



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: Kenneth Monahan
2. a. Name of Accompanying Relative: _____ OR None ☒
b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. Dates: Departure: March 3, 2022 Return: March 5, 2022
b. Dates at Personal Expense, if any: _____ OR None ☐
4. Departure City: Washington DC Destination: San Antonio, TX Return City: New York, NY
5. Sponsor(s), Who Paid for the Trip: Republican MainStreet Partnernship
6. Describe Meetings and Events Attended:
Tour of Border Patrol Station; Detention Facility; Tour of Port of Entry location; Tour and Briefing of Refugee and Immigration Center of Education; Briefing with Enforcement and Removal Discussion on Covid and their enforcement challenges
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: _____ Ken Monahan Date: 03/10/2022

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: _____ Peter Meijer Date: _____ 3/10/22

Signature of Supervising Member: _____  _____



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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: Republican MainStreet Partnership

2. Travel Destination(s): San Antonio, TX

3. Date of Departure: March 3, 2022 Date of Return: March 5, 2022

4. Name(s) of Traveler(s): Ken Monohan

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	\$700.30	\$252	\$62	ground transportation and AV \$88
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: Sarah Chamberlain

Date: 03/09/2022

Name: Sarah Chamberlain

Title: President

Organization: Republican Main Street Partnership

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

Address: 410 First Street SE Suite 200 Washington DC 20003

Email: Sharon@rmsp.org

Telephone: (301) 814-8301

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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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: Kenneth Monahan

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.

Ken Monahan

Signature: _____

Name of Signatory (if other than traveler): Errical Bryant

For Staff (name of employing Member or Committee): Rep. Peter Meijer

Office Address: 1508 Longworth House Office Building

Telephone Number: 202-225-3831

Email Address of Contact Person: Errical.Bryant@mail.house.gov

☐ 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: Kenneth Monahan
2. Sponsor(s) who will be paying or providing in-kind support for the trip:
Republican Mainstreet Partnership
3. City and State **OR** Foreign Country of Travel : San Antonio , TX
4. a. Date of Departure: March 3, 2022 Date of Return: March 5, 2022
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.
****SEE ATTACHED.**
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 02/01/2022



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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:

Republican Mainstreet Partnership

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 attached List of Members and Staffers

5. Yes ☐ No ☒ Is travel being offered to an accompanying family member of the House invitee(s)?

6. Date of departure: March 3, 2022 Date of return: March 5, 2022

7. a. City of departure: Washington, DC

b. Destination(s): SanAntonio, TX

c. City of return: Washington DC or home districts

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:
- Republican Main Street Partnership will be hosting an immigration policy update tour to Port of Entry location of San Antonio to study the ongoing immigration crisis and to discuss Covid's impact on the enforcement process.
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):
- Breakfast - \$14, lunch \$20 Dinner \$26
- 2) Provide the reason for selecting the location of the event or trip:
- RMSP invited Members and staffers to visit the border for an immigration update
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: The Marriott San Antonio City: San Antonio Cost Per Night: \$126
- Reason(s) for Selecting: Location and favorable rate
- 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:

☐ Actual Amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
☒ Good Faith Estimates			
For each Member, Officer, or Employee	\$410 based on return to DC	\$252	\$100
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	\$225	Local ground , AV and meeting materials
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:

Sarah Chamberlain

Date:

01/28/2022

Name:

Sarah Chamberlain

Title:

President

Organization:

Republican MainStreet Partnership

Address:

410 First Street SE Suite 200 Washington DC

Email:

sharon@rmsp.org

Telephone:

(301) 814-8301

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

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

February 28, 2022

Mr. Kenneth Monahan
Office of the Honorable Peter Meijer
1508 Longworth House Office Building
Washington, DC 20515

Dear Mr. Monahan:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to San Antonio, Texas, scheduled for March 3 to 5, 2022, sponsored by Republican Main Street Partnership.

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.

Committee travel regulations require that you submit your complete pre-trip approval request to the Committee at least 30 days before the commencement of the trip or it will not be granted. Despite your failure to do so in this instance, we are approving your current request. However, any future requests must adhere to the 30-day requirement or they will be denied.

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,

A handwritten signature in blue ink, appearing to read "Theodore E. Deutch".

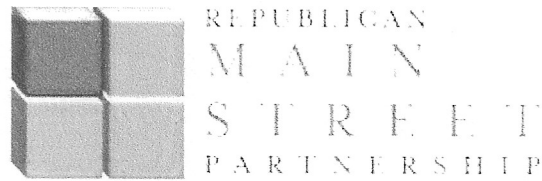
Theodore E. Deutch
Chairman

A handwritten signature in blue ink, appearing to read "Jackie Walorski".

Jackie Walorski
Ranking Member

TED/JW:adw

Ken Monahan serves as the Chief of Staff for Rep. Meijer who serves on the House Committee on Homeland Security, which is the congressional committee with primary oversight jurisdiction over the Department of Homeland Security (DHS) and Rep. Meijer is also the Ranking Member of the committee's Oversight, Management, and Accountability Subcommittee. This trip will allow Mr. Monahan the opportunity to observe many of DHS components, including U.S. Customs and Border Protection (CBP). This firsthand observation would be helpful in Mr. Monahan's role in advising Rep. Meijer in making policy making decision. This trip would also allow Mr. Monahan as a Chief of Staff to understand the impact and role of law enforcement in border protection. This would allow him to assist the legislative staff in discussions with local law enforcement.



Congressional Educational Tour to San Antonio

Confirmed Members and Staff

1. Congresswoman Young Kim
2. Callie Strock - Kim - Communications director
3. Congressman Carlos Gimenez
4. Alex Farro- Gimenez - Chief of Staff
5. Congressman John Curtis
6. Corey Norman - Curtis - Chief of Staff
7. Congressman Andrew Garbarino
8. Deena Tauster- Garbarino - Chief of Staff
9. Congressman Bill Huizenga
10. Todd Whiteman - Huizenga - District Director
11. Congressman David Joyce
12. Anna Alburger - Joyce - Chief of Staff
13. Congressman Dan Newhouse
14. Jessica Carter - Newhouse - Chief of Staff
15. Congresswoman Carol Miller
16. Darian David - Miller - District Director
17. Congressman Ken Calvert
18. Congressman Anthony Gonzales
19. Congressman Peter Meijer
- 19 Ken Monahan - Meijer - Chief of Staff
20. Congresswoman Mariannette Miller Meeks
21. Congressman Jay Obernolte



CONGRESSIONAL EDUCATIONAL TOUR
Thursday, March 3rd to Saturday, March 5th

Thursday, March 3rd

- **545PM** Depart on United 1202 arriving San Antonio 818pm
Transfer to the Marriott River Center
- **9PM-945PM** Mainstreet and Gonzales Team Briefing

Friday, March 4th

- **6:00 AM to 6:30AM** **Breakfast - Lobby**
- **6:30AM to 10:00AM** **Drive Members To Del Rio Sector Headquarters**
Location: 2401 Dodson Ave., Del Rio, Texas 78840
Notes: 160 miles, 2 hour 30 minutes.
- **10:00AM to 10:45AM** **Meet, Greet, and Overview Briefing @ Del Rio Sector Headquarters**
Notes: Del Rio Sector Chief and staff provide intro brief on Sector activity
- **11:00AM to 11:50AM** **Tour of Border Patrol Migrant Detention Facility**
U.S. Border Patrol Del Rio Station
2300 HWY 90 East, Del Rio, Texas 78840
- **12:15PM to 1:00PM** **Border Technology Demonstration**
- **1:15PM to 2:30PM** **Business Leaders Roundtable/ Lunch**
Del Rio Chamber of Commerce
Notes: Press Briefing
- **2:45PM to 3:30PM** **Tour Of Del Rio International Bridge/Port of Entry/ Pedestrian Fence**
International Bridge, Del Rio, TX 78840
Notes: Discuss trade, port technology, and drug interdictions
- **3:40 PM to 6:40 PM** **Drive Back to San Antonio (Hotel)**

Saturday, March 5th

- **Members Fly Back to their respective districts or Washington**