#### EMPLOYEE POST-TRAVEL DISCLOSURE FORM

Original	Amendmen	11

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 i 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: Daniel M. Flores
2. a. Name of Accompanying Relative:OR None
b. Relationship to Traveler: Spouse Child Other (specify):
3. a. Dates: Departure: April 12, 2022 Return: April 14, 2022
b. Dates at Personal Expense, if any:OR None
4. Departure City: Washington, D.C. Destination: Palo Alto, CA Return City: Washington, D.C.
5. Sponsor(s), Who Paid for the Trip: Stanford University
<ol> <li>Describe Meetings and Events Attended:         Meetings with Stanford University faculty and fellow congressional staff in attendance for subject-matter presentations and exercises, as reflected in the attached sponsor's agenda.</li> </ol>
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;
<ul> <li>the Primary Trip Sponsor Form completed by the trip sponsor prior to the trip, including all attachments and the Additional Sponsor Form(s);</li> </ul>
c. page 2 of the completed <i>Traveler Form</i> 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.
<ul> <li>b. If not, explain: I participated in each of the activities on Ápril 12th and 13th reflected in the attached sponsor's agenda. Consistent with prior consultation with Ethics Committee Staff, I returned to Washington, D.C. via an early departure on April 14th and thus was unable to attend activities for that day.</li> </ul>
I certify that the information contained on this form is true, complete, and correct to the best of my knowledge.
Signature of Traveler: Date: 04/25/2022
I authorized this travel in advance. I have determined that all of the expenses listed on the attached <i>Sponsor Post-Travel Disclosure Form</i> 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: James Comer Date: April 25, 2022
Signature of Supervising Member:
Version date 3/2021 by Committee on Ethics

#### TRAVELER FORM

1.	Name of Traveler: Daniel Marcos Flores
2.	Sponsor(s) who will be paying or providing in-kind support for the trip: Stanford University
3.	City and State OR Foreign Country of Travel : Stanford, California
	a. Date of Departure: April 12, 2022 Date of Return: April 14, 2022
	Yes No 🗷 Will you be extending the trip at your personal expense?
	If yes, list dates at personal expense:
5,	a. Yes No 🛛 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 No Did the trip sponsor answer "Yes" to Question 8(c) on the <i>Primary Trip Sponsor Form</i> (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 D 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.
	The trip is to participate in an academic/congressional-staff conference with top-level subject area experts at the Hoover Institution, Stanford University, and staff from other congressional offices on matters of importance within the Committee on Oversight and Reform's jurisdiction. The Waveler's fifte is Senior Counsel - Republican.
9.	Yes No X 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
dir tra	ereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my ect supervision, to accept expenses for the trip described in this request. I have determined that the above-described vel is in connection with my employee's official duties and that acceptance of these expenses will not create the pearance that the employee is using public office for private gain.
Sig	nature of Employing Member _ Date 03/07/2022

		SPONSOR PO	OST-TRAVEL DISC	CLOSURE FORM	Original Amendmen
A contriputo contribution	enses or reimburse ompleted copy of to within ten days o omply with House	ement for travel expenses to the form must be provided f their return. You must an rules and the Committee's quests to sponsor trips and	House Members, or to each House Mem swer all questions, a travel regulations. I	fficers, or employeenber, officer, or em and check all boxes Failure to comply w	ry trip sponsor in providing travel es under House Rule 25, clause 5. ployee who participated on the , on this form for your submission with this requirement may result in plinary action or a requirement to
NO					ution pursuant to 18 U.S.C. § 1001.
1.		id for the trip: Hoover Ins		Jniversity	
2.		n(s): Stanford University, St			
	Date of Departure		Date of	Return: April 14, 2	022
4.	Name(s) of Travelo	er(s): Daniel Flores			*
		more than one traveler on			
5.	Actual amount of	expenses paid on behalf of	, or reimbursed to, e	each individual nan	ned in Question 4:
		Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
	Traveler	\$685.68 Airfare	\$539 total: \$490 lodging total + \$49 tax	\$150.51	\$182.66 Ground transportation
	Accompanying Family Member	9		2	
6. [		connected to the trip were factorial strue by checking box.	for actual costs incu	rred and not a <i>per a</i>	diem or lump sum payment.
I ce	rtify that the infor	mation contained in this f	orm is true, comple	te, and correct to t	he best of my knowledge.
Sign	nature:Q	Why		Date:_	04/18/2022
Nan	ne: Eryn Witcher T	illman		Title: <u>/</u>	Associate Director, Director of Media and Government Relations
Org	anization: Hoover	Institution, Stanford Univer	sity		
	I am an officer of	the above-named organiza	tion. Signify statem	ent is true by check	sing box.
	2		0 ,,		

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

Telephone: (202) 760-3200

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

Email: ewitcher@stanford.edu

Address: 1399 New York Ave NW, 500, 20005

#### 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

Co	ommittee. The Committee website (ethics.house.gov) provides detailed instructions for filling out the form.
	OTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. ilure 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:
	Stanford University
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.	<ul> <li>Check only one. I represent that:</li> <li>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</li> </ul>
	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 <b>ALL</b> House Members <i>and</i> employees you are inviting. <b>For each House invitee</b> , <b>provide an explanation of why the individual was invited</b> (include additional pages if necessary):
	Attached list of staffers have been chosen to attend due to their background or interest in the pol
5.	Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6.	Date of departure: April 12, 2022 Date of return: April 14, 2022
7.	a. City of departure: Various Cities
	b. Destination(s): Stanford University, Stanford, CA
	c. City of return: Various Cities
3.	Check only one. I represent that:
٠.	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 <i>and</i> lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was <i>de minimis</i> under the Committee's travel regulations.
€.	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:

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). <i>Indicate agenda is attached by checking box</i> .
11.	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 <i>each</i> sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip <i>and</i> its role in organizing and/or conducting the trip:
	Stanford University's Hoover Institution is the sole sponsor of the trip, and is a research institution that through its scholars and library and archives, promotes economic opportunity and prosperity. By convening the program on Stanford's campus we will be able to include many of our Senior Fellows for substantive policy discussion with staff.
13.	Answer parts a and b. Answer part c if necessary:
10.	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 <i>with regard</i> to congressional participation.
	If "b" is checked:
	1) Detail the cost <i>per day</i> of meals (approximate cost may be provided):
	Meals have been planned to comply with the \$74 per diem rate for the San Jose, CA area fo
	2) Provide the reason for selecting the location of the event or trip:
	The location of the Hoover Institution's headquarters on Stanford Campus will allow more Ca
16.	Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
	Hotel Name: Hyatt Centric City: Palo Alto, CA Cost Per Night: \$245
	Reason(s) for Selecting: In close proximity to the events of the program and meets per diem 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.

#### 18. Total Expenses for each Participant:

Actual Amounts Good Faith Estimates	Total <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee	\$685.68	\$490 (\$245/night)	\$185 (1 full day, 2 travel)
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	\$220	Ground transportation between campus, hotel
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	C	hoc	6	onl	100	one:
17.	U	ieci	1	UIII	V	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: Signature:	untig	Date:	3/4/2022
Name: Sarah Delahunty	M.	Title:	Senior Government Relation
Organization: Hoover Institution		7	
Address: 1399 New York Avenue	, NW, Suite 500, Washir	ngton, DC 20005	
Email: sdel@stanford.edu		Telephone:	202-590-0768

#### 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:

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



## 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

April 6, 2022

Mr. Daniel Flores Committee on Oversight and Reform 4463 O'Neill House Office Building Washington, DC 20515

Dear Mr. Flores:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Stanford, California, scheduled for April 12 to 14, 2022, sponsored by Stanford University.

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:tn

#### HOUSE PRIMARY TRIP SPONSOR FORM

# HOOVER INSTITUTION, STANFORD UNIVERSITY 2022 CONGRESSIONAL FELLOWSHIP PROGRAM

#4 House staff members below have been chosen to attend due to their background, work portfolio, or interest in the policy areas being discussed:

- Timothy "Tim" Bertocci Chief of Staff, Office of Rep. Dean Phillips (MN-03)
- Arthur Bryant Communications Director, Office of Rep. Ann Wagner (MO-02)
- Emily Burdick Legislative Assistant and Scheduler, Office of Rep. Andrew Garbarino (NY-02)
- Daniel Flores Senior Counsel, House Committee on Oversight and Reform
- Jonathan Halpern Deputy Chief of Staff, Office of Rep. Sanford Bishop (GA-02)
- Rachel Huggins Legislative Director, Office of Rep. Michael Burgess (TX-26)
- James "Jimmy" Loomis Defense and Foreign Policy Advisor, Office of Rep. Stephanie Murphy (FL-07)
- Aliya Manjee Counsel, Committee on Ways and Means Subcommittee on Oversight
- Michael Mansour Deputy Chief of Staff, Office of Rep. Adam Kinzinger (IL-16)
- Rossiter "Casey" O'Shea Chief of Staff, Office of Rep. Brad Schneider (IL-10)
- Tanner Palin Communications Director, Office of Rep. Lucy MacBeth (GA-06)
- Ryan Chantry "Chance" Russell Professional Staff Member, House Education and Labor Committee

#12 The Hoover Institution is a department within Stanford University and is headquartered on Stanford University's campus where sessions will take place. Sessions are organized by Hoover Institution staff who are also Stanford employees. As a part of Stanford University, which is an institution of higher education committed to extending the frontiers of knowledge and solving real-world problems, the Hoover Institution is a research institution that through its scholars and library and archives, promotes economic opportunity and prosperity. By convening the program on Stanford's campus, we will be able to include many of our Senior Fellows for substantive policy discussion with staff.

#13 A chartered group shuttle will be provided for transportation throughout the program, rideshare services will be provided for staff whose itinerary necessitates alternative travel and is within House Ethics guidelines. All airfares will be coach class.

- #15 (B)1 Meals have been arranged to comply with the full \$74 per diem rate for Santa Clara county. Stanford determined that the full \$74 per diem rate for both travel days is reasonable considering travelers will be participating in officially-connected activities for most of the day on April 12 and 14
  - **(B)2** The location of the Hoover Institution's headquarters on Stanford Campus will allow more California-based scholars to participate.



**APRIL 12-14 2022 SESSION** 

#### **HOUSE INVITEES**

Timothy "Tim" Bertocci
Arthur Bryant
Emily Burdick
Ryan Carney
Daniel Flores
Jonathan Halpern
Rachel Huggins
James "Jimmy" Loomis
Aliya Manjee
Michael Mansour
Rossiter "Casey" O'Shea
Tanner Palin

Chance Russell

Chief of Staff, Office of Rep. Dean Phillips (MN-03)
Communications Director, Office of Rep. Ann Wagner (MO-02)
Legislative Assistant and Scheduler, Office of Rep. Andrew Garbarino (NY-02)
Chief of Staff, Office of Rep. Bryan Steil (WI-01)
Senior Counsel, House Committee on Oversight and Reform
Deputy Chief of Staff, Office of Rep. Sanford Bishop (GA-02)
Legislative Director, Office of Rep. Michael Burgess (TX-26)
Defense and Foreign Policy Advisor, Office of Rep. Stephanie Murphy (FL-07)
Counsel, Committee on Ways and Means - Subcommittee on Oversight
Deputy Chief of Staff, Office of Rep. Adam Kinzinger (IL-16)
Chief of Staff, Office of Rep. Brad Schneider (IL-10)
Communications Director, Office of Rep. Lucy MacBeth (GA-06)

Professional Staff Member, House Education and Labor Committee



#### April 12-14, 2022

All day-time meetings will be held in Annenberg Conference Room, 580 Serra Mall

#### **TUESDAY, APRIL 12**

8:45 AM Depart IAD via United Flight 424

11:34 AM Arrive SFO

12:00 PM Depart SFO en route Stanford University

580 Serra Mall, Stanford, CA 94350

1:15-1:45 PM Welcome Lunch with Hoover's Director of Institutional

Programming | Accessing Hoover's Research

Denise Elson, Director of Institutional Programming, will discuss how to access Hoover's research and attendees will meet with other senior program managers to discuss Hoover's research on

foreign and domestic policy.

2:00-2:50 PM Spies, Lies, and Algorithms

Amy Zegart, the Morris Arnold and Nona Jean Cox Senior Fellow, will discuss the past, present, and future of American espionage as it faces a revolution driven by digital technology, as well as challenges that intelligence communities must confront in the 21st

century.

3:00-4:50 PM War Games Simulation

Jacquelyn Schneider, Hoover Fellow, will conduct a wargaming exercise to demonstrate its role in international relations, how social sciences can guide its design and analysis, and future

applications for policy problems.

4:50-5:45 PM Hotel Break

Hyatt Centric | 409 San Antonio Road, Mountain View

6:00-7:30 PM Dinner

Hyatt Centric | 409 San Antonio Road, Mountain View



### **WEDNESDAY, APRIL 13**

MESDAT, AFRIL 15	
8:30-9:00 AM	Breakfast
9:00-9:45 AM	Welcome with Secretary Rice: America in the World Condoleezza Rice, Tad and Dianne Taube Director and the Thomas and Barbara Stephenson Senior Fellow on Public Policy, will discuss institutional priorities including: engaging with state and local issues; the Technology, Economics, and Governance working group; improving K-12 education; challenges posed by China and its advancement in digital currencies; foreign policy threats to America.
10:00-11:00 AM	Econ 101  John Taylor, the George P. Shultz Senior Fellow in Economics, will examine the state of the economy and share his research on fiscal policy.
11:15 –12:15 PM	Flashpoints: The Prospect for Cascading Crises in the Coming Years H.R. McMaster, the Fouad and Michelle Ajami Senior Fellow, will discuss the geopolitical challenges to American interests.
12:15-12:45 PM	<b>Lunch</b> Annenberg Pavilion
12:45PM-1:45PM	The State of American Education Margaret Raymond, Distinguished Research Fellow, and Eric Hanushek, Paul and Jean Hanna Senior Fellow in Education, to discuss their research on K–12 issues, including policy challenges as a result of the global pandemic.
2:00-2:45 PM	Library & Archives Presentation Hoover Tower
3:00-4:00 PM	Inflation and The Federal Reserve Kevin Warsh, Shepard Family Distinguished Visiting Fellow in



Economics will examine the state of the economy and discuss

inflation.

4:15 -5:30 PM Standing up to China's Global Sharp Power

> Larry Diamond, Senior Fellow, and Glenn Tiffert, Research Fellow, will discuss strategies to confront and contain China's global sharp

power.

5:30-6:30 PM **Break** 

6:30-7:00 PM Reception

Stanford Alumni Center | 326 Galvez St, Stanford

7:00-8:30 PM Keynote - Putinism

Stanford Alumni Center | 326 Galvez St, Stanford

Michael McFaul, Peter and Helen Bing Senior Fellow, will examine strategies to defuse the current Russia-Ukraine crisis and the role of the Western governments in supporting democracies.

#### THURSDAY, APRIL 14

Daniel will be departing the program early due to a religious commitment/observance. He will not be joining Thursday programming.

6:00 AM **Depart for SFO** 

8:25 AM **Depart SFO via United Flight 1986** 

4:25 PM Arrive IAD



March 1, 2022

Dear Daniel,

We are pleased to inform you that you have been selected to participate in the Hoover Institution's Stuart Family Congressional Fellowship Program from April 12-14, 2022. This program includes seminars on Stanford University's campus, where Hoover scholars, such as Secretary James Mattis, Ambassador Michael McFaul, Amy Zegart, and Hoover Director Condoleezza Rice will lead policy sessions on some of the most pressing issues of today.

These sessions will challenge you to learn from and debate key philosophical and policy issues with some of the nation's leading <u>thinkers</u> and practitioners. As a participant you will receive round-trip airfare and ground transportation to Stanford University from Washington, DC, housing on Stanford's campus, and those meals that are part of the program.

To proceed, please confirm your agreement to attend by completing this form by the close of business on Wednesday, March 2nd. By completing this form, you agree to abide by Stanford University COVID-19 health and wellness protocols for visitors which can be found here. Due to ethics rules, to maintain your spot, it is imperative that you complete this form. Following completion, you will receive email instructions how to book your flight. Once your flight is secured, I will provide the remainder of your ethics paperwork for submission to your ethics committee for review by Monday, March 7.

Your submission packet will include:

- · Traveler Form
- · Private Sponsor Certification Form
- · Agenda & Flight itinerary
- · Copy of this invitation letter

If you have any questions, do not hesitate to contact Victoria Guzman (<u>vmguzman@stanford.edu</u>). We look forward to and expect an excellent program.

Sincerely,

Sarah Delahunty Senior Manager, Government Relations Hoover Institution, Stanford University