



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, by email at gifttravelreports@mail.house.gov, 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: _____
2. a. Name of Accompanying Relative: _____ **OR** None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: _____ Return: _____
 b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: _____ Destination: _____ Return City: _____
5. Sponsor(s), Who Paid for the Trip: _____
6. Describe Meetings and Events Attended: _____
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 *Additional Sponsor Form(s)*;
 - 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: _____

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

Signature of Traveler: Marina T. Davis Date: _____

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: _____ Date: _____

Signature of Supervising Member: [Signature]



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: Partnership for a Secure America
2. Travel Destination(s): Airlie - 6809 Airlie Road, Warrenton, VA 20187
3. Date of Departure: Saturday, November 13, 2021 Date of Return: Saturday, November 13, 2021
4. Name(s) of Traveler(s): See Attached.

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	\$35.00		\$59.00	\$109 Conference Services
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: Curtis M. Silvers Date: 11/16/2021

Name: Curtis M. Silvers Title: Executive Director

Organization: Partnership for a Secure America

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

Address: 1990 M Street NW, Washington DC 20036

Email: silvers@psaonline.org Telephone: (202) 293-8580

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

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



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PRIMARY TRIP SPONSOR FORM

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* **at least 30 days before the start date of the trip**. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee website (ethics.house.gov) provides detailed instructions for filling out the form.

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

1. Sponsor who will be paying for the trip:
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):
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: _____ Date of return: _____
7. a. City of departure: _____
b. Destination(s): _____
c. City of return: _____
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; **OR**
 - b. I checked 8(c) above but am not offering any lodging; **OR**
 - c. I checked 8(c) above and am offering lodging and meals for one night; **OR**
 - d. I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted:



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10. Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*
11. **Check only one of the following:**
- a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify that the statement is true by checking box; OR*
- b. *Not Applicable.* Trip sponsor is a U.S. institution of higher education.
12. For **each** sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip **and** its role in organizing and/or conducting the trip:
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 the 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: _____ City: _____ Cost Per Night: _____
Reason(s) for Selecting: _____
- 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 the box.*



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18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee			
For each Accompanying Family Member			

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

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

19. Check only one:

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

20. I certify by my signature that

- a. I read and understand the Committee's Travel Regulations;
- b. I am not a registered federal lobbyist or registered foreign agent; and
- c. The information on this form is true, complete, and correct to the best of my knowledge.

Signature: Curtis M. Silvers Date: 10/06/2021

Name: Curtis M. Silvers Title: Executive Director

Organization: _____

Address: _____

Email: _____ Telephone: _____

INSTRUCTIONS

Complete the *Primary Trip Sponsor Form* and submit the agenda, invitation list, any attachments, and any *Additional Trip Sponsor Forms* directly to the Travelers.

Written approval from the Committee on Ethics is required before traveling on this trip. The Committee on Ethics will notify the House invitees directly and will not notify the trip sponsors.

Willful or knowing misrepresentation on this form may be subject to criminal prosecution under 18 U.S.C. § 1001. Signatures must comply with section 104(bb) of the Travel Regulations.

For questions, please contact the Committee on Ethics at:

1015 Longworth House Office Building
Washington, D.C. 20515

ethicscommittee@mail.house.gov | 202-225-7103
More information and forms available at ethics.house.gov



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COMMITTEE ON ETHICS

18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$35		\$59
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	\$109	Conference services - this includes cost of breakout room, A/V equipment, and incidental snacks/refreshments.
For each Accompanying Family Member		

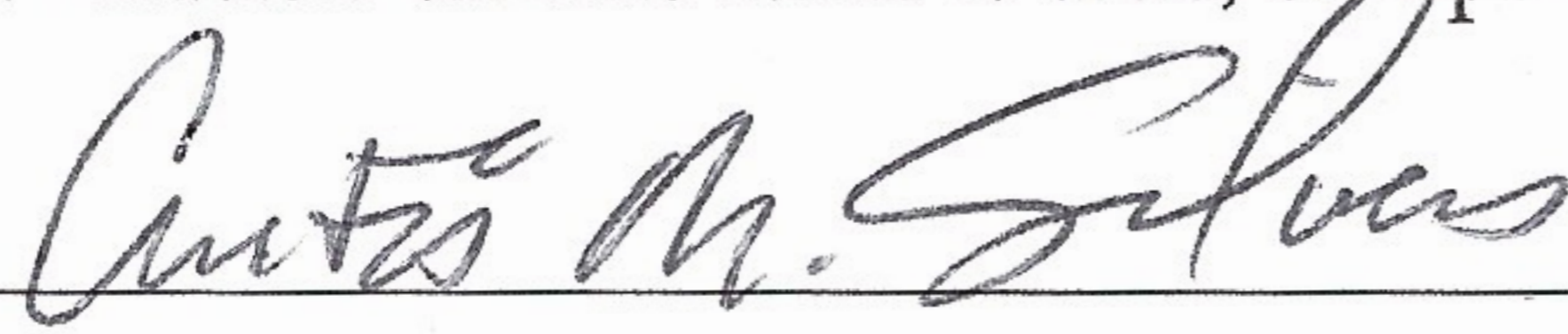
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

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 by my signature that

- a. I read and understand the Committee's Travel Regulations;
- b. I am not a registered federal lobbyist or registered foreign agent; and
- c. The information on this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 10/06/2021
 Name: Curtis M. Silvers Title: Executive Director
 Organization: Partnership for a Secure America
 Address: 1990 M St. NW Suite 250, Washington D.C. 20036
 Email: silvers@psaonline.org Telephone: (202) 293-8580

INSTRUCTIONS

Complete the *Primary Trip Sponsor Form* and submit the agenda, invitation list, any attachments, and any *Additional Trip Sponsor Forms* directly to the Travelers.

Written approval from the Committee on Ethics is required before traveling on this trip. The Committee on Ethics will notify the House invitees directly and will not notify the trip sponsors.

Willful or knowing misrepresentation on this form may be subject to criminal prosecution under 18 U.S.C. § 1001. Signatures must comply with section 104(bb) of the Travel Regulations.

For questions, please contact the Committee on Ethics at:

1015 Longworth House Office Building
Washington, D.C. 20515

ethicscommittee@mail.house.gov | 202-225-7103
More information and forms available at ethics.house.gov



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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 delivered to the Committee at 1015 Longworth or e-mailed to 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: _____

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: Marina T. Orsini

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): _____

Office Address: _____

Telephone Number: _____

Email Address of Contact Person: _____

- 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 e-mail: travel.requests@mail.house.gov.



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TRAVELER FORM

1. Name of Traveler: _____
2. Sponsor(s) who will be paying or providing in-kind support for the trip:

3. City and State **OR** Foreign Country of Travel : _____
4. a. Date of Departure: _____ Date of Return: _____
b. Yes No Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: _____
5. a. Yes No Will you be accompanied by a family member at the sponsor's expense? **If yes:**
 - (1) Name of Accompanying Family Member: _____
 - (2) Relationship to Traveler: Spouse Child Other (specify): _____
 - (3) Yes No Accompanying Family Member is at least 18 years of age:
6. a. Yes No 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)?
b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:
7. Yes No *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and Additional Sponsor Forms.

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.
9. **Yes No Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip?**
10. For staff travelers, to be completed by your employing Member:

ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member _____ Date _____



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ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance 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. Name of Primary Trip Sponsor: Partnership for a Secure America
2. Name of your organization: Canregie Corporation of New York
3. Yes No Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?
4. Yes No Does your organization receive funding from any foreign government or multinational organization?
5. **Check one.** I certify that my organization:
 - 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. **OR**
 - c. Has provided in-kind support to the above-named Primary Trip Sponsor (e.g., meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).
6. **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.
7. I certify by my signature that
 - a. I read and understand the Committee's Travel Regulations;
 - b. I am not a registered federal lobbyist or registered foreign agent;
 - c. I am an officer of this organization and am duly authorized to sign this form; and
 - d. The information on this form is true, complete, and correct to the best of my knowledge.

Signature: Date: 10/12/2021

Name: Nicole Howe Buggs Title: CAO & Corporate Secretary

Organization: Carnegie Corporation of New York

Address: 437 Madison Avenue, New York, NY 10022

Email: nb@carnegie.org Telephone: (212) 207-6231

Theodore E. Deutch, Florida
Chairman

Jackie Walorski, Indiana
Ranking Member

Susan Wild, Pennsylvania
Dean Phillips, Minnesota
Veronica Escobar, Texas
Mondaire Jones, New York

Michael Guest, Mississippi
Dave Joyce, Ohio
John H. Rutherford, Florida
Kelly Armstrong, North Dakota



ONE HUNDRED SEVENTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

David W. Arrojo
Counsel to the Chairman

Kelle A. Strickland
Counsel to the Ranking Member

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

October 26, 2021

Ms. Mariana Osorio
Office of the Honorable Stephen F. Lynch
2109 Rayburn House Office Building
Washington, DC 20515

Dear Ms. Osorio:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Warrenton, Virginia, scheduled for November 13, 2021, sponsored by Partnership for a Secure America and Carnegie Corporation of New York.

This approval represents the Committee's determination that the proposed trip complies with relevant House rules, federal laws, and Travel Regulations promulgated by the Committee. You should engage in your own assessment of the risks and implications of engaging in travel during the current COVID-19 pandemic.

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 \$415 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



Jackie Walorski
Ranking Member

TED/JW:adw



Congressional Partnership Program House Participants

Each participant is invited due to their role supporting Members' of Congress duties pertaining to issues that affect national security and foreign policy.

Name (First)	Name (Last)	Position	Office
Aalok	Mehta	Professional Staff Member	House Appropriations Committee
Taryn	Woody	Special Assistant to the Staff Director	House Foreign Affairs Committee
Christine	Godinez	Professional Staff Member	House Homeland Security Committee
Elizabeth	White	Research Assistant	House Homeland Security Committee
Travis	Horne	Communications Director	Rep. Ami Bera
Dylan	Jones	Senior Nonproliferation Advisor	Rep. Ami Bera
Omair	Mirza	Senior Policy Advisor	Rep. Andre Carson
Nathan	Riggins	Legislative Assistant	Rep. Andy Kim (NJ-03)
Dwayne	Clark	Legislative Assistant	Rep. Anthony Gonzalez
Evan	Schuler	Legislative Assistant	Rep. Brian Fitzpatrick
Max	Pedrotti	Senior Legislative Assistant	Rep. Carol D. Miller
Alexis	Alavi	Legislative Aide	Rep. Darin LaHood
Alexander	Gristina	Legislative Aide/Scheduler	Rep. Frank Pallone, Jr.
Disha	Banik	Senior Legislative Assistant	Rep. Hakeem Jeffries
Tanner	Dean	Legislative Aide	Rep. Jim Baird
Jacob	Marx	Military Legislative Assistant	Rep. Katie Porter
Zachary	Mendelovici	Legislative Assistant	Rep. Ken Buck
Caleb	Kostreva	Legislative Assistant	Rep. Ken Buck
Matthew	Stubeck	Legislative Assistant	Rep. Peter Meijer
Michelle	Shevin-Coetzee	Military Legislative Assistant	Rep. Ruben Gallego
Schuyler	Moore	Senior Defense & Foreign Policy Advisor	Rep. Seth Moulton
Jimmy	Loomis	Defense and Foreign Policy Advisor	Rep. Stephanie Murphy
Mariana	Osorio	Senior Legislative Assistant	Rep. Stephen F. Lynch
Abe	Friedman	Legislative Assistant	Rep. Suzan K. DelBene
Ryan	Altman	Legislative Assistant	Rep. Tom Emmer
Frayser	Hawkins	Defense Policy Advisor	Rep. Trent Kelly
Chris	Ringer	Legislative Aide	Rep. Vicky Hartzler





Congressional Partnership Program House Participants

Each participant is invited due to their role supporting Members' of Congress duties pertaining to issues that affect national security and foreign policy.

Name (First)	Name (Last)	Position	Office
Elizabeth	White	Research Assistant	House Homeland Security Committee
Dylan	Jones	Senior Nonproliferation Advisor	Rep. Ami Bera
Omar	Mirza	Senior Policy Advisor	Rep. Andre Carson
Max	Pedrotti	Senior Legislative Assistant	Rep. Carol D. Miller
Alexis	Alavi	Legislative Aide	Rep. Darin LaHood
Alexander	Gristina	Legislative Aide/Scheduler	Rep. Frank Pallone, Jr.
Tanner	Dean	Legislative Aide	Rep. Jim Baird
Jacob	Marx	Military Legislative Assistant	Rep. Katie Porter
Caleb	Kostreva	Legislative Assistant	Rep. Ken Buck
Mariana	Osorio	Senior Legislative Assistant	Rep. Stephen F. Lynch



October 5, 2021

Mariana Osorio
Senior Legislative Assistant
Rep. Stephen F. Lynch

Dear Mariana,

As a participant in Partnership for a Secure America's (PSA) Congressional Partnership Program (CPP), you are invited to attend the CPP retreat. The event is scheduled for Saturday, November 13, 2021. The retreat will take place at the Airlie Conference Center, located at 6809 Airlie Road, Warrenton, VA 20187. This will be a day long event.

PSA will arrange for bus transportation to and from Airlie. The pickup and drop off location will be Columbus Circle, Union Station. The expected pickup time will be 9:00 AM. PSA will confirm all the details closer to the event date. The planned event schedule is attached. The entire event is expected to run from 11:00 AM to 7:30 PM.

We are attaching documents that are required to be submitted to the Ethics Committee. **Please ensure all the appropriate documents are completed and submitted to the Ethics Committee by Thursday, October 14, 2021.** This is critical in order to attend the event.

Please notify us if you have any questions or concerns.

PSA Staff
cpp@psaonline.org
202-293-8580



**PARTNERSHIP FOR
A SECURE AMERICA**

Congressional Partnership Program

Itinerary

9:00 AM	Departure from Union Station, Washington D.C.	
10:30 AM	Arrive at Airlie Conference Center & Check-in	
11:00 AM – 11:15 AM	Opening Remarks & Event Review (<i>Federal Room</i>) Attendees will review their substantive materials for the day. Andy Semmel, Chairman of Partnership for a Secure America (PSA), will outline retreat agenda, provide logistical information for the day (i.e. location of restrooms, where to store any bags, etc.).	
11:15 AM – 12:15 PM	Bipartisan Speaker Panel (<i>Federal Room</i>) Featuring: Jodi Herman, Member of PSA’s Board of Directors, and Jamil Jaffer, Founder & Executive Director, George Mason University National Security Institute Both speakers will talk about bipartisan collaboration in Congress. Through the practical experience of two former bipartisan congressional staffers, participants will learn how a bipartisan group of Congressional staff are able to cooperate and achieve success in pursuit of legislative duties. This will illustrate to participants avenues for bipartisan collaboration and processes whereby they can better achieve their Members’ legislative and policy goals. For approximately half the time, staff will have the opportunity to directly ask speakers question relevant to their duties.	
12:15 PM – 2:00 PM	Lunch Break and Speaker Meeting & Greet (<i>Airlie Dining Room</i>) Attendees will break for lunch in the Airlie Dining Room. Participants will have an opportunity to informally engage their colleagues, PSA staff, and speakers. Participants will converse with colleagues, PSA staff, and speakers on matters relevant to their duties and the scheduled event discussions.	
2:00 PM - 2:05 PM	Attendees will be split up into two groups for afternoon discussions.	
2:10 PM – 3:10 PM	Group A -The Future of US Foreign Policy (<i>Federal Room</i>) Featuring: George Beebe, Vice President of the Center for the National Interest and a former intelligence officer Mr. Beebe will lead a discussion on the current and future dynamics of US foreign policy at home and abroad. He will review historical trends that have led up to the current day. Mr. Beebe will offer perspective on the perceived transitional period that the US and its allies are facing. This discussion will	Group B – Arctic Security (<i>Jefferson Room</i>) Featuring: Sherri Goodman, Senior Fellow, Wilson Center Ms. Goodman will discuss security and foreign policy considerations for the Arctic region, and how the US may be a responsible Arctic nation in light of the continuous effects from climate change. For approximately half the time, staff will have the opportunity to directly ask speakers question relevant to their duties.

	examine how the US can understand the current foreign affair environment and define its goals for the future. For approximately half the time, staff will have the opportunity to directly ask speakers question relevant to their duties.	
3:15 PM – 4:15 PM	<p>Group A – Arctic Security (Jefferson Room)</p> <p>Featuring: Sherri Goodman, Senior Fellow, Wilson Center</p> <p>Ms. Goodman will discuss security and foreign policy considerations for the Arctic region, and how the US may be a responsible Arctic nation in light of the continuous effects from climate change. For approximately half the time, staff will have the opportunity to directly ask speakers question relevant to their duties.</p>	<p>Group B - The Future of US Foreign Policy (Federal Room)</p> <p>Featuring: George Beebe, Vice President of the Center for the National Interest and a former intelligence officer</p> <p>Mr. Beebe will lead a discussion on the current and future dynamics of US foreign policy at home and abroad. He will review historical trends that have led up to the current day. Mr. Beebe will offer perspective on the perceived transitional period that the US and its allies are facing. This discussion will examine how the US can understand the current foreign affair environment and define its goals for the future. For approximately half the time, staff will have the opportunity to directly ask speakers question relevant to their duties.</p>
4:20 PM – 5:20 PM	<p>Predinner Reception (Federal Room)</p> <p>Attendees will have an opportunity to informally engage their colleagues, PSA staff, and speakers. Participants will converse with colleagues, PSA staff, and speakers on matters relevant to their duties and the scheduled event discussions.</p>	
5:20 PM - 7:20 PM	<p>Keynote Dinner (Federal Room)</p> <p>Featuring: Lt. Gen. (Ret.) Charles Hooper, Member of PSA’s Advisory Board</p> <p>Speaker will discuss his experiences as Director of the Defense Security Cooperation Agency, the U.S. Defense Attaché to China and the Senior U.S. military officer in Egypt. There will be an emphasis on how he interacted with Members of Congress and their staffer while holding each position. For approximately half the time, staff will have the opportunity to directly ask speakers question relevant to their duties.</p>	
7:30 PM	<p>Event Ends</p> <p>Departure from Airlie. Buses will return back to Union Station, Washington DC, for drop off.</p>	





**PARTNERSHIP FOR
A SECURE AMERICA**

Congressional Partnership Program

Itinerary

9:00 AM	Departure from Union Station, Washington D.C.	
10:30 AM	Arrive at Airlie Conference Center & Check-in	
11:00 AM – 11:15 AM	Opening Remarks & Event Review (<i>Meadow Room</i>) Attendees will review their substantive materials for the day. Andy Semmel, Chairman of Partnership for a Secure America (PSA), will outline retreat agenda, provide logistical information for the day (i.e. location of restrooms, where to store any bags, etc.).	
11:15 AM – 12:15 PM	Bipartisan Speaker Panel (<i>Meadow Room</i>) Featuring: Jordan Tama, Associate Professor, American University School of International Service (<i>confirmed</i>), and James Bryan, American University School of International Service (<i>confirmed</i>) Both speakers will talk about bipartisan collaboration in Congress. Building upon recent analysis, the speakers will discuss their findings on the rates of bipartisan collaboration on foreign policy related issues. This will illustrate to participants avenues for bipartisan collaboration and processes whereby they can better achieve their Members’ legislative and policy goals. For approximately half the time, staff will have the opportunity to directly ask speakers question relevant to their duties.	
12:15 PM – 2:00 PM	Lunch Break and Speaker Meeting & Greet (<i>Airlie Dining Room</i>) Attendees will break for lunch in the Airlie Dining Room. Participants will have an opportunity to informally engage their colleagues, PSA staff, and speakers. Participants will converse with colleagues, PSA staff, and speakers on matters relevant to their duties and the scheduled event discussions.	
2:00 PM - 2:05 PM	Attendees will be split up into two groups for afternoon discussions.	
2:10 PM – 3:10 PM	Group A -The Future of US Foreign Policy (<i>Meadow Room</i>) Featuring: George Beebe, Vice President of the Center for the National Interest and a former intelligence officer (<i>confirmed</i>) Mr. Beebe will lead a discussion on the current and future dynamics of US foreign policy at home and abroad. He will review historical trends that have led up to the current day. Mr. Beebe will offer perspective on the perceived transitional period that the US and its	Group B – Environmental Security: From COVID to COP26 (<i>Jefferson Room</i>) Featuring: Sherri Goodman, Senior Fellow, Wilson Center (<i>confirmed</i>) Ms. Goodman will discuss security and foreign policy considerations as it relates to climate change, and how the US may be a responsible leader on the issue. For approximately half the time, staff will have the opportunity to directly ask speakers question relevant to their duties.

	allies are facing. This discussion will examine how the US can understand the current foreign affair environment and define its goals for the future. For approximately half the time, staff will have the opportunity to directly ask speakers question relevant to their duties.	
3:15 PM – 4:15 PM	<p>Group A – Environmental Security: From COVID to COP26 (Jefferson Room)</p> <p>Featuring: Sherri Goodman, Senior Fellow, Wilson Center (<i>confirmed</i>)</p> <p>Ms. Goodman will discuss security and foreign policy considerations as it relates to climate change, and how the US may be a responsible leader on the issue. For approximately half the time, staff will have the opportunity to directly ask speakers question relevant to their duties.</p>	<p>Group B - The Future of US Foreign Policy (Meadow Room)</p> <p>Featuring: George Beebe, Vice President of the Center for the National Interest and a former intelligence officer (<i>confirmed</i>)</p> <p>Mr. Beebe will lead a discussion on the current and future dynamics of US foreign policy at home and abroad. He will review historical trends that have led up to the current day. Mr. Beebe will offer perspective on the perceived transitional period that the US and its allies are facing. This discussion will examine how the US can understand the current foreign affair environment and define its goals for the future. For approximately half the time, staff will have the opportunity to directly ask speakers question relevant to their duties.</p>
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