



# 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](mailto: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.**

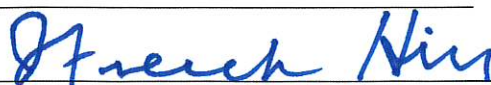
1. Name of Traveler: Dylan Frost
2. a. Name of Accompanying Relative: \_\_\_\_\_ OR None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: March 26, 2023 Return: March 27, 2023  
 b. Dates at Personal Expense, if any: \_\_\_\_\_ OR None
4. Departure City: Washington, DC Destination: New York, New York Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: United Nations Foundations
6. Describe Meetings and Events Attended:  
 I attended meetings with UN staff and directors related to emergency relief, peacebuilding, children's relief, and specifically on the UN's response to the earthquakes in Syria and Turkey.
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: 04/12/2023

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: J. French Hill Date: 4-12-2023

Signature of Supervising Member: 



U.S. House of Representatives

# COMMITTEE ON ETHICS

## SPONSOR POST-TRAVEL DISCLOSURE FORM

Original  Amendment

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

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

- Sponsor(s) who paid for the trip: United Nations Foundation
- Travel Destination(s): New York, New York
- Date of Departure: March 26, 2023 Date of Return: March 27, 2023
- Name(s) of Traveler(s): Dylan Frost

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

- Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

|                            | Total Transportation Expenses | Total Lodging Expenses | Total Meal Expenses | Total Other Expenses (dollar amount per item and description) |
|----------------------------|-------------------------------|------------------------|---------------------|---|
| Traveler                   | \$897.87                      | \$189.00               | \$90.80             |   |
| Accompanying Family Member |                               |                        |                     |   |

- All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. *Signify statement is true by checking box.*

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

Signature:  Date: April 4, 2023

Name: Peter Yeo Title: Senior Vice President

Organization: United Nations Foundation

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

Address: 1750 Pennsylvania Ave NW Suite 300 Washington, DC 20006

Email: pyeo@unfoundation.org Telephone: 202-887-9040

*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

1. Name of Traveler: Dylan Frost
2. Sponsor(s) who will be paying or providing in-kind support for the trip:  
United Nations Foundation
3. City and State **OR** Foreign Country of Travel : New York, NY
4. a. Date of Departure: 3-26-2023 Date of Return: 3-27-2023  
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 the Legislative Director for Rep. French Hill, I manage the foreign affairs policy portfolio. Given his new membership on the House Foreign Affairs Committee, this trip will give me an opportunity to learn about the US role in the United Nations, as well as, the UN's functions and role in the world.
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

J French Hill

Date

2/21/23



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](http://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:  
United Nations 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):  
Please see attached.
5. Yes  No  Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: March 26, 2023 Date of return: March 27, 2023
7. a. City of departure: Washington, DC  
b. Destination(s): New York, New York  
c. City of return: Washington, DC
8. **Check only one.** I represent that:
  - a.  The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: **OR**
  - b.  The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: **OR**
  - c.  The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.
9. **Check only one of the following:**
  - a.  I checked 8(a) or (b) above; **OR**
  - b.  I checked 8(c) above but am not offering any lodging; **OR**
  - c.  I checked 8(c) above and am offering lodging and meals for one night; **OR**
  - d.  I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted:



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:  
Please 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):  
\$48
- 2) Provide the reason for selecting the location of the event or trip:  
Please see attached.
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Westin Grand Central City: New York Cost Per Night: \$258  
Reason(s) for Selecting: Favorable cost and location.
- 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.*



U.S. House of Representatives

# COMMITTEE ON ETHICS

18. Total Expenses for each Participant:

|  |   |  |                                     |
|--|---|--|-------------------------------------|
| <input type="checkbox"/> Actual Amounts                  | Total Transportation Expenses per Participant | Total Lodging Expenses per Participant | Total Meal Expenses per Participant |
| <input checked="" type="checkbox"/> Good Faith Estimates |   |  |                                     |
| For each Member, Officer, or Employee                    | \$650   | \$258                                  | \$96                                |
| 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 |   |  |
| 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:  Date: Feb. 17, 2023

Name: Peter Yeo Title: Senior Vice President

Organization: United Nations Foundation

Address: 1750 Pennsylvania Ave NW Suite 300 Washington, DC 20003

Email: pyeo@unfoundation Telephone: 202-887-9040

### 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](mailto:ethicscommittee@mail.house.gov) | 202-225-7103  
More information and forms available at [ethics.house.gov](http://ethics.house.gov)

Michael Guest, Mississippi  
*Chairman*

Susan Wild, Pennsylvania  
*Ranking Member*

David P. Joyce, Ohio  
John H. Rutherford, Florida  
Andrew R. Garbarino, New York  
Michelle Fischbach, Minnesota

Veronica Escobar, Texas  
Mark DeSaulnier, California  
Deborah K. Ross, North Carolina  
Glenn F. Ivey, Maryland



ONE HUNDRED EIGHTEENTH CONGRESS

**U.S. House of Representatives**

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

Kelle A. Strickland  
*Counsel to the Chairman*

David Arrojo  
*Counsel to the Ranking Member*

1015 Longworth House Office Building  
Washington, D.C. 20515-6328  
Telephone: (202) 225-7103  
Facsimile: (202) 225-7392

March 20, 2023

Mr. Dylan Frost  
Office of the Honorable J. French Hill  
1533 Longworth House Office Building  
Washington, DC 20515

Dear Mr. Frost:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to New York, New York, scheduled for March 26 to 27, 2023, sponsored by United Nations 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 \$480 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,

Michael Guest  
Chairman

Susan Wild  
Ranking Member

MG/SW:rp



**UNF Congressional Learning Trip to United Nations Headquarters**

**March 26-27, 2023**

**Sunday, March 26**

3:00pm – 5:52pm Amtrak Acela #2256 to Moynihan Train Hall at Penn Station (NYP)

*Location: Washington Union Station*

5:52pm – 6:30pm Transit via hired shuttle to Westin New York Grand Central

*Pick up: 31st Street*

6:30pm – 6:35pm Check-in at hotel

6:35pm – 7:20pm Executive Time

7:20pm – 7:30pm Transit to Capital Grille

7:30pm – 9:00pm **Working Dinner with Amb. Chris Lu, U.S. Ambassador to the United Nations for Management and Reform; Cherith Norman Chalet, Assistant Secretary-General for General Assembly and Conference Management; and Raffi Gregorian, Director and Deputy to the Under-Secretary-General, UN Office of Counter-Terrorism**

The delegation will have a working dinner with high-level Americans to discuss U.S. perspectives on working at and with the UN.

*Location: Capital Grille, 155 E 42nd Street, New York, NY 10017*

9:00pm – 9:35pm Transit to hotel

Overnight Westin New York Grand Central  
212 E. 42nd St, New York, NY 10017

**Monday, March 27**

8:00am – 8:10am Meet in the hotel lobby. Please leave your bags with the porter.

8:10am – 8:15am Transfer to Residence of the U.S. Ambassador to the United Nations

8:15am – 9:15am **Working Breakfast with Amb. Linda Thomas-Greenfield, Representative of the United States of America to the United Nations**



The delegation will have a working breakfast with Amb. Linda Thomas-Greenfield to discuss U.S. priorities across the UN System.

*Location: Residence of the U.S. Ambassador to United Nations, One UN Plaza, New York, NY 10017*

9:15am – 10:00am Transfer to UN Secretariat Building, S-2726 (27th floor)

10:00am – 10:45am **Meeting with Martin Griffiths, Under-Secretary-General for Humanitarian Affairs and Emergency Relief Coordinator**

The delegation will meet with Martin Griffiths, Under-Secretary-General for Humanitarian Affairs to discuss how the UN Office for the Coordination of Humanitarian Affairs (OCHA) is coordinating the effective delivery of humanitarian assistance across multiple protracted and emerging crises, including the UN's response to the recent earthquake in Turkey and northern Syria.

*Location: UN Secretariat Building, S-2726*

10:45am – 11:00am Break/Transfer to UN Secretariat Building, S-35MM2

11:00am – 11:45am **Meeting with Rosemary DiCarlo, Under-Secretary-General for Political and Peacebuilding Affairs**

The delegation will meet with Rosemary DiCarlo, Under-Secretary-General for Political and Peacebuilding Affairs to discuss how DPPA monitors and assesses global political developments and provides support to the Secretary-General, Special Envoys, and UN political missions deployed around the world to help defuse crises and promote lasting solutions to conflict.

*Location: UN Secretariat Building, S-35MM2*

11:45am – 12:00pm Transfer to Delegates Dining Room, West Terrace

12:00pm – 12:50pm **Working Lunch with Hannan Sulieman, UNICEF Deputy Executive Director**

The delegation will meet with Hannan Sulieman, UNICEF Deputy Executive Director to discuss how UNICEF is working to meet the humanitarian and protection needs of children and their families, as well as further areas of U.S. engagement, concern, and support.

*Location: UN Headquarters, Delegates Dining Room*

12:50pm – 1:00pm Transfer to UN Secretariat Building, 38th Floor

1:00pm – 1:20pm **Meeting with H.E. António Guterres, Secretary-General of the United Nations**

The delegation will meet with the Secretary-General to discuss latest developments regarding the Initiative on the Safe Transportation of Grain and Foodstuffs from Ukrainian Ports (Black Sea Grain Initiative), as well as further areas of U.S. engagement, concern, and support.

*Location: United Nations Secretariat Building, 38<sup>th</sup> Floor*

1:20pm – 1:25pm Transfer to General Assembly Hall

1:25pm – 1:50pm **Expert Tour of UN General Assembly Hall**

*Location: UN Headquarters*

1:50pm – 2:45pm Transit via hired shuttle to Moynihan Train Hall at Penn Station (NYP)

2:45pm Arrive Moynihan Train Hall at Penn Station (NYP)

2:45pm – 3:10pm Prepare for departure

3:10pm – 6:04pm Amtrak Acela #2163 to Washington Union Station

6:04pm Arrive Washington Union Station

**UNF Learning Trip to UN Headquarters (March 26-27, 2023)**  
**Answers to Primary Trip Sponsor Form Questions 4 and 12**

**4. Names and titles of all House invitees and explanation of why the individual was invited:**

The following members of Congress have been invited to participate in this learning trip to UN Headquarters in New York because they serve on committees, subcommittees, or have interests related to U.S. foreign policy, U.S.-UN relations, humanitarian assistance, human rights, international organizations, and/or related issues. In the case of House staff that have been invited, it is because the individuals work on one or more of the above listed issues.

Rep. French Hill  
Rep. Sara Jacobs  
Rep. Juan Ciscomani  
Rep. Tom Kean Jr  
Rep. Michael Lawler  
Rep. Zach Nunn  
Rep. Jen Kiggans  
Rep. Sydney Kamlager-Dove  
Rep. Jonathan Jackson  
Rep. Jared Moskowitz  
Rep. Delia Ramirez  
Rep. Gabe Vasquez  
Rep. Valerie Foushee  
Rep. Don Davis  
Rep. Greg Casar  
Rep. Shri Thanedar  
Rep. Yadira Caraveo  
Rep. Robert Menendez Jr.  
Rep. Jill Tokuda  
Rep. John James  
Rep. Rich McCormick  
Rep. Nathaniel Moran  
Rep. Kevin Mullin  
Rep. Robert Garcia  
Rep. Brittany Pettersen  
Rep. Maxwell Frost  
Rep. Nikki Budzinski  
Rep. Eric Sorensen  
Rep. Morgan McGarvey  
Rep. Glenn Ivey  
Rep. Hillary Scholten  
Rep. Dan Goldman  
Rep. Wiley Nickel  
Rep. Jeff Jackson  
Rep. Greg Landsman

Rep. Emilia Sykes  
Rep. Val Hoyle  
Rep. Andrea Salinas  
Rep. Summer Lee  
Rep. Seth Magaziner  
Rep. Jasmine Crockett  
Rep. Marie Gluesenkamp Perez  
Rep. Chris Deluzio  
Del. Aumua Amata Coleman Radewagen  
Dylan Frost, Legislative Director, Rep. French Hill  
Sophie Jones, Democratic Staff Director, House Foreign Affairs Subcommittee on Africa

**12. Description of the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:**

The UN Foundation (UNF) works to educate all Americans, including the U.S. Congress, on the importance of a strong U.S.-UN relationship. Over the course of this trip, the delegation will meet with several high-level UN and U.S. officials, offering policymakers an opportunity to learn more about the UN's work promoting sustainable peace, delivering lifesaving humanitarian assistance, combatting human trafficking, and more. UNF is the primary sponsor of this trip and is organizing all aspects of the program and logistics. UNF handles all outreach to congressional offices and is the contact for planning purposes.