



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: Hannan Avey
2. a. Name of Accompanying Relative: _____ OR None ☒
b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. Dates: Departure: NOV 28, 2022 Return: NOV 30, 2022
b. Dates at Personal Expense, if any: _____ OR None ☐
4. Departure City: Washington DC Destination: Cambridge MD Return City: Washington DC
5. Sponsor(s), Who Paid for the Trip: Heritage Foundation, Conservative Partnership Institute
6. Describe Meetings and Events Attended: American Accountability Foundation

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: [Signature] Date: Dec 20, 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: Chip Roy Date: Dec 20, 2022

Signature of Supervising Member: [Signature]



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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: American Accountability Foundation, The Heritage Foundation, Conservative Partnership Institute
2. Travel Destination(s): Cambridge, MD
3. Date of Departure: November 28, 2022 Date of Return: November 30, 2022
4. Name(s) of Traveler(s): See attached.

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	\$58	\$198	\$102	\$0
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: Tom Jones Date: 12/15/2022

Name: Tom Jones Title: President

Organization: American Accountability Foundation

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

Address: 300 Independence Ave., SE Washington, D.C. 20003

Email: tom@americanaccountabilityfoundation.com Telephone: (202) 215-5258

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

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



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TRAVELER FORM

1. Name of Traveler: Hannah Arvey
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Conservative Partnership Institute, The Heritage Foundation, American Accountability Foundation
3. City and State OR Foreign Country of Travel: Cambridge, MD
4. a. Date of Departure: 11/28/22 Date of Return: 11/30/22
b. Yes ☐ No ☒ Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: _____
5. a. Yes ☐ No ☒ Will you be accompanied by a family member at the sponsor's expense? If yes:
(1) Name of Accompanying Family Member: _____
(2) Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
(3) Yes ☐ No ☐ Accompanying Family Member is at least 18 years of age:
6. a. Yes ☐ No ☒ Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?
b. If yes, and you are requesting lodging for two nights, explain why the second night is warranted:
7. Yes ☒ No ☐ *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and Additional Sponsor Forms.
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties.
Staff should include their job title and how the activities on the itinerary relate to their duties.
As a legislative assistant, I am responsible for prepping the boss for committee hearings, oversight of the executive branch, researching policy topics and much more. This legislative bootcamp will help equip me to fulfill these duties successfully.
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 10/26/22



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PRIMARY TRIP SPONSOR FORM

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* at least 30 days before the start date of the trip. The trip sponsor should **NOT** submit the form directly to the Committee. The Committee website (ethics.house.gov) provides detailed instructions for filling out the form.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Sponsor who will be paying for the trip:
American Accountability 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:
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.
5. Yes ☐ No ☒ Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: November 28, 2022 Date of return: November 30, 2022
7. a. City of departure: Washington, D.C.
b. Destination(s): Cambridge, MD
c. City of return: Washington, D.C.
8. Check only one. I represent that:
 - a. ☐ The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: OR
 - b. ☒ The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: OR
 - c. ☐ The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event and lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.
9. Check only one of the following:
 - a. ☒ I checked 8(a) or (b) above: OR
 - b. ☐ I checked 8(c) above but am not offering any lodging: OR
 - c. ☐ I checked 8(c) above and am offering lodging and meals for one night: OR
 - d. ☐ I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted:



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10. ☒ Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*
11. *Check only one of the following:*
- a. ☒ I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify that the statement is true by checking box; OR*
- b. ☐ *Not Applicable.* Trip sponsor is a U.S. institution of higher education.
12. For *each* sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip *and* its role in organizing and/or conducting the trip:
See attached.
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):
The per day cost of meals will be approximately \$60.
- 2) Provide the reason for selecting the location of the event or trip:
Location is owned by trip sponsor (CPI), economical, and conducive to education and training
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Decoursey Bridge Rd City: Cambridge, MD Cost Per Night: \$99
Reason(s) for Selecting: Location is owned by trip sponsor CPI, economical, and conducive to education and training.
- Hotel Name: _____ City: _____ Cost Per Night: _____
Reason(s) for Selecting: _____
- Hotel Name: _____ City: _____ Cost Per Night: _____
Reason(s) for Selecting: _____
17. ☒ I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking the box.*



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18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input checked="" type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee	\$110	\$198	\$120
For each Accompanying Family Member	N/A	N/A	N/A

	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	\$0	\$0
For each Accompanying Family Member	N/A	N/A

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: _____

Date: _____

Name: Tom Jones

Title: President

Organization: American Accountability Foundation

Address: 300 Independence Ave, SE, Washington, DC 20003

Email: tom@americanaccountabilityfoundation.com Telephone: (202) 215-5258

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



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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: American Accountability Foundation
2. Name of your organization: Conservative Partnership Institute
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: Cambridge, MD on Date: November 28-30, 2022
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: _____

Ed Corrigan

Date: _____

10/25/2022

Name: _____

Ed Corrigan

Title: _____

President

Organization: _____

Conservative Partnership Institute

Address: _____

300 Independence Ave, SE, Washington, DC 20003

Email: _____

info@cpi.org

Telephone: _____

2025950282



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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:

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

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: American Accountability Foundation
2. Name of your organization: The Heritage 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: Cambridge, MD on Date: November 28-30, 2022
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: Christopher Byrnes Date: 10/26/2022
Name: Christopher Byrnes Title: General Counsel
Organization: The Heritage Foundation
Address: 214 Massachusetts Avenue, NE, Washington, DC 20002
Email: christopher.byrnes@heritage.org Telephone: (202) 608-6037



U.S. House of Representatives

COMMITTEE ON ETHICS

Washington, DC 20515

November 17, 2022

Ms. Hannah Arvey
Office of the Honorable Chip Roy
1005 Longworth House Office Building
Washington, DC 20515

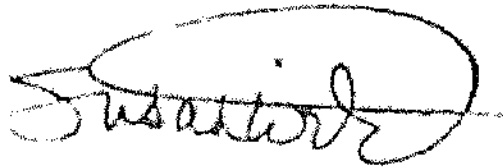
Dear Ms. Arvey:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Cambridge, Maryland, scheduled for November 28 to 30, 2022, sponsored by American Accountability Foundation, Conservative Partnership Institute, Inc., and Heritage 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,

A handwritten signature in black ink, appearing to read "Susan Wild", with a large, sweeping loop at the end.

Susan Wild
Acting Chairwoman

A handwritten signature in black ink, appearing to read "Michael Guest", with a large, sweeping loop at the beginning.

Michael Guest
Acting Ranking Member

SW/MG:mc

CONGRESSIONAL RESEARCH BOOTCAMP

*Presented by the American Accountability Foundation, The Heritage Foundation,
and the Conservative Partnership Institute*

November 28 - 30

DAY ONE

- 9:00 - 11:00 am Travel from 300 Independence Ave, SE to Cambridge, MD
11:00 - 12:00 pm Arrival at GPI Property and Check-in
- 12:00 - 1:30 pm Lunch and SESSION 1 - Oversight Process and Organization
Committee structure, staff assignments, hierarchy, parliamentary authority, various committee organizations structure and approach.
Speakers: Jessica Donlon, General Counsel at House Committee on Oversight and Government Reform
- 1:30 - 2:30 pm SESSION 2 - Life as a Junior Researcher / Oversight Staffer
Day in the life of a junior researcher / investigator on a committee, what's expected of you, what your workload will look like, and who you'll be working with and for
Speakers: Andrew Arthur, Resident Fellow in Law and Policy for the Center for Immigration Studies, Former OIG Nat. Sec. Subcomm Staff Dir., & Counsel House Judiciary
- 2:30 - 3:00 pm Break
3:00 - 4:00 pm SESSION 3 - Structure of Congressional Investigations
A walkthrough of the structure and anatomy of a congressional investigation from the conception and presentation of an investigation topic through to the investigation's completion. Students will bring a one page oversight idea and pitch it in three minutes.
Speakers: Mark Paoletta, Schaeff Jaffe, Former Trump Admin OMB GC, Chief Counsel Investigations, Energy and Commerce Committee
- 4:00 - 5:30 pm SESSION 4 - Working with Outside Sources and Organizations
Using and working with outside sources of information and coordinating with outside groups to increase the effectiveness of Congressional investigations
Speakers: Hubbel Relat. IGFS, Paul Teller, Advancing American Freedom, Former VP Pence, Alexa Walker, Heritage Foundation, formerly Coalitions Director, Republican Study Committee
- 5:30 - 7:00 pm Dinner and Keynote Address
What it is like to be on the receiving end of Congressional Oversight, and how to be effective from someone who has been the subject of Hill attention?
Keynote Speaker: Cordell Hull, Principal WestExec Advisors, Former Acting Undersecretary for Industry and Security, Former General Counsel to the Permanent Select Committee on Intelligence

DAY TWO

9:00 – 10:00 am

Breakfast

10:00 – 11:30 pm

SESSION 5 – Staffing the Boss

Ensuring that the Member gets what he needs. Preparing read-aheads, briefing the Chairman, staffing them during a hearing / mark-up, and supporting member staff offices.

Speakers: Ed Puccerella, President, Puccerella Consulting, Former House Admin Committee, House OGR, Amtrak IG

11:30 – 12:30 pm

SESSION 6 – The Written Product

Focused overview of what is expected from written products produced for committee work including various briefing memoranda, committee reports, preservation and demand letters, effective questions for the record, draft questions for members, hearing binders, and other written products essential to the committee process.

Speakers: Lamar Echols, Chief Counsel OGR, Mark Paolotta, Schaeff Jaffe, Former Trump Admin OMB GC, Chief Counsel Investigations, Energy and Commerce Committee

12:30 – 2:30 pm

Lunch and SESSION 7 – The Law and Oversight

Discussion of the constitutional authority for Congressional oversight, relevant case law, and common legal issues encountered while conducting oversight.

Speakers: Daniel Epstein, Director of Legal and Policy, Trust Ventures, Senior Associate Counsel to President Trump, previously ran Cause of Action. Sohan Dasgupta, Taft, former Deputy General Counsel at DHS, Special Counsel of the U.S. Department of Education

2:30 – 3:00 pm

Break

3:00 – 4:30 pm

SESSION 8 – Working with Outside Investigators

Understanding how to liaise with and utilize the expertise and records produced by outside investigators such as Inspectors General, Government Accountability Office investigators, and State Attorneys General.

Speakers: Ed Puccerella, President, Puccerella Consulting, Former House Admin Committee, House OGR, Amtrak IG

4:30 – 6:30 pm

SESSION 9 – Deposing / Interview a Witness

Best practices for deposing or interviewing a witness. Mock interviews with reluctant / recalcitrant witnesses.

Speakers: Cordell Hull, Principal WestExec Advisors, Former Acting Undersecretary for Industry and Security, Former General Counsel to the Permanent Select Committee on Intelligence

6:30 – 7:00 pm

Break

7:00 – 8:30 pm

Lessons Learned from Previous Investigation – Dinner Roundtable

How oversight is game changing, experiences and insights from previous practitioners who held the administration accountable.

Speakers: Cordell Hull, & Mark Paolotta

DAY THREE

8:30 am

Breakfast & Checkout

9:30 – 11:30 am

Travel from Cambridge, MD to 300 Independence Ave., SE

Question 4.

The following staff were selected because their offices indicated that research and oversight was going to be part of their professional responsibilities in the coming Congress. The offices believed that the training would allow them to more effectively serve their Members.

Brayden Woods

Legislative Aide | Rep. Beth Van Duyne (TX-24)

Madeline McCaslin

Research Assistant at U.S. House Committee on Transportation and Infrastructure

Sean McAndrews

Legislative Assistant

Rep. Chip Roy (TX-21)

Heidi Thom

Legislative Correspondent at the Office of Rep. Cathy McMorris Rodgers (WA-5)

Matt Thompson

Staff Assistant

Congressman Ken Buck

Peter Holland

Senior Legislative Assistant

Congressman Bob Good (VA-05)

Hannah Funk Arvey

Legislative Assistant - Rep. Chip Roy

Catherine Francois

Legislative Assistant, Rep. Cloud

Teresa Schuster

Rep. Chip Roy (R-TX) , Press Assistant

Chase Starr

Legislative Correspondent

Office of Congressman Andrew Clyde (GA-09)

Annie Butler

Press Asst/Legislative Correspondent

Rep. Ralph Norman

Question 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:

The American Accountability Foundation is a non-profit organization that produces original research relating to policymakers and policies to better inform leaders and the American people. AAF conducts extensive public records research, original investigations, and policy research for publication on its websites and through broadcast and print publications. The retreat offers an opportunity to share its expertise and experience with congressional oversight staff.

The Heritage Foundation's mission is to formulate and promote public policies based on the principles of free enterprise, limited government, individual freedom, traditional American values, and a strong national defense. The Heritage Foundation recognizes that effective oversight of the Executive Branch is a necessary tool to inform public policy based on these principles.

The Conservative Partnership Institute's mission includes creating an infrastructure to work with conservative Members of Congress, congressional staff, and conservative leaders to enhance their ability to articulate and advance conservative principles in the national's capital. The retreat offers an opportunity to train congressional staff to promote these conservative principles.

** The following staff were selected because their offices indicated that research and oversight was going to be part of their professional responsibilities in the coming Congress. The offices believed that the training would allow them to more effectively serve their Members.

Brayden Woods
Legislative Aide | Rep. Beth Van Duyne (TX-24)

Sean McAndrews
Legislative Assistant
Rep. Chip Roy (TX-21)

Heidi Thom
Legislative Correspondent at the Office of Rep. Cathy McMorris Rodgers (WA-5)

Matt Thompson
Staff Assistant
Congressman Ken Buck

Hannah Funk Arvey
Legislative Assistant - Rep. Chip Roy

Lauren Hassett
Professional Staff Member
Committee on Oversight & Reform
Ranking Member James Comer (R-KY)

Question 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:

The American Accountability Foundation is a non-profit organization that produces original research relating to policymakers and policies to better inform leaders and the American people. AAF conducts extensive public records research, original investigations, and policy research for publication on its websites and through broadcast and print publications. The retreat offers an opportunity to share its expertise and experience with congressional oversight staff.

The Heritage Foundation's mission is to formulate and promote public policies based on the principles of free enterprise, limited government, individual freedom, traditional American values, and a strong national defense. The Heritage Foundation recognizes that effective oversight of the Executive Branch is a necessary tool to inform public policy based on these principles.

The Conservative Partnership Institute's mission includes creating an infrastructure to work with conservative Members of Congress, congressional staff, and conservative leaders to enhance their ability to articulate and advance conservative principles in the national's capital. The retreat offers an opportunity to train congressional staff to promote these conservative principles.

Catherine Francois
Legislative Assistant, Rep. Cloud

Teresa Schuster
Rep. Chip Roy (R-TX) , Press Assistant

Chase Starr
Legislative Correspondent
Office of Congressman Andrew Clyde (GA-09)

Lauren Hassett
Professional Staff Member
Committee on Oversight & Reform
Ranking Member James Comer (R-KY)