



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.

- Name of Traveler: Charity Howell
- a. Name of Accompanying Relative: _____ OR None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
- a. Dates: Departure: September 10, 2022 Return: September 17, 2022
 b. Dates at Personal Expense, if any: _____ OR None
- Departure City: Washington, DC Destination: Tokyo Return City: Washington
- Sponsor(s), Who Paid for the Trip: Former Members of Congress, Inc
- Describe Meetings and Events Attended:

See attached agenda.

- Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box*:
 - a completed *Sponsor Post-Travel Disclosure Form*;
 - the *Primary Trip Sponsor Form* completed by the trip sponsor **prior** to the trip, **including all** attachments **and** the *Additional Sponsor Form(s)*;
 - page 2 of the completed *Traveler Form* submitted by the employee; **and**
 - the letter from the Committee on Ethics approving my participation on this trip.
- 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: Date: 10/3/2022

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: A. Donald McEachin Date: 10/3/2022

Signature of Supervising Member: A. Donald McEachin



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: The U.S. Association of Former Members of Congress (FMC)
2. Travel Destination(s): Fukuoka and Tokyo, Japan
3. Date of Departure: September 10, 2022 Date of Return: September 17, 2022
4. Name(s) of Traveler(s): Charity Howell

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	\$4185.80	\$873.01	\$438.68	\$739.69 (Meeting Rooms, Interpreter, Tour Guide, Entrance/Admission Fees, etc)
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: Sabine Schleidt Date: 09/29/2022

Name: Sabine Schleidt Title: Chief Operating Officer

Organization: FMC

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

Address: 1401 K Street NW, Suite 901, Washington, DC 20005

Email: sschleidt@usafmc.org Telephone: 301-675-1022

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: Charity Howell

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): Rep. A. Donald McEachin

Office Address: 314 Cannon House Office Building Washington, DC 20515

Telephone Number: 202-225-6365

Email Address of Contact Person: charity.howell@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.



TRAVELER FORM

- 1. Name of Traveler: Charity Howell
- 2. Sponsor(s) who will be paying or providing in-kind support for the trip:
U.S. Association of Former Members of Congress (FMC)
- 3. City and State **OR** Foreign Country of Travel : Tokyo & Fukuoka, Japan
- 4. a. Date of Departure: September 10, 2022 Date of Return: September 17, 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.
Staff Title : District Director
This study tour is intended for current District Directors for Members of the United States Congress; FMC invited District Directors whose districts have relevant shared interest and concerns addressed by programming – in particular, security, energy, trade, and social issues – direct interest in Japan and U.S.-Japan relations, and whose Members serve on committees relevant to the trip's issue 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

A. Donald McEachin

Date

8/11/2022



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:
U.S. Association of Former Members of Congress (FMC)
2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. Signify that the statement is true by checking box.
3. **Check only one.** I represent that:
 - a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: **OR**
 - b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds: **OR**
 - c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.
If "c" is checked, list the names of the additional sponsors:
4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary):

See attached addendum
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: September 10, 2022 Date of return: September 17, 2022
7. a. City of departure: See attachment
b. Destination(s): Tokyo and Fukuoka, Japan
c. City of return: See attachment
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:



U.S. House of Representatives

COMMITTEE ON ETHICS

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:
- See attachment
13. **Answer parts a and b. Answer part c if necessary:**
- a. Mode of travel: Air Rail Bus Car Other (specify: Chartered Van)
- b. Class of travel: Coach Business First Charter Other (specify: Economy and Economy Premium)
- 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):
- \$130.00 (Good faith estimate)
- 2) Provide the reason for selecting the location of the event or trip:
- See attachment
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: ANA Intercontinental Tokyo City: Tokyo Cost Per Night: 198.39
- Reason(s) for Selecting: Nearby government meeting partners' offices and American embassy.
- Hotel Name: ANA Crowne Plaza Fukuoka City: Fukuoka Cost Per Night: 89.16
- Reason(s) for Selecting: Accessible to central Fukuoka where partners are based.
- 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 <input checked="" type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	See attachment	\$862.65 (see attachment for per night)	\$505.47
For each Accompanying Family Member			

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$1,500	Translators, Guide, Room Fees, Testing
For each Accompanying Family Member		

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

19. Check only one:

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

20. I certify by my signature that

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

Signature: Sabine Schleidt Date: 08/09/2022
 Name: Sabine Schleidt Title: Chief Operating Officer
 Organization: U.S. Association of Former Members of Congress (FMC)
 Address: 1401 K Street NW, Suite 901, Washington, D.C. 20005
 Email: SSchleidt@usafmc.org Telephone: (202) 507-4849

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



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:
U.S. Association of Former Members of Congress (FMC)
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:
Japan US Friendship Commission
4. Provide names and titles of ALL House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary):
See attached addendum
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: September 10, 2022 Date of return: September 17, 2022
7. a. City of departure: See attachment
b. Destination(s): Tokyo and Fukuoka, Japan
c. City of return: See attachment
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:



U.S. House of Representatives

COMMITTEE ON ETHICS

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:
- See attachment
13. **Answer parts a and b. Answer part c if necessary:**
- a. Mode of travel: Air Rail Bus Car Other (specify: Chartered Van)
- b. Class of travel: Coach Business First Charter Other (specify: Economy and Economy Premium)
- 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):
- \$130.00 (Good faith estimate)
- 2) Provide the reason for selecting the location of the event or trip:
- See attachment
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: ANA Intercontinental Tokyo City: Tokyo Cost Per Night: 198.39
- Reason(s) for Selecting: Nearby government meeting partners' offices and American embassy.
- Hotel Name: ANA Crowne Plaza Fukuoka City: Fukuoka Cost Per Night: 89.16
- Reason(s) for Selecting: Accessible to central Fukuoka where partners are based.
- 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 <input checked="" type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	See attachment	\$862.65	\$505.47
For each Accompanying Family Member			

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$1,500	Translators, Guide, Room Fees, Testing
For each Accompanying Family Member		

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

19. Check only one:

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

20. I certify by my signature that

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

Signature: Sabine Schleidt Date: 08/09/2022
 Name: Sabine Schleidt Title: Chief Operating Officer
 Organization: U.S. Association of Former Members of Congress (FMC)
 Address: 1401 K Street NW, Suite 901, Washington, D.C. 20005
 Email: SSchleidt@usafmc.org Telephone: (202) 507-4849

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



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: U.S. Association of Former Members of Congress
2. Name of your organization: Japan-United States Friendship Commission
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: 08/09/2022

Name: Sabine Schleidt Title: Chief Operating Officer

Organization: U.S. Association of Former Members of Congress (FMC)

Address: 1401 K Street NW, Suite 901, Washington, D.C. 20005

Email: SSchleidt@usafmc.org Telephone: (202) 507-4849



U.S. House of Representatives

COMMITTEE ON ETHICS

INSTRUCTIONS

Complete the *Additional Trip Sponsor Form* and submit the forms directly to the Primary Trip Sponsor.

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:

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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

Washington, DC 20515

September 2, 2022

Ms. Charity Howell
Office of the Honorable A. Donald McEachin
314 Cannon House Office Building
Washington, DC 20515

Dear Ms. Howell:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Japan,¹ scheduled for September 10 to 17, 2022, sponsored by United States Association of Former Members of Congress.

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,



Theodore E. Deutch
Chairman



Michael Guest
Acting Ranking Member

TED/MG:kjf



FORMER MEMBERS OF CONGRESS

The Congressional Study Groups

2022 U.S. Congressional District Director Study Tour to Japan Agenda

Saturday, September 10, 2022 to Saturday, September 17, 2022

Tokyo and Fukuoka, Japan

Last Update: 9/29/2022 2:42 PM | Meeting partners subject to change

Hotels

Hotel in Tokyo

ANA Intercontinental Tokyo

1 Chome-12-33 Akasaka
Minato City, Tokyo, 107-0052

Hotel in Fukuoka

ANA Crowne Plaza Fukuoka

3 Chome-3-3 Hakata Ekimae
Hakata Ward, Fukuoka, 812-0011

Saturday September 10, 2022

[Travel Day] {Casual Attire}

Morning

Delegation's departure from the U.S. (respective airports) to Fukuoka, Japan (FUK)

7:55 PM

Tyler Baker (FMC) and Haruka Noishiki (FMC) Arrive in Fukuoka

Flight NH267

Sunday, September 11, 2022 @Fukuoka

{Casual Attire}

Evening **Delegation Flights Arrive in Japan**

5:45PM **Charity Howell**
Flight NH0261

6:55 PM **Judith Tankel**
Flight NH0265

7:55 PM **Darian David, Courtney Heitkamp, Raul Martinez, and Heidi Matthews**
Flight NH0267

9:45 PM **Megan Beste**
Flight NH0273

Evening **Pick Up from Airport and Transfer to Hotel**

Late Evening **Check in at ANA Crowne Plaza Fukuoka Hotel**

3 Chome 3-3 Hakata Ekimae, Hakata Ward, Fukuoka, 812-0011, Japan

8:00 PM – 10:00 PM **Informal Meet the Delegation**

Informal Dinner via Room Service

Monday, September 12, 2022 @ Fukuoka

{Business Casual Attire}

8:00 AM – 9:15 AM Japan and Kyushu 101

Lead: Judith Tankel

Breakfast briefing with Mr. Rao Shankar from the US Consulate providing an introduction to Japan and overview of the region's significance both in the Japanese economy and in the development of trade partnerships across the Asia-Pacific.

Champagne Conference Room, Second Floor, ANA Crowne Plaza Hotel

9:15 AM Depart for HyTReC (Hydrogen Energy Test and Research Center)

9:25 AM – 9:45 AM En Route Briefing on Hydrogen Research and HyTReC from Fukuoka Prefecture's International Division

10:00 AM – 11:00 AM HyTReC Site Visit

Lead: Raul Martinez

Established under the auspices of the Fukuoka Prefectural Government, HyTReC is an independent research and development organization specializing in the laboratory testing and development of hydrogen related technologies, from vehicular applications to energy applications. The delegation will have the opportunity to discuss with Dr. Shogo Watanabe the organization's current projects, tour the facility, and learn more about cutting-edge applications of hydrogen power and their implications for alternative energy and sustainable development.

915-1 Tomi, Itoshima-shi, Fukuoka 819-1133

11:00 AM Depart for Kyushu University International Research Center for Hydrogen Energy

11:30 AM – 12:30 PM Kyushu University International Research Center for Hydrogen Energy

Lead: Courtney Heitkamp

Roundtable discussion with Professor Stephen Lyth, who heads a research laboratory within the research center, on hydrogen as a desirable alternative fuel, the research center's status as the only high-level research center concerning hydrogen as a renewable energy source and the path forward for adoption and widespread usage of hydrogen in daily life.

Bring: Passport & COVID Vaccine Card

District Directors' Agenda

744 Motoooka, Nishi-ku, Fukuoka-shi, 819-0395

12:30 PM Depart for JUSFC Lunch

1:15 PM – 2:15 PM JUSFC Lunch with Paige Cottingham Streeter

Lead: Megan Beste

Working lunch discussion with Paige Cottingham-Streeter, Executive Director of the Japan-US Friendship Commission, on the work of the commission and the importance of deeper and broader ties in the Japan-U.S. relationship.

1-9-18 Hakataekiminami, Hakata-ku, Fukuoka-shi, Fukuoka 812-0016

2:15 PM Depart for Fukuoka International Exchange Foundation

2:45 PM – 3:15 PM A Multicultural Japan? Fukuoka and Foreign Residents

Lead: Darian David

Roundtable conversation with the Fukuoka International Exchange Foundation on inclusion and support initiatives for foreign residents in Fukuoka and Kyushu and to discuss foreigners' experiences.

ACROS Fukuoka 8F/ 3F, 1-1-1 Tenjin, Chuo-ku, Fukuoka 810-0001

3:15 PM Depart Fukuoka International Exchange Foundation for Fukuoka Growth Next

3:30 PM – 4:30 PM Local Startups to Global Players: Startups in Fukuoka

Lead: Heidi Matthews

Roundtable discussion with leadership from Fukuoka Growth Next, a public-private partnership focused on the development and support of Fukuoka-based startups. Additional meetings with individual startups within the center, especially with those owned by foreign nationals, to understand the ground-level perspectives on the city's implementation of strategies towards innovative growth and attraction of new businesses and talent to the region.

2-6-11 Daimyo, Chuo-ku, Fukuoka-city, Fukuoka 810-0041

4:30 PM – 5:30 PM Revitalizing for the City of Tomorrow

Lead: Charity Howell

Presentation and roundtable discussion on Kyushu University's former Hakozaki Campus and designated site for Fukuoka Smart with Mr. Kajihara, head of FUKUOKA Smart EAST Promotion Consortium Office, with a focus on smart city developments as a blueprint for infrastructural and city development.

2 Chome 6-11 Daimyo, Chuo-ku, Fukuoka-city, Fukuoka 810-0041

5:45 PM Depart for Dinner

6:00 PM – 7:30 PM Informal Dinner

Kawasho

5-13 Nishinakasu, Chuo-ku, Fukuoka city, Fukuoka 810-0002

6:30 AM Individual Breakfast

7:45 AM Depart Hotel for Site Visit

9:00 AM – 9:30 AM Promoting Local Crafts and Preserving Traditions: Yame City
Visit to the Yame City Cultural Center to discuss the city's historic crafts, as well as the center's role in preserving and promoting the city's traditions.

2-123-2 Motomachi, Yame, Fukuoka 834-0031

9:45 AM – 11:15 AM Kitaya Sake Site Visit

Lead: Judith Tankel

Site visit and discussion with Kitaya Sake company leadership on the innovative history of the over 200 year-old sake brewery, their decision in 1999 to focus their regional product on the international market, and the lessons learned now that they've expanded their international footprint to over 13 countries.

Honmachi 374, Yame City, Fukuoka Pref. 834-0031

11:15 AM Depart Kitaya Sake for Kumamoto Station by Bus

12:15 PM – 12:40 PM Informal Lunch

1:00 PM – 2:30 PM Kumamon and Kumamoto's Tourism Success Story

Lead: Megan Beste

Roundtable discussion with Tourism Bureau and governor of Kumamoto, highlighting the genesis of the prefecture and city's successful tourism campaigns to attract new visitors, challenges faced during COVID, and how they see the future of the prefecture's tourism industry.

Kumamoto Kencho

6 Chome-18-1 Suizenji, Chuo Ward, Kumamoto, 862-8570

2:45 PM – 4:15 PM The Past as a Springboard: Kumamoto Castle

Guided tour of the historic Kumamoto Castle, a symbol of the city recently finished with renovations following a devastating series of earthquakes in 2016. Discussion with a local guide will cover its history and role in the region, from feudal defense to modern landmark.

Kumamoto Castle is a hilltop Japanese castle located in Kumamoto, Kumamoto Prefecture. It has been an important fixture for the region, most famously hosting government soldiers during the Satsuma Rebellion in the Meiji Era. The castle keep is a concrete reconstruction built in 1960, but several ancillary wooden buildings remain of the original castle. Kumamoto Castle is considered one of the three premier castles in Japan, and thirteen structures in the castle complex are designated Important Cultural Property by the government of Japan. The castle is considered an important part of city and prefectural identity, and its reconstruction and renovation are seen as a prime example of utilizing a local landmark as a regional driver of growth and development.

1-1 Honmaru, Chuo Ward, Kumamoto, 860-0002

5:02 PM **Depart Kumamoto Station for Fukuoka**

6:00 PM **Return to Hotel and Ship Luggage to Tokyo**

6:30 PM – 8:00 PM **Hakata Ramen: From Regional Cuisine to Worldwide Renown**

Lead: Charity Howell

Working dinner at Ichiran Ramen, a Hakata-style ramen restaurant, discussing with Ichiran's External Affairs staff the creation of ramen, what makes Hakata-style unique, and how the style achieved popularity both domestically and abroad. Participants will gain important insight into the role of culinary diplomacy in a nation's soft power projection, especially the potential to boost regional cuisine as part of a nation's overall identity abroad.

2 Chome-2-1, Fukuoka Center Building, B2F, Hakata Ekimae, Hakata Ward, Fukuoka 812-0011

7:30 AM Check Out from Hotel and Depart

9:00 AM – 10:00 AM Hakata Ningyou – Traditional Trades in a Modern World

Lead: Darian David

Visit to a workshop for *Hakata Ningyou*, a regional craft originating from Fukuoka, and presentation from the proprietor on the importance of the traditional craft in sustaining local business and preserving regional identity. The delegation also was able to experience the craft firsthand and ask the proprietor questions on the intricacies of the craft.

10:30 AM – 11:30 AM Kyushu Electric Headquarters Visit

Lead: Raul Martinez

Site visit to Kyushu Electric's headquarters and discussion of the role alternative energy plays in the region, with the perspective as Japan's largest producer of alternative energy, while also discussing Kyushu Electric's alternative energy projects in Asia, Africa, and the Americas.

2 Chome-1-82 Denki Building Main Building, Watanabedori, Chuo Ward, Fukuoka city, Fukuoka 810-0004

11:30 AM Depart Kyuden for Kitakyushu Eco-Town

In Transit Informal Bento Lunch On Bus

12:00 PM – 1:00 PM Delegation Midpoint Discussion

Discussion moderated by FMC staff on the delegation's experiences up to this point in Japan, with special emphasis placed on the regional issues and initiatives covered in the Kyushu region.

1:30 PM – 3:45 PM Visit to Kitakyushu Eco-Town

Lead: Courtney Heitkamp

Site visit to the Kitakyushu Eco Town Center, an environmental learning and exhibition center to highlight the concentration of companies and research facilities in the Hibikinada District carrying out environmental research and recycling programs, to discuss Kitakyushu's revitalization from a major polluter to a UN-designated Future City with robust eco projects, the potential for sustainable development, and the viability of more ecofriendly energy, building, and recycling projects. The delegation also participated in site visits to an electronics recycling facility and a wind farm within the Eco Town area.

10-20 Koyomachi, Wakamatsu-ku, Kitakyushu-shi

4:00 PM **Depart for Kokura Station**

5:10 PM **Shinkansen to Tokyo; Dinner on Train**

8:20 PM – 9:20 PM **Cockpit Tour of Shinkansen**

Lead: Judith Tankel

Tour by JR Central staff of the bullet train's cockpit and discussion of the importance of high-speed rail as part of Japan's national infrastructure, as well as its role in promoting growth and economic activity throughout the country.

10:00 PM **Depart Tokyo Station to Hotel and Check In**

8:00 AM – 9:00 AM Japan in an Hour

Lead: Raul Martinez

Roundtable discussion with Tokyo-based correspondent Ben Dooley from the New York Times to discuss pressing issues in Japan, such as the recent Upper House elections, constitutional reform, covid-measures, energy security, and Pacific political relations.

Libra Meeting Room, ANA Intercontinental Tokyo

9:30 AM Depart Embassy by Foot for Hotel

10:15 AM – 11:30 AM Understanding Japan's Role in the World

Lead: Darian David

Country team briefing with a representative from the Trade and Economic Policy Unit at the Embassy of the United States in Tokyo

1 Chome-10-5 Akasaka, Minato City, Tokyo 107-8420

11:30 AM Depart Hotel for Lunch

12:00 PM – 1:30 PM A Look from the Inside: Understanding Japanese Culture and Customs

Lead: Charity Howell

Candid lunch roundtable discussion with former JET Program participants currently living and working in Japan on their experiences bridging the gap between Japanese and American cultures, how their experiences have changes or stayed the same since their time in the JET program, and their perspective of the Japanese cultural context as a non-Japanese resident of Japan.

JET stands for the Japan Exchange and Teaching program. It's a structured program that was founded in 1987 by the Japanese government, with the goal of bringing English-speaking teachers to work as Assistant Language Teachers (ALTs) in schools throughout Japan. JET is aimed at young professionals with an interest in Japanese culture, and promotes cultural exchange between the participant's country and Japan.

Kaikagetsu

Villa Nogizaka Bldg. B1F, 1 Chome 15-20 Minami-Aoyama, Minato-ku, Tokyo

2:00 PM – 3:30 PM Visit to Meiji Shrine

Lead: Heidi Matthews

Guided tour and discussion on the Meiji Jingu grounds by the *kannushi*, spiritual leader of the Shrine

Meiji Jingu, dedicated to Emperor Meiji, the first emperor of modern Japan, is of Shinto origin, a religion native to Japan which centers on polytheistic nature worship and whose origin goes back to primitive times. Over its long history, Shintoism has developed into a religion that has become truly unique in the world, adopting continental influences to combine with its own indigenous traditions. Japanese spiritual and daily life is deeply rooted in Shintoism, and participants will learn of the significant role it plays in the life and mindset of Japanese citizens and politicians

1-1 Yoyogikamizonocho, Shibuya City, Tokyo 151-8557

3:30 PM Return to Hotel by Subway

4:00 PM – 5:30 PM Free Time

5:30 PM Depart Hotel for Dinner Meeting

6:00 PM – 7:30 PM Government Exchange Dinner with Ministry of Foreign Affairs Staff

Lead: Megan Beste

A dinner conversation with rising Ministry of Foreign Affairs staff to share best practices of building the bilateral partnership in the broader context of local historical, industrial, and economic ties from both the Ministerial, central government, and local district office perspectives

*Andy's Shin Hinomoto
2 Chome 4-4 Yurakucho, Chiyoda City, Tokyo 100-0006*

8:00 AM Individual Breakfast

9:30 AM Depart Hotel for NEC Headquarters

10:00 AM – 12:00 PM Innovating Tomorrow: Site Visit to NEC Headquarters

Lead: Heidi Matthews

Roundtable conversation with executives of NEC, a Japanese electronics and technology company, and visit to NEC's Future Creation Hub in Tokyo to witness the frontlines of innovative technology in the heart of Tokyo. This visit to NEC will allow members an opportunity to see firsthand the innovations coming out of Japanese electronics companies and understand the vision business leaders have for the future of technology in Japanese society and beyond.

5 Chome 7-1 1F NEC Head Office Building, Shiba, Minato-ku, Tokyo, 108-0018

1:00 PM – 2:30 PM The Future of Work: Business and Commerce in Japan

Lead: Darian David

Discussion with board members William Swinton and Eric Sedlak from the American Chamber of Commerce in Japan (ACCJ) concerning the current business environment in Japan, both for foreign and domestic companies, the future of work given Japan's shifting demographics, the challenge of immigration, and existing diversity and inclusion initiatives, and the role of local and central government in advancing these efforts of economic development.

DOZO Akasaka

5 chome 3-1 Biz Tower B1F, Akasaka, Minato-ku, Tokyo, 07-6901

3:00 PM – 4:00 PM Tour of the National Diet

Lead: Megan Beste

Tour of the National Diet Building, the seat of Japan's legislative body, with discussion of the history and importance of the legislature in Japanese politics and society, with attention to similarities and differences to the U.S. Congress.

1 Chome 7-1 Nagatachō, Chiyoda City, Tokyo 100-0014, Japan

4:30 PM **Depart Meeting for Hotel**

6:00 PM – 7:30 PM **Lessons Learned**

Closing dinner with delegation and discussion led by FMC staff offering an opportunity to reflect on their time in Japan and what they have taken away from the experience. Topics of discussion will include semiconductors and their importance in the global supply chain, soft power as an economic engine, and the integral role trade and exchange play in the modern economy, with Fukuoka as a prime example.

*Dynamic Kitchen & Bar "Hibiki Futei" Akasaka
1 Chome 11-44 Akasaka InterCity 2F, Akasaka, Minato City, Tokyo, 107-0052*

Saturday, September 17, 2022 @Fukuoka - Tokyo {Casual Attire} [Travel Day]

Morning **Check out from ANA Intercontinental Tokyo Hotel**

Morning - Evening **Airport Transfer Departs from Hotel**

Morning - Evening **Delegation Departs Airport**

10:20 AM **Megan Beste**
Flight UA7910

3:45 PM **Judith Tankel**
Flight UA0876

4:50 PM **Charity Howell**
Flight UA7958

5:45 PM **Darian David, Courtney Heitkamp, Raul Martinez, and Heidi Matthews**
Flight UA0882



FORMER MEMBERS OF CONGRESS THE CONGRESSIONAL STUDY GROUPS

1401 K STREET NW, SUITE 901 WASHINGTON, DC 20005
202.222.0972 | www.usafmc.org

2022 U.S. Congressional District Director Study Tour to Japan Tokyo and Fukuoka, Japan | September 10 – 17, 2022

Participant List

U.S. Congress District Directors

Megan Beste
Office of Rep. Susan Wild (D-PA)

Darian David
Office of Rep. Carol Miller (R-WV)

Courtney Heitkamp
Office of Rep. Dusty Johnson (R-SD)

Charity Howell
Office of Rep. Donald McEachin (D-VA)

Raul Martinez
Office of Rep. Debbie Wasserman-Schultz (D-FL)

Heidi Matthews
Office of Rep. Anthony Gonzalez (R-OH)

Judith Tankel
Office of Rep. Colin Allred (D-TX)

Staff List

Ty Baker
FMC

Haruka Noishiki
FMC

Paige Cottingham-Streater
Japan-U.S. Friendship Commission

Addendum

4. This study tour is intended for current District Directors for Members of the United States Congress; FMC invited District Directors whose districts have relevant shared interest and concerns addressed by our programming – in particular, security, energy, trade, and social issues – direct interest in Japan and U.S.-Japan relations, and whose Members serve on committees relevant to the trip’s issue areas. Please find enclosed a list of all participants.

Participant List:

7A.

- **Megan Beste:** New York, NY (JFK)
- **Darian David:** Charleston, WV
- **Courtney Heitkamp:** Sioux Falls, SD
- **Charity Howell:** Washington, DC (IAD)
- **Raul Martinez:** Miami, FL
- **Heidi Matthews:** Akron, OH
- **Judith Tankel:** Dallas, TX

7C.

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12. The Congressional Study Group on Japan is among the largest and most active parliamentary exchange programs between the U.S. Congress and the legislative branch of other countries. The Study Group creates constant channels of communication and dialogue between American legislators and their counterparts in the Japanese Diet through regular roundtables in Washington, DC throughout the year in addition to trips such as the 2022 U.S. Congressional District Director Study Tour to Japan. It offers both Members of Congress and senior congressional staff a unique educational forum to examine issues including the U.S.-Japan security alliance, energy policy, bilateral and multilateral trade agreements, and social issues such as women in the workforce and demographic change. FMC’s Congressional Study Group on Japan is responsible for organizing the program, arranging meetings, and inviting expert speakers to the study tour. FMC is solely responsible for all invitations to and communications with trip participants, as well as the budget for the 2022 U.S. Congressional District Director Study Tour to Japan.

The US Japan Friendship Commission awarded grant monies to fund programming of The Congressional Study Group on Japan as a part of their mission of promoting understanding between the U.S. and Japan. JUSFC is a U.S. federal government agency, and therefore is not included as an additional sponsor.

15. b. 2) **Tokyo** is the financial and political hub of Japan, and the delegation will meet with high-level government officials, journalists and experts on issues ranging from security, supply chain stability, to

energy policies. Additionally, through meetings with students and cultural figures as well as a visit to Meiji Shrine, participants will gain a holistic understanding of Japan's rich history, culture and religion.

Fukuoka is the hub of the southern Kyushu region in Japan and hosts critical manufacturing, a large portion of the Japanese automotive industry, and is Japan's only specially designated city for startups. The program in Fukuoka includes discussions with professors, researchers, industry experts, and local and regional government officials. District Directors will have a chance to get an inside look at startups, shear from executives in the semiconductor industry, and speak to individuals from one of Japan's largest foreign-born populations about their experiences in Japan.

18.

Total Transportation Expenses per Participant:

- **Megan Beste:** \$5,609.31
- **Darian David:** \$3,889.51
- **Christina Elias:** \$5,760.51
- **Courtney Heitkamp:** \$3,631.51
- **Charity Howell:** \$4125.21
- **Raul Martinez:** \$5,760.51
- **Heidi Matthews:** \$3,631.51
- **Judith Tankel:** \$6,389.51

Total Lodging Costs Per Night Per Participant:

- Fukuoka (ANA Crowne Plaza):
 - Sunday, 9/11: \$89.16
 - Monday, 9/12: \$89.16
 - Tuesday, 9/13: \$89.16
- Tokyo (ANA Intercontinental):
 - Wednesday, 9/14: \$198.39
 - Thursday, 9/15: \$198.39
 - Friday, 9/16: \$198.39

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FORMER MEMBERS OF CONGRESS THE CONGRESSIONAL STUDY GROUPS

1401 K STREET NW, SUITE 901 WASHINGTON, DC 20005
202.222.0972 | www.usafmc.org

August 9, 2022

Dear Colleague:

On behalf of the Congressional Study Group on Japan (CSGJ) and the Association of Former Members of Congress (FMC), it gives us great pleasure to invite you to participate in our Third Annual U.S. District Director Study Tour to Japan.

The 2022 Study Tour will take place from September 10 - 17 and will visit Tokyo and Fukuoka. Premium Economy airfare, lodging, ground transportation, and scheduled meal costs will be paid for by FMC, a congressionally-chartered, 501(c)(3) non-profit organization, in partnership with the generous support from the Japan-US Friendship Commission, created by Congress in 1975. We have funding for eight District Directors from the House. Participants are expected to attend all official meetings/programs throughout the duration of the Study Tour. Please note that participation is available on a first-come, first-served basis for a diverse, bipartisan delegation. This privately-sponsored travel will be reported to the House Ethics Committee and is not part of the Mutual Educational and Cultural Exchange Act (MECEA).

The Congressional Study Group on Japan (CSGJ) – a non-partisan, non-advocacy legislative exchange housed in the U.S. Association of Former Members of Congress (FMC), a congressional chartered 501(c)(3) non-profit organization– has more than twenty years of history conducting successful, high-level, discussion-driven study tours for Members of Congress and senior congressional staff, which complement an active calendar of year-round programs on Capitol Hill. Fervently non-partisan and non-advocacy, our model promotes an active, substantive discussion among all principals and the development of lasting working relationships based on mutual respect and understanding.

The Study Tour for District Directors provides an exciting new opportunity to build U.S.-Japan relationships at the regional and local levels of government and civil society, beyond the traditional Washington-Tokyo relationship. In 2018, the Congressional Study Group on Japan convened their successful inaugural trip for District and State Directors to Tokyo and Tohoku (Sendai and Fukushima). The 2019 Study Tour to Japan visited Tokyo and Okinawa. Together with a variety of leading officials and experts from academia, civil society, industry, the media, and government, you will have the opportunity to discuss topics of mutual concern and areas for cooperation, including:

LEADERSHIP:

The Hon. Charles Boustany, *President* | **The Hon. L.F. Payne, *President-Elect***
The Hon. Ann Marie Buerkle, *Vice President* | **The Hon. Donna Edwards, *Vice President***
The Hon. Martin Frost, *Immediate Past President*

EXECUTIVE TEAM:

Peter Weichlein Esq., *Chief Executive Officer* | **Sabine Schleidt, *Chief Operating Officer***
Lorraine Harbison, *Programs Director* | **Patrick Egenhofer, *Associate Director, Programs***



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/meetfmc



- The semiconductor and technology industry
- Innovation and regulation in public health
- Aging society and immigration

During the trip, you will also have an opportunity to discuss other topics including issues surrounding security issues in the region, regional and bilateral trade, and the roles of the district offices in Japan.

Given the evolving nature of travel restrictions and public health guidelines both here in Washington, D.C. and in Japan, FMC will be taking steps to mitigate risks relating to disease spread and maintain flexibility in all planning, including adapting to the requirements set forth by the Government of Japan. All participants wishing to participate in this program will be required to show proof of full vaccination against COVID-19 one month prior to departure, and participate in testing as required by airlines and the government of Japan. It is expected throughout the Study Tour that all participants fully comply with any safety or health precautions deemed necessary or requested by FMC staff, local authorities, or other program participants. Safety measures will include but are not limited to COVID-19 testing, social-distancing, wearing masks, hand-washing, and other behaviors that mitigate the spread of airborne or surface-spread illness. Should a Study Tour during the selected week be deemed inopportune or unfeasible, we will explore other possible dates later in the year.

We hope that you will join us for the continuation of this vital transpacific dialogue. Should you have any questions, please have your staff contact Ms. Haruka Noishiki, Program Officer for the Congressional Study Group on Japan, at 202-222-0974 or HNoishiki@usafmc.org. Thank you very much for your kind consideration.

Yours,

A handwritten signature in black ink that reads "Sabine Schleidt".

Sabine Schleidt
Chief Operating Officer
Congressional Study Groups, FMC

A handwritten signature in black ink that reads "Haruka Noishiki".

Haruka Noishiki
Program Officer
Congressional Study Groups, FMC

F M C

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FORMER MEMBERS OF CONGRESS THE CONGRESSIONAL STUDY GROUPS

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2022 U.S. Congressional District Director Study Tour to Japan Tokyo and Fukuoka, Japan | September 10 – 17, 2022

Participant List

U.S. Congress District Directors

Megan Beste

Office of Rep. Susan Wild (D-PA)

Darian David

Office of Rep. Carol Miller (R-WV)

Christina Elias

Office of Rep. Carlos Gimenez (R-FL)

Courtney Heitkamp

Office of Rep. Dusty Johnson (R-SD)

Charity Howell

Office of Rep. Donald McEachin (D-VA)

Raul Martinez

Office of Rep. Debbie Wasserman-Schultz (D-FL)

Heidi Matthews

Office of Rep. Anthony Gonzalez (R-OH)

Judith Tankel

Office of Rep. Colin Allred (D-TX)

LEADERSHIP:

The Hon. Charles Boustany, *President* | **The Hon. L.F. Payne**, *President-Elect*
The Hon. Ann Marie Buerkle, *Vice President* | **The Hon. Donna Edwards**, *Vice President*
The Hon. Martin Frost, *Immediate Past President*

EXECUTIVE TEAM:

Peter Weichlein Esq., *Chief Executive Officer* | **Sabine Schleidt**, *Chief Operating Officer*
Lorraine Harbison, *Programs Director* | **Patrick Egenhofer**, *Associate Director, Programs*



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The Congressional Study Groups

2022 U.S. Congressional District Director Study Tour to Japan Agenda

Saturday, September 10, 2022 to Saturday, September 17, 2022

Tokyo and Fukuoka, Japan

Last Update: 8/9/2022 2:57 PM | Meeting partners subject to change

Hotels

Hotel in Tokyo
ANA Intercontinental Tokyo

Hotel in Tokyo Fukuoka
ANA Crowne Plaza Fukuoka

Saturday September 10, 2022

[Travel Day] {Casual Attire}

Morning

Flights to Fukuoka

Bring: Passport & COVID Vaccine Card

District Directors' Agenda

Sunday, September 11, 2022 @Fukuoka

{Casual Attire}

Evening Flights Arrive in Japan

Late Evening Check in at hotel

8:00 PM – 10:00 PM Informal Dinner

Bring: Passport & COVID Vaccine Card

District Directors' Agenda

Monday, September 12, 2022 @ Fukuoka

{Business Casual Attire}

8:00 AM – 9:30 AM Japan and Kyushu 101

Breakfast briefing with the US Consulate with a basic introduction to Japan and overview of the region's significance both in the Japanese economy and in the development of trade partnerships across the Asia-Pacific.

10:15 AM – 11:30 AM Fukuoka as a Hub for Innovation

Discussion with Mayor of Fukuoka Soichiro Takashima to understand the role of Mayoral leadership in cultivating a pioneer city with Smart City measures and incentives for business development and innovation.

12:00 PM – 1:00 PM Kyushu's Automotive Industry and Its Future

Roundtable lunch discussion with automotive industry leaders about Kyushu's role in Japan's automotive industry, the global supply chain's effect on the industry, and the sector's exciting future with electric and alternative fuel vehicles

2:00 PM – 3:00 PM Local Startups to Global Players: Startups in Fukuoka

Roundtable discussion with Global Startup Center Leadership and site visit; additional meetings with individual startups, especially with those owned by foreign nationals, to understand the ground-level perspectives on the implementation of strategies towards innovative growth.

3:45 PM – 5:00 PM Revitalizing for the City of Tomorrow

Roundtable discussion with Global Startup Center Leadership and site visit; additional meetings with individual startups, especially with those owned by foreign nationals, to understand the ground-level perspectives on the implementation of strategies towards innovative growth.

6:00 PM – 7:30 PM Informal Dinner

Bring: Passport & COVID Vaccine Card

District Directors' Agenda

Tuesday, September 13, 2022 @Fukuoka

{Business Casual Attire}

- 8:00 AM Individual Breakfast**
- 8:30 AM Depart Hotel for Sony Semiconductor Plant**
- In Transit En-route briefing on semiconductors and their importance in global industry**
- 30 minutes
- 10:45 AM – 12:15 PM Reinigorating Regional Industry: Spotlight on Japan’s Semiconductor Industry**
Site visit and discussion with semiconductor manufacturers’ leadership on the reinvigation of local production and internationally applicable best practices in light of lobal supply chain volatility and security
- 1:00 PM – 2:30 PM Kumamon and Kumamoto’s Tourism Success Story**
Roundtable Lunch in Kumamoto with Tourism Bureau and governor of Kumamoto to discuss the obstacles COVID has presented for the growth of the tourism industry and sustainable steps forward that Kumamoto has taken to strengthen tourism resilience
- 4:00 PM – 5:30 PM The Cutting Edge: Small Companies’ Roles in Biomedical Advancement**
Site visit and meeting with a biotech startup to discuss operating as a small company in the biomedical industry, as well as the unique benefits and challenges of growing a company in the Kyushu regional context
- 6:30 PM – 8:00 PM Hakata Ramen: From Regional Cuisine to Worldwide Renown**
Experiencing the ramen creation process alongside an in-depth discussion of the historical development of the Hakata-ramen style, it’s global reach, and sharing best practices of advancing local traditions, artifacts and heritage on the global stage

Bring: Passport & COVID Vaccine Card

District Directors’ Agenda

Wednesday, September 14, 2022 @Fukuoka

{Business Casual Attire}

- 7:30 AM** Check Out from Hotel; Ship luggage to Tokyo
- 8:00 AM – 9:30 AM** **Industrial Powerhouse to Model Green Metropolis**
Breakfast roundtable discussion with Kenji Kitahashi, Mayor of Kitakyushu, on reimagining an industrial center as a leader in sustainable and eco-friendly development
- 10:15 AM – 11:45 PM** **Kyuden Visit**
Visit to Kyushu Electric's facilities and a roundtable discussion on renewable energy's role in energy security and progress towards sustainability goals, as well as Kyushu Power's involvement in projects of international scope
- 12:15 PM – 1:45 PM** **A Multicultural Japan? Fukuoka and Foreign Residents**
Lunch conversation with Fukuoka City International Foundation and foreign residents in Fukuoka and the broader Kyushu region, on the successes and challenges of inclusion and support initiatives for foreign residents
- 2:00 PM – 3:30 PM** **A New Open Door Policy: The Future of Immigration in Japan**
Breakout discussions with students on population decline, labor shortages, and possible remedial strategies surrounding immigration and encouraging the growth and retention of the local workforce, organized by a professor at Kyushu University
- 3:45 PM** Depart for Hakata Station
- 4:54 PM** Shinkansen to Tokyo; Dinner on Train
- 10:00 PM** Depart Tokyo Station to Hotel and Check In

- 8:00 AM Individual Breakfast**
- 9:00 AM – 10:00 AM Understanding Japan’s Role in the World**
Country team briefing with a representative from the Trade and Economic Policy Unit at the Embassy of the United States in Tokyo
- 11:00 AM – 12:00 PM Fueling a Sustainable Future**
Roundtable discussion with senior staff from the Ministry of the Environment and the Ministry of Trade, Economy and Industry
- 12:30 PM – 2:00 PM A Look from the Inside: Understanding Japanese Culture and Customs**
Candid Lunch Conversation with JET Program participants on the Japanese cultural context and their experiences bridging the gap between Japanese culture and the Anglosphere
- 2:00 PM – 3:30 PM Visit to Meiji Shrine**
Guided tour and discussion on the Meiji Jingu grounds by the *kannushi*, spiritual leader of the Shrine
- Meiji Jingu, dedicated to Emperor Meiji, the first emperor of modern Japan, is of Shinto origin, a religion native to Japan which centers on polytheistic nature worship and whose origin goes back to primitive times. Over its long history, Shintoism has developed into a religion that has become truly unique in the world, adopting continental influences to combine with its own indigenous traditions. Japanese spiritual and daily life is deeply rooted in Shintoism, and participants will learn of the significant role it plays in the life and mindset of Japanese citizens and politicians
- 6:00 PM – 7:30 PM Government Exchange Dinner with MoFA Staff**
A dinner conversation to share best practices of building the bilateral partnership in the broader context of local historical, industrial, and economic ties from both the Ministerial, central government and local district office perspectives

- 8:00 AM Individual Breakfast
- 9:15 AM Depart Hotel for NEC Headquarters
- 10:00 AM – 12:00 PM **Innovating Tomorrow: Site Visit to NEC Headquarters**
Roundtable conversation with executives and visit to NEC's Future Creation Hub in Tokyo to witness the frontlines of innovative technology in the heart of Tokyo
- 1:00 PM – 2:30 PM **Japan's Struggle with Jyokyo: Urbanization and Issues of Countryside Abandonment**
Luncheon and discussion with sociologists and students on the socioeconomic divide between the countryside ("*chihō*") and the Tokyo metropolitan area ("shutoken"), the experience of *jyokyo*, the process of relocating to Tokyo from other parts of the country, and the issue of *kasōka*, desolation of the countryside
- 3:30 PM – 4:30 PM **The Future of Work: Shaping the Workforce**
Discussion with Representatives from MPower Partners (incl. Kathy Matsui) and a Representative under the Minister of Economic Security on the future of work, immigration, and diversity and inclusion, and the role of local and central government in advancing these efforts of economic development
- 6:00 PM – 7:30 PM **Lessons Learned**
Closing dinner and reflection

Saturday, September 17, 2022 @Fukuoka - Tokyo

{Casual Attire} [Travel Day]

Morning	Check out from Hotel
Morning	Depart Hotel for Airport
Morning	Delegation Departs Airport

Bring: Passport & COVID Vaccine Card

District Directors' Agenda

Alternative/ Additional Meeting Ideas:

Shift first full day in Fukuoka to previous half day and second day; insert trip to Nagasaki to visit Dejima (Guided tour and discussion of historical and modern international exchange in Kyushu) and Nagasaki Atomic Bomb Museum (Cultural visit; discussion of Japanese anti-atomic sentiment post WW2 and aversion to nuclear power as alternative energy post 3.11) Kamome shinkansen will also have just started operation from Nagasaki, so potentially discuss greater regional development and integration with JR Kyushu?

- Express train available; ~2 hours from Hakata to Nagasaki; or ~80 minutes with express to Takeo-Onsen and cross-platform transfer to new Kamome Shinkansen

2 HOURS Drawing Renewable Energy from Japan's Landscape
Site Visit to an Energy-Generating Dam and talk with facilities operator

Visit to Toyota's R&D facility in Kyushu

Visit to Fukuoka Prefecture's Hydrogen Fuel Cell Development Facility

Sasebo Military Base in Kyushu (Could be combined with Nagasaki for a full-day itinerary)

Full Day: Visit Tanegashima Space Center (or, shorter version: invite researchers from the space center to a dinner conversation with students studying space)

Discussion with relevant corporation on 4 day work week and future of work?