



## 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: Meghann Galloway
2. a. Name of Accompanying Relative: \_\_\_\_\_ OR None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: October 2, 2019 Return: October 4, 2019  
 b. Dates at Personal Expense, if any: \_\_\_\_\_ OR None
4. Departure City: Washington, DC Destination: Los Angeles, CA Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Information Technology and Innovation Foundation (ITIF)
6. Describe Meetings and Events Attended: Learning activities to include touring companies and facilities involved in advancing innovation and technology and attending discussion dinners addressing current issues/policy solutions
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 OCT 21 AM 11:00  
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: 10/21/2019

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: Tony Cárdenas Date: 10/21/2019

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: Information Technology and Innovation Foundation (ITIF)

2. Travel Destination(s): Los Angeles, CA & San Diego, CA

3. Date of Departure: Wednesday, October 2, 2019 Date of Return: Friday, October 4, 2019

4. Name(s) of Traveler(s): \_\_\_\_\_

*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	\$726	\$339	\$167	N/A
Accompanying Family Member	N/A	N/A	N/A	N/A

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: October 7, 2019

Name: Jackie Whisman Title: Vice President

Organization: ITIF

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

Address: 700 K Street, NW, Suite 600, Washington, DC 20001

Telephone: 202-626-5748 Email: jwhisman@itif.org

**Committee staff may contact the above-named individual if additional information is required.**

**If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.**





U.S. House of Representatives

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Meghann Galloway
2. Sponsor(s) who will be paying for the trip: Information Technology and Innovation Foundation
3. Travel Destination(s): Los Angeles, CA and San Diego, CA
4. a. Date of Departure: 10/02/2019 Date of Return: 10/04/2019  
 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.**

Traveler is the Senior Counsel for Congressman Cardenas and handles both the health and judiciary portfolios within the office.

This trip will provide education regarding both intellectual property (judiciary) and the health care industry (health) amongst other issues.

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

Tony Cardenas

Date

8/30/19





U.S. House of Representatives

# COMMITTEE ON ETHICS

## TRAVELER FORM

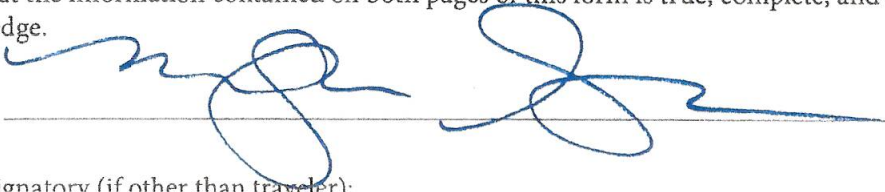
This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection. This form, and any attachments, may be faxed to the Committee at 202-225-7392, sent or delivered to the Committee at 1015 Longworth, or e-mailed to [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date. Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. You must receive explicit approval from the Committee before you depart on this trip.

Name of Traveler: Meghann Galloway

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

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

Signature: 

Name of Signatory (if other than traveler): \_\_\_\_\_

For Staff (name of employing Member or Committee): Representative Tony Cárdenas

Office Address: 2438 Rayburn House Office Building Washington, DC 20515

Telephone Number: 202-225-6131

Email Address of Contact Person: jwhisman@itif.org

Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.

KEEP A COPY OF THIS FORM. Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

If there are any questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or via travel e-mail: [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).



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](http://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: \_\_\_\_\_  
Information Technology and Innovation Foundation (ITIF)
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: October 2, 2019 Date of Return: October 4, 2019
7. a. City of departure: Washington, DC  
b. Destination(s): Los Angeles, CA & San Diego, CA  
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: \_\_\_\_\_



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:
- 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): \_\_\_\_\_  
Approximately \$50 per day
- 2) Provide the reason for selecting the location of the event or trip: \_\_\_\_\_  
See Attachment 3
- 

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Holiday Inn-Burbank Media Center City: Burbank, CA Cost Per Night: \$179
- Reason(s) for Selecting: Cost
- Hotel Name: Holiday Inn Express & Suites City: San Diego, CA Cost Per Night: \$160
- Reason(s) for Selecting: Cost
- 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	\$675	\$339	\$175
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		
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: Jackie Whisman Date: 8/15/2019

Name: Jackie Whisman

Title: Vice President

Organization: ITIF

Address: 700 K Street, NW, Suite 600, Washington DC 20001

Telephone: (202) 626-5748

Email: jwhisman@itif.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

## 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: \_\_\_\_\_  
Information Technology and Innovation Foundation (ITIF)
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: October 2, 2019 Date of Return: October 4, 2019
7. a. City of departure: Washington, DC  
b. Destination(s): Los Angeles, CA & San Diego, CA  
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: \_\_\_\_\_





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:  
 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): \_\_\_\_\_  
 Approximately \$50 per day  
 2) Provide the reason for selecting the location of the event or trip: \_\_\_\_\_  
 See Attachment 3

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- |   |                            |                              |
|---|----------------------------|------------------------------|
| Hotel Name: <u>Holiday Inn-Burbank Media Center</u> | City: <u>Burbank, CA</u>   | Cost Per Night: <u>\$179</u> |
| Reason(s) for Selecting: <u>Cost</u>                |                            |                              |
| Hotel Name: <u>Holiday Inn Express &amp; Suites</u> | City: <u>San Diego, CA</u> | Cost Per Night: <u>\$160</u> |
| Reason(s) for Selecting: <u>Cost</u>                |                            |                              |
| 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	\$675	\$339	\$175
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		
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: Jackie Whisman Date: 8/15/2019

Name: Jackie Whisman

Title: Vice President

Organization: ITIF

Address: 700 K Street, NW, Suite 600, Washington DC 20001

Telephone: (202) 626-5748

Email: jwhisman@itif.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

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

October 1, 2019

Ms. Meghann Galloway  
Office of the Honorable Tony Cárdenas  
2438 Rayburn House Office Building  
Washington, DC 20515

Dear Ms. Galloway:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Burbank, California, San Diego, California, scheduled for October 2 to 4, 2019, sponsored by the Information Technology and Innovation Foundation (ITIF).

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



## Galloway, Meghann

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**From:** Jackie Whisman <jwhisman@itif.org>  
**Sent:** Wednesday, July 10, 2019 12:16 PM  
**To:** Galloway, Meghann  
**Subject:** Invitation: ITIF Staff Trip to LA and San Diego October 2-4, 2019  
**Attachments:** ITIF Staff Trip Flight Form LAX SAN October 2019.xlsx

**Follow Up Flag:** Follow up  
**Due By:** Thursday, August 29, 2019 4:00 PM  
**Flag Status:** Flagged

July 10, 2019

Meghann Galloway  
Legislative Counsel  
Rep. Antonio Cardenas  
Washington, DC

Dear Meghann:

On behalf of the Information Technology and Innovation Foundation (ITIF), I would like to invite you to participate in the next ITIF Education Series Staff Trip to **Los Angeles and San Diego, California** Wednesday, October 2 through Friday, October 4, 2019.

ITIF is the world's top-ranked think tank for science and technology policy. Our expertise runs the gamut from Internet-related topics such as data privacy and cybersecurity, to telecom issues such as broadband deployment, to broader issues related to public and private research and development, trade, and other factors affecting innovation, productivity, and competitiveness across the U.S. and global economies.

For over a decade, ITIF has hosted Hill staff and administration officials on these educational tours to visit innovative companies — large and small — in a variety of sectors, from IT and telecom and media, to biotechnology and clean energy. We visit cutting-edge organizations and actually see how technology is being developed by talking with the engineers, scientists and entrepreneurs doing the work.

We have met with world-leading technology executives and futurists to hear how innovations like advanced wireless and quantum computing may change our world over the next decade. And we have had fascinating dinner conversations with leading venture capitalists, university presidents and others on the key issues affecting the U.S. innovation and entrepreneurial economy.

We expect this trip to be no different — especially since we expect to have about 15 staffers like you joining us. We anticipate a packed schedule, likely to include stops at Paramount, Adobe, Capital Records, Universal, Riot, and Qualcomm, along with a discussion of the state of the biotechnology innovation ecosystem over dinner. This is a great opportunity to engage in rich dialogues with leading innovation companies and thinkers.

Below is a tentative schedule:

**Wednesday, October 2, 2019:** Morning flight from IAD to LAX followed by site visits in the afternoon and a dinner discussion in the evening in Los Angeles.

**Thursday, October 3, 2019:** Breakfast discussion followed by site visits in Los Angeles, midday trip to San Diego, then a site visit and roundtable dinner discussion.

**Friday, October 4, 2019:** Final company site visits in San Diego before an afternoon flight to IAD.

All travel expenses and meals are paid for by ITIF and the trip complies with ethics rules governing privately sponsored travel. In order to ensure timely submission to relevant ethics committees, please let us know if you can participate in the trip no later than **Friday, August 16, 2019** by responding to this email with a completed version of the attached form.

Of course, I'm happy to answer any questions you may have as you consider the invitation. We hope you can join us!

Jackie Whisman  
Vice President, Development and Outreach | Information Technology and Innovation Foundation  
O: 202-626-5748 | M: 240-687-1834 | [jwhisman@itif.org](mailto:jwhisman@itif.org) | [@itifdc](#)

*ITIF is a non-profit, non-partisan public policy think tank committed to articulating and advancing a pro-productivity, pro-innovation and pro-technology agenda internationally, in Washington and in the states. ITIF focuses exclusively on innovation, productivity, and digital economy issues all in the context of expanded global integration. ITIF is a 501(c)(3) organization governed by a board of distinguished IT and innovation policy leaders and experts. For more information, visit [www.ITIF.org](http://www.ITIF.org).*

**PRIVATE SPONSOR TRAVEL CERTIFICATION FORM ATTACHMENTS**

ITIF Education Series Staff Trip to Los Angeles and San Diego, CA – October 2 – 4, 2019

**ATTACHMENT 1 – Question 4:**

We invited staff on committees with jurisdiction over technology and tax issues, and staff from the offices of Members who have demonstrated an interest in those issues.

Keith	Abouchar	House Democratic Majority Leader Steny Hoyer
Alex	Cisneros	Rep. Anthony Gonzalez
Crozer	Connor	Rep. Mike Thompson
Brian	Duckworth	Rep. Colin Allred
Julia	Friedman	House Ways and Means Committee
Roddy	Fynn	Rep. Mary Gay Scanlon
Meghann	Galloway	Rep. Antonio Cardenas
Jonathan	Gilbert	Rep. Mike Levin
Chelsea	Glynn	Rep. Pete Aguilar
Maggie	Goessler	Rep. John Ratcliffe
Hope	Goins	House Homeland Security Committee
Justin	Goldberger	Rep. Donald McEachin
J.Z.	Golden	Rep. Rick Larsen
Rachael	Goldenberg	Rep. Josh Harder
Beth	Hammon	Rep. Harley Rouda
Kyle	Hill	Rep. Suzan DelBene
Juan	Hinojosa	Rep. Mike Quigley
Tasia	Jackson	Rep. Hakeem Jeffries
Julio	Lainez	Rep. Seth Moulton
Sally Rose	Larson	Rep. Doug Collins
Doug	Lee	Rep. Mike Quigley
Camille	Lepire	Rep. Kevin Brady
Katherine	Linton	House Ways and Means Committee
Jeff	Lowenstein	Rep. Adam Schiff
Ellen	McLaren	Rep. Ted Deutch
Brandon	Mendoza	Rep. Susan Davis
Katherine	Monge	House Speaker Nancy Pelosi
Zoe	Oreck	Rep. Hakeem Jeffries
Justin	Oswald	Rep. Grace Meng
Stephanie	Parks	Ways and Means
Miya	Patel	Rep. Joe Neguse
Angela	Ramirez	Rep. Ben Ray Lujan
Jason	Rodriguez	Rep. Steven Horsford
Jacqueline	Sanchez	Rep. Lisa Blunt Rochester
Natasha	Silva	Rep. Stephen F. Lynch



Jamie	Simpson	House Judiciary Committee
Judd	Smith	Rep. Martha Roby
Carrie	Swope	Rep. Bill Pascrell
Michael	Taggart	Rep. Cathy McMorris Rodgers
Syd	Terry	Rep. Jan Schakowsky
Brittany	Van	New Democrat Coalition
Nicole	Varner	Rep. Mark Veasey
Christy	Wagner	Rep. Seth Moulton
Brandon	Webb	Rep. Robin Kelly
Faith	Williams	Rep. Mike Levin

**ATTACHMENT 2 – Question 12:**

ITIF is a 501(c)(3) non-partisan, non-profit organization founded in 2006 whose mission is to formulate and promote public policies to advance technological innovation and productivity. Recognizing the vital role of technology in ensuring American prosperity, ITIF focuses on innovation, productivity and digital economy issues. Our interest in the trip is to help staff better understand how new technologies and technology applications are developing and what the trends are likely to be in the future, so that they can better understand and respond to the technological challenges facing our nation.

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This trip is part of the “ITIF Education Series” – a set of regular trips with Members of Congress and/or senior House and Senate staff to high-tech and innovation hubs around the country to hear from company leaders about new developments and issues, and to participate in educational forums on IT and innovation policy issues. We began sponsoring these bipartisan trips in 2008 and have since hosted over 300 staffers.

ITIF is the sole sponsor and is organizing and executing all aspects of this trip.

**ATTACHMENT 3 – Question 15:**

ITIF has selected Los Angeles and San Diego, California for this trip because these cities play a very important role in innovation and technology in the United States. This trip will give staff the opportunity to see actual technology demonstrations and presentations by top technology leaders in the region.

ITIF Education Series Staff Trip to Southern California

October 2 – 4, 2019

Wednesday, October 2, 2019

Morning	<b>Staff Travel Independently to Airport Using Provided Ride Share URL</b>
7:00 AM	<b>Flight Check-In at Dulles International Airport (IAD)</b>
8:15 AM	<b>United Airlines Flight #2154 Departs IAD</b>
10:41 AM Pacific	<b>Arrive Los Angeles (LAX)</b>
11:00 AM	<b>Shuttle Departs LAX</b>
11:30 – 1:15 PM	<b>Adobe</b> (429 Santa Monica Avenue, Santa Monica) <i>Adobe executives will discuss policies and regulations impacting innovation in the private and public sectors. Staffers will also have a chance to experience some of Adobe's latest technologies, including those related to e-commerce.</i>
2:00 – 4:00 PM	<b>Disney Animation</b> (2100 West Riverside Drive, Burbank) <i>Staffers visit with Disney executives, animators, engineers and visual effects artists. They will learn about the intersection of art and technology through technology demonstrations and interactive discussion with those on the front lines in this area. Throughout the demonstrations and discussion, they will see how the business of film production both leverages and drives technology innovation, as well as how the film and visual effects business is impacted by trade, intellectual property and tax policy.</i>
5:00 – 6:30 PM	<b>Capitol Records</b> (1750 North Vine Street, Hollywood) <i>Staffers will be briefed by executives, producers and audio engineers engaged in creating and utilizing the cutting-edge technology used to create audio recordings and music-based audiovisual entertainment. Demonstrations of various technologies, including stem, virtual reality, hi-res and Dolby Atmos sound will take place. Staff will be educated on the evolution of sound technology. Discussion of emerging business partnerships and innovative consumer offerings, including opportunities to interact with those technologies, is planned. The intersection between these developments and policy – especially with regard to intellectual property protection and trade - will also be a focus.</i>
7:00 – 8:30 PM	<b>Dinner Discussion on Copyright and Deepfakes</b> led by Ben Sheffner, Senior VP & Associate General Counsel, Motion Picture Association of America (Off Vine Restaurant, 6263 Leland Way, Downtown)
RON	<b>Holiday Inn Burbank</b> (150 W Angeleno Avenue, Burbank)

**Thursday, October 3, 2019**

- 8:00 AM                    **Shuttle Departs Hotel**
- 8:30 – 11:00 AM        **Universal Studios Breakfast, Discussion & Tour** (3900 Lankershim Blvd, Gate 2, Los Angeles)  
*NBCUniversal technology and policy experts will provide a briefing on content theft and a new emerging form of piracy. The presentation will include a live demonstration of how consumers typically obtain unlawful content via new devices and apps, as well as the legal and policy efforts the industry is undertaking to reduce the theft of film and television content. The group will visit physical sets, post-production offices with demonstrations on digital editing, and the Wizarding World of Harry Potter experience at Universal Studios. Throughout the experience, we will discuss copyrights, trademarks, and the licensing marketplace and the incredible resources that are invested in creating original content and park experiences, as well discussing the importance of protecting valued intellectual property.*
- 11:15 AM – 12:30 PM    **Lunch Discussion on Drug Development** (Buca Di Beppo, Universal CityWalk, 1000 Universal Studios Boulevard, G101, Universal City)  
*Dr. Srinii Ramanathan, VP of Development Sciences and Site Head for R&D Team in California for Horizon Therapeutics, will lead a discussion on the California Life Sciences ecosystem and the drug development and approval process.*
- 12:30 – 3:30 PM        **Drive Time to San Diego**
- 3:30 – 5:00 PM        **Vertex** (3215 Merryfield Row, San Diego)  
*Vertex Pharmaceuticals' leading scientists and researchers will discuss the company's long road to treating patients with cystic fibrosis. Guests will tour working labs where researchers are developing the next wave of therapies for those living with cystic fibrosis and other rare and serious diseases. The discussion will focus on the biology and evolving science behind the drug discovery process and the future of research and development in the biotech industry.*
- 5:30 – 7:00 PM        **Biotechnology Dinner Discussion** (George's on the Cove, 1250 Prospect Street, La Jolla)  
*The California Life Sciences Association will moderate a conversation with biotechnology entrepreneurs and investors, who will provide background on their businesses and insight on the region's biotechnology innovation ecosystem.*
- RON                        **Holiday Inn Express & Suites** (635 Hotel Circle South, San Diego)



**Friday, October 4, 2019**

6:00 – 8:00 AM      **Breakfast Available at Hotel**

8:00 AM              **Shuttle Departs Hotel**

8:30 – 9:30 AM      **Qualcomm (San Diego)**

*Tour of the Qualcomm Museum, a showcase of our 30+ years of history, the impact of our technologies and our vision for the future. You'll see some products and technologies you will no doubt recognize and expect to see here, as well as some things that may surprise you. This will be followed by a policy discussion centered on 5G and next generation of technologies.*

10:00 – 11:00 AM    **Celgene (San Diego)**

*Celgene executives and scientists will lead a discussion of the products developed at their San Diego facility, touching on how data is transforming drug development, the next generation of pharmaceutical manufacturing, and advancements made possible through research and development.*

11:00 – 11:30 AM    **Drive Time to Airport**

11:30 AM             **Airport Check In**

12:45 PM Pacific    **United Airlines Flight #2282 Departs SAN**

8:39 PM Eastern     **Arrive IAD**

9:00 PM              **Shuttle Departs IAD for Union Station**

9:30 PM              **Arrive Union Station**

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM ATTACHMENTS

ITIF Education Series Staff Trip to Los Angeles and San Diego, CA – October 2 – 4, 2019

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Chelsea	Glynn	Rep. Pete Aguilar
Maggie	Goessler	Rep. John Ratcliffe
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Justin	Goldberger	Rep. Donald McEachin
J.Z.	Golden	Rep. Rick Larsen
Rachael	Goldenberg	Rep. Josh Harder
Beth	Hammon	Rep. Harley Rouda
Kyle	Hill	Rep. Suzan DelBene
Juan	Hinojosa	Rep. Mike Quigley
Tasia	Jackson	Rep. Hakeem Jeffries
Julio	Lainez	Rep. Seth Moulton
Sally Rose	Larson	Rep. Doug Collins
Doug	Lee	Rep. Mike Quigley
Camille	Lepire	Rep. Kevin Brady
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Stephanie	Parks	Ways and Means
Miya	Patel	Rep. Joe Neguse
Angela	Ramirez	Rep. Ben Ray Lujan
Jason	Rodriguez	Rep. Steven Horsford
Jacqueline	Sanchez	Rep. Lisa Blunt Rochester
Laurie	Saroff	Rep. Lou Correa

Jamie	Simpson	House Judiciary Committee
Judd	Smith	Rep. Martha Roby
Carrie	Swope	Rep. Bill Pascrell
Michael	Taggart	Rep. Cathy McMorris Rodgers
Syd	Terry	Rep. Jan Schakowsky
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ITIF Education Series Staff Trip to Los Angeles and San Diego, CA  
October 2 – 4, 2019

**Wednesday, October 2, 2019**

- 6:00 AM Eastern      **Shuttle Departs Union Station/Washington, DC**
- 6:40 AM              **Shuttle Arrives Dulles International (IAD)**
- 7:00 AM              **Flight Check In**
- 8:15 AM              **United Airlines Flight #2154 Departs IAD**
- 10:41 AM Pacific    **Arrive Los Angeles (LAX)**
- 11:10 AM             **Shuttle Departs LAX**
- 11:30 – 1:15 PM     **Adobe (Santa Monica)**  
*Adobe executives will discuss policies and regulations impacting innovation in the private and public sectors. Staffers will also have a chance to experience some of Adobe's latest technologies, including those related to e-commerce.*
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*Led by Ben Sheffner, Senior VP & Associate General Counsel, Motion Picture Association of America and moderated by Nigel Cory, Associate Director of Trade Policy, ITIF*
- RON                  **Holiday Inn Burbank (150 W Angeleno Avenue, Burbank)**



**Thursday, October 3, 2019**

6:00 – 8:00 AM      **Breakfast Available at Hotel**

8:00 AM              **Shuttle Departs Hotel**

8:30 – 11:00 AM    **Universal Studios (Universal City)**

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*Mike Guerra, President and CEO of the California Life Sciences Association, will moderate a conversation with biotechnology entrepreneurs and investors, who will provide background on their businesses and insight on the region's biotechnology innovation ecosystem.*

RON                  **Holiday Inn Express & Suites (635 Hotel Circle South, San Diego)**

**Friday, October 4, 2019**

- |                  |   |
|------------------|---|
| 6:00 – 8:00 AM   | <b>Breakfast Available at Hotel</b>   |
| 8:30 AM          | <b>Shuttle Departs Hotel</b>  |
| 9:00 – 10:30 AM  | <b>Qualcomm</b> (5775 Morehouse Drive, Building N, San Diego)<br><i>Tour of the Qualcomm Museum, a showcase of 30+ years of history, the impact of Qualcomm technologies and their vision for the future. You'll see some products and technologies you will no doubt recognize and expect to see there, as well as some things that may surprise you. This will be followed by a policy discussion centered on 5G and next generation of technologies.</i> |
| 10:30 – 11:15 AM | <b>Drive Time to Airport</b>  |
| 11:30 AM         | <b>Airport Check In</b>   |
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| 8:39 PM Eastern  | <b>Arrive IAD</b>   |
| 9:00 PM          | <b>Staff Travel Independently to Airport Using Provided Ride Share URL</b>  |

##