



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: Erica Lefaive
2. a. Name of Accompanying Relative: _____ OR None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: July 21, 2019 Return: ~~July 23, 2019~~ July 24 - 8hr. plane delay
 b. Dates at Personal Expense, if any: _____ OR None
4. Departure City: Washington, D.C. Destination: Idaho Falls, ID Return City: Washington, D.C.
5. Sponsor(s), Who Paid for the Trip: Foundation for Nuclear Studies
6. Describe Meetings and Events Attended: Tour of Idaho National Lab to discuss nuclear issues and analyze the technical and practical issues associated with nuclear technologies.
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
2019 JUL 26 PM 4: 22
OFFICE OF THE CLERK
U.S. 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: July 25, 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 Randy Weber Date: July 25, 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: Foundation for Nuclear Studies

2. Travel Destination(s): Idaho Falls, ID

3. Date of Departure: Sun. July 21, 2019 Date of Return: Wed. July 24, 2019-flight delay by 8 hours

4. Name(s) of Traveler(s): Erica Lefaive

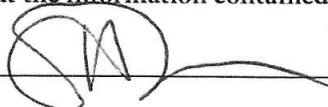
Note: You may list more than one traveler on a form only if *all* information is *identical* for each person listed.

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	\$848.30	\$194.00	\$92.00	
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:  Date: July 25, 2019

Name: Helen Milby Title: Executive Director

Organization: Foundation for Nuclear Studies

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

Address: 233 Pennsylvania Avenue, SE Washington, DC 20003

Telephone: 202-548-0021 Email: helen@helenmilby.com

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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COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Erica Lefaiwe
2. Sponsor(s) who will be paying for the trip: Foundation for Nuclear Studies (FNS)
3. Travel Destination(s): Idaho National Lab (INL), Idaho Falls, ID
4. a. Date of Departure: July 21, 2019 Date of Return: July 23, 2019
- b. Will you be extending the trip at your personal expense? Yes No
If yes, list dates at personal expense: _____
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: _____
(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:

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.**

The purpose of this trip is to visit Idaho National Lab (INL) to learn about work and related research

being conducted at the lab as it relates to my legislative responsibilities as a Legislative Assistant for a

Member of Congress who serves on the House Science, Space and Technology Committee.

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 6/11/2019



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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: Foundation for Nuclear Studies
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 Attachment 1
5. Is travel being offered to an accompanying family member of the House invitee(s)? Yes No
6. Date of Departure: Sunday, July 21, 2019 Date of Return: Tuesday, July 23, 2019
7. a. City of departure: Washington, DC
b. Destination(s): Idaho Falls, ID
c. City of return: Washington, DC
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 2
-
-

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): The approximate cost per day of meals is \$55 (per the allocated per diem)
 - 2) Provide the reason for selecting the location of the event or trip: FNS selected Idaho Falls, ID for this trip because it is home to the Idaho National Laboratory. The trip will give staff an opportunity to tour a research facility

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Hampton Inn City: Idaho Falls Cost Per Night: \$104.00
 Reason(s) for Selecting: Cost, availability, and proximity to tour and dining locations
- 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 <input 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	\$843.00	\$208.00	\$137.50
For each Accompanying Family Member	\$0	\$0	\$0

	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	\$0	\$0
For each Accompanying Family Member	\$0	\$0

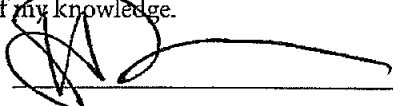
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

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: 06/10/2019

Name: Helen Milby

Title: Executive Director

Organization: Foundation for Nuclear Studies

Address: 233 Pennsylvania Ave. SE, 2nd Floor

Telephone: (202) 548-0021

Email: helen@helenmilby.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

July 17, 2019

Ms. Erica Lefaive
Office of The Honorable Randy K. Weber, Sr.
107 Cannon House Office Building
Washington, DC 20515

Dear Ms. Lefaive:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Idaho Falls, Idaho, scheduled for July 21 to 22, 2019, sponsored by Foundation for Nuclear Studies.

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:jls



DRAFT ITINERARY: FNS Trip to Idaho National Labs
Sunday, July 21 – Tuesday, July 23

Sunday, July 21

5:00pm ET – 7:43PM MT: Delta Flight 832
DCA > SLC

8:35pm MT – 9:36pm MT: Delta Flight 4531
SLC > IDA

10:15pm-10:30pm Travel to hotel

Monday, July 22

7:30am-8:30am Depart hotel, travel to Advanced Test Reactor

8:30am-9:30am Tour Advanced Test Reactor

9:30am-10:00am Travel to Materials and Fuels Complex

10:00am-11:30am Tour Space and Security Power System Facility

11:30am-12:30pm Working Lunch

- Topic: Nonproliferation & Cybersecurity

12:30pm-1:30pm Tour Hot Fuel Examination Facility

1:30pm-2:15pm Tour Transient Reactor Test Facility (TREAT)

2:15pm-3:00pm Travel to Idaho Falls

3:00pm-4:00pm Tour Energy Systems Laboratory

4:00pm-4:30pm Tour Human System Simulation Laboratory

4:30pm-5:00pm Closing Meeting with INL Lab Director



5:00pm-5:15pm	Travel to Hotel
5:15pm-5:45pm	Downtime
5:45pm-6:00pm	Travel to Dinner
6:00pm-8:00pm	Dinner <ul style="list-style-type: none">• Presentation: Idaho Falls Mayor Rebecca Casper & Idaho Falls Power GM Bear Prairie

Tuesday, July 23

6:00am-6:15am	Travel to IDA
7:55am MT – 8:57am MT	Delta Flight 3677 IDA > SLC
9:48am MT – 3:59pm ET	Delta Flight 832 SLC > DCA



Attachment 1 – Question 4:

List of Invited House Staff that handle energy issues for their office/committee:

First	Last	Office	Position
Trent	Bauserman	Rep. Hoyer	Senior Policy Advisor
Claire	Borzner	Rep. Doyle	Nuclear LA
Chris	Bowman	Rep. Lamb	Legislative Director
Gideon	Bragin	Rep. Jeffries	Dem Caucus Executive Director
Sarah	Cannon	Rep. Simpson	Legislative Director
Tanya	Das	House Committee on Science, Space & Technology	Professional Staff
Emily	Domenech	House Committee on Science, Space & Technology	Senior Policy Advisor (R)
Caitlin	Frazer	Rep. Houlahan	LD/Energy
Mike	Harmon	Rep. Cooper	Nuclear LA (Defense Fellow)
Alyse	Huffman	House Committee on Science, Space & Technology	AAAS Fellow (D)
Matthew	Kaplan	Rep. Kaptur	Nuclear LA, Legislative Counsel
Rick	Kessler	House Committee on Energy & Commerce	Senior Advisor, Staff Director
Paul	Laurie	Rep. Kinzinger	Legislative Aide
ERica	Lefaive	Rep. Weber (TX-14)	LA
Jen	Lorraine	Rep. McCarthy	Senior Policy Advisor
Michael	Maitland	Rep. Norcross	Chief of Staff
Celeste	Maloy	Congressman Chris Stewart (R-UT)	Counsel
Michael	Mansour	Congressman Kinzinger (R-IL)	Legislative Director
John	Marshall	House Committee on Energy & Commerce	Policy Coordinator, Energy and Power subcommittee (D)
John	Marshall	Congressman Rush (D-IL)	Senior Policy Advisor
Ian	Merritt	Rep. Jeff Fortenberry	Nuclear Security Working Group Fellow/LA
Emily	Michael	Rep. Griffith	Senior Policy Advisor
Hillary	O'Brien	House Committee on Science, Space & Technology	Professional Staff
Levi	Patterson	Rep. Ben Ray Lujan	Energy LA
Adam	Rosenberg	House Committee on Science, Space & Technology	Staff Director (D)



Rishi	Sahgal	Congressman Jerry McNerney, (D-CA)	Legislative Director
Emily	Saleeby	Rep. Wilson	Nuclear LA/Office Manager
Kathryn	Sorenson	Office of Congresswoman Elaine Luria	Chief of Staff
Peter	Spencer	House Committee on Energy & Commerce	Senior Professional Staff (R)
Madeline	Vey	Congressman Bob Latta (R-OH)	Legislative Director/Counsel
Christian	Walker	Congresswoman Ann Kirkpatrick (D-AZ)	Legislative Director
Austin	Weatherford	Rep. Kinzinger	Chief of Staff
Wintta	Woldemariam	Rep. Clyburn	Policy Director
Tuley	Wright	House Committee on Energy & Commerce	Energy and Environment policy advisor (D)



Attachment 2 – Question 12:

The Foundation for Nuclear Studies, a 501(c)(3) nonprofit, provides information and educational opportunities for policymakers and the general public about nuclear science and technology, with the objective of promoting sound national policy.

In pursuit of its mission, the Foundation sponsors a highly regarded congressional briefing series with forums on a broad spectrum of issues related to nuclear technology, ranging from medical isotopes to the transportation of nuclear materials. The events attract high-quality speakers and seek to provide a balanced presentation of differing perspectives.

In an effort to expand our programming, the Foundation is embarking on this trip as part of our ongoing educational site tour series, which will provide congressional staff with firsthand knowledge of working nuclear plants and research facilities. Through our briefing series on the events in Japan, the Foundation discovered that even staffers with a background in nuclear fields lack firsthand experience with nuclear plants and demonstrated a strong interest in being able to tour a facility. This trip should provide those staffers with relevant experience to make better informed policy decisions as they perform their various roles on Capitol Hill.

The Foundation selected Idaho Falls, ID because it is the location for the Idaho National Laboratory (INL), which is considered to be the nation's leading center for nuclear energy research and development. INL works in each of the strategic goal areas of the Department of Energy, which includes: energy, national security, science and environment. The reason for traveling to Idaho Falls, ID is due to the city having the closest airport to INL's desert sites. However, traveling to Idaho Falls also offers an opportunity to explore their research and education campus, which maintains academic partnerships with Boise State University, Idaho State University, University of Idaho and University of Wyoming.

The Foundation for Nuclear Studies is the sole sponsor of this trip and is planning, executing and financing all aspects of the trip.



Attachment 3 – Question 15b:

FNS selected Idaho Falls, ID for this trip because it is home to the Idaho National Laboratory. The trip will give staff an opportunity to tour a research facility and its various divisions that support nuclear science and technology.