



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: Christiana Reasor
2. a. Name of Accompanying Relative: _____ OR None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: April 25, 2019 Return: April 26, 2019
 b. Dates at Personal Expense, if any: _____ OR None
4. Departure City: Washington, DC Destination: New York, NY Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: National Biodiesel Foundation
6. Describe Meetings and Events Attended: Presentations on environmental and economic impacts of biodiesel use by the NYC Parks Department; NYC Fire Department; New York Oil Heating Association; and NYC Councilman.
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: _____

RECEIVED
COMMITTEE ON ETHICS
2019 MAY -6 PM 12:25
LEGISLATIVE RESOURCE CENTER

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

Signature of Traveler: *CM* Date: 5/6/19

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: *Steve Watkins* Date: 5/6/19

Signature of Supervising Member: _____



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: National Biodiesel Foundation

2. Travel Destination(s): New York City, NY

3. Date of Departure: April 25, 2019 Date of Return: April 26, 2019

4. Name(s) of Traveler(s): Christiana Reasor

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	\$325.26	\$293.81	\$36.52	\$11.17 (tips)
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: Tom Verry Digitally signed by Tom Verry
DN: cn=Tom Verry, o, ou, email=tverry@biodiesel.org, c=US
Date: 2019.05.03 12:24:04 -04'00' Date: 5/3/2019

Name: Tom Verry Title: Executive Director

Organization: National Biodiesel Foundation

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

Address: PO Box 104898, Jefferson City, MO 65110-4898

Telephone: 573-635-3893 Email: tverry@biodiesel.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.



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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: National Biodiesel Foundation
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: See Attachment A
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 Attachment B.
Each invitee works on one or more of the following issues: energy, environment, and/or agriculture.
5. Is travel being offered to an accompanying family member of the House invitee(s)? Yes No
6. Date of Departure: April 25, 2019 Date of Return: April 26, 2019
7. a. City of departure: Washington, D.C.
b. Destination(s): New York City, New York
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: _____



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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:

See Attachment C

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): Travel Day: \$57, Full Day: \$76

Not to exceed the New York City per diem plus taxes (\$57.00 for April 25 and \$76.00 for April 26)

2) Provide the reason for selecting the location of the event or trip: Because of the city's use of biodiesel as an energy source in an urban environment. Biodiesel and Bioheat are transportation and heating fuels.

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

Hotel Name: Courtyard NY Manhattan/Herald S City: New York Cost Per Night: \$253

Reason(s) for Selecting: This hotel is located near where the tour begins.

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:



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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	\$310	\$253	\$133 (1 full & 1 travel day)
For each Accompanying Family Member			

	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 Family Member		

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

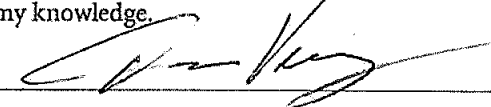
19. Check only one:

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:  Date: 3/14/19

Name: Tom Verry

Title: Executive Director

Organization: National Biodiesel Foundation

Address: PO Box 104898, Jefferson City, MO 65110-4898

Telephone: 800-841-5849

Email: tverry@biodiesel.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, D.C. 20515

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



U.S. House of Representatives
COMMITTEE ON ETHICS

Non-Grantmaking Trip Sponsor Form

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

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

1. Name of your organization: Incobrasa Industries, Ltd.
2. Name of Primary Trip Sponsor: National Biodiesel Foundation
3. My organization has provided funds to the above-named Primary Trip Sponsor to pay all or part of the expenses for a trip to (destination): New York City on date: April 25 - 26, 2019 that primarily is being organized or arranged by the above-named Primary Trip Sponsor. Yes No
4. My organization has had a direct role in the organizing, planning, arranging, or will have a role in conducting, the trip identified in response to Question 3 or an event that will occur during that trip. Yes No
5. Check only one:
 - a. My organization does not employ or retain a registered federal lobbyist or foreign agent OR
 - b. My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
6. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
7. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: March 4, 2019

Name: Kerry Fogarty Title: QC Manager

Organization: Incobrasa Industries, Ltd.

Address: P.O. Box 98, Gilman, IL 60938

Telephone: 915-265-9125 Email: Kerry_Fogarty@incobrasa.com

If there are any questions regarding this form, please contact the Committee at the following address:

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U.S. House of Representatives
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1. Name of your organization: National Biodiesel Board
2. Name of Primary Trip Sponsor: National Biodiesel Foundation
3. My organization has provided funds to the above-named Primary Trip Sponsor to pay all or part of the expenses for a trip to (destination): New York City on date: April 25 - 26, 2019 that primarily is being organized or arranged by the above-named Primary Trip Sponsor. Yes No
4. My organization has had a direct role in the organizing, planning, arranging, or will have a role in conducting, the trip identified in response to Question 3 or an event that will occur during that trip. Yes No
5. **Check only one:**
 - a. My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
 - b. My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
6. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
7. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: March 15, 2019

Name: Bradley Shimmons Title: Director of Operations & Membe

Organization: National Biodiesel Board

Address: 605 Clark Avenue, Jefferson City, MO 65101

Telephone: 573-635-3893 Email: bshimmens@biodiesel.org

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- Name of your organization: Lake Erie Biofuels, LLC dba HERO BX
- Name of Primary Trip Sponsor: National Biodiesel Foundation
- My organization has provided funds to the above-named Primary Trip Sponsor to pay all or part of the expenses for a trip to (destination): New York City on date: April 25 - 26, 2019 that primarily is being organized or arranged by the above-named Primary Trip Sponsor. Yes No
- My organization has had a direct role in the organizing, planning, arranging, or will have a role in conducting, the trip identified in response to Question 3 or an event that will occur during that trip. Yes No
- Check only one:**
 - My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
 - My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
- I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
- I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Tim Keaveney Date: March 14, 2019

Name: Timothy C. Keaveney Title: Vice President-Sales

Organization: Lake Erie Biofuels, LLC dba HERO BX

Address: 1540 East Lake Road, Suite 300, Erie, PA 16511

Telephone: 814-528-9200 Email: TKeaveney@herobx.com

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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. Name of your organization: Mid-America Biofuels
2. Name of Primary Trip Sponsor: National Biodiesel Foundation
3. My organization has provided funds to the above-named Primary Trip Sponsor to pay all or part of the expenses for a trip to (destination): New York City on date: April 25 - 26, 2019 that primarily is being organized or arranged by the above-named Primary Trip Sponsor. Yes No
4. My organization has had a direct role in the organizing, planning, arranging, or will have a role in conducting, the trip identified in response to Question 3 or an event that will occur during that trip. Yes No
5. Check only one:
 - a. My organization does not employ or retain a registered federal lobbyist or foreign agent OR
 - b. My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
6. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
7. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: March 14, 2019

Name: Cliff Smith Title: General Manager

Organization: Mid-America Biofuels

Address: 410 S. Jefferson Street, Mexico, MO 65265

Telephone: 573-581-7994 Email: cliff_smith@mid-americanbiofuels.com

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COMMITTEE ON ETHICS

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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. Name of your organization: Western Dubuque Biodiesel, LLC
- 2. Name of Primary Trip Sponsor: National Biodiesel Foundation
- 3. My organization has provided funds to the above-named Primary Trip Sponsor to pay all or part of the expenses for a trip to (destination): New York City on date: April 25-26, 2019 that primarily is being organized or arranged by the above-named Primary Trip Sponsor. Yes No
- 4. My organization has had a direct role in the organizing, planning, arranging, or will have a role in conducting, the trip identified in response to Question 3 or an event that will occur during that trip. Yes No
- 5. **Check only one:**
 - a. My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
 - b. My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
- 6. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
- 7. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Thomas R. Brooks Date: April 10, 2019

Name: Tom Brooks Title: General Manager

Organization: Western Dubuque Biodiesel, LLC

Address: 904 Jamesmeier Road, Farley, IA 52046

Telephone: 563-744-3554 Email: tom.brooks@wdbiodiesel.net

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U.S. House of Representatives
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1. Name of your organization: Iowa Renewable Energy
2. Name of Primary Trip Sponsor: National Biodiesel Foundation
3. My organization has provided funds to the above-named Primary Trip Sponsor to pay all or part of the expenses for a trip to (destination): New York City on date: April 25-26, 2019 that primarily is being organized or arranged by the above-named Primary Trip Sponsor. Yes No
4. My organization has had a direct role in the organizing, planning, arranging, or will have a role in conducting, the trip identified in response to Question 3 or an event that will occur during that trip. Yes No
5. **Check only one:**
 - a. My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
 - b. My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
6. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
7. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Date: April 10, 2019

Name: Ronald W. Lutovsky, Jr. Title: CFO/COO

Organization: Iowa Renewable Energy, LLC

Address: 1701 E. 7th Street | Washington, IA 52353

Telephone: 319-653-2980 Email: r.lutovsky@irebiodiesel.com

If there are any questions regarding this form, please contact the Committee at the following address:

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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. Name of your organization: Western Iowa Energy, LLC
2. Name of Primary Trip Sponsor: National Biodiesel Foundation
3. My organization has provided funds to the above-named Primary Trip Sponsor to pay all or part of the expenses for a trip to (destination): New York City on date: April 25 - 26, 2019 that primarily is being organized or arranged by the above-named Primary Trip Sponsor. Yes No
4. My organization has had a direct role in the organizing, planning, arranging, or will have a role in conducting, the trip identified in response to Question 3 or an event that will occur during that trip. Yes No
5. **Check only one:**
 - a. My organization does not employ or retain a registered federal lobbyist or foreign agent OR
 - b. My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
6. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
7. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: *Bradley Wilson* Date: March 13, 2019

Name: Bradley Wilson Title: President, General Manager

Organization: Western Iowa Energy, LLC

Address: 1220 S. Center Str., P.O. Box 399, Wall Lake, IA 51466

Telephone: 712-664-2173 Email: bwilson@westerniowaenergy.com

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



U.S. House of Representatives

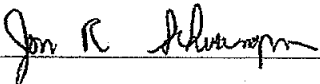
COMMITTEE ON ETHICS

Non-Grantmaking Trip Sponsor Form

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

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

1. Name of your organization: Renewable Energy Group Inc
2. Name of Primary Trip Sponsor: National Biodiesel Foundation
3. My organization has provided funds to the above-named Primary Trip Sponsor to pay all or part of the expenses for a trip to (destination): New York City on date: April 25 - 26, 2019 that primarily is being organized or arranged by the above-named Primary Trip Sponsor. Yes No
4. My organization has had a direct role in the organizing, planning, arranging, or will have a role in conducting, the trip identified in response to Question 3 or an event that will occur during that trip. Yes No
5. Check only one:
 - a. My organization does not employ or retain a registered federal lobbyist or foreign agent OR
 - b. My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
6. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
7. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: March 13, 2019

Name: Jon Scharingson Title: Director of Marketing

Organization: Renewable Energy Group, Inc.

Address: 416 S. Bell Street, Ames, IA 50010

Telephone: 515-239-8042 Email: jon.scharingson@regi.com

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 17, 2019

Ms. Christiana Reasor
Office of the Honorable Steve Watkins
1205 Longworth House Office Building
Washington, DC 20515

Dear Ms. Reasor:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to New York, New York, scheduled for April 25 to 26, 2019, sponsored by National Biodiesel Foundation, National Biodiesel Board, Lake Erie Biofuels, LLC dba HERO BX, Mid-America Biofuels, Iowa Renewable Energy, LLC, Incobrasa Industries, Ltd, Western Dubuque Biodiesel, LLC, Renewable Energy Group Inc., and Western Iowa Energy, LLC. We remind you that, because the trip sponsor employs a federal lobbyist, you may participate in officially-connected activity on one calendar day only.

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,

Handwritten signature of Theodore E. Deutch in blue ink.

Theodore E. Deutch
Chairman

Handwritten signature of Kenny Marchant in blue ink.

Kenny Marchant
Ranking Member

TED/KM:kej

ATTACHMENT A

If "c" is checked, list the names of the additional sponsors:

National Biodiesel Board

Lake Erie Biofuel, LLC dba HERO BX

Mid-America Biofuels, LLC

Renewable Energy Group, Inc.

Western Iowa Energy, LLC

Incobrasa

Iowa Renewable Energy, LLC

Western Debuque Biodiesel

**Attachment B
House Staff Invited**

Each House invitee was invited because he/she works for a member of Congress who serves on a committee with oversight of energy, agriculture and/or environmental issues.

Last Name	First Name	Title	Member	State
Adler	Ann	Chief of Staff	Casten	IL
Ahern	Nolan	Senior Legislative Assistant	Walden	OR
Anderson	Ryan	Chief of Staff	Tlaib	MI
Ash	Earsdale	Legislative Aide	Clarke	NY
Ashton	Gus	Legislative Director	Spano	FL
Babbitt	Paul	Senior Legislative Assistant	O'Halleran	AZ
Baker	Eliza	Chief of Staff	Crenshaw	TX
Ball	Alex	Chief of Staff	Crow	CO
Barjon	Didier	Legislative Assistant	Castor	FL
Bayer	Cliff	Chief of Staff	Fulcher	ID
Bertocci	Tim	D.C. Chief of Staff	Phillips	MN
Bianco	Lisa	Chief of Staff	Neguse	CO
Bivona	John	Chief of Staff	Delgado	NY
Borja	Anais	Legislative Assistant	Peters	CA
Borzner	Claire	Legislative Assistant	Doyle	PA
Bounds	Lorissa	Chief of Staff	Walden	OR
Brainard	Colin	Chief of Staff	Watkins	KS
Brown	Joanna	Legislative Director	Walberg	MI
Brown	Lavell	Senior Legislative Assistant	Davis	IL
Brownlee	Matthew	Legislative Aide	Mullin	OK
Burns	Emily	Chief of Staff	Hill	CA
Bushue	Riley	Legislative Director	Walden	OR
Carney	Ryan	Chief of Staff	Steil	WI
Carter	Abby	Chief of Staff	Wexton	VA
Chiba	Koh	Chief of Staff	Dean	PA
Christianson	Andrew	Chief of Staff/Chief Policy Adviser	Johnson	SD
Cisneros	Alex	Legislative Assistant	Gonzalez	OH
Clanahan	Chase	Legislative Assistant	Shimkus	IL
Collier	Will	Legislative Assistant	Loebsack	IA
Colon	Hector	Legislative Assistant	Rose	NY
Crerand	Emily	Chief of Staff	Rouda	CA
Crisp	Timia	Legislative Assistant	Sarbanes	MD
Cutrona	Dante	Chief of Staff	Meuser	PA
Damato	Alex	Senior Legislative Assistant	Matsui	CA
Davin	Mike	Legislative Assistant	Latta	OH
Davis	Susey	Legislative Assistant	Bucshon	IN
Dawson	Kevin	Legislative Assistant	Kelly	PA
Defensor	Sahara	Legislative Counsel	San Nicolas	GU
Descamps	Nicholas	Legislative Correspondent	Gianforte	MT
Dickinson	Jordan	Senior Legislative Assistant	Kildee	MI

Dietz	Lonnie	Chief of Staff	Taylor	TX
Diver	Joe	Chief of Staff	Axne	IA
Dollhopf	Kevin	Legislative Assistant	Dingell	MI
Donnellan	Matt	Chief of Staff	Miller	WV
Donnelly	Andrew	Legislative Assistant	Blunt Rochester	DE
Doster	Curtis	Senior Legislative Assistant	Delgado	NY
Dougherty	Robert	Legislative Director	Brindisi	NY
Downs	Jordan	Chief of Staff	Guest	MS
Driscoll	Laura	Senior Legislative Assistant	Delgado	NY
Dunn	Joe	Chief of Staff	Hayes	CT
Dunn	Nichole	Chief of Staff	McAdams	UT
Earsdale	Ash	Legislative Aide	Clarke	NY
Elleson	Ben	Legislative Director	Long	MO
England	Richard	Legislative Director	Olson	TX
Fins	Eric	Legislative Counsel	Kennedy	MA
Fischer	Amanda	Chief of Staff	Porter	CA
Flick	Andy	Chief of Staff	Trone	MD
Foster	Ellen	Chief of Staff	Brindisi	NY
Fowler	Mark	Senior Legislative Assistant	Welch	VT
Frison	Teresa	Legislative Counsel/Executive Assistant	McNerney	CA
Furman	Andrew	Legislative Assistant	Flores	TX
Furman	Andrew	Legislative Assistant	Flores	TX
Galloway	Meghann	Legislative Counsel	Cardenas	CA
Garand	Brian	Legislative Assistant	McKinley	WV
Genard	Francois	Chief of Staff	Cox	CA
German	Justin	Chief of Staff	Stevens	MI
Goldberger	Justin	Legislative Aide	McEachin	VA
Goldenberg	Rachael	Chief of Staff	Harder	CA
Grider	Michael	Chief of Staff	Burchett	TN
Griffin	Payne	Legislative Assistant	Braun	IN
Groh	Sarah	Chief of Staff	Pressley	MA
Guffin	Elliott	Legislative Assistant	Hudson	NC
Gustafson	Eric	Legislative Director	Flores	TX
Harris	Aaron	Chief of Staff	Gooden	TX
Harris	Andrea	Chief of Staff	Underwood	IL
Hartley	Kevin	Legislative Assistant	Olson	TX
Haverly	Jordan	Communications Director	Shimkus	IL
Henshall	Eric	Legislative Assistant	Eshoo	CA
Hicks	Rob	Legislative Assistant	Brooks	IN
Hilleary	Van	Chief of Staff	Rose	TN
Hittle	Taylor	Legislative Director	Mullin	OK
Horrell	Abby	Chief of Staff	Kuster	NH
Huckleberry	Chris	Legislative Director/Deputy Chief of Staff	Schrader	OR
Huggins	Rachel	Legislative Director	Burgess	TX
Hutson	Matt	Chief of Staff	Steube	FL
Johnson	James	Legislative Assistant	Pallone	NJ
Jones	Chris	Legislative Assistant	Bilirakis	FL

Jones	Roscoe	Chief of Staff	Spanberger	VA
Jordan	Nic	Chief of Staff	Cisneros	CA
Kaplan Feinmann	Sarah	Chief of Staff	Fletcher	TX
Keeyes	Mia	Health Policy Adviser	Kelly	IL
Kerr	Liz	Chief of Staff	Finkenauer	IA
Ketchel	Micah	Chief of Staff	Waltz	FL
King	Brady	Chief of Staff	Horn	OK
Koetzle	Desiree	Chief of Staff	Stauber	MN
Krekorian	Elise	Legislative Assistant	Duncan	SC
Krogman	Travis	Legislative Director	Kuster	NH
Kunin	Mara	Chief of Staff	Craig	MN
Landa	Mackenzie	Legislative Assistant	Castor	FL
Larkin	Brendan	Senior Policy Adviser	Tonko	NY
Laukitis	R.J.	Chief of Staff	Walberg	MI
Lee	Matt	Chief of Staff	Pappas	NH
Leighton	Roz	Chief of Staff	Armstrong	ND
Lerma	Eduardo	Chief of Staff	Escobar	TX
Loeb	Isaac	Senior Legislative Assistant	Welch	VT
Lofton	Lane	Chief of Staff	Cunningham	SC
Lomagistro	Collin	Senior Policy Adviser	Scott	FL
Lovell	Christian	Legislative Assistant	DeLauro	CT
Mansour	Michael	Legislative Director	Kinzinger	IL
Marshall	John	Senior Policy Adviser	Rush	IL
Mason	Graham	Legislative Director	Lujan	NM
McClelland	Cody	Legislative Director	McEachin	VA
McHale	Sterling	Legislative Director	Peters	CA
McKemey	Tripp	Senior Legislative Assistant	Gianforte	MT
McKemey	Tripp	Legislative Director	Gianforte	MT
McLaren	Nicole	Legislative Counsel	Soto	FL
McLaren	Moutray	Chief of Staff	Timmons	SC
McMurray	Matt	Senior Legislative Assistant	Kelly	IL
McMurray	Matt	Chief of Staff	Eshoo	CA
McNutt	Connor	Chief of Staff	Omar	MN
Meegan	Erin	Legislative Director	Rose	NY
Michael	Emily	Senior Policy Adviser	Griffith	VA
Miller	Joel	Deputy Chief of Staff/Legislative Director	Guthrie	KY
Miller	Wade	Chief of Staff	Roy	TX
Miller	Matt	Chief of Staff	Cline	VA
Miller	Megan	Chief of Staff	Scalise	LA
Moe	Kari	Chief of Staff	Garcia	IL
Molt-West	Alicia	Chief of Staff	Trahan	MA
Montgomery	Robert	Director of Operations	Moore	WI
Moore	Dylan	Senior Legislative Assistant	Bucshon	IN
Moorman	Miranda	Senior Legislative Assistant	Mullin	OK
Morris	Alex	Legislative Aide	Welch	VT
Murphy	Allison	Chief of Staff	Van Drew	NJ
Murphy	Elaina	Legislative Assistant	Guthrie	KY

Murphy	Philip	Legislative Director	Doyle	PA
Natonski	Dave	Chief of Staff	Riggelman	VA
Neighbors	Matt	Legislative Counsel	McMorris Rodgers	WA
Neighbors	Matt	Legislative Counsel	McMorris Rodgers	WA
Nelson	Tim	Chief of Staff	Case	HI
Neralla	Ven	Chief of Staff	Levin	MI
Nichola	Mike	Legislative Director	Soto	FL
Olchyk	Ross	Legislative Assistant	Long	MO
O'Connor	Patrick	Legislative Assistant	Neal	MA
O'Mara	Raymond	Deputy Chief of Staff	Sarbanes	MD
O'Neal	Whitley	Legislative Assistant	Schakowsky	IL
O'Quinn	Erin	Chief of Staff	Schrier	WA
Ostro	Zach	Legislative Director	Kelly	IL
Pandya	Nishith	Legislative Director	Rush	IL
Parker	Kyle	Senior Policy Adviser	Butterfield	NC
Patterson	Addie	Legislative Assistant/Press Secretary	Duncan	SC
Patterson	Levi	Legislative Assistant	Lujan	NM
Pettit	Sydney	Legislative Assistant	McKinley	WV
Pfeiffer	Amy	Chief of Staff	Kim	NJ
Pollas	Yardly	Chief of Staff	Rush	IL
Porroa	Ivelisse	Legislative Assistant	Ruiz	CA
Primus	Robert	Chief of Staff	Barragan	CA
Rambosk	Kevin	Legislative Director	Dingell	MI
Rardin	David	Legislative Director	Johnson	OH
Ratner	Mark	Legislative Director/Deputy Chief of Staff	Upton	MI
Reasor	Christiana	Legislative Aide	Watkins	KS
Richards	Michael	Senior Legislative Assistant	Olson	TX
Ripp	Kelli	Legislative Assistant	Johnson	OH
Rivera	Martin	Legislative Assistant	Soto	FL
Rockwood	Bill	Legislative Assistant	Soto	FL
Rodriguez	Laura	Chief of Staff	Mucarsel-Powell	FL
Roe	Exodie	Senior Legislative Assistant	McNerney	CA
Roshan	Qais	Legislative Assistant	Kennedy	MA
Ruiz	Xenia	Legislative Director	O'Halleran	AZ
Sada	Roberto	Legislative Assistant	Pallone	NJ
Sada	Roberto	Legislative Director	Pallone	NJ
Saheb	Zahraa	Legislative Correspondent/Aide	Veasey	TX
Sahgal	Rishi	Legislative Director	McNerney	CA
Sanchez	Jacqueline	Chief of Staff	Blunt Rochester	DE
Saxon	Ethan	Chief of Staff	Sherrill	NJ
Schemmel	Nick	Legislative Director	Carter	GA
Schnell	Erin	Legislative Assistant	Loebsack	IA
Schutz Zeckman	Jackie	Chief of Staff	Scott	FL
Scott	Seth	Chief of Staff	Stanton	AZ
Seum	Kristin	Legislative Counsel/Legislative Director	Griffith	VA
Shoemaker	Jeremy	Chief of Staff	Joyce	PA
Siao	Stephen	Chief of Staff	Green	TN

Sills	Dennis	Legislative Director	Butterfield	NC
Silverberg	Emily Sara	Senior Legislative Assistant	Tonko	NY
Simmons	Jermaine	Special Assistant	Watson Coleman	NY
Skretny	Brian	Legislative Director	Engel	NY
Sokolov	Anne	Chief of Staff	Rose	NY
Solow	Corey	Senior Policy Adviser	McEachin	VA
Sorenson	Kathryn	Chief of Staff	Luria	VA
Stafford	Julia	Legislative Assistant	Schrader	OR
Stanberry	Charlyn	Chief of Staff	Clarke	NY
Steelman	Carson	Legislative Correspondent	Walker	NC
Stern	Hannah	Scheduler	Peters	CA
Stoever	Mike	Legislative Assistant	Barragan	CA
Stokes	Zach	Senior Legislative Assistant	Schrader	OR
Strader	Nick	District Director	Walden	OR
Strobel	Mimi	Legislative Assistant	Brooks	IN
Su	Peter	Chief of Staff	Hagedorn	MN
Suh	Joon	Chief of Staff	McBath	GA
Sulier	Allison	Chief of Staff	Dauids	KS
Sunstrum	Greg	Chief of Staff	Dingell	MI
Teebi	Noor	Legislative Aide	Tonko	NY
Terry	Syd	Legislative Director	Schakowsky	IL
Thatte	Tejasi	Deputy Chief of Staff/Legislative Counsel	Cardenas	CA
Thompson	Hart	Legislative Assistant	Carter	GA
Thompson	Ryan	Chief of Staff	Wright	TX
Trokey	Claire	Legislative Assistant	Scalise	LA
Van der Heide	Jennifer	Chief of Staff	Haaland	NM
Varner	Nicole	Legislative Director	Veasey	TX
Vecchi	Jonathan	Legislative Assistant	Bilirakis	FL
Villalvazo	Jose	Legislative Aide	Cardenas	CA
Villanueva	Josie	Legislative Director	Horsford	NV
Vinyard	Ashlee	Chief of Staff	Baird	IN
Walker	Tommy	Deputy Chief of Staff	Degette	CO
Watson	Greg	Legislative Assistant	Scalise	LA
Weber	John	Senior Policy Adviser	Johnson	SD
Werley	Kate	Health Policy Adviser	Doyle	PA
Wilson	Laura	Senior Policy Adviser	Johnson	OH
Woodburn	Thomas	Senior Legislative Assistant	Degette	CO
Woods	Shayne	Legislative Assistant	Bilirakis	FL
Woodward	Aisha	Chief of Staff	Golden	ME
Woody	Thaddeus	Senior Legislative Assistant	Veasey	TX
Wright	Logan	General Counsel/Legislative Assistant	Spano	FL
Yager	Austin	Legislative Assistant	Ruiz	CA
Yancey	Michael	Legislative Assistant	Burgess	TX

ATTACHMENT C

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:

National Biodiesel Foundation works closely with the National Biodiesel Board to address issues affecting the nation -- cleaner air, greater economic development for rural communities, and enhanced national security through energy independence. Organized in 1994, the Foundation's mission is to accomplish outreach, education, research and demonstration activities for the advancement of biodiesel. The National Biodiesel Foundation is the primary tour sponsor and has overall responsibility for planning, organizing, and implementing the tour.

National Biodiesel Board is a membership organization comprised of state, national, and international feedstock and feedstock processor organizations, biodiesel suppliers, fuel marketers and distributors, and technology providers. This group works to create sustainable biodiesel industry growth through education, communication, governmental affairs, and technical and quality assurance programs. The National Biodiesel Board has coordinated the tour and will serve as host/presenter. Their lobbyist had no more than *de minimis* involvement in the planning, organizing, requesting, or arranging the trip.

Lake Erie Biofuel, LLC dba HERO BX, located on Lake Erie, HERO BX is one of the top 10 biodiesel production facilities in the nation. As a major supplier of biodiesel to the north-east corridor including New York City, HERO BX has a general interest in supporting growth of Bioheat®. HERO BX has contributed to trip planning and will participate on the tour.

Mid-America Biofuels, LLC, located in Missouri, Mid-America Biofuels, LLC is a joint venture of Biofuels, LLC (a farmer-owned biodiesel business); Ray-Carroll County Grain Growers; MFA Oil Company; Growmark Inc; and Archer Daniels Midland Company (ADM). As a BQ 9000 certified producer, their top priority is producing superior quality biodiesel. Mid-America Biofuels has participated in planning the tour and will participate on the tour.

Renewable Energy Group, Inc is a leading provider of cleaner, lower carbon intensity products and services. They are an international producer of biomass-based diesel, a developer of renewable chemicals and North America's largest producer of advanced biofuel. REG utilizes an integrated procurement, distribution, and logistics network to convert natural fats, oils, greases and sugars into lower carbon intensity products. With 14 active biorefineries, a feedstock processing facility, research and development capabilities and a diverse and growing intellectual property portfolio, REG is committed to being a long-term leader in bio-based fuel and chemicals. REG has participated in planning the tour and will participate on the tour. Their lobbyist had no more than *de minimis* involvement in the planning, organizing, requesting, or arranging the trip.

Western Iowa Energy, LLC manufactures, sells and delivers up to forty-five million gallons of biodiesel annually. The company is committed to production that makes sense both economically and environmentally for the state of Iowa and the nation. Western Iowa Energy has contributed to planning the tour and will participate on the tour.

Incobrasa – located in Central Illinois, the company is a soybean processing and biodiesel manufacturing company with roots in the industry for over 50 years. Incobrasa has contributed to planning the tour and working on the agenda.

Western Dubuque Biodiesel – located in Iowa, Western Dubuque Biodiesel LLC. was formed by a group of eastern Iowa farmers and business people. The company produces a clean burning alternative fuel, from domestic, renewable resources. Western Dubuque Biodiesel has contributed to planning the tour and working on the agenda.

Iowa Renewable Energy, LLC – The company owns a commercial scale, state-of-the-art biodiesel production facility in Washington, Iowa. The facility is a 24/7, multi feedstock operation capable of producing biodiesel from soybean oil, other vegetable oils, and animal fats to manufacture approximately 30 million gallons of high-quality biodiesel each year. Logistically, the business is located in the northeast corner of Washington, Iowa on approximately 27 acres, is connected to rail via the Canadian Pacific Railroad, and has convenient access to the US218 and I80 corridor. Iowa Renewable Energy, LLC has contributed to planning the tour and working on the agenda.