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: Heather Painter
2. a. Name of Accompanying Relative: _____ ***OR*** None ☐
   b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. **Dates:** Departure: 8/23/2022 Return: 8/24/2022
   b. Dates at Personal Expense, if any: _____ ***OR*** None ☐
4. Departure City: Washington, DC Destination: Boston, MA Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Jobs for the Future, with grants from the Lumina Foundation and the Gates Foundation
6. Describe Meetings and Events Attended:

   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: HPainter **Date:** 9/8/2022

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: Derek Kilmer **Date:** 9/8/2022

Signature of Supervising Member: _____

Version date 3/2021 by Committee on Ethics

U.S. House of Representatives
COMMITTEE ON ETHICS

SPONSOR POST-TRAVEL DISCLOSURE FORM

☐ *Original* ☐ *Amendment*

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

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

1. Sponsor(s) who paid for the trip: Jobs for the Future (JFF), with grants from the Lumina Foundation and the Bill & Melinda Gates Foundation
2. Travel Destination(s): Boston, MA
3. Date of Departure: 8/23/2022 Date of Return: 8/24/2022
4. Name(s) of Traveler(s): Caitlin Burke, Bella Edo, Nimit Jindal, Maria Martirosyan, Kaitlyn Montan, Heather Painter, Nick Rockwell, William Seabrook, Makenzi Sumners, Yonathan Teclu, Jamie Thompson, & Taylor Ware

   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	$255.72	$229	$156.25	NONE
Accompanying Family Member	N/A	N/A	N/A	N/A

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: Maria K. Flynn Date: 8/30/2022

Name: Maria Flynn Title: President and CEO

Organization: Jobs for the Future

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

Address: 50 Milk St, Boston, MA 02110

Email: mflynn@jff.org Telephone: (617) 728-4446

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: Heather Painter

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: HPainter

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): Representative Derek Kilmer

Office Address: 2059 Rayburn House Office Building, Washington, DC 20515

Telephone Number: (202) 225-5916

Email Address of Contact Person: Heather.Painter@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: Heather Painter

2. Sponsor(s) who will be paying or providing in-kind support for the trip:
Jobs for the Future with grants from the Lumina Foundation and the Bill & Melinda Gates Foundation

3. City and State **OR** Foreign Country of Travel : Boston, MA

4. a. Date of Departure: 8/23/2022 Date of Return: 8/24/2022
   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.**
   Participation in this trip is connected to official and representational duties. As legislative director to a member of the Committee on Appropriations, this traveler has responsibility over issues associated with education, workforce development, and social welfare programs. The site visit will highlight the Boston metro area's successes and challenges related to these policy areas.

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_____

U.S. House of Representatives
COMMITTEE ON ETHICS

PRIMARY TRIP SPONSOR FORM

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* **at least 30 days before the start date of the trip**. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee website (ethics.house.gov) 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:
   Jobs for the Future (JFF) with grants from the Lumina Foundation and the Gates Foundation
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:
   Lumina Foundation and the Bill & 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 attachments for more detail
5. Yes ☐ No ☒ Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: August 23, 2022 Date of return: August 24, 2022
7. a. City of departure: Washington, DC
   b. Destination(s): Boston, MA
   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:

    JFF selects sites because of their evidence-backed education and workforce development initiatives. The programs and initiatives we examine will shed light on K-12, higher education, workforce development, and welfare policy. See attachments for more detail.

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):

    See attachments for more details; costs follow GSA per diem rates for Boston, MA

    2) Provide the reason for selecting the location of the event or trip:

    See attachments for more details, JFF selected Boston

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
    Hotel Name: Omni Parker House City: Boston Cost Per Night: $229
    Reason(s) for Selecting: Geographic location & the hotel offered a rate below GSA per diem
    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 **Transportation** Expenses per Participant	Total **Lodging** Expenses per Participant	Total **Meal** Expenses per Participant
For each Member, Officer, or Employee	$300 (see attachments for more detail)	$229 (see attachments for more detail)	$158 (see attachments for more detail)
For each Accompanying Family Member	None	None	None

	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	None	None
For each Accompanying Family Member	None	None

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: Maria K. Flynn Digitally signed by Maria K. Flynn Date: 2022.07.18 16:35:59 -04'00' Date: 7/18/2022

Name: Maria Flynn Title: President & CEO

Organization: Jobs for the Future

Address: 50 Milk Street, 17th Floor, Boston, MA 02109

Email: mflynn@jff.org Telephone: (617) 728-4446

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**

U.S. House of Representatives
COMMITTEE ON ETHICS

PRIMARY TRIP SPONSOR FORM

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* **at least 30 days before the start date of the trip**. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee website (ethics.house.gov) 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:
   Jobs for the Future (JFF) with grants from the Lumina Foundation and the Gates Foundation
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:
   Lumina Foundation and the Bill & 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 attachments for more detail
5. Yes ☐ No ☒ Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: August 23, 2022 Date of return: August 24, 2022
7. a. City of departure: Washington, DC
   b. Destination(s): Boston, MA
   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:

    JFF selects sites because of their evidence-backed education and workforce development initiatives. The programs and initiatives we examine will shed light on K-12, higher education, workforce development, and welfare policy. See attachments for more detail.

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):

    See attachments for more details; costs follow GSA per diem rates for Boston, MA

    2) Provide the reason for selecting the location of the event or trip:

    See attachments for more details, JFF selected Boston

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
    Hotel Name: Omni Parker House City: Boston Cost Per Night: $229
    Reason(s) for Selecting: Geographic location & the hotel offered a rate below GSA per diem
    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 **Transportation** Expenses per Participant	Total **Lodging** Expenses per Participant	Total **Meal** Expenses per Participant
For each Member, Officer, or Employee	$300 (see attachments for more detail)	$229 (see attachments for more detail)	$158 (see attachments for more detail)
For each Accompanying Family Member	None	None	None

	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	None	None
For each Accompanying Family Member	None	None

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: Maria K. Flynn Digitally signed by Maria K. Flynn Date: 2022.07.18 16:35:59 -04'00' Date: 7/18/2022

Name: Maria Flynn Title: President & CEO

Organization: Jobs for the Future

Address: 50 Milk Street, 17th Floor, Boston, MA 02109

Email: mflynn@jff.org Telephone: (617) 728-4446

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**

DocuSign Envelope ID: 8818FA5A-132D-4469-B5D6-4270681C6B01

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: Jobs for the Future
2. Name of your organization: Lumina 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: DocuSigned by: Timothy P. Robinson 776E8EFEA82842F... Date: 7/20/2022 | 1:31 PM EDT

Name: Timothy P. Robinson Title: Vice President

Organization: Lumina Foundation

Address: 30 S. Meridian St., Suite 700, Indianapolis, IN 46204

Email: trobinson@luminafoundation.org Telephone: (317) 591-5350

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: Jobs for the Future
2. Name of your organization: Bill & 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: Kathryn Young Digitally signed by Kathryn Young Date: 2022.07.20 17:29:22 -04'00' Date: 07/20/2022

Name: Kathryn Young Title: Senior Program Officer

Organization: Bill & Melinda Gates Foundation

Address: 500 5th Ave N, Seattle, WA 98109

Email: kathryn.young@gatesfoundation.org Telephone: (202) 662-8113

DocuSign Envelope ID: 8818FA5A-132D-4469-B5D6-4270681C6B01

U.S. House of Representatives
COMMITTEE ON ETHICS

ADDITIONAL TRIP SPONSOR FORM

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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: Jobs for the Future
2. Name of your organization: Lumina 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).
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   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: DocuSigned by: Timothy P. Robinson 776E8EFEA82842F... Date: 7/20/2022 | 1:31 PM EDT

Name: Timothy P. Robinson Title: Vice President

Organization: Lumina Foundation

Address: 30 S. Meridian St., Suite 700, Indianapolis, IN 46204

Email: trobinson@luminafoundation.org Telephone: (317) 591-5350

U.S. House of Representatives
COMMITTEE ON ETHICS

ADDITIONAL TRIP SPONSOR FORM

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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: Jobs for the Future
2. Name of your organization: Bill & 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**
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   d. The information on this form is true, complete, and correct to the best of my knowledge.

Signature: Kathryn Young Digitally signed by Kathryn Young Date: 2022.07.20 17:29:22 -04'00' Date: 07/20/2022

Name: Kathryn Young Title: Senior Program Officer

Organization: Bill & Melinda Gates Foundation

Address: 500 5th Ave N, Seattle, WA 98109

Email: kathryn.young@gatesfoundation.org Telephone: (202) 662-8113

U.S. House of Representatives

COMMITTEE ON ETHICS

Washington, DC 20515

August 22, 2022

Ms. Heather Painter
Office of the Honorable Derek Kilmer
2059 Rayburn House Office Building
Washington, DC 20515

Dear Ms. Painter:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Boston, Massachusetts, scheduled for August 23 to 24, 2022, sponsored by Jobs for the Future, Lumina Foundation, 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.

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

Michael Guest
Acting Ranking Member

TED/MG:emw

Attachments

Congressional Staff Network for Economic Advancement
August 23 – 24, 2022, Boston, Massachusetts

Question #4 House Invitees:

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Albert Einstein Distinguished Educator Fellow
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Caitlin Burke
Professional Staff Member
House Committee on Education and Labor
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Bella Edo
Legislative Assistant
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Ricco Garcia
Legislative Counsel and Senior Adviser
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Katie Greenberg
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Nimit Jindal
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Taylor Ware
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taylor.ware@mail.house.gov

House staff were invited because of their work on education, workforce development, and social welfare issues. All have responsibility for these federal issues in their offices. The site visit will highlight the successes and challenges of education, workforce, and poverty alleviation programs in the Boston metro area.

Question #12 Interest and Role of Sponsors:

Jobs for the Future's (JFF's) mission is to advance education, workforce development, and poverty alleviation programs and policies that expand opportunities for youth and adults who are living in poverty and disconnected from school and work to attain the education, training, and credentials necessary to find good jobs and family sustaining careers. The Lumina Foundation is an independent, private foundation based in Indianapolis, Indiana that is committed to making opportunities for learning beyond high school available to all. The Bill & Melinda Gates Foundation is based in Seattle, Washington and has a mission to create a world where every person has the opportunity to live a healthy, productive life.

Each sponsor's work is informed by research, analysis, and best practice. The missions of JFF, the Bill & Melinda Gates Foundation, and the Lumina Foundation support the purpose of the trip: highlighting innovative, evidence-based programs and policies that drive economic mobility. Staff will see strategies that the Boston metro area is implementing to meet the region's talent needs; they will engage with workforce and education practitioners, state officials, employers, workers and learners who are involved in these programs.

JFF identifies sites of interest and priority topics to set the direction for site visit programming, including featured programs and initiatives based on their evidence base, scalability, and quality. JFF develops and executes the agenda, coordinates logistics for the trip, and serves as the point of contact for staff. The Lumina Foundation and the Bill & Melinda Gates Foundation fund the Congressional Staff Network and its site visits.

Question #15 Part 2, Explanation of Location Choice:

JFF selected Boston, Massachusetts for this site visit because of its innovative workforce development, education, and human services efforts. The region engages employers and collaborates across sectors to create viable pathways to quality, automation-resilient jobs in high-demand industries. These efforts are rooted in a deep understanding of the factors that contribute to Boston's stark income inequality and racial wealth gap. The city's leaders are leveraging the education and workforce systems to drive economic advancement for all Bostonians. System leaders are working together to expand on-ramps to quality jobs via strategies including short-term credentialing, sector-based approaches to training, and work-based learning.

The visit will also highlight partnerships that support student success such as early college high schools, dropout re-engagement programs, and work-based learning. These models for career-connected learning, sector-based skill development, and equity-focused economic growth initiatives will shed light on innovations in K-12, higher education, workforce development, and welfare policy.

Question #18 Good Faith Estimates for House Participants:

Transportation: Round trip coach flight from Washington, DC (DCA) to Boston, MA (BOS) = $180 per person. On the ground transportation via chartered coach bus in Boston = $120 per person. Total transportation expenses = **$300 per person.**

Lodging: Lodging at the Omni Parker House for one night = **$229.00 per person** (under the government per diem rate of $264 per night)

Meals: Meals for two days = **$158.00 per person** (in line with per diem)

CONGRESSIONAL STAFF NETWORK

FOR ECONOMIC ADVANCEMENT

Dear CSN members,

This is the final invitation to attend the Congressional Staff Network for Economic Advancement's August site visit. We are going to **Boston, Massachusetts from Tuesday, August 23 – Wednesday, August 24**, where we will explore how the city is reforming its education and workforce systems to close opportunity and wealth gaps.

During our visit to Boston, we will learn about innovative accelerated learning and career pathway models that are connecting Bostonians to good jobs in high-demand industries. Representatives from the Commonwealth's largest businesses will offer their perspective on the important role of private investment and partnership in workforce development efforts. We will see a well-established model for employer-provided training in the biotech industry at Vertex Pharmaceuticals. Administrators of the Boston healthcare industry's sector-based skill development strategy will discuss how this collaborative effort works in action with the region's workforce development system.

Staff will also hear how city and community-based organization leaders are tackling systemic inequality, particularly with regard to Boston's early childhood education and care crisis.

Each session will address the federal policy implications of these evidence-backed, scalable efforts to drive economic mobility in the region. ***Please respond by Friday, July 8 stating your plans for participation.*** Once your attendance is confirmed, our team will share final information for the trip, including the agenda and the necessary ethics documentation.

Thank you and we hope you can join us!

Best,

Mary Clagett

Mary Clagett
Senior Director, Workforce Policy
Jobs for the Future

June 23, 2022

CONGRESSIONAL STAFF NETWORK

FOR ECONOMIC ADVANCEMENT

AGENDA

JFF Congressional Staff Network (CSN) Site Visit to Boston, Massachusetts
Tuesday, August 23 – Wednesday, August 24, 2022

Tuesday, August 23

8:30 – 10:04 AM **Flight from DCA to BOS**
American Airlines Flight 9379

10:30 – 11:00 AM **Travel from airport to the Boston Society for Architecture**

11:00 – 12:15 PM **Introduction to Boston**
Fort Point Room, 290 Congress St, 2nd Floor, Boston, MA 02210

Panelists will provide an overview of the Boston metro area's economy, demographic makeup, education and workforce development efforts, and the challenges the city faces in addressing poverty and equity issues. Afterwards, speakers will share their perspective on opportunities to make Boston's economy more equitable, resilient, and diverse in the future.

Speakers:
- **Anne Calef,** Policy Analyst, Boston Indicators
- **Arthur Jemison,** Chief of Planning, City of Boston
- **Rachel Lipson,** Director and Co-Founder, Project on Workforce, Harvard University Malcolm Wiener Center for Social Policy

12:15 – 12:30 PM **Break & Lunch Service**

12:30 – 1:45 PM **Luncheon Session: Boston's Collaborative Workforce Development Efforts to Drive Equitable Economic Mobility & Growth**
Fort Point Room, 290 Congress St, Ste 200, Boston, MA 02210

The city's workforce development leaders will share innovative pathway models that are creating on-ramps to quality jobs and careers in high-demand industries. This includes short-term credentialing programs, sector-based approaches to training, and pre-apprenticeship models for success.

Speakers:
- **Kira Khazatsky,** Chief Operating Officer, Jewish Vocational Service

- **Trinh Nguyen,** Director, Office of Workforce Development, City of Boston
- **Angela McCabe,** Director of Workforce Development, Boston Private Industry Council (Boston PIC)
- **Joanne Pokaski,** Assistant Vice President of Workforce Development, Beth Israel Lahey Health

1:45 – 3:00 PM **Boston's Focus on Youth and Young Adults – Ranging from School-to-Career, Reengagement, and Out-of-School Initiatives**
Fort Point Room, 290 Congress St, Ste 200, Boston, MA 02210

Speakers will discuss various career pathways approaches to preparing young people in the Boston metro area for college and career success.

Speakers:

- **Emmanuel Allen,** Director of Re-Engagement Center, Boston Public Schools
- **Priscilla Gomez,** Senior Career Specialist, Boston PIC
- **Carl Miranda,** Director of Roca Boston, Roca, Inc.
- **Joél Mora,** Assistant Director – Student Success Programs, University of Massachusetts Boston
- **Neil Sullivan,** Executive Director, Boston PIC (facilitator)

3:00 – 3:15 PM **Travel to Vertex Pharmaceuticals**

3:15 – 4:15 PM **How A Leading Biotech Employer is Addressing its Talent Pipeline Needs and Engaging Youth and Young Adults in Life Sciences Career Paths**
Vertex Pharmaceuticals, 50 Northern Ave, Boston, MA 02210

Building off of earlier conversations, staff will have a chance to tour a high-quality employer-provided training facility, learn how they are preparing individuals for careers in biotech, and sit down with program graduates – now Vertex employees – to hear about their experience directly.

Speakers:

- **Melodie Knowlton,** Senior Director, Community Affairs & Global Head of STEAM Education, Vertex Pharmaceuticals
- **Robert Dixon,** Site Director, Downtown Boston, YearUp

4:15 – 6:00 PM **Travel to Hotel & Check In**
Omni Parker House, 60 School St, Boston, MA 02108

CONGRESSIONAL STAFF NETWORK
FOR ECONOMIC ADVANCEMENT

6:00 PM **Meet in Lobby to Travel to Dinner**

6:30 – 9:00 PM **Dinner Session: Addressing Skill Shortages in Critical Industries: Cross-Sector Perspectives**
Legal Sea Foods – Harborside, 270 Northern Ave, Boston, MA 02210

Speakers will address how Boston is focusing on creating robust talent pipelines for automation-resilient, high-demand occupations that pay family-supporting wages. Staff will learn about major regional employers' motivations for investing in workforce development, promising cross-system collaboration efforts, and opportunities for federal policy to better support this work.

Speakers:

- **Jay Ash,** President and CEO, Massachusetts Competitive Partnership and Former Massachusetts Secretary of Housing and Economic Development
- **Edward Lambert,** Executive Director, Massachusetts Business Alliance for Education

Wednesday, August 24

7:45 – 8:00 AM **Check-Out and Meet in Lobby**
Omni Parker House, 60 School St, Boston, MA 02108

8:05 – 8:15 AM **Walk to JFF Office**

8:30 – 9:45 AM **Breakfast Session: State and Local Commitment to Early College Pathways**
Jobs for the Future, 50 Milk Street, 17th Floor, Boston, MA 02109

This session will introduce staff to Massachusetts' Early College Initiative, including data on student outcomes. Architects of the initiative will share program design principles that center on first-generation student success. Leaders from key stakeholder groups will offer their perspective on the importance of cross-sector involvement in implementation efforts. Finally, panelists from Lawrence Public Schools and Northern Essex Community College will discuss their partnership and community engagement strategy.

Speakers:

- **Victor Caraballo-Anderson,** Head of School, Lawrence High School
- **Chris Gabrieli,** Chairman, Massachusetts Board of Higher Education
- **Erika Giampietro,** Executive Director, Massachusetts Alliance for Early College

- **Nancy Hoffman**, Senior Adviser, Jobs for the Future (facilitator)
- **Marjorie Ringrose,** Director of Education, Richard and Susan Smith Family Foundation
- **Marcy Yeager,** Dean of Academic Innovations and Professional Development, Northern Essex Community College

9:45 – 10:45 AM **Education Reform in a Post-COVID World**
Jobs for the Future, 50 Milk Street, 17th Floor, Boston, MA 02109

Experts will discuss the impact of the pandemic on students' academic achievement, engagement, and well-being. Looking forward, they will review the latest thinking in education reform with promise for student engagement and success, and strategies to ensure this generation is prepared for the future of learning and work.

Speakers:
- **Paul Reville,** Francis Keppel Professor of Practice of Educational Policy and Administration, Harvard Graduate School of Education
- **Bob Schwartz**, Professor Emeritus of Practice in Educational Policy and Administration, Harvard Graduate School of Education
- **Mary Skipper,** Superintendent, Boston Public Schools

10:45 – 11:15 AM **Travel to The Loop Lab**

11:15 – 12:00 PM **Tour The Loop Lab**
301 Binney St, Cambridge MA 02142

The Loop Lab's innovative apprenticeship and pre-apprenticeship programs connect young people from under-resourced communities who do not have college degrees to careers in media arts and digital storytelling. This session offers staff the opportunity to tour The Loop Lab's training facility and production studio, talk with program participants, and see their work firsthand.

Speaker:
- **Chris Hope,** Executive Director and Co-Founder, The Loop Lab

12:00 – 12:15 PM **Travel to Bunker Hill Community College**

12:15 – 1:30 PM **Luncheon Session: Examining High Impact Student Success and Pathways Strategies at Bunker Hill Community College**
Mary L. Fifield Art Gallery, 250 Rutherford Ave, Boston, MA 02129

This session will focus on Bunker Hill Community College's (BHCC's) dedication to serving adult, first-generation, and part-time learners, among other students

who are underrepresented in higher education. Specifically, panelists will discuss the impetus for and impact of BHCC's institutional reforms and student success strategies to build pathways, close achievement gaps, and embed career-readiness across the college's curriculum.

Speakers:

- **James F. Canniff,** Provost and Vice President of Academic and Student Affairs, Bunker Hill Community College (BHCC)
- **Núrí Chandler-Smith,** Dean of Academic Support and College Pathway Programs, BHCC
- **Pam Eddinger,** President, BHCC
- **Brendan Hughes,** Director of Public Relations, BHCC
- **Kristen McKenna,** Dean of Workforce and Economic Development, BHCC
- **Arlene Vallie,** Dean of Academic Affairs, BHCC

1:30 – 2:00 PM **Tour Bunker Hill Community College**
BHCC, 250 Rutherford Ave, Boston, MA 02129

BHCC leaders will conduct a tour to explore institutional systems and practices that foster strong college-to-career pathways. Staff will tour the Allied Health Certificate Programs and Electric Power Utility Technology Program training facilities where students gain real-world job experience. Additionally, staff will see how BHCC is reducing barriers to completion for students with the greatest need through their innovative DISH Food Pantry and other holistic supports.

2:00 – 3:15 PM **Tackling Entrenched Challenges in Boston's Economy and Workforce**
Mary L. Fifield Art Gallery, 250 Rutherford Ave, Boston, MA 02129

While the Boston area has seen significant economic growth in recent decades, that growth has been very uneven, deepening already-high income inequality. Panelists will review how they are designing, evaluating, and retooling economic development initiatives to address these inequities.

Speakers:

- **Kim Janey,** President and CEO, EMPath
- **Kristin McSwain,** Director of the Office of Early Childhood, City of Boston
- **Sharon Scott-Chandler,** President and CEO, Action for Boston Community Development

3:15 – 3:30 PM **Travel to Airport**

5:00 – 6:42 PM **Flight from BOS to DCA**

American Airlines Flight 9224

CONGRESSIONAL STAFF NETWORK
FOR ECONOMIC ADVANCEMENT

BOSTON, MASSACHUSETTS FULL PARTICIPANT LIST

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Robert Dixon
Site Director, Downtown Boston
YearUp

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Chairman
Massachusetts Board of Higher Education

Erika Giampietro
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Boston Private Industry Council

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Executive Director and Co-Founder
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Rachel Lipson
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Harvard University Wiener Center for Social Policy

Angela McCabe
Director of Workforce Development
Boston Private Industry Council

Kristen McKenna
Dean of Workforce and Economic Development
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Attachments

Congressional Staff Network for Economic Advancement
August 23 – 24, 2022, Boston, Massachusetts

Question #4 House Invitees:

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House staff were invited because of their work on education, workforce development, and social welfare issues. All have responsibility for these federal issues in their offices. The site visit will highlight the successes and challenges of education, workforce, and poverty alleviation programs in the Boston metro area.

Question #12 Interest and Role of Sponsors:

Jobs for the Future's (JFF's) mission is to advance education, workforce development, and poverty alleviation programs and policies that expand opportunities for youth and adults who are living in poverty and disconnected from school and work to attain the education, training, and credentials necessary to find good jobs and family sustaining careers. The Lumina Foundation is an independent, private foundation based in Indianapolis, Indiana that is committed to making opportunities for learning beyond high school available to all. The Bill & Melinda Gates Foundation is based in Seattle, Washington and has a mission to create a world where every person has the opportunity to live a healthy, productive life.

Each sponsor's work is informed by research, analysis, and best practice. The missions of JFF, the Bill & Melinda Gates Foundation, and the Lumina Foundation support the purpose of the trip: highlighting innovative, evidence-based programs and policies that drive economic mobility. Staff will see strategies that the Boston metro area is implementing to meet the region's talent needs; they will engage with workforce and education practitioners, state officials, employers, workers and learners who are involved in these programs.

JFF identifies sites of interest and priority topics to set the direction for site visit programming, including featured programs and initiatives based on their evidence base, scalability, and quality. JFF develops and executes the agenda, coordinates logistics for the trip, and serves as the point of contact for staff. The Lumina Foundation and the Bill & Melinda Gates Foundation fund the Congressional Staff Network and its site visits.

Question #15 Part 2, Explanation of Location Choice:

JFF selected Boston, Massachusetts for this site visit because of its innovative workforce development, education, and human services efforts. The region engages employers and collaborates across sectors to create viable pathways to quality, automation-resilient jobs in high-demand industries. These efforts are rooted in a deep understanding of the factors that contribute to Boston's stark income inequality and racial wealth gap. The city's leaders are leveraging the education and workforce systems to drive economic advancement for all Bostonians. System leaders are working together to expand on-ramps to quality jobs via strategies including short-term credentialing, sector-based approaches to training, and work-based learning.

The visit will also highlight partnerships that support student success such as early college high schools, dropout re-engagement programs, and work-based learning. These models for career-connected learning, sector-based skill development, and equity-focused economic growth initiatives will shed light on innovations in K-12, higher education, workforce development, and welfare policy.

Question #18 Good Faith Estimates for House Participants:

Transportation: Round trip coach flight from Washington, DC (DCA) to Boston, MA (BOS) = $180 per person. On the ground transportation via chartered coach bus in Boston = $120 per person. Total transportation expenses = **$300 per person.**

Lodging: Lodging at the Omni Parker House for one night = **$229.00 per person** (under the government per diem rate of $264 per night)

Meals: Meals for two days = **$158.00 per person** (in line with per diem)

CONGRESSIONAL STAFF NETWORK

FOR ECONOMIC ADVANCEMENT

Dear CSN members,

This is the final invitation to attend the Congressional Staff Network for Economic Advancement's August site visit. We are going to **Boston, Massachusetts from Tuesday, August 23 – Wednesday, August 24**, where we will explore how the city is reforming its education and workforce systems to close opportunity and wealth gaps.

During our visit to Boston, we will learn about innovative accelerated learning and career pathway models that are connecting Bostonians to good jobs in high-demand industries. Representatives from the Commonwealth's largest businesses will offer their perspective on the important role of private investment and partnership in workforce development efforts. We will see a well-established model for employer-provided training in the biotech industry at Vertex Pharmaceuticals. Administrators of the Boston healthcare industry's sector-based skill development strategy will discuss how this collaborative effort works in action with the region's workforce development system.

Staff will also hear how city and community-based organization leaders are tackling systemic inequality, particularly with regard to Boston's early childhood education and care crisis.

Each session will address the federal policy implications of these evidence-backed, scalable efforts to drive economic mobility in the region. ***Please respond by Friday, July 8 stating your plans for participation.*** Once your attendance is confirmed, our team will share final information for the trip, including the agenda and the necessary ethics documentation.

Thank you and we hope you can join us!

Best,

Mary Clagett

Mary Clagett
Senior Director, Workforce Policy
Jobs for the Future

June 23, 2022

CONGRESSIONAL STAFF NETWORK

FOR ECONOMIC ADVANCEMENT

AGENDA

JFF Congressional Staff Network (CSN) Site Visit to Boston, Massachusetts
Tuesday, August 23 – Wednesday, August 24, 2022

Tuesday, August 23

8:30 – 10:04 AM **Flight from DCA to BOS**
AA Flight 9379

10:30 – 11:00 AM **Travel from airport to the Boston Society for Architecture**

11:00 – 12:15 PM **Introduction to Boston**
Boston Society for Architecture, 290 Congress St, Ste 200, Boston, MA 02210

Panelists will provide an overview of the Boston metro area's economy, demographic makeup, education and workforce development efforts, and the challenges the city faces in addressing poverty and equity issues. Afterwards, speakers will share their perspective on opportunities to make Boston's economy more equitable, resilient, and diverse in the future.

Speakers:

- **Anne Calef,** Policy Analyst, Boston Indicators
- **Arthur Jemison,** Chief of Planning, City of Boston
  **invited*
- **Rachel Lipson,** Director and Co-Founder, Project on Workforce, Harvard University Malcolm Wiener Center for Social Policy

12:15 – 12:30 PM **Break & Lunch Service**

12:30 – 1:45 PM **Luncheon Session: Boston's Collaborative Workforce Development Efforts to Drive Equitable Economic Mobility & Growth**
Boston Society for Architecture, 290 Congress St, Ste 200, Boston, MA 02210

The city's workforce development leaders will share innovative pathway models that are creating on-ramps to quality jobs and careers in high-demand industries. This includes short-term credentialing programs, sector-based approaches to training, and pre-apprenticeship models for success.

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Speakers:

- **Trinh Nguyen,** Director, Office of Workforce Development, City of Boston
- **Angela McCabe,** Director of Workforce Development, Boston Private Industry Council (PIC)
- **Joanne Pokaski,** Assistant Vice President of Workforce Development, Beth Israel Lahey Health

1:45 – 2:45 PM **Boston's Focus on Youth and Young Adults – Ranging from School-to-Career, Reengagement, and Out-of-School Initiatives**
Boston Society for Architecture, 290 Congress St, Ste 200, Boston, MA 02210

Speakers will discuss various career pathways approaches to preparing young people in the Boston metro area for college and career success.

Speakers:

- **Emmanuel Allen,** Director of Re-Engagement Center, Boston Public Schools
- **Priscilla Gomez,** Senior Career Specialist, Boston PIC
- **Carl Miranda,** Director of Roca Boston, Roca, Inc.
- **Joel Mora,** Assistant Director of Academic Support Services and Undergraduate Studies, UMass Boston
- **Chris Smith**, President and Executive Director, Boston After School & Beyond

3:00 – 3:30 PM **Travel to Vertex Pharmaceuticals**

3:00– 4:00 PM **Tour: How Boston's Talent Development Strategy is Serving the Biotech Industry**
50 Northern Ave, Boston, MA 02210

Building off of earlier conversations, staff will have a chance to tour a high-quality employer-provided training facility, learn how they are preparing individuals for careers in biotech, and sit down with program graduates – now Vertex employees – to hear about their experience directly.

Speakers:

- **Melodie Knowlton,** Senior Director, Community Affairs & Global Head of STEAM Education, Vertex Pharmaceuticals
- **Gerald Chertavian,** Founder and CEO, YearUp

5:00 – 6:00 PM **Travel to Hotel & Check In**
Omni Parker House, 60 School St, Boston, MA 02108

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6:30 – 9:00 PM **Dinner Session: Addressing Skill Shortages in Critical Industries: Cross-Sector Perspectives**
Legal Sea Foods – Harborside, 270 Northern Ave, Boston, MA 02210

This session will address how Boston is focusing on creating robust talent pipelines for automation-resilient, high-demand occupations that pay family-supporting wages. Staff will hear why major regional employers are investing in workforce development, how they are collaborating with the workforce and education systems, and opportunities for federal policy to better support this work.

Speaker:

- **Jay Ash,** President and CEO, Massachusetts Competitive Partnership

Wednesday, August 24

8:00 – 8:30 AM **Breakfast**
Omni Parker House, 60 School St, Boston, MA 02108

8:30 – 9:45 AM **State and Local Commitment to Early College Pathways**
Omni Parker House, 60 School St, Boston, MA 02108

This session will introduce staff to Massachusetts' Early College Initiative, including data on student outcomes. Architects of the initiative will share program design principles that center on first-generation student success. Leaders from key stakeholder groups will offer their perspective on the importance of cross-sector involvement in implementation efforts. Finally, panelists from Lawrence Public Schools and Northern Essex Community College will discuss their partnership and community engagement strategy.

Speakers:

- **Victor Caraballo-Anderson,** Head of School, Lawrence High School
- **Chris Gabrieli,** Chairman, Massachusetts Board of Higher Education
- **Nancy Hoffman**, Senior Adviser, Jobs for the Future (facilitator)
- **Erika Giampietro,** Executive Director, Massachusetts Alliance for Early College (MA4EC)
- **Marjorie Ringrose,** Director of Education, Richard and Susan Smith Family Foundation

CONGRESSIONAL STAFF NETWORK

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9:45 – 10:45 AM **Education Reform that Focuses on the Future of Learning and Work**
Omni Parker House, 60 School St, Boston, MA 02108

Experts from the Harvard Graduate School of Education will discuss the latest thinking in education reform with promise for student engagement and success, and that focuses on the future of learning and work, especially post-pandemic.

Speakers:

- **Peter Q. Blair,** Assistant Professor of Education, Harvard Graduate School of Education
- **Paul Reville,** Francis Keppel Professor of Practice of Educational Policy and Administration, Harvard Graduate School of Education
- **Bob Schwartz**, Professor Emeritus of Practice in Educational Policy and Administration, Harvard Graduate School of Education

10:45 – 11:15 AM **Travel to The Loop Lab**

11:15 – 12:00 PM **Tour The Loop Lab**
301 Binney St, Cambridge MA 02142

The Loop Lab's innovative apprenticeship and pre-apprenticeship programs connect young people from under-resourced communities who do not have college degrees to careers in media arts and digital storytelling. This session offers staff the opportunity to tour The Loop Lab's training facility and production studio, talk with program participants, and see their work firsthand.

Speaker:

- **Chris Hope,** Executive Director and Co-Founder, The Loop Lab

12:00 – 12:15 PM **Travel to Bunker Hill Community College**

12:15 – 1:30 PM **Luncheon Session: Examining High Impact Student Success and Pathways Strategies at Bunker Hill Community College**
Mary L. Fifield Art Gallery, 250 Rutherford Ave, Boston, MA 02129

This session will focus on Bunker Hill Community College's (BHCC's) dedication to serving adult, first-generation, and part-time learners, among other students who are underrepresented in higher education. Specifically, panelists will discuss the impetus for and impact of BHCC's institutional reforms and student success strategies to build pathways, close achievement gaps, and embed career-readiness across the college's curriculum.

Speakers:

- **James F. Canniff,** Provost and Vice President of Academic and Student Affairs, Bunker Hill Community College (BHCC)
- **Núrí Chandler-Smith,** Dean of Academic Support and College Pathway Programs, BHCC
- **Pam Eddinger,** President, Bunker Hill Community College (BHCC)
- **Brendan Hughes,** Director of Public Relations, BHCC
- **Kristen McKenna,** Dean of Workforce and Economic Development, BHCC
- **Arlene Vallie,** Dean of Academic Affairs, BHCC

1:30 – 2:00 PM **Tour Bunker Hill Community College**

2:00 – 3:00 PM **Tackling Entrenched Challenges in Boston's Economy and Workforce**
Mary L. Fifield Art Gallery, 250 Rutherford Ave, Boston, MA 02129

While the Boston area has seen significant economic growth in recent decades, that growth has been very uneven, deepening already-high income inequality. Panelists will review how they are designing, evaluating, and retooling economic development initiatives to address these inequities.

Speakers:

- **Kim Janey,** President and CEO, EMPath
- **Kristin McSwain,** Director of the Office of Early Childhood, City of Boston
- **Sharon Scott-Chandler,** Executive Vice President and COO, Action for Boston Community Development

3:00 – 3:30 PM **Travel to Airport**

5:00 – 6:42 PM **Flight from BOS to DCA**
American Airlines Flight 9224

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