, APRIL 25**

*All meetings will be held in: Annenberg Conference Room*

*Continental Breakfast @ hotel*

*Shuttle leaves hotel at 8:00am for Annenberg*

**8:30 – 9:30 AM:**      **World Order – Structure of the system and democracy**  
**Niall Ferguson**

**9:40 – 10:50 AM:**    **360-degree Look at China**  
**Elizabeth Economy**

**10:50 AM:**            **Pick up boxed lunch and Shuttle Departs Campus for SFO**

**1:00 PM:**             **Depart SFO on United Airlines Flight 727**

**8:59 PM:**             **Arrive IAD**



Stuart Family Congressional Fellowship - April 2019  
Stanford University  
Palo Alto, CA

**Group Flight Information:**

**Outbound flight: Tuesday, April 23, 2019**

Flight Number – UA 424

Departure Airport – IAD

Departure Time – 8:20amET

Arrival Airport – SFO

Arrival Time – 10:56amPT

**Return Flight: Thursday April 25, 2019**

Flight Number – UA 727

Departure Airport – SFO

Departure Time – 1:00pmPT

Arrival Airport – IAD

Arrival Time – 8:53pmET