



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.

- Name of Traveler: Robert Edmonson
- a. Name of Accompanying Relative: _____ **OR** None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
- a. Dates: Departure: 10/14/19 Return: 10/15/19
 b. Dates at Personal Expense, if any: _____ **OR** None
- Departure City: Washington, D.C. Destination: New York, NY Return City: Washington, D.C.
- Sponsor(s), Who Paid for the Trip: American Public Transportation Association (APTA)
- Describe Meetings and Events Attended: Transit conference meetings including speaking on a congressional staff panel and attending a briefing by the Acting Federal Transit Administrator and her senior staff on transit policy.
- Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box:*
 - a completed *Sponsor Post-Travel Disclosure Form*;
 - 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*;
 - page 2 of the completed *Traveler Form* submitted by the employee; **and**
 - the letter from the Committee on Ethics approving my participation on this trip.
- 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: Missed the session on 'creative funding opportunities' due to a late arriving train.

OFFICE OF THE CLERK
U.S. HOUSE OF REPRESENTATIVES
2019 OCT 23 PM 5:00
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: Date: 10/22/19

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: Speaker Nancy Pelosi Date: 10/22/19

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: American Public Transportation Association (APTA)

2. Travel Destination(s): Washington, DC-New York -Washington,DC

3. Date of Departure: 10/14/2019 Date of Return: 10/15/2019

4. Name(s) of Traveler(s): Robert Edmonson

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	\$374.00	\$461.35	n/a	
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: Paul P. Skoutelas Date: 10/22/2019

Name: Paul P. Skoutelas Title: President and CEO

Organization: American Public Transportation Association (APTA)

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

Address: 1300 I Street, NW Suite 1200 East Washington, DC 20005

Telephone: 202-496-4800 Email: pskoutelas@apta.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.



U.S. House of Representatives

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Robert Edmonson
2. Sponsor(s) who will be paying for the trip: American Public Transportation Association (APTA)
3. City and State **OR** Foreign Country of Travel: New York, NY
4. a. Date of Departure: 10/14/19 Date of Return: 10/15/19
 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.**

As personal office Chief of Staff and principle transportation advisor to the Speaker, this will provide the opportunity to be fully informed on the latest policies and practices in the public transportation field and discuss Congress' work regarding infrastructure and surface transportation policy and funding.

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 Nancy Pelosi Date 9/12/19



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: American Public Transportation Association (APTA)
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 addendum for list of invitees.
5. Is travel being offered to an accompanying family member of the House invitee(s)? Yes No
6. Date of Departure: 10/14/19 Date of Return: 10/15/19
7. a. City of departure: Washington, DC
b. Destination(s): New York, NY
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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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:
APTA is the sole sponsor and organized and conducted the event. APTA's mission is to strengthen and
advance public transportation. The trip provides education and information sharing opportunities between
the staffer and a broad spectrum of the public transportation industry.
13. **Answer parts a and b. Answer part c if necessary:**
- a. Mode of travel: Air Rail Bus Car Other (specify: _____)
- b. Class of travel: Coach Business First Charter Other (specify: _____)
- c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:

14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). *Signify that the statement is true by checking box:*
15. **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): _____

- 2) Provide the reason for selecting the location of the event or trip: _____

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: New York Marriott Marquis City: New York City Cost Per Night: \$399
 Reason(s) for Selecting: The location was pre-selected by APTA's members through a committee process.
- Hotel Name: _____ City: _____ Cost Per Night: _____
 Reason(s) for Selecting: _____
- Hotel Name: _____ City: _____ Cost Per Night: _____
 Reason(s) for Selecting: _____
17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking box:*



U.S. House of Representatives

COMMITTEE ON ETHICS

18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input checked="" type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee	\$106 - Train fare	\$399 per night/taxes not included	\$114
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	\$ 24	Taxi fare
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: Paul P. Skoutelas Date: 8/14/19

Name: Paul P. Skoutelas

Title: President and CEO

Organization: American Public Transportation Association (APTA)

Address: 1300 I Street, NW Suite 1200 East, Washington, DC 20005

Telephone: (202) 496-4889

Email: pskoutelas@apta.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. Dones
Counsel to the Ranking Member

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

October 10, 2019

Mr. Robert Edmonson
Office of the Honorable Nancy Pelosi
1236 Longworth House Office Building
Washington, DC 20515

Dear Mr. Edmonson:

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 October 14 to 15, 2019, sponsored by American Public Transportation Association. 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,

Theodore E. Deutch
Chairman

Kenny Marchant
Ranking Member

TED/KM:jls

Addendum for House Private Sponsor Travel Certification Form-2019 APTA TRANSform Conference

Addendum to item #4:

Robert Edmonson, Chief of Staff

Mr. Edmonson's participation in this conference will serve as an opportunity for him to discuss legislative issues of importance to APTA's members. The session "Congress and the Year Ahead in Transportation" will provide a forum for the staffer to brief APTA members on the Speaker's efforts and priorities for the 116th Congress.

Auke Mahar-Piersma, Deputy Staff Director

Mr. Mahar-Piersma's participation in this conference will serve as an opportunity for him to discuss legislative issues of importance to APTA's members. The session "Congress and the Year Ahead in Transportation" will provide a forum for the staffer to brief APTA members on the House Transportation and Infrastructure Committee's efforts and priorities for the 116th Congress.

Cheryl Tucker, Senior Professional Staff Member

Ms. Tucker's participation in this conference will serve as an opportunity for her to discuss legislative issues of importance to APTA's members. The session "Congress and the Year Ahead in Transportation" will provide a forum for the staffer to brief APTA members on the House Transportation and Infrastructure Committee's efforts and priorities for the 116th Congress.

Congressional Staff Itinerary: APTA 2019 TRANSform Conference New York City, NY; New York Marriott Marquis

		Monday, October 14, 2019	
10:44 AM			Arrival at Penn Station (New York City)
10:00 AM	11:30 AM	1.5 hours	<p>Creative Funding Opportunities at the State and Local Level Funding and finance ideas and new approaches for your community</p> <p>Demand for quality public transportation services continues to grow—as does the need to find creative ways to pay for them. Proven innovations include congestion pricing and transit ballot measures, and these two approaches for raising capital have made big news in New York and across the country. Our panel of experts will provide fresh insights into the dynamics of different revenue initiatives and an insider look at funding and finance options you can bring home to your community.</p>
11:30 AM	12:00 PM	30 minutes	Lunch
12:00 PM	1:30 PM	1.5 hours	<p>PRODUCTS & SERVICES SHOWCASE Discover what's new, what's next and what's happening now across the world of public transit</p> <p>Many business members' products and services are showcased at the 2019 TRANSform Products & Services Showcase. Registrants can view these, learn about services and explore everything on display. Experts are on hand to answer your questions as you discover what's new and innovative in the world of public transit equipment and services.</p>
2:00 PM	3:30 PM	1.5 hours	<p>Congress and the Year Ahead in Transportation With Congress moving forward on the FAST Act reauthorization and annual transportation funding legislation, this session features a discussion of the critical steps necessary for Congress to enact major infrastructure proposals and funding bills. It will feature the key Congressional staff representing House and Senate committees responsible for public transportation funding, formulas, and policies.</p>
4:00 PM	5:00 PM	1 hour	GENERAL SESSION: USDOT Update
5:15 PM	6:30 PM	1.25 hour	<p>Planning, Policy and Program Development Committee <i>(This session provides educational opportunities for congressional staffers to hear from APTA members and better understand the issues and concerns.)</i></p>
Tuesday, October 15, 2019			
9:35 AM			Departure from Penn Station (New York City)



**AMERICAN
PUBLIC
TRANSPORTATION
ASSOCIATION**

August 13, 2019

Mr. Robert Edmonson
Chief of Staff
Speaker of the House
H-232, The Capitol
Washington, DC 20515

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PRESIDENT AND CEO

Paul P. Skoutelas

Dear Mr. Edmonson:

The American Public Transportation Association (APTA) is a nonprofit, international association of 1,500 public and private sector organizations that represent a \$71 billion industry, which directly employs 430,000 people and supports millions of private sector jobs. It is my pleasure to invite you to the 2019 TRANSform Conference, APTA's reimagined Annual Meeting, to be held October 13-16, 2019, at the Marriott Marquis, New York, NY. We expect public-sector and private industry transit professionals will join us in New York. TRANSform is where learning, sharing, experiencing, and networking will take center stage, providing the latest in policy, technology, and new mobility ideas.

In particular, we invite you to participate in the congressional staff session: "Congress and the Year Ahead in Transportation". This session is scheduled for Monday, October 14, at 2 p.m. This session will provide a good opportunity for you to brief APTA members on the Speaker's efforts and priorities for the 116th Congress. In addition, we invite you to attend educational sessions on Transformational Technology, Innovate Funding for Transit at the State and Local Levels, U.S. Department of Transportation Update and Improving Transit Resilience to Natural Disasters.

APTA will provide you with hotel accommodations and meals, as well as roundtrip train fare between Washington, DC, and New York, NY, in accordance with congressional ethics rules. I expect that you may want to arrive Monday (10/14) and return on Tuesday (10/15), but we are happy to work with you on other travel times as appropriate. We will be following up with additional information in the coming days to facilitate approval from the Committee on Ethics.

If you have any questions, please contact APTA's TaNeesha Johnson (202.496.4892; tjohnson@apta.com). Thank you in advance for considering this opportunity to discuss legislative issues of importance to APTA's members. We know our members would benefit from your insights and the information you can share.

Sincerely,

Paul P. Skoutelas
President and CEO