



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: Sarah Markley
2. a. Name of Accompanying Relative: _____ OR None
- b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: August 7th, 2022 Return: August 11th, 2022
- b. Dates at Personal Expense, if any: _____ OR None
4. Departure City: Washington, DC Destination: Quito, Ecuador Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Cooperative for Assistance and Relief Everywhere, Inc (CARE)
6. Describe Meetings and Events Attended:
Please see attached agenda
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: Sarah Markley Digitally signed by Sarah Markley
Date: 2022.08.25 12:22:37 -04'00' Date: 08/25/2022

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: Michael T. McCaul Date: 8/26/2022

Signature of Supervising Member:



U.S. House of Representatives

COMMITTEE ON ETHICS

SPONSOR POST-TRAVEL DISCLOSURE FORM

Original Amendment

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. **A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip within ten days of their return.** You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

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

- Sponsor(s) who paid for the trip: Cooperative for Assistance and Relief Everywhere, Inc (CARE)
- Travel Destination(s): Quito, Ibarra, Cotacachi, and Tulcán, Ecuador
- Date of Departure: August 7th, 2022 Date of Return: August 11th, 2022
- Name(s) of Traveler(s): Sarah Markley

Note: You may list more than one traveler on a form only if *all* information is *identical* for each person listed.

- 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 | \$1,948.90 | \$447 | \$279.64 | \$511.92 <small>*Interpreter, Security, Travel Insurance, Airport VIP Arrival/Departure Services</small> |
| Accompanying Family Member | | | | |

- 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: [Signature] Date: 8/24/2022

Name: Eric D. Johnson Title: Secretary / GC

Organization: CARE

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

Address: 151 Ellis Street NE, Atlanta, GA, 30303

Email: eric.johnson@care.org Telephone: 404-216-9696

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


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: Sarah Markley

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: 

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): House Foreign Affairs Committee - Republicans

Office Address: 2120 Rayburn HOB

Telephone Number: 202-802-7083

Email Address of Contact Person: sarah.markley@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.



U.S. House of Representatives

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Sarah Markley
2. Sponsor(s) who will be paying or providing in-kind support for the trip:
CARE; The Bill and Melinda Gates Foundation
3. City and State **OR** Foreign Country of Travel : Ecuador
4. a. Date of Departure: August 7, 2022 Date of Return: August 11, 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.
As a Professional Staff Member on the House Foreign Affairs Committee, which conducts oversight of U.S. foreign assistance, it would be beneficial for me to see the results of foreign assistance programming in Ecuador and learn about current needs. Since Ranking Member McCaul cares deeply about migration policy, it would be beneficial for me to learn about the challenges migrants face in Ecuador and examine the root causes of migration in the region.
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 07/08/2022



U.S. House of Representatives

COMMITTEE ON ETHICS

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: Cooperative for Assistance and Relief Everywhere, Inc. (CARE)
2. Name of your organization: The Bill and Melinda Gates Foundation
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: 04/07/2022

Name: True Pfeifer Title: Program Officer

Organization: Bill & Melinda Gates Foundation

Address: 1300 I St NW, Washington, DC 20005

Email: true.pfeifer@gatesfoundation.org Telephone: (615) 504-2842

**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:
Cooperative for Assistance and Relief Everywhere, Inc. (CARE)
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:
The Bill and Melinda Gates Foundation
4. Provide names and titles of **ALL** House Members *and* employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):
See Addendum A
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: **August 7, 2022** Date of return: **August 11, 2022**
7. a. City of departure: **Washington, DC**
b. Destination(s): **Quito, Ecuador**
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: 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). *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:
CARE is host to the delegation and responsible for logistics and content of the trip. CARE is a leading humanitarian organization focused on combating global poverty. The Gates Foundation provided CARE a grant to fund various activities, including congressional tours providing educational opportunities on global development.

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:
Please see Addendum C

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):
 Meal costs will comply with the U.S. government per diem rate of \$107 in Quito and \$94 in other cities in Ecuador
- 2) Provide the reason for selecting the location of the event or trip:
 The US Government is an important development partner in Ecuador and is working to respond to the migration crisis in the region.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- | | | |
|---|------------------------|------------------------------|
| Hotel Name: JW Marriot | City: Quito | Cost Per Night: \$115 |
| Reason(s) for Selecting: The hotel offers western accomodation with ample security for the trip's activities | | |
| Hotel Name: La Mirage | City: Cotacachi | Cost Per Night: \$122 |
| Reason(s) for Selecting: The hotel offers western accomodation with ample security for the trip's activities | | |
| 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.*



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 per Participant |
| <input checked="" type="checkbox"/> Good Faith Estimates | | | |
| For each Member, Officer, or Employee | \$2076.58 | \$447 | |
| For each Accompanying Family Member | | | |
| | Other Expenses (dollar amount per item) | Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fees, etc.) | |
| For each Member, Officer, or Employee | \$592.11 | Interpreter, security, etc. | |
| For each Accompanying Family Member | | *Please see Addendums C & D for cost breakdown | |

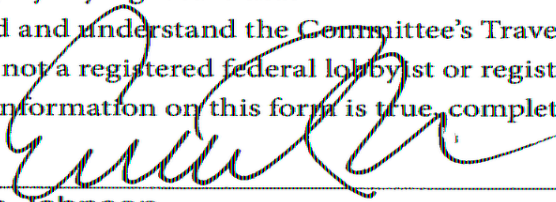
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution.

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: July 18, 2011
 Name: Eric Johnson Title: Associate Vice President
 Organization: Cooperative for Assistance and Relief Everywhere, Inc. (CARE)
 Address: 1100 17th St NW, Washington DC 20036
 Email: eric.johnson@care.org Telephone: 1 404-271-1111

INSTRUCTIONS

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

Written approval from the Committee on Ethics is required before traveling on this trip. The Committee 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. 1014. 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
More information and forms available at: www.house.gov/ethics

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

July 25, 2022

Ms. Sarah Markley
Committee on Foreign Affairs
2120 Rayburn House Office Building
Washington, DC 20515

Dear Ms. Markley:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Ecuador,¹ scheduled for August 7 to 11, 2022, sponsored by Cooperative for Assistance and Relief Everywhere, Inc. (CARE) and the Bill & Melinda Gates Foundation.

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.

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 \$415] 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.

¹ 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 Office of House Security (OHS) for a safety and security briefing prior to your departure. OHS 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,

Handwritten signature of Theodore E. Deutch in blue ink.




Theodore E. Deutch
Chairman

Handwritten signature of Jackie Walorski in blue ink.

Jackie Walorski
Ranking Member

TED/JW:adw

**CERTIFICADO DE EXPLOTADOR DE SERVICIOS AEREOS
AIR OPERATOR CERTIFICATE**

| | | |
|--|--|---|
| <p>1</p>  | <p align="center">REPUBLICA DEL ECUADOR ²</p> <hr/> <p align="center">DIRECCION GENERAL ³ DE AVIACIÓN CIVIL</p> <p align="center">CIVIL AVIATION GENERAL DIRECTORATE</p> | <p>1</p>  |
| <p>AOC # ⁴: AVI-121-038</p> <p>Fecha de Vencimiento ⁵: / Expiry date: N/A</p> | <p>Nombre del explotador ⁶ Operator Name “AVIOANDES S.A.”</p> <p>Nombre Comercial ⁷: / Dba trading name: “ AVIOANDES S.A.”</p> <p>Dirección del explotador ⁸ : / Operator address Site Center, Calle del Establo y Calle C, Torre II, Of. 113; Cumbaya – Ecuador</p> <p>Teléfono ⁹ : / telephone (593-2) 02 393 1620</p> <p>Correo-e: / E-mail info@avioandes.com</p> | <p>PUNTOS DE CONTACTO ¹⁰ OPERACIONALES :</p> <p>La información de contacto donde se puede ubicar a las autoridades de gestión operacional sin demoras indebidas se proporciona en la Dirección de Operaciones teléfono: (593-2) 02 393 1620</p> <p>OPERATIONAL POINTS OF CONTACT</p> <p>Contact details, at which operational management can be contacted without undue delay, are listed in Operations Direction, Telephone: (593-2) 02 393 1620</p> |
| <p>Por el presente, se certifica que AVIOANDES S.A. ¹² está autorizada a realizar operaciones de transporte aéreo comercial según se define en las Especificaciones Operacionales, que se adjuntan, de conformidad con el Manual de Operaciones y con la RDAC PARTE 121. ¹³</p> <p>This Certificate certifies that, AVIOANDES S.A. is authorized to perform commercial air operations, as defined in the attached operations specifications, in accordance with the operations manual and the RDAC PART 121.</p> | | |
| <p>Fecha de expedición ¹⁴ : / Date of issue 22-05-2018</p> | <p>Nombre y firma ¹⁵ : / Name and signature Sr. Carlos Javier Álvarez Mantilla</p> <p>Título: / Title Director General de Aviación Civil</p>  | |

Addendum C:

Sunday, August 7

- 5:59am Depart Washington, DC in Coach Class (AA 1178)
- 10:26am Arrive in Quito, Ecuador in Coach Class (AA 2163)

Wednesday, August 8

- On August 10, 2022, the delegation will travel on chartered flight from Quito to Tulcan and back. Due to our schedule and limited flight options within Ecuador, as well as tough terrain in Ecuador, we have chosen to use a charter plane to get to and from Tulcan to ensure the delegation has as much time as possible at the site visits in Tulcan focused on education. We have selected a charter plane leased by Avioandes. The Airline Operating Certificate (AOC) is forthcoming.
 - 9:30am Depart Quito, Ecuador
 - 10:30am Arrive Tulcan, Ecuador
 - 1:15pm Depart Tulcan, Ecuador
 - 2:15pm Arrive Quito, Ecuador

Thursday, August 11

- 1:35am Depart Quito, Ecuador in Coach Class (AA 820)
- 11:00am Arrive in Washington, DC in Coach Class (AA 2878)

Invited House Congressional Members and Staffers

Addendum A:

We invited staffers handling foreign affairs, migration or foreign assistance issues for members of Congress on the below committees and caucuses. These committees and offices hold a particular relevance to the issue of U.S. foreign assistance, U.S global leadership and migration in Latin America which will be the focus of the trip.

- House Foreign Affairs Committee
- Senate Foreign Relations Committee
- House Appropriations Committee
- Senate Appropriations Committee
- Congressional Hispanic Caucus
- Congressional Black Caucus
- House leadership offices
- Senate leadership offices

Congressional Members:

- Rep. Joaquin Castro (D-TX-20)
- Rep. Sara Jacobs (D-CA-53)
- Rep. David Joyce (R-OH-14)
- Rep. Collin Allred (D-TX-32)
- Rep. Yvette Clarke (D-NY-09)
- Rep. Lauren Underwood (D-IL-14)
- Rep. Peter Meijer (R-MI-03)
- Rep. Mario Diaz-Balart (R-FL-25)
- Rep. Michael McCaul (R-TX-10)
- Rep. Dina Titus (D-NV-01)
- Rep. Tom Cole (R-OK-04)
- Rep. Jaime Herrera Beutler (R-WA-03)
- Rep. Derek Kilmer (D-WA-06)
- Rep. Ann Kirkpatrick (D-AZ-02)
- Rep. Chris Stewart (R-UT-02)
- Rep. Andy Kim (D-NJ-03)
- Rep. Tom Malinowski (D-NJ-07)
- Rep. Robin Kelly (D-IL-02)
- Rep. Steve Chabot (R-OH-01)
- Rep. Mark Green (R-TN-07)
- Rep. Chrissy Houlahan (D-PA-06)
- Rep. Young Kim (R-CA-39)
- Rep. Gregory Meeks (D-NY-05)
- Rep. Pete Aguilar (D-CA-31)

- Rep. Ken Calvert (R-CA-42)
- Rep. Katherine Clark (D-MA-05)
- Rep. Henry Cuellar (D-TX-28)
- Rep. Rosa DeLauro (D-CT-03)
- Rep. Mike Garcia (R-CA-25)
- Rep. Tony Gonzales (R-TX-23)
- Rep. Josh Harder (D-CA-10)
- Rep. Grace Meng (D-NY-06)
- Rep. Dan Newhouse (R-WA-04)
- Rep. Chellie Pingree (D-ME-01)
- Rep. David Trone (D-MD-06)
- Rep. Brian Fitzpatrick (R-PA-01)
- Rep. Abigail Spanberger (D-VA-07)
- Rep. Joe Wilson (R-SC-02)
- Rep. Brad Schneider (D-IL-10)
- Rep. Gwen Moore (D-WI-04)
- Rep. Joyce Beatty (D-OH-03)
- Rep. Val Demings (D-FL-10)
- Rep. Hakeem Jeffries (D-NY-08)
- Rep. Lisa Blunt Rochester (D-DE At-Large)
- Rep. Debbie Wasserman Schultz (D-FL-23)
- Rep. Claudia Tenney (R-NY-22)
- Rep. Ken Buck (R-CO-04)
- Senator Chris Murphy (D-CT)
- Senator Mike Rounds (R-SD)
- Senator Roy Blunt (R-MO)
- Senator John Boozman (R-AR)
- Senator Joni Ernst (R-IA)
- Senator Tim Kaine (D-VA)
- Senator Ben Lujan (D-NM)
- Senator Alex Padilla (D-CA)
- Senator Marco Rubio (R-FL)
- Senator Jon Ossoff (D-GA)
- Senator Raphael Warnock (D-GA)
- Senator Ben Sasse (R-NE)
- Senator Todd Young (R-IN)
- Senator Cory Booker (D-NJ)
- Senator Mark Kelly (D-AZ)
- Senator Ed Markey (D-MA)
- Rep. Tim Burchett (R-TN-02)
- Rep. Mark Amodei (R-NV-02)
- Rep. Andy Barr (R-KY-06)

- Rep. Sanford Bishop (D-GA-02)
- Rep. David Cicilline (D-RI-01)
- Rep. Ben Cline (R-VA-06)
- Rep. Gerald Connolly (D-VA-11)
- Rep. Jim Costa (D-CA-16)
- Rep. Adriano Espaillat (D-NY-13)
- Rep. Ashley Hinson (R-IA-01)
- Rep. Ronny Jackson (R-TX-13)
- Rep. Marcy Kaptur (D-OH-09)
- Rep. William Keating (D-MA-09)
- Rep. Susie Lee (D-NV-03)
- Rep. Ted Lieu (D-CA-33)
- Rep. Nicole Malliotakis (R-NY-11)
- Rep. Kathy Manning (D-NC-06)
- Rep. Brian Mast (R-FL-18)
- Rep. Dan Meuser (R-PA-09)
- Rep. Scott Perry (R-PA-10)
- Rep. Dean Phillips (D-MN-03)
- Rep. Mark Pocan (D-WI-02)
- Rep. Lucille Roybal-Allard (D-CA-40)
- Rep. Tim Ryan (D-OH-13)
- Rep. Michael Simpson (R-ID-02)
- Rep. Albio Sires (D-NJ-08)
- Rep. David Valadao (R-CA-21)
- Rep. Juan Vargas (D-CA-51)
- Rep. Jennifer Wexton (D-VA-10)
- Rep. Susan Wild (D-PA-07)
- Rep. Steve Womack (R-AR-03)
- Rep. Lee Zeldin (R-NY-01)
- Brandon Yoder, Senior Professional Staff Member, Senate Committee on Foreign Relations (Majority)
- Victor Cervino, Professional Staff Member, Senate Committee on Foreign Relations (Minority)
- Claire Figel, Senior Policy Analyst, Senate Committee on Foreign Relations (Minority)
- Katherine Earle, Professional Staff Member, House Committee on Foreign Affairs (Minority)
- Zakiya Carr Johnson, Senior Professional Staff Member, House Committee on Foreign Affairs (Majority)
- John Muscolini, Policy Analyst, House Subcommittee on Military Construction, Veterans Affairs, and Related Agencies (Minority)
- Marin Stein, Professional Staff Member, House Subcommittee on State, Foreign Operations, and Related Programs (Majority)

- Sarah Arkin, Policy Director, Senate Committee on Foreign Relations (Majority)
- Meghan Gallagher, Professional Staff Member, House Committee on Foreign Affairs (Minority)
- Joan Condon, Professional Staff Member, Senate Committee on Foreign Relations (Minority)
- Stephane Le Boudier, Deputy Staff Director, House Committee on Foreign Affairs (Majority)
- Ana Quintana, Professional Staff Member, House Subcommittee on Western Hemisphere, Civilian Security, Migration and International Economic Policy (Minority)
- Anne Marie Chotvacs, Staff Director, House Committee on Appropriations (Minority)
- Chuck Kieffer, Staff Director, Senate Committee on Appropriations (Majority)
- Bill Duhnke, Staff Director, Senate Committee on Appropriations (Minority)
- Robin Juliano, Staff Director, House Committee on Appropriations (Majority)
- Claire Borzner, Professional Staff Member, Senate Committee on Agriculture, Nutrition, and Forestry (Majority)
- Katherine Thomas, Senior Professional Staff Member, Senate Committee on Agriculture, Nutrition, and Forestry (Minority)
- Julia Greensfelder, Legislative Analyst/Policy Analyst, Senate Committee on Foreign Relations
- Charlotte Oldham-Moore, Senior Professional Staff Member, Senate Committee on Foreign Relations (Majority)
- Sid Ravishankar, Staff Director, House Foreign Affairs Committee
- Mark Iozzi, National Security Adviser, Rep. Steny Hoyer (D-MD-5)
- Allen Souza, National Security Adviser, Rep. Kevin McCarthy (R-CA-23)
- Liz Johnson, Chief of Staff, Senator Mitt Romney (R-UT)
- Megan Reiss, National Security Policy Adviser, Senator Mitt Romney (R-UT)
- Nicholas Semanko, Legislative Director/Counsel, Rep. Joyce Beatty (D-OH-3)
- Matt Dernoga, Legislative Director, Rep. Nanette Barragan (D-CA-44)
- Cesar Gonzalez, Chief of Staff, Rep. Mario Diaz-Balart (R-FL-25)
- Gisselle Reynolds, Senior Legislative Assistant, Rep. Mario Diaz-Balart (R-FL-25)
- Samantha Schifrin, Foreign Policy and Defense Adviser, Senator Cory Booker (D-NJ)
- Gregory Adams, Legislative Director, Rep. Barbara Lee (D-CA-13)
- Elizabeth O'Bagy, Senior Adviser, Foreign Policy, Senator Chris Coons (D-DE)
- Tom Melia, Senior Foreign Policy Adviser, Senator Ben Cardin (D-MD)
- Joel Cohen, Legislative Director, Rep. Dina Titus (D-NV-1)
- Austin Gage, Legislative Director/Counsel, Rep. Hal Rogers (R-KY-5)
- Jack Rayburn, Legislative Director, Rep. Rosa DeLauro (D-CT-3)
- Jose Villalvazo, Legislative Assistant, Senator Alex Padilla (D-CA)
- Sophie Jones, Legislative Assistant, Rep. Sara Jacobs (D-CA-53)
- Brandt Anderson, National Security Adviser, Senator Todd Young (R-IN)
- Amber Bland, Legislative Director, John Barrasso (R-WY)

- Erum Ali, Policy Adviser, Senator Dick Durbin (D-IL)
- Dan Adelstein Rounds, National Security Adviser, Senator Mike Rounds (R-SD)
- Craig Abele, Legislative Director, Senator Lindsey Graham (R-SC)
- Zachary Hosford, National Security Adviser, Senator Brian Schatz (D-HI)
- Salvador Ortega, Legislative Assistant, Senator John Boozman (R-AR)
- Felipe Galvis-Delgado, Legislative Assistant, Senator Martin Heinrich (D-NM)
- Dan Burgess, Legislative Director, Senator Roy Blunt (R-MO)
- Casey Davison, Legislative Assistant, Rep. Katherine Clark (D-MA-5)
- Michelle Dorothy, Chief of Staff, Rep. Chrissy Houlahan (D-PA-6)
- John Mark Kolb, Legislative Director, Rep. Maria Elvira Salazar (R-FL-27)
- Daniel Marrow, Senior Legislative Assistant, Rep. Kathy Manning (D-NC-06)
- Zachary Roberts, Legislative Director, Rep. Austin Scott (R-GA-8)
- Ray Salazar, Senior Adviser, Rep. Steny Hoyer (D-MD-5)
- Sophia Schilling, Legislative Assistant, Rep. Betty McCollum (D-MN-4)
- Sebastian Wigley, Legislative Assistant, Rep. Young Kim (R-CA-39)
- Bonnie Krenz, Chief of Staff, Rep. Abigail Spanberger (D-VA-7)
- Connor Meyers, Legislative Assistant, Rep. Chris Stewart (R-UT-2)
- Ausan Al-Eryani Senator Kaine, Legislative Assistant, Senator Tim Kaine (D-VA)
- Sarah Markley, Policy Analyst, House Foreign Affairs Committee (Minority)

CARE and CARE Action Now Structure Explained

CARE, a 501(c)(3) organization, is a leading international humanitarian organization fighting global poverty that places special focus on working alongside poor women who, equipped with the proper resources, can assist whole families and entire communities escape poverty through improved basic education, prevent the spread of HIV, increase access to clean water and sanitation, and expand economic opportunities and the protection of natural resources. CARE also delivers emergency aid to survivors of war and natural disasters, and helps people rebuild their lives.

CARE established CARE Action Now in October, 2007 as a related but separately incorporated 501(c)(4) organization. Served by a mostly independent Board of Directors, CARE Action Now undertakes a variety of programs and activities in furtherance the organizations' comparable missions, most notably directly influencing policymakers through public awareness campaigns, briefings, reports, meetings, testimony and other areas based on CARE's experience of working with poor people around the world over more than 60 years. The two organizations share facilities and resources, allocating the costs between them based upon use, as is common in the nonprofit sector. CARE provides periodic funding to CARE Action Now using a written grant mechanism to support the range of its advocacy and lobbying activities. CARE Action Now is increasingly raising funds independent of CARE. This is a common structure for related nonprofit organizations, where a 501(c)(3) organization uses some of its limited funding on lobbying to support a related 501(c)(4) rather than doing the lobbying directly itself.

CARE serves as common paymaster for both organizations, so that all shared employees receive one paycheck from CARE for services provided to either CARE or CARE Action Now. CARE Action Now provides to CARE its allocable share of salary, benefits, and payroll taxes. All staff time that qualifies as "lobbying activity" under the Lobbying Disclosure Act that is conducted by staff registered as lobbyists for CARE Action Now is charged to CARE Action Now under this arrangement, although those employees may also perform non-lobbying services for CARE. CARE Action Now treats its reimbursement payments to CARE as expenditures for salary and related items on its books.

This relationship which is consistent with customary practice leads us to conclude that CARE has properly completed this form, including that it does not employ or retain lobbyists. However, we include this additional information in the interests of full transparency so that the committee may make this determination for itself.



CARE USA
1100 17th St., NW
Suite 900
Washington, DC 20036
USA
www.care.org

July 7, 2022

Sarah Markley
House Foreign Affairs Committee

Dear Sarah:

We are approaching you with a special opportunity to join CARE's Learning Tour to Ecuador over the August recess. This trip will examine the importance of U.S. investments in community empowerment and development to address some of the root causes of migration and instability in the region, including issues of economic opportunity, access to health and adequate nutrition, food security, and gender-based violence. This trip will take place August 7-11 (including travel) and will include a bi-partisan delegation of policymakers.

Travel on a CARE Learning Tour will take you off the beaten path to spend genuine time in communities directly benefiting from U.S. investments. CARE Learning Tours prioritize time in the field, visiting program sites that allow you to meet with some of the most vulnerable beneficiaries of foreign assistance. We have over 12 years of experience implementing Congressional education trips, and CARE, along with our partners, has been working for decades in many of the communities you will visit. This allows us and other program implementers to bring delegations to uniquely remote and challenging contexts. The trip will feature a wide array of implementing partners, not just CARE, for you to get a deeper understanding of the work being done. Throughout the trip, you will have a chance to understand both the successes and the challenges facing communities in Ecuador, often articulated directly by the program participants themselves, to present a comprehensive view of what interventions supported through U.S. investments can accomplish.

In May 2020, Ecuador was the second Latin American country to be hit by COVID-19 and experienced some of the highest rates of infection and mortality in the region. The pandemic triggered a deep recession that led to an increase in poverty, gender-based violence and social instability. The pandemic also compounded pre-existing challenges in Ecuador, including frequent natural disasters, weak education systems, and regional migration forced by conflict. In fact, Ecuador is one of the largest recipients of refugees in Latin America, particularly from Venezuela, with more than 400,000 refugees and migrants living in or passing through the country. Women and girls are often the most vulnerable in conflict settings, and 88.5 percent of surveyed migrants, refugees, and displaced women reported having experienced some form of gender-based violence.

Despite these challenges, community members and leaders supported by international investment are making sustainable changes in their own communities. Ecuador implemented one of the most successful COVID-19 vaccination campaigns in the world, with 77 percent of its population now fully vaccinated. Migrants and host community entrepreneurs are working together to build economic opportunity, and young girls are leading campaigns to end sexual and gender-based violence in schools.

On your journey, you will meet these community leaders, see firsthand how critical U.S. investments are making a difference, and return to Capitol Hill with a deeper understanding of the link between U.S. foreign assistance, community development, and regional and international stability.

To allow sufficient time for planning, we would appreciate a response indicating your interest by Friday, July 8, 2022. Please let us know any additional information that would be helpful as well as ways we can tailor this opportunity to meet your needs and availability.

Sincerely,

Rachel Hall
Associate Vice President of Advocacy
CARE USA

CARE CONFIDENTIAL

AGENDA: CARE Learning Tour to Ecuador, August 7-11

Sunday, August 7

Travel Day

-
- 5:59am Depart U.S. for Quito, Ecuador (AA 1178)
- 1:58pm Delegation arrives in Quito, Ecuador (AA 2163)
- 2:30-3:30pm Transfer to hotel
- 3:30-6:00pm Check in/unpacking time
- 6:00-6:45pm Welcome Briefing to provide an overview of trip and introduce CARE staff and delegates to one another
Participants: Delegation and CARE staff (Rachel Hall, Kalei Talwar, Jorge Bagaipo, Patrice Brombeck, Robert Roche, Ana Buitron, Ritu Sharma, Katharine Nasielski) only.
- 6:45-7:00pm Transfer to dinner
- 7:00-8:30pm Scene-Setter Dinner Briefing with INGO experts with technical experts to gain social, political and historical context of development in Ecuador and migration in the region
Note: Entire time will be allocated to discussing officially-connected programming.
Participants: Delegation, Carla Celi from CARE Ecuador Country Office, Huberto Salazar and Boris Conejo from ESQUEL, Michelle Grunauer from Universidad San Francisco de Quito and Learning Tours staff (Rachel Hall, Kalei Talwar, Jorge Bagaipo, Patrice Brombeck, Robert Roche, Ana Buitron, Ritu Sharma, Katharine Nasielski) only.
- 8:30-8:45pm Transfer to hotel

Overnight: JW Marriott – Quito, Ecuador

Monday, August 8

Quito, Ecuador

-
- 8:00-9:30am Breakfast Briefing with U.S. Mission to learn about U.S. development and humanitarian investments in Ecuador and U.S. government priorities in the region
Note: Entire time will be allocated to discussing officially-connected programming.
Participants: Delegation, 3-4 representatives from the U.S. Mission to Ecuador, likely Ambassador Fitzpatrick and Porter Illi
- 9:30-10:15am Transfer to site visit 1

- 10:15am-11:30am Site Visit 1: HIAS Visit Combatting Xenophobia project to understand the experience of migrants when they arrive to Ecuador and effective ways to build cohesion between migrant populations and host communities
Participants: Delegation, 3-4 implementing staff from the HIAS (NGO) including National Director Maricela Parra, 10-15 program participants.
- 11:30-12:15pm Transfer to meeting
- 12:15-1:15pm Meeting with Foreign Minister of Ecuador (requested) to learn about the priorities and investments in community development of the Ecuadorian Government
Participants: Delegation, officials from the Foreign Ministry of Ecuador
- 1:15-1:30pm Transfer to lunch
- 1:30-3:00pm Lunch with Esquel Frontline Health Workers who implemented Ecuador's COVID-19 response and vaccination campaigns to learn about the impact of the pandemic in Ecuador and the experience of frontline health workers in ending the acute phase of the pandemic
Note: Entire time will be allocated to discussing officially-connected programming.
Participants: Delegation, 3-5 frontline health workers and program staff from Esquel (NGO) including José De La Torre, Michele De La Torre, and Anabel Bilbao
- 3:00-3:15pm Transfer to site visit 2
- 3:15-4:30pm Site Visit 2: Tour CARE El Nido Shelter to learn about the challenge of human trafficking in the region, understand the drivers of human trafficking and meet with survivors to understand their perspectives
Participants: Delegation, 2-3 implementing staff from the center including Carla Celi, 6-8 program participants living at the shelter.
- 4:30-6:30pm Transfer to hotel
- 6:30-7:30pm Downtime/Shower time
- 7:30-9:00pm Debrief Dinner to discuss the conversations and site visits of the day and reflect on the impact and drivers of forced migration in the region
Note: Entire time will be allocated to discussing officially-connected programming.
Participants: Delegation and Learning Tours staff (Rachel Hall, Kalei Talwar, Jorge Bagaipo, Patrice Brombeck, Robert Roche, Ana Buitron, Ritu Sharma, Katharine Nasielski) only.

Overnight: La Mirage – Cotacachi, Ecuador

Tuesday, August 9

Ibarra, Ecuador

- 8:00-9:00am Transfer to site visit 1
- 9:00-11:00am Site Visit 1: Visit CARE Gender-Based Violence in Emergencies project to tour services available to refugees and migrants and join a women’s savings group as well as a community healing circle to learn more about the unique challenges women and girl refugees face in crisis settings
Participants: Delegation, 2-3 implementing staff from the center including Carla Celi, 6-8 program participants receiving support from the center.
- 11:00-1:30pm Transfer to site visit 2
Note: Lunch provided in the vehicles
- 1:30-3:30pm Site Visit 2: Visit ADRA integrated health services project to join home visits and child nutrition training, tour clinic and meet with families receiving food aid to understand the role of frontline health workers in ensuring family health and discuss challenges exacerbated by the pandemic
Participants: Delegation, 2-3 implementing staff from ADRA (including ADRA Country Director Javier Espejo), 8-10 program participants receiving health services from the project.
- 3:30-5:00pm Transfer to Quito
- 5:00-6:30pm Downtime/Shower time
- 6:30-7:00pm Transfer to reception
- 7:00-9:00pm Reception with U.S. Ambassador, Local Government, and NGO Leaders to discuss the role of international partners, the Ecuadorian Government, and NGOs in fostering development in Ecuador and stability in the region
Location: Casa Museo Guayasamín
Participants: Delegation and 50-75 representatives from the U.S. Mission, international and local NGOs, activists, corporate partners, journalists, local government officials working on nutrition and development in Ecuador.
- 9:00pm- 9:30pm Transfer to hotel

Overnight: JW Marriott – Quito, Ecuador

Wednesday, August 10

Tulcán, Ecuador

- 8:30-9:30am Transfer to airport

9:30-10:30am Transfer to Tulcán
Note: Breakfast on plane

10:30-10:45am Transfer to site visit 1

10:45-12:15pm Site Visit 1: Visit HIAS women's agricultural cooperative to learn about sustainable agricultural in support of economic development and savings groups programming that include both Ecuadorian and migrant women to build community cohesion and economic independence
Participants: Delegation, 2-3 implementing staff from the HIAS center including HIAS National Director Maricela Parra, 4-6 program participants.

12:15-1:00pm Lunch Discussion with HIAS Program Participants to discuss the challenges women and migrants face in saving money, earning credit, owning land and finding legal employment
Note: Entire time will be allocated to discussing officially-connected programming.
Participants: Delegation, 2-3 implementing staff from the HIAS center including HIAS National Director Maricela Parra, 4-6 program participants.

1:00-1:15pm Transfer to airport

1:15-2:15pm Transfer to Quito

2:15-3:00pm Transfer to site visit 2

3:00-4:45pm Site Visit 2: World Vision Youth Ready project to meet with youth who have participated in livelihood and mental health programming and discuss the economic opportunities available to vulnerable youth in Ecuador
Participants: Delegation, 2-3 World Vision (NGO) implementing staff from the center including María Elena Torres and Maria José Almeida, 10-15 program participants.

4:45-5:00pm Transfer to hotel

5:00-6:30pm Downtime/Shower time

6:30-8:30pm Closing Debrief Dinner to reflect on trip take-aways and the impact of U.S. support and interventions
Note: Entire time will be allocated to discussing officially-connected programming.
Participants: Delegation and CARE staff (Rachel Hall, Kalei Talwar, Jorge Bagaipo, Patrice Brombeck, Robert Roche, Ana Buitron, Ritu Sharma, Katharine Nasielski) only.

8:30-10:15pm Downtime/Packing time

10:15-11:00pm Airport Transfer

Thursday, August 11

Quito, Ecuador

1:35am Depart Quito, Ecuador for U.S. (AA 820)

11:00am Delegation arrives in U.S. (AA 2878)

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Addendum D: Good Faith Estimate Cost Breakdown

Travel

- Total Transportation Cost: \$2,076.58
 - International Flights (DCA-UIO)
 - \$1,235.01 roundtrip per person
 - Domestic Flights (Quito-Tulcan and return)
 - 644.21 roundtrip per person
 - Ground Transport
 - \$197.36 per person

Lodging

- Total Lodging Cost: \$447
 - La Mirage (1 night)
 - \$122
 - JW Marriot Quito (2 nights; only will stay for two nights but an extra half day is required because departure flight back to the US does not leave until 1:00am on Thursday August 11)
 - \$115/night for 2 nights= \$230
 - \$95/Half day= \$95

Meals

- Total Cost of Meals: \$494.67
 - Quito
 - \$107/day for 3 days= \$321
 - Ibarra
 - \$79.67/day for 1 day

Other

- Total Other Costs: \$592.11
 - Interpreters
 - \$22.89/day for 4 days= \$91.58
 - Security
 - \$52.63/day for 4 days= \$210.53
 - Airport VIP Services
 - \$200/person
 - Travel Insurance
 - \$90/person

AGENDA: CARE Learning Tour to Ecuador, August 7-11

Sunday, August 7

Travel Day

-
- 5:59am Depart U.S. for Quito, Ecuador (AA 1178)
- 1:58pm Delegation arrives in Quito, Ecuador (AA 2163)
- 2:30-3:30pm Transfer to hotel
- 3:30-6:00pm Check in/unpacking time
- 6:00-6:45pm Welcome Briefing to provide an overview of trip and introduce CARE staff and delegates to one another
Participants: Delegation and CARE staff (Rachel Hall, Kalei Talwar, Jorge Bagaipo, Patrice Brombeck, Robert Roche, Ana Buitron, Ritu Sharma, Katharine Nasielski) only.
- 6:45-7:00pm Transfer to dinner
- 7:00-8:30pm Scene-Setter Dinner Briefing with INGO experts with technical experts to gain social, political and historical context of development in Ecuador and migration in the region
Note: Entire time will be allocated to discussing officially-connected programming.
Participants: Delegation, Carla Celi from CARE Ecuador Country Office, Huberto Salazar and Boris Conejo from ESQUEL, Michelle Grunauer from Universidad San Francisco de Quito and Learning Tours staff (Rachel Hall, Kalei Talwar, Jorge Bagaipo, Patrice Brombeck, Robert Roche, Ana Buitron, Ritu Sharma, Katharine Nasielski) only.
- 8:30-8:45pm Transfer to hotel
- Overnight: JW Marriott – Quito, Ecuador*

Monday, August 8

Quito, Ecuador

-
- 8:00-9:30am Breakfast Briefing with U.S. Mission to learn about U.S. development and humanitarian investments in Ecuador and U.S. government priorities in the region
Note: Entire time will be allocated to discussing officially-connected programming.
Participants: Delegation, 3-4 representatives from the U.S. Mission to Ecuador, likely Ambassador Fitzpatrick and Porter III
- 9:30-10:15am Transfer to site visit 1

- 10:15am-11:30am Site Visit 1: HIAS Visit Combatting Xenophobia project to understand the experience of migrants when they arrive to Ecuador and effective ways to build cohesion between migrant populations and host communities
Participants: Delegation, 3-4 implementing staff from the HIAS (NGO) including National Director Maricela Parra, 10-15 program participants.
- 11:30-12:15pm Transfer to meeting
- 12:15-1:15pm Meeting with Foreign Minister of Ecuador (requested) to learn about the priorities and investments in community development of the Ecuadorian Government
Participants: Delegation, officials from the Foreign Ministry of Ecuador
- 1:15-1:30pm Transfer to lunch
- 1:30-3:00pm Lunch with Esquel Frontline Health Workers who implemented Ecuador's COVID-19 response and vaccination campaigns to learn about the impact of the pandemic in Ecuador and the experience of frontline health workers in ending the acute phase of the pandemic
Note: Entire time will be allocated to discussing officially-connected programming.
Participants: Delegation, 3-5 frontline health workers and program staff from Esquel (NGO) including José De La Torre, Michele De La Torre, and Anabel Bilbao
- 3:00-3:15pm Transfer to site visit 2
- 3:15-4:30pm Site Visit 2: Tour CARE El Nido Shelter to learn about the challenge of human trafficking in the region, understand the drivers of human trafficking and meet with survivors to understand their perspectives
Participants: Delegation, 2-3 implementing staff from the center including Carla Celi, 6-8 program participants living at the shelter.
- 4:30-6:30pm Transfer to hotel
- 6:30-7:30pm Downtime/Shower time
- 7:30-9:00pm Debrief Dinner to discuss the conversations and site visits of the day and reflect on the impact and drivers of forced migration in the region
Note: Entire time will be allocated to discussing officially-connected programming.
Participants: Delegation and Learning Tours staff (Rachel Hall, Kalei Talwar, Jorge Bagaipo, Patrice Brombeck, Robert Roche, Ana Buitron, Ritu Sharma, Katharine Nasielski) only.

Overnight: La Mirage – Cotacachi, Ecuador

Tuesday, August 9

Ibarra, Ecuador

- 8:00-9:00am Transfer to site visit 1
- 9:00-11:00am Site Visit 1: Visit CARE Gender-Based Violence in Emergencies project to tour services available to refugees and migrants and join a women’s savings group as well as a community healing circle to learn more about the unique challenges women and girl refugees face in crisis settings
Participants: Delegation, 2-3 implementing staff from the center including Carla Celi, 6-8 program participants receiving support from the center.
- 11:00-1:30pm Transfer to site visit 2
Note: Lunch provided in the vehicles
- 1:30-3:30pm Site Visit 2: Visit ADRA integrated health services project to join home visits and child nutrition training, tour clinic and meet with families receiving food aid to understand the role of frontline health workers in ensuring family health and discuss challenges exacerbated by the pandemic
Participants: Delegation, 2-3 implementing staff from ADRA (including ADRA Country Director Javier Espejo), 8-10 program participants receiving health services from the project.
- 3:30-5:00pm Transfer to Quito
- 5:00-6:30pm Downtime/Shower time
- 6:30-7:00pm Transfer to reception
- 7:00-9:00pm Reception with U.S. Ambassador, Local Government, and NGO Leaders to discuss the role of international partners, the Ecuadorian Government, and NGOs in fostering development in Ecuador and stability in the region
Location: Casa Museo Guayasamín
Participants: Delegation and 50-75 representatives from the U.S. Mission, international and local NGOs, activists, corporate partners, journalists, local government officials working on nutrition and development in Ecuador.
- 9:00pm- 9:30pm Transfer to hotel

Overnight: JW Marriott – Quito, Ecuador

Wednesday, August 10

Tulcán, Ecuador

- 8:30-9:30am Transfer to airport

9:30-10:30am Transfer to Tulcán
Note: Breakfast on plane

10:30-10:45am Transfer to site visit 1

10:45-12:15pm Site Visit 1: Visit HIAS women’s agricultural cooperative to learn about sustainable agricultural in support of economic development and savings groups programming that include both Ecuadorian and migrant women to build community cohesion and economic independence
Participants: Delegation, 2-3 implementing staff from the HIAS center including HIAS National Director Maricela Parra, 4-6 program participants.

12:15-1:00pm Lunch Discussion with HIAS Program Participants to discuss the challenges women and migrants face in saving money, earning credit, owning land and finding legal employment
Note: Entire time will be allocated to discussing officially-connected programming.
Participants: Delegation, 2-3 implementing staff from the HIAS center including HIAS National Director Maricela Parra, 4-6 program participants.

1:00-1:15pm Transfer to airport

1:15-2:15pm Transfer to Quito

2:15-3:00pm Transfer to site visit 2

3:00-4:45pm Site Visit 2: World Vision Youth Ready project to meet with youth who have participated in livelihood and mental health programming and discuss the economic opportunities available to vulnerable youth in Ecuador
Participants: Delegation, 2-3 World Vision (NGO) implementing staff from the center including María Elena Torres and Maria José Almeida, 10-15 program participants.

4:45-5:00pm Transfer to hotel

5:00-6:30pm Downtime/Shower time

6:30-8:30pm Closing Debrief Dinner to reflect on trip take-aways and the impact of U.S. support and interventions
Note: Entire time will be allocated to discussing officially-connected programming.
Participants: Delegation and CARE staff (Rachel Hall, Kalei Talwar, Jorge Bagaipo, Patrice Brombeck, Robert Roche, Ana Buitron, Ritu Sharma, Katharine Nasielski) only.

8:30-10:15pm Downtime/Packing time

10:15-11:00pm Airport Transfer

Thursday, August 11

Quito, Ecuador

1:35am Depart Quito, Ecuador for U.S. (AA 820)

11:00am Delegation arrives in U.S. (AA 2878)

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Jul 7, 2022

House Committee on Ethics
1015 Longworth House Office Building
Washington, DC 20515

This letter is submitted in response to your request regarding a learning trip beginning August 7, 2022. The Bill & Melinda Gates Foundation made a grant to CARE USA on October 9th, 2019 to fund various activities, including congressional tours to provide learning opportunities on U.S. foreign assistance programs.

I send this to confirm that the Bill & Melinda Gates Foundation is aware of this project and provided support, through the assistance of grant funding, to CARE USA for this project for the purpose of providing members of Congress, Congressional staff, other key decision-makers and influential individuals with the personal experience and knowledge of U.S. Government programs in the developing world and to provide follow-on information to tour participants, selecting countries that have a broad array of U.S. Government development projects.

However, the Foundation did not play a significant role in the project, or in organizing the related trip, and has not been involved in the selection or invitation of travel participants. Decisions regarding travel participants have been controlled by and under the sole discretion of CARE USA. This funding has not been directly or indirectly earmarked to finance any aspect of this trip.

If we can provide any additional information, please contact me at true.pfeifer@gatesfoundation.org, or 202.709.1780.

Sincerely,



True Pfeifer
Program Officer
Global Policy and Advocacy
Bill & Melinda Gates Foundation



CARE USA
1100 17th St NW
Suite 900
Washington, DC 20036
USA
www.care.org

July 7, 2022

U.S. House of Representatives Committee on Ethics
1015 Longworth House Office Building
Washington, DC 20515

RE: CARE Learning Tour to Ecuador, August 7-11, 2022

To Whom It May Concern:

Since 2009, the CARE Learning Tours program has provided policymakers and influential opinion leaders the unique opportunity to see firsthand the impact of U.S. foreign assistance investments on health and development worldwide. CARE has engaged members of Congress and key staff from both political parties as well as influential opinion leaders on these Learning Tours.

On this CARE Learning Tour, we will be sponsoring a trip to Ecuador, which will include staff for members of the Senate and House of Representatives. This trip has been funded with the assistance of a grant provided to CARE by the Bill & Melinda Gates Foundation with the purpose of raising awareness about the importance of U.S. investments in confronting global poverty. A portion of the activities funded by the grant include congressional travel, and CARE is using some of the grant funds to support this specific trip. The Foundation did not play a role in organizing the trip and has not been involved in the selection or invitation of travel participants. This funding had not been earmarked for this specific trip as stated in Item 7 on the Private Sponsor Travel Certification Form.

We are committed to ensuring adherence to all Ethics Committee rules and regulations. For further information about CARE's advocacy and lobbying structure, please see the attached description. If you have any questions, please feel free to contact me at (202) 569-7027.

Sincerely,

Rachel Hall
Associate Vice President, U.S. Government Advocacy
CARE USA