



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: Sophia Lafargue
2. a. Name of Accompanying Relative: _____ OR None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: December 8, 2022 Return: December 10, 2022
 b. Dates at Personal Expense, if any: _____ OR None
4. Departure City: Washington, DC Destination: Willamsburg VA Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Gates Global Policy Center
6. Describe Meetings and Events Attended:
Dinner two nights, and all day conference attendance at William and Mary College.
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: Date: 12/22/22

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: Gregory W. Meeks Date: 12/22/22

Signature of Supervising Member:



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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: Sophia Lafargue

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

I certify that the information contained on both pages of this form is true, complete, and correct to the best of my knowledge.

Signature: _____

Name of Signatory (if other than traveler): _____

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

Office Address: 2172 Rayburn House Office Building

Telephone Number: (202)225-0736

Email Address of Contact Person: sophia.lafargue@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.



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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:
Gates Global Policy Center
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):
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: _____ Date of return: _____
7. a. City of departure: _____
b. Destination(s): Williamsburg, Virginia
c. City of return: _____
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:
 The Gates Forum on Strategic Communication sole purpose will be to devise policies, strategies, and institutional reforms capable of yielding bipartisan action.

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):
 \$138.00 (all conference meals/break)
- 2) Provide the reason for selecting the location of the event or trip:
 Proximity to William & Mary's Global Research Institute.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:

Hotel Name: Williamsburg Lodge City: Williamsburg Cost Per Night: \$284

Reason(s) for Selecting: Proximity to William & Mary (location of conference)

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 <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		\$573.47 (2 nights)	\$416.41
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	\$14.50	Parking/day if driving POV
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: _____ *P. Chiarelli* _____ Date: 10/28/2022
 Name: General Peter W. Chiarelli Title: President
 Organization: Gates Global Policy Institute
 Address: PO Box 1257, Newington, Virginia 22122
 Email: pete@gatesglobalpolicy.org Telephone: 254-449-0580

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

GF1 Strategic Communications
Agenda

Thursday, 8 December

1200-1800: Arrival Transportation	Airport to Lodge	As arranged
1600-1830: Check-In	Lodge, Williamsburg	Conferees
1820-1830: Shuttle	Lodge to Inn	Conferees
1830-1930: Cocktail Hour.	East Lounge, Inn	Conferees & 4+1s, Secretary Gates, President Rowe, Chiarelli, Condon, Tierney
1930-2100: Ice Breaker Dinner	East Lounge, Inn	Same as above
2100-2130: Shuttle	Inn to Lodge	Same as above

Friday, 9 December

0800-0830: Shuttles	Lodge to Alumni House	All
0800-0900: Breakfast	Alumni House	All
0900-0915: Opening Remarks/	Alumni House	All

Introductions: President Rowe – Welcome (5 Minutes)
Secretary Gates – Explains Conference Expectations (10 Minutes)

0915-1030: Research Recaps	Alumni House	All, Researchers
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Papers 1 (15 min), 2 (10 min), 3A (20 min): Researchers present what they think is most relevant to the broader discussion on fixing U.S. Strategic Communications: four or five major takeaways and what they would do about them. All researcher presentations followed by 10 min for questions and answers.

1030-1045: Break

1045-1200: Research Recaps	Alumni House	All, Researchers
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Papers 3B (10 min), 4 (10 min): Researchers present what they think is most relevant to the broader discussion on fixing U.S. Strategic Communications: four or five major takeaways and what they would do about them. All researcher presentations followed by 10 min for questions and answers.

1200-1230: Lunch	Alumni House	All, Researchers
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1230-1400: Framing the problem	Alumni House	All, Researchers
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Papers 6 (to include PEPFAR paper recommendations among the options) (30 min) followed by 15 min for questions and discussion.

1400-1415: Break

1415-1630: Identifying the options/ solutions	Alumni House	All, Researchers
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1630-1645: Shuttles	Alumni House to Lodge	All
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1645-1800: Executive Time	Lodge	All
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1800-1815: Shuttle	Lodge to Wren Building	All
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1815-1900: Cocktails	Wren Building	All, Conferees & 4+1s, Secretary Gates, President Rowe, Chiarelli, Condon, Tierney, Custer, Musto Brown, Researchers
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1900-2100: Dinner	Wren Building	All
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2100-2115: Shuttle(s)	Wren to Lodge	All
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Saturday, 10 December

0745-0830: Shuttles	Lodge to Alumni House	All
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0745-0830: Breakfast	Alumni House	All
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0830-1000: Decision on options/ recommendations	Alumni House	All
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1000-1015: Break	Alumni House	All
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1015-1200: Implementation	Alumni House	All
Capabilities, structure, resources substance, and strategy		
1200-1230: Adjournment and Lunch	Alumni House	All
1230-1245: Shuttle to Lodge	Alumni House to Lodge	All
1245-1600: Transportation to Airport	Lodge to Airport	As arranged

Papers

1. "Title Pending" -- U.S. Historical Strategic Communications at Key Points in Time – Resourcing, Organization Coordination and Governance, AidData (Samantha Custer, Austin Baehr, Bryan Burgess, Emily Dumont)
2. "Public Diplomacy and the Road to Reputational Security: Analogue Lessons from U.S. History for a Digital Age" – In-Depth Case Studies of U.S. Strategic Practice, Nick Cull
- 3a. "Title Pending" – A Quantitative Look at the Strategic Communications Influence Playbook of China and Russia – Audiences, Tools, Reach and returns (outward looking – how China and Russia engage other countries to project narratives and advance interests), AidData
- 3b. "China-Russia Strategic Communications: The Evolving Visions and Practices" – A Qualitative Look at China and Russia Strategic Communications Goals, Practices and Organization (inward looking – how Chinese and Russian leaders think about, strategize, and operationalize strategic communications in their foreign policy apparatus and goals), Maria Repnikova
4. "Autocratic Approaches to Information Manipulation: A Comparative Case Study" – Interplay of Strategic Communications, Influence and Technology, Jessica Brandt
6. "Title Pending" – Alternative Models and Options for U.S. Strategic Communications, AidData (Samantha Custer)
7. "Title Pending" – Synthesis of All of the Above, AidData (Samantha Custer, Emily Dumont, Divya Matthew)



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COMMITTEE ON ETHICS

Washington, DC 20515

December 6, 2022

Ms. Sophia Lafargue
Committee on Foreign Affairs
2172 Rayburn House Office Building
Washington, DC 20515

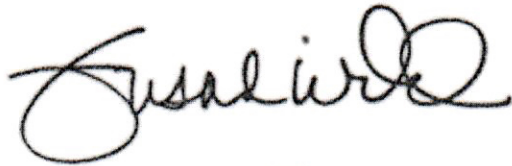
Dear Ms. Lafargue:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Williamsburg, Virginia, scheduled for December 8 to 10, 2022, sponsored by Gates Global Policy Center.

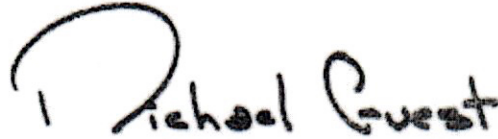
You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you 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 cursive script that reads "Susan Wild".

Susan Wild
Acting Chairwoman

A handwritten signature in cursive script that reads "Michael Guest".

Michael Guest
Acting Ranking Member

SW/MG:emw