



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.**

- Name of Traveler: Christina Ingram
- a. Name of Accompanying Relative: \_\_\_\_\_ OR None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
- a. Dates: Departure: 17 Feb 2020 Return: 22 Feb 2020  
 b. Dates at Personal Expense, if any: \_\_\_\_\_ OR None
- Departure City: Washington, DC Destination: Mexico City, Ciudad Juarez, El Paso Return City: Washington, DC
- Sponsor(s), Who Paid for the Trip: Woodrow Wilson International Center for Scholars
- Describe Meetings and Events Attended: See attached itinerary.

7. 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.

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  
2020 MAR -9 PM 4:50  
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: Christina Ingram Date: 3/9/2020

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: Robert C. "Bobby" Scott Date: 3/9/2020

Signature of Supervising Member: Bob Scott





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: Woodrow Wilson International Center for Scholars

2. Travel Destination(s): Mexico City, Mexico; Ciudad Juarez, Mexico; El Paso, Texas, USA

3. Date of Departure: 17 Feb 2020 Date of Return: 22 Feb 2020

4. Name(s) of Traveler(s): See attached list.


*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	See attached sheet.	Total: \$752 per person Mexico City: \$186 per night El Paso: \$97 per night	\$315.20 per person	See attached sheet.
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: 28 Feb 2020

Name: Bruce Blakeman Title: Chief Operating Officer

Organization: Woodrow Wilson International Center for Scholars

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

Address: 1300 Pennsylvania Avenue NW, Washington DC 20004

Telephone: 202-691-4366 Email: Bruce.Blakeman@wilsoncenter.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: Christina Ingram

2. Sponsor(s) who will be paying for the trip: Woodrow Wilson International Center for Scholars

3. City and State OR Foreign Country of Travel : Mexico City, Mexico; Ciudad Juarez, Mexico; El Paso, Texas

4. a. Date of Departure: Monday, February 17, 2020 Date of Return: Saturday, February 22, 2020

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. Legislative Assistant

foreign affairs and national security issues  
attending this trip will provide with first-hand  
experience of the U.S.-Mexico relationship.

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 B. B. Scott Date 1/28/2020

who handles



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: Woodrow Wilson International Center for Scholars
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: Carnegie Corporation of New York (See Included Grantmaking Sponsor Form)
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 attached list.
5. Is travel being offered to an accompanying family member of the House invitee(s)?  Yes  No
6. Date of Departure: Monday, February 17th, 2020 Date of Return: Saturday, February 22nd, 2020
7. a. City of departure: Washington, DC  
b. Destination(s): Mexico City, Mexico; Ciudad Juarez, Mexico; El Paso, Texas  
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 attached response.  
 \_\_\_\_\_  
 \_\_\_\_\_
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:  
 N/A  
 \_\_\_\_\_
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): DoS M&IE recommendations:  
 Feb 17: \$88.50; Feb 18: \$118; Feb 19: \$118; Feb 20: \$61, Feb 21: \$61, Feb 22: \$45.75  
 2) Provide the reason for selecting the location of the event or trip: See attached response.  
 \_\_\_\_\_
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:  
 Hotel Name: Hilton Mexico Reforma City: Mexico City Cost Per Night: \$186  
 Reason(s) for Selecting: Below or equal to per diem rate, existing relations  
 Hotel Name: Hotel Indigo City: El Paso Cost Per Night: \$97  
 Reason(s) for Selecting: Central location, below or equal to per diem rate  
 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	\$736.29 per person for round-trip flights	Total: \$752 per person Mexico City: \$186 per night El Paso: \$97 per night	Total: \$492.25 Travel days: \$134.25 Mexico: \$236; Texas: \$122
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	\$365 \$15	Buses to and from site locations in Mexico City and El Paso Entrance fee and tour of National History Museum
For each Accompanying Family Member	N/A	N/A

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

### 19. Check only one:

- a. I certify that I am an officer of the organization listed below:  OR  
 b. *Not Applicable.* Trip sponsor is an individual or a U.S. institution of higher education.

20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.

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

Signature: Bruce W Blakeman Date: 10 Jan 2020

Name: Bruce Blakeman

Title: Chief Operating Officer

Organization: Woodrow Wilson International Center for Scholars

Address: 1300 Pennsylvania Avenue NW, Washington, DC 20004

Telephone: 202.691.4366

Email: bruce.blakeman@wilsoncenter.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

## Grantmaking Trip Sponsor Form

This form should be completed by a public charity or private foundation (both as defined under section 501(c)(3) of the Internal Revenue Code) that provides a grant of funds to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. Provide a copy of your completed form to the primary sponsor of the trip.

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

1. I certify that (name of your organization): Carnegie Corporation of New York  
has been designated a § 501(c)(3) nonprofit charitable organization by the Internal Revenue Service.  Yes  No
2. Name of Primary Trip Sponsor: Woodrow Wilson International Center for Scholars
3. I certify that my organization (check and complete a or b):
  - a.  Has provided a grant, gift, or donation to the above named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. OR
  - b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
Destination: \_\_\_\_\_ on Date: \_\_\_\_\_  
that is being organized or arranged by the above named Primary Trip Sponsor.
4. Check only one:
  - a.  My organization does not employ or retain a registered federal lobbyist or foreign agent OR
  - b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
5. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
6. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: NH Buggs Date: 12/18/2019

Name: Nicole Howe Buggs Title: Assoc. Corp. Secy & Dir. Grants

Organization: Carnegie Corporation of New York

Address: 437 Madison Avenue New York, NY 10022

Telephone: (212) 207-6231 Email: nb@carnegie.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. Donesi  
*Counsel to the Ranking Member*

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

February 10, 2020

Ms. Christina Ingram  
Office of the Honorable Robert Scott  
1201 Longworth House Office Building  
Washington, DC 20515

Dear Ms. Ingram:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to El Paso, Texas, and Mexico,<sup>1</sup> scheduled for February 17 to 22, 2020, sponsored by Woodrow Wilson International Center for Scholars, with financial support from Carnegie Corporation of New York.

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.

Because the trip may involve meetings with foreign government representatives, we note that House employees may accept, under the Foreign Gifts and Decorations Act (FGDA), gifts "of minimal value [currently \$390] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of minimal value received from a foreign government must, within 60 days of acceptance, be disclosed on a Form for Disclosing Gifts from Foreign Governments and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.

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<sup>1</sup> Please be aware that the Committee's review of the proposed trip does not extend to either the security situation in the destination country or security related to foreign travel in general. We recommend you contact the Sergeant at Arms (SAA) for a safety and security briefing prior to your departure. SAA may be reached at (202) 226-2044 or ohsstaff@mail.house.gov. House travelers should also register for the U.S. State Department's Smart Traveler Enrollment Program at <https://step.state.gov>.



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:jm

**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 <b>Other</b> Expenses (dollar amount per item and description)
Traveler	<p>\$736.29 per person for round-trip flights</p> <p>\$426 for buses to and from site visits in Mexico City and El Paso</p> <p><b>NOTE:</b></p> <p>This is \$61 more than the good faith estimates we wrote on the pre-ethics forms. We requested a 22-passenger van in Mexico City, but were given a 16-passenger van instead. We had to order a small accompanying van in order to fit all of the participants because the company could not provide a 22-passenger van, and would not negotiate on the price while we were in country. This cost \$61 more per person.</p>	<p><b>Total per participant: \$752</b></p> <p><b>Mexico City:</b> \$186 per person</p> <p><b>El Paso:</b> \$97 per night</p>	<p><b>Total per participant: \$315.2</b></p> <p><b>Mexico City:</b> \$189</p> <p><b>Juarez:</b> \$7</p> <p><b>El Paso:</b> \$119.20</p>	<p><b>Tickets and Tour to Mexican National History Museum:</b> \$12.50 per person</p> <p><b>Room rental fee at National University of Mexico:</b> \$19.50 per person</p> <p><b>NOTE:</b></p> <p>At the time pre-ethics were due we were unaware that there was a room rental fee associated with the meeting space.</p>
Accompanying Family Member	N/A	N/A	N/A	N/A

**4. Name(s) of Traveler(s):**

*Trip participants were chosen because they are all alumni of the six week Foreign Policy Fellowship Program.*

**Name:** Craig Anderson, Office of Representative Austin Scott

**Title:** Legislative Director

**Name:** Antonia Hill, Office of Representative Steny Hoyer

**Title:** Legislative Assistant

**Name:** Christina Ingram, Office of Representative Bobby Scott

**Title:** Legislative Assistant

**Name:** Jay Kronzer, Office of Representative Mark Green

**Title:** Legislative Director

**Name:** Sofya Leonova, Office of Representative Daniel Lipinski

**Title:** Legislative Director

**Name:** Mitchell Rivard, Office of Representative Dan Kildee

**Title:** Chief of Staff

**Name:** Abbie Sorrendino, Office of Representative Joseph D. Morelle

**Title:** Legislative Director

**Name:** Jesse Von Stein, Office of Representative Don Young

**Title:** Legislative Assistant



immigration and border security with staffers attending tours of migrant shelters, the fence and receiving briefings from Customs Border Protection.

Our goal is to promote a first-hand understanding of policy issues on the legislative agenda through exposure to the perspectives of key stakeholders. The goal of the fellowship program is deeply rooted in the Wilson Center's mission to "unite the world of ideas to the world of policy by supporting preeminent scholarship and linking that scholarship to issues of concern to officials in Washington."

The Carnegie Corporation supports the Wilson Foreign Policy Fellowship Program with a grant, one of several Corporation grants aimed at educating Congressional staffers. The Carnegie Corporation shares the Wilson Center's interest in fostering bipartisanship in Congress, as well as in educating lawmakers on critical foreign policy issues.

**15b (2) Provide reason for selecting the location of the event or trip.**

Mexico and El Paso, Texas were selected as the locations of this trip because there is no better location to discuss trade, immigration and border security. Staffers will gain firsthand knowledge from briefings with Customs Border Protection and migrant shelter families about how to best mitigate the problems at the southern border. In addition, the participants of the trip will learn from government officials about the new US-Mexico-Canada trade deal set to replace NAFTA.





4) Provide names and titles of ALL House members *and* employees you are inviting.

Trip participants were chosen because they are all alumni of the six-week Foreign Policy Fellowship Program. All alumni of the fellowship were invited to participate in the trip. Participants were selected with attention paid to creating a bicameral and bipartisan group.

Name: Craig Anderson, Office of Representative Austin Scott  
Title: Legislative Director

Name: Antonia Hill, Office of Representative Steny Hoyer  
Title: Legislative Assistant

Name: Christina Ingram, Office of Representative Bobby Scott  
Title: Legislative Assistant

Name: Sarah Istel, House Judiciary Committee  
Title: Oversight Counsel

Name: Jay Kronzer, Office of Representative Mark Green  
Title: Legislative Director

Name: Sofya Leonova, Office of Representative Daniel Lipinski  
Title: Legislative Director

Name: Mitchell Rivard, Office of Representative Dan Kildee  
Title: Chief of Staff

Name: Abbie Sorrendino, Office of Representative Joseph D. Morelle  
Title: Legislative Director

Name: Jesse Von Stein, Office of Representative Don Young  
Title: Legislative Assistant

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:

The Wilson Center is the sole organizer of the trip. The Wilson Center is a Trust Instrumentality of the US government and was established by an Act of Congress in 1968. The Carnegie Corporation of New York funds the Foreign Policy Fellowship, but plays no role in choosing participants, selecting the destination, or designing the itinerary.

The Wilson Foreign Policy Fellowship Program aims to educate congressional staffers on foreign policy issues critical to U.S. national security, as well as to foster bipartisan working relationships. The trip supplements the work of the program's six-week seminar series, providing fellows with an opportunity to gain first-hand understanding of some of the policy challenges and opportunities discussed in the seminars. The focus for this trip in Mexico and El Paso is examining the USMCA through meetings with the U.S. Ambassador, the U.S. Consulate in Ciudad Juarez and the Mexican Institute for Competitiveness. The trip will also focus on

**Woodrow Wilson International Center for Scholars  
Foreign Policy Fellowship Program, Mexico Institute  
2020 Congressional Staff Trip**

**February 17 – 22, 2020**

**MONDAY, FEBRUARY 17**

**PARTICIPANTS TRAVEL TO MEXICO CITY, MEXICO**

*Attire: Travel Attire*

- 5:10 pm           **FLIGHT DEPARTS WASHINGTON DULLES INTERNATIONAL AIRPORT (IAD)**  
**UA 1566**  
Flight Time: 5h 0m
- 9:10 pm           **FLIGHT ARRIVES MEXICO CITY INTERNATIONAL AIRPORT (MEX)**  
Time change from departure airport: -1 hour
- Group will convene at baggage claim on the far side of customs checkpoint and load charter bus for travel to hotel
- 10:10 pm           **DEPART MEXICO CITY INTERNATIONAL AIRPORT (MEX)**
- 11:10 pm           **ARRIVE HILTON MEXICO CITY REFORM AND CHECK IN**
- Address:        Av. Juarez 70. Colonia Centro, Mexico City, Distrito Federal (D., 06010, Mexico)  
Phone:           +52-55-5130-5300

**OVERNIGHT:        HILTON MEXICO CITY REFORMA**

**TUESDAY, FEBRUARY 18**

**MEXICO CITY, MEXICO**

*Focus: US-Mexico Relations, Mexican Foreign Policy, Mexican Economy*

*Attire: Business Attire*

- 9:00 am           **DEPART HILTON MEXICO CITY REFORMA**  
Breakfast buffet is included at the hotel.
- 9:00 – 9:30 am    **TRAVEL FROM HOTEL TO US EMBASSY IN MEXICO**  
20-minute drive from hotel to the US Embassy

9:30 – 11:15 am

**COUNTRY BRIEFING AT US EMBASSY BY U.S. AMBASSADOR**

Address: Av. Paseo de la Reforma 305, Cuauhtémoc, 06500  
Mexico City, CDMX, Mexico  
Phone: +52 55 5080 2000

Presenters: **John Creamer, Deputy Chief of Mission**  
**Embassy Personnel**

**Topics of Discussion:**

- U.S.-Mexico Relations
- Public Security and Counter Narcotics
- Immigration
- Trade and Economic Competitiveness

11:15 – 11:30 am

**TRAVEL FROM US EMBASSY TO MINISTRY OF FOREIGN AFFAIRS**

10-minute drive to MFA, Mexico

11:30 – 12:30 pm

**MINISTRY OF FOREIGN AFFAIRS, MEXICO**

Address: Av. Juárez 20, Colonia Centro, Centro, Cuauhtémoc, 06010  
Mexico City, CDMX, Mexico  
Phone: +52 55 3686 5100

Meet with Director General for North America Amb. Mario Chacón

**Topics of Discussion:**

- Mexican Foreign Policy
- Mexico – U.S. Relations
- USMCA and U.S.-Mexico trade

12:30 – 1:10 pm

**TRAVEL FROM MINISTRY OF FOREIGN AFFAIRS TO LUNCH**

40-minute drive from MFA to Rose Negra

1:10 – 2:45 pm

**LUNCH DEBRIEF ON U.S. - MEXICO RELATIONS**

Address: Rosa Negra  
Av. Pdte Masaryk 298, Polanco IV Secc, Miguel Hidalgo  
Mexico City, CDMX, Mexico  
Phone: +52 55 2155 2298

Presenters: **Dr. Duncan Wood, Director of the Mexico Institute**  
**Christopher Wilson, Deputy Director, Mexico Institute**

**Topics of Discussion:**

- Debrief of meetings with U.S. Embassy and Mexican Foreign Ministry
- A non-governmental perspective on U.S.- Mexico relations

**95 MINUTES OF DISCUSSION.**

2:45 – 3:00 pm

**TRAVEL TO THE MEXICAN INSTITUTE FOR COMPETITIVENESS (IMCO)**

10-minute drive from Rosa Negra to IMCO

3:00 - 5:00 pm

**DISCUSSION ON THE MEXICAN ECONOMY WITH THE MEXICAN INSTITUTE FOR COMPETITIVENESS (IMCO)**

Address: Blvd. Miguel de Cervantes Saavedra 169, Piso 14 Oficina 103  
Granada Mexico

Phone: +52 55 5985 1017

About: The Mexican Institute for Competitiveness (IMCO) is a non-profit, non-partisan research center that researches and acts on evidence to solve the most important challenges in Mexico. Their mission is to propose public policies and viable actions and influence their execution to achieve a prosperous and inclusive Mexico. Their vision is to be consultants of the Mexican society to improve, with hard data, the level of debate and the decisions that affect their country.

Presenters: **Luis Mauricio Torres**, Coordinator of Projects, IMCO  
**Alexandra Zapata**, Adjunt General Director, IMCO

**Topics of Discussion:**

- The Mexican economy

5:00 – 5:30 pm

**DEPART THE MEXICAN INSTITUTE FOR COMPETITIVENESS (IMCO), RETURN TO THE HOTEL**

25-minute drive from IMCO to Hilton Mexico City Reforma

5:30 – 7:15 pm

**NO PROGRAMMING**

7:15 – 7:30 pm

**TRAVEL FROM HOTEL TO RESTAURANTE AZUL HISTORICO**

15-minute drive from the Hotel to Restaurante Azul Historico

7:30 – 9:30 pm

**GROUP DINNER AT RESTAURANTE AZUL HISTORICO**

Address: Isabel la Catolica 30, Centro Historico  
Mexico City, Federal District, Mexico

Phone: +52 55 5510 1316

**NO DISCUSSION DURING DINNER.**

9:30 pm

**END PROGRAMMING**

**OVERNIGHT:**

***HILTON MEXICO CITY REFORMA***



**WEDNESDAY, FEBRUARY 19**

**MEXICO CITY, MEXICO**

*Focus: Immigration and Security*

*Attire: Business Casual Attire*

7:45 am

**DEPART HILTON MEXICO CITY REFORMA**

Breakfast buffet is included at the hotel.

7:45 – 9:00 am

**TRAVEL FROM HOTEL TO MEXICO'S NATIONAL UNIVERSITY**

50-minute drive from the hotel to Mexico's National University

9:00 – 10:30 am

**DISCUSSION ON MIGRATION AND SECURITY AT MEXICO'S NATIONAL UNIVERSITY (UNAM)**

Address: Faculty of Engineering, UNAM  
University City, Coyoacán, 04510 Mexico City, CDMX, Mexico

Presenter: **Sylvia Nuñez**, Director of the Center for North American Research (CISAN), Mexico's National University  
**Sergio Alcocer**, Research Professor, Mexico's National University

**Carlos Heredia**, Researcher of the Economic Research and Teaching Center (CIDE) and Advisor to Los Pinos

**Topics of Discussion:**

- Organized crime, drug trafficking, criminal violence
- Counter narcotics and violence reduction efforts, including Merida Initiative and U.S. – Mexico security cooperation
- Mexican migration to the United States
- Central American transmigration through Mexico
- U.S.-Mexico relations

10:30 – 10:50 am

**BREAK AND MEET AND GREET WITH SPEAKERS**

10:50 – 1:00 pm

**CONTINUE PANEL DISCUSSION ON MIGRATION AND SECURITY**

Address: Faculty of Engineering, UNAM

Presenter: **Sylvia Nuñez**, Director of the Center for North American Research (CISAN), Mexico's National University  
**Sergio Alcocer**, Research Professor, Mexico's National University

**Carlos Heredia**, Researcher of the Economic Research and Teaching Center (CIDE) and Advisor to Los Pinos

**Topics of Discussion:**

- Organized crime, drug trafficking, criminal violence
- Counter narcotics and violence reduction efforts, including Merida Initiative and U.S. – Mexico security cooperation
- Mexican migration to the United States
- Central American transmigration through Mexico
- U.S.-Mexico relations

1:00 – 1:30 pm

**TRAVEL FROM MEXICO'S NATIONAL UNIVERSITY TO SAN ANGEL INN**

20-minute drive from University to San Angel Inn

1:30 – 2:30pm

**GROUP LUNCH AT SAN ANGEL INN**

Address: Diego Rivera 50, Alvaro Obregon  
Mexico City, Federal District, Mexico  
Phone: +52 55 5616 1402

Presenter: **Alejandro Hope**, Independent Security Analyst and a Former Official at CISEN

**Topics of Discussion:**

- Security and justice in Mexico

**60 MINUTES OF DISCUSSION.**

2:30 – 3:00 pm

**TRAVEL FROM SAN ANGEL INN TO CHAPULTEPEC CASTLE**

20-minute drive from lunch to Chapultepec Castle

3:00 – 5:00 pm

**GUIDED GROUP TOUR OF CHAPULTEPEC CASTLE**

Address: Bosque de Chapultepec, Secc. Miguel Hidalgo  
Mexico City, Federal District, Mexico  
Phone: +52 55 7601 9811

**Purpose of the tour:**

- The Chapultepec Castle holds Mexican national history and the government's view of its own history. The purpose of this tour is to hear an official version of history from Mexican government, and how this affects current policies today. In this museum, we will see from the Mexican perspective through examining the history of US-Mexican relations, such as the Mexican-American war. By seeing the official Mexican historical view, staffers will

further learn about how this history has affected circular migration and current border issues that are prevalent today.

5:00 – 5:30 pm

**TRAVEL FROM CASTILLO DE CHAPULTEPEC TO THE HILTON MEXICO CITY REFORMA**

5:30 – 7:00 pm

**NO PROGRAMMING**

7:00 pm

**GROUP DINNER AT RESTAURANTE LOS GIRASOLES**

Address: Xicontenatl 1, Centro, Cuauemoc  
Mexico City, Federal District, Mexico  
Phone: +52 55 5510 3281

**NO DINNER DISCUSSION.**

9:00 pm

**END PROGRAMMING**

**OVERNIGHT:**

**HILTON MEXICO CITY REFORMA**

**THURSDAY, FEBRUARY 20**

**PARTICIPANTS TRAVEL TO CIUDAD JUAREZ, MEXICO AND EL PASO, TEXAS**

*Focus: Border Security, Trade and Immigration*

*Attire: Business Casual with comfortable closed-toed shoes*

6:00 am

**DEPART HOTEL MEXICO REFORMA FOR MEXICO CITY INTERNATIONAL AIRPORT**  
22-minute drive to airport

8:30 am

**FLIGHT DEPARTS MEXICO CITY INTERNATIONAL AIRPORT (MEX)**  
**AMO 113**  
Flight time: 50 mins

10:20 am

**FLIGHT ARRIVES CIUDAD JUÁREZ INTERNATIONAL AIRPORT (CJS)**  
Time change from departure airport: -1 hour

Group will meet at the end of the jet bridge before moving to customs and passport control as a group.

11:00 am

**ARRIVE U.S. CONSULATE IN CIUDAD JUAREZ**  
All luggage transferred from bus into baggage van

11:00 – 11:50 am

**MEETING AND TOUR OF THE U.S. CONSULATE IN CIUDAD JUAREZ**

Address: Av. Paseo de la Victoria 3650, Partido Senecú, 32543  
Cd Juárez, Chih., Mexico  
Phone: +52 656 227 3000

**Topics of Discussion:**

- Immigration

**Tour of Visa Section:**

- Immigrant Visa Section Tour
- Non Immigrant Visa Section Tour
- American Citizen Services

11:50 – 12:20 pm

**SECURITY BRIEFING WITH REGIONAL SECURITY OFFICER**

**Topics of Discussion:**

- Security environment for residents, businesses, travelers
- Security protocol in Ciudad Juarez

12:20 – 1:30 pm

**LUNCH AND DISCUSSION WITH CONSUL GENERAL JOHN TAVENNER AND CONSULATE POL – ECON, SECURITY, CONSULAR, AND LAW ENFORCEMENT SECTIONS**

Address: Av. Paseo de la Victoria 3650, Partido Senecú, 32543  
Cd Juárez, Chih., Mexico  
Phone: +52 656 227 3000

**Topics of Discussion:**

- The U.S.-Mexico Border Region
- Immigration
- Criminal Violence and Drug Trafficking
- Manufacturing and Trade

**60 MINUTES FOR LUNCH DISCUSSION.**

1:30 – 2: 15 pm

**BRIEFING WITH ENRIQUE VALENZUELA, HEAD OF CHIHUAHUA STATE POPULATION COUNSEL**

Address: Av. Paseo de la Victoria 3650, Partido Senecú, 32543  
Cd Juárez, Chih., Mexico  
Phone: +52 656 227 3000



**Topics of Discussion:**

- Migration
- Local perspective on asylum seekers

2:15 – 2:45 pm

**TRAVEL FROM LUNCH TO THE APTIV MEXICO TECHNICAL CENTER**

20-minute drive from Consulate to APTIV Mexico Technical Center

2:45 - 4:15 pm

**TOUR AND MEETING AT THE APTIV MEXICO TECHNICAL CENTER**

Address: Av. Hermanos Escobar 5756, Fovissste Chamizal, 32310 Cd Juárez, Chih., Mexico

Phone: +52 656 629 7000

About: APTIV Mexico Technical Center focuses on signal and power distribution, advanced electronics and active safety technologies, including testing and validation. They are also developing next generation infotainment and user experience platforms, as well as electronic control units.

**Topics of Discussion:**

- Software and systems technologies in Mexico
- Current and future mobility challenges

4:15 – 4:45 pm

**TRAVEL FROM APTIV TECHNICAL CENTER TO TO PASO DEL NORTE BRIDGE**

20-minute drive from Aptiv Mexico Technical Center to Paso Del Norte Bridge

4:45 – 6:00 pm

**TOUR AND CROSS THE CIUDAD JUAREZ- EL PASO BORDER WITH U.S. CONSULATE PERSONNEL**

**Topics of Discussion:**

- Briefing on Customs and Border Protection's (CBP) Latest Inspection Technology
- Tour of CBP Pedestrian Kiosk Area

6:00 – 6:30 pm

**TRAVEL FROM CIUDAD JUAREZ-EL PASO BORDER TO HOTEL INDIGO, EL PASO DOWNTOWN**

30-minute drive to the hotel

6:30 pm

**CHECK-IN TO HOTEL INDIGO, EL PASO DOWNTOWN**

Address: 325 N Kansas St, El Paso, TX 79901

Phone: (915) 532-5200

6:30 – 7:15 pm

**NO PROGRAMMING**

7:15 – 7:30 pm

**TRAVEL FROM HOTEL INDIGO TO DINNER LOCATION**

11-minute drive from the hotel to the restaurant

7:30 – 9:00 pm

**DINNER AND DISCUSSION WITH THE BORDERPLEX ALLIANCE**

Address: Tabla  
115 S Durango Street, Suite D  
Phone: 915-533-9835

About: The North American Borderplex is home to 2.5 million individuals and one of the world's largest bilingual workforces. The region boasts five major universities, three medical schools, and three military installations. Borderplex Alliance is the seventh largest manufacturing hub in North America and a globally competitive advanced manufacturing center, with over 340 significant manufacturing operations, employing over 275,000 individuals in the region.

Presenter: John Barela, CEO of Borderplex Alliance

**Topics of Discussion:**

- Regional Economic Development

**1.5 HOURS OF DISCUSSION**

9:00 pm

**END PROGRAMMING**

**OVERNIGHT:**

***HOTEL INDIGO, EL PASO DOWNTOWN***

**FRIDAY, FEBRUARY 21**

**EL PASO, TEXAS**

*Focus: Border Security and Immigration*

*Attire: Business Casual with comfortable shoes*

8:30 am

**DEPART HOTEL INDIGO EL PASO DOWNTOWN**

Participants should plan to have eaten breakfast on their own prior to departure.

8:30 – 9:00 am

**TRAVEL FROM HOTEL INDIGO TO THE FENCE**

20-minute drive from the hotel to the fence

9:00 – 10:30 am

**TOUR OF THE FENCE IN BORDER PATROL VANS**

**Purpose of the tour:**

- US-Mexico Border Security
- Immigration
- Conversations regarding fence construction and safety

10:30 – 12:30 pm

**TOUR OF ANUNICACION HOUSE (MIGRANT SHELTER) AND IMMIGRATION DISCUSSION**

Presenters: **Ruben Garcia**, Director of Anunicação House

**Topics of Discussion:**

- Immigration
- Migrant refugee shelters

12:00 – 12:30 pm

**TRAVEL FROM ANUNICACION HOUSE TO MESA STREET GRILL**

12:30 – 2:15pm

**LUNCH AND DISCUSSION ON PUBLIC SECURITY AND CIVIC PARTICIPATION IN CIUDAD JUAREZ**

Address: Mesa Street Grill  
3800 N Mesa St, Suite D1, El Paso, TX 79902  
Phone: (915) 532-1881

Presenters: **Diana Chavarri**, Director, FICOSEC Juarez (Trust for Human Security and Competitiveness)

**Topics of Discussion:**

- Prevention of violence and crime in the Chihuahua community
- Security and justice institutions in Juarez
- Citizen participation in Chihuahua society

**1 HOUR AND 45 MINS FOR LUNCH DISCUSSION.**

2:15– 2:30 pm

**TRAVEL FROM SECURITY BRIEFING TO INTERNATIONAL BOUNDARY AND WATER COMMISSION (IBWC)**

10-minute drive to International Boundary and Water Commission

2:30 – 4:00 pm

**INTERNATIONAL BOUNDARY AND WATER COMMISSION (IBWC)**

Address: 4191 North Mesa St.  
El Paso, TX 79902-1441  
Phone: 1-800-262-8857

About: The U.S. Section of the International Boundary and Water Commission (USIBWC), is headed by Commissioner Jayne Harkins, a federal government agency and the U.S. component of the International Boundary and Water Commission (IBWC), which applies the boundary and water treaties of the United States and Mexico and settles differences that may arise in their application

Presenters: **Sally Spener**, Foreign Affairs Secretary, IBWC

**Topics of Discussion:**

- Trans border water management issues

4:00 – 5:15 pm

**TOUR OF AMERICAN DAM WITH IBWC**

**Purpose of the tour:**

- Staffers will see first-hand IBWC's solutions to issues such as boundary demarcation, national ownership of waters, sanitation, water quality and flood control.

5:15 – 5:30 pm

**DEPART INTERNATIONAL BOUNDARY AND WATER COMMISSION**

10- minute drive to dinner location

5:30 – 7:00 pm

**GROUP DINNER WITH JOURNALISTS**

Address: Ardivino's Desert Crossing  
1 Ardivinos Drive, Sunland Park, NM 88063  
Phone: (575)-589-0653

Presenters: **Robert Moore**  
**Angela Kocherga**  
**Lauren Villagran**

**Topics of Discussion:**

- Press coverage in Mexico
- Mexican journalists stories in covering the El Paso-Juarez border
- Differences between US press and Mexican press

**1 HOUR AND 30 MINUTES FOR DINNER DISCUSSION.**

7:00 pm

**END PROGRAMMING**

**OVERNIGHT: HOTEL INDIGO, EL PASO DOWNTOWN**

**SATURDAY, FEBRUARY 22**

**PARTICIPANTS TRAVEL TO WASHINGTON, DC**

*Attire: Travel Attire*

9:00 – 10:15 am

**BREAKFAST BRIEFING AT HOTEL INDIGO**

Address: Station Conference Room  
Hotel Indigo, El Paso Downtown

About: This breakfast will include a lecture to learn about "Border Turner", a large-scale art installation designed to interconnect the cities of El Paso, Texas, and Ciudad Juárez, Chihuahua.

Presenters: **Mario Porras**, El Paso Community Foundation on Binational Community Development and the Border Turner Art Project Museum

**Topics of Discussion:**

- US-Mexico cooperation through art
- Border community development
- Philanthropy in the border region

**1 HOUR AND 15 MINUTES FOR BREAKFAST DISCUSSION.**

10:15 am **CHECK OUT FROM THE HOTEL AND DEPART FOR THE AIRPORT**

1:10 pm **FLIGHT DEPARTS EL PASO INTERNATIONAL AIRPORT (ELP)**  
**UA 4534**  
Flight time: 3h 0m

5:10 pm **FLIGHT ARRIVES CHICAGO O'HARE INTERNATIONAL AIRPORT (ORD)**  
Time change from departure airport: +1 hour

6:00pm **FLIGHT DEPARTS CHICAGO O'HARE INTERNATIONAL AIRPORT (ORD)**  
**UA 624**  
Flight time: 2h 2m

9:02pm **FLIGHT ARRIVES RONALD REAGAN INTERNATIONAL AIRPORT (DCA)**  
Time change from departure airport: +1 hour