

# 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: Kelsey Hartman
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: Friday, July 21, 2023 Return: Friday, July 21, 2023  
b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR**  None
4. Departure City: Washington, DC Destination: Lusby, MD Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Foundation for Nuclear Studies
6. Describe Meetings and Events Attended: Attended the tour of Calvert Cliffs nuclear generating site with other Congressional staff  
We met with representatives of the Foundation for Nuclear Studies and Constellation (employees at the Calvert Cliffs nuclear generation site)
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: Kelsey Hartman Digitally signed by Kelsey Hartman  
Date: 2023.07.26 13:15:27 -04'00' Date: \_\_\_\_\_

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: Raul M. Grijalva Date: 07/28/2023

Signature of Supervising Member: 

# 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 in the trip within 10 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 or provided in-kind support for the trip: \_\_\_\_\_

2. Travel Destination(s): \_\_\_\_\_

3. Date of Departure: \_\_\_\_\_ Date of Return: \_\_\_\_\_

4. Name(s) of Traveler(s): \_\_\_\_\_


*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				
Accompanying Family Member				

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:  Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

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

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

*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: Kelsey Hartman
2. Sponsor(s) who will be paying or providing in-kind support for the trip:  
Foundation for Nuclear Studies
3. City and State **OR** Foreign Country of Travel : Lusby, MD
4. a. Date of Departure: 7/21/23 Date of Return: 7/21/23  
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.**  
Job title: House Natural Resources Committee, professional staff (minority).  
I work primarily for the Energy and Mineral Resources Subcommittee, and uranium mining for nuclear power falls within our jurisdiction and is an area of active interest for the Subcommittee and Ranking Member Grijalva. The educational tour of the Calvert Cliffs nuclear power plant and overview with subject matter experts will directly inform my work.
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 Raúl M. Grijalva Digitally signed by Raúl M. Grijalva  
Date: 2023.06.14 10:09:31 -04'00' Date 06/14/2023



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:
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): \_\_\_\_\_  
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:



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:
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):
- 2) Provide the reason for selecting the location of the event or trip:
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_  
Reason(s) for Selecting: \_\_\_\_\_
- 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	\$71	NA	\$20
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		

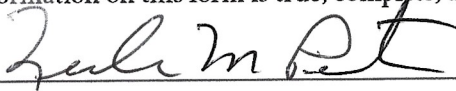
**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

### 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: 05/23/2023

Name: LeeAnn Petersen Title: Executive Director

Organization: Foundation for Nuclear Studies

Address: 1432 Independence Avenue, SE #101, WDC 20003

Email: leeann@foundationfornuclearstudies.org Telephone: 744-6077

### 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*

Keelie Broom  
*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

July 10, 2023

Ms. Kelsey Hartman  
Committee on Natural Resources  
550 Ford House Office Building  
Washington, DC 20515

Dear Ms. Hartman:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Lusby, Maryland, scheduled for July 21, 2023, sponsored by Foundation for Nuclear Studies.

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:tn

<b>First Name</b>	<b>Last Name</b>	<b>Email</b>	<b>Job Title</b>
Aria	Austin	<a href="mailto:Aria_Austin@fetterman.senate.gov">Aria_Austin@fetterman.senate.gov</a>	Legislative Aide
Kelsey	Hartman	<a href="mailto:kelsey.hartman@mail.house.gov">kelsey.hartman@mail.house.gov</a>	Professional Staff Member
Rachel	Hunter	<a href="mailto:rachel.hunter@mail.house.gov">rachel.hunter@mail.house.gov</a>	Legislative Assistant
Ian	Macari	<a href="mailto:ian.macari@mail.house.gov">ian.macari@mail.house.gov</a>	Press Assistant
John	McCarthy	<a href="mailto:john.mccarthy3@mail.house.gov">john.mccarthy3@mail.house.gov</a>	Legislative Assistant
Katie	McNiffe	<a href="mailto:kaitlin.mcniffe@mail.house.gov">kaitlin.mcniffe@mail.house.gov</a>	Legislative Assistant
Miranda	Peterson	<a href="mailto:miranda.peterson@mail.house.gov">miranda.peterson@mail.house.gov</a>	Legislative Assistant
Phoebe	Shaw	<a href="mailto:Phoebe.Shaw@mail.house.gov">Phoebe.Shaw@mail.house.gov</a>	Professional Staff Member, Democratic
Kelsey	Wall	<a href="mailto:kelsey.wall@mail.house.gov">kelsey.wall@mail.house.gov</a>	Senior Policy Adviser
Marilyn	Zepeda	<a href="mailto:marilyn.zepeda@mail.house.gov">marilyn.zepeda@mail.house.gov</a>	Director of Outreach and Engagement
Nate	Robinson	<a href="mailto:nathan.robinson@mail.house.gov">nathan.robinson@mail.house.gov</a>	Legislative Assistant
John	Seibels	<a href="mailto:john.seibels@mail.house.gov">john.seibels@mail.house.gov</a>	Press Secretary
Will	Lane	<a href="mailto:Will.Lane@mail.house.gov">Will.Lane@mail.house.gov</a>	Legislative Assistant
Lois	Burns	<a href="mailto:louis.burns@mail.house.gov">louis.burns@mail.house.gov</a>	Legislative Assistant
Alessandra	Guckes	<a href="mailto:alessandra@lstreetpartners.com">alessandra@lstreetpartners.com</a>	Project Manager
LeeAnn	Petersen	<a href="mailto:leeann@foundationfornuclearstuc">leeann@foundationfornuclearstuc</a>	Executive Diirector
Ashley	Hall	<a href="mailto:intern@lstreetpartners.com">intern@lstreetpartners.com</a>	Intern
Virginia	Hagerott	<a href="mailto:vhs@nei.org">vhs@nei.org</a>	Manager, Nuclear Advocacy and C
Kathleen	Foley	<a href="mailto:KEF@nei.org">KEF@nei.org</a>	Director, Federal Programs

**COMING BY CAR NOT BUS**

Virginia	Hagerott	<a href="mailto:vhs@nei.org">vhs@nei.org</a>	Manager, Nuclear Advocacy and C
Kathleen	Foley	<a href="mailto:KEF@nei.org">KEF@nei.org</a>	Director, Federal Programs



Office	State	Phone	Invited	Registered	Confirmation/Et SUBMITTED TO I
Fetterman	Pennsylvania		Yes	Yes	Yes Yes
House Committee on Natural Res		202-225-6065	Yes	Yes	Yes Yes
Craig	Minnesota	202-225-2271	Yes	Yes	Yes Yes
House Committee on Natural Res		202-225-2761	Yes	Yes	Yes Yes
Crenshaw	Texas	202-225-6565	Yes	Yes	Yes Yes
<del>Hudson</del>	<del>North Carolina</del>	<del>202-225-3715</del>	<del>Yes</del>	<del>Yes</del>	<del>Yes Yes</del>
Pallone	New Jersey	202-225-4671	Yes	Yes	Yes Yes
House Committee on Science, Space, and Technol			Yes	Yes	Yes Yes
Palmer	Alabama	202-225-4921	Yes	Yes	Yes Yes
<del>House Committee on Natural Res</del>		<del>202-225-6065</del>	<del>Yes</del>	<del>Yes</del>	<del>Yes Yes</del>
<del>Blunt Rochester</del>	<del>Delaware</del>	<del>202-225-4165</del>	<del>Yes</del>	<del>Yes</del>	<del>Yes Yes</del>
<del>House Committee on Natural Res</del>		<del>202-225-2761</del>	<del>Yes</del>	<del>Yes</del>	<del>Yes Yes</del>
Duncan	SC	202-225-5301	Yes	Yes	Yes Yes
Ruppersberger	PA	(614) 886-1006	Yes	Yes	Yes Yes
FNS	N/A	302-242-5257	Yes	Yes	Yes N/A
FNS	N/A	202-744-6077	Yes	Yes	Yes N/A
FNS	N/A	615-663-8282	Yes	Yes	Yes N/A
NEI	N/A				
NEI	N/A				
NEI	N/A				
NEI	N/A				



**Foundation for Nuclear Studies Educational Staff Tour Calvert Cliffs Nuclear Power Plant**  
**Friday, July 21, 2023**

7:30 AM EST Congressional Staff Board a Motor Coach at Starbucks, 237 Pennsylvania Avenue, SE, Washington, DC

Note: Government issued ID is required for tour (Driver's License or Passport)

7:45 AM EST Motor Coach Departs for the Calvert Cliffs Nuclear Power Plant

Note: Educational Nuclear Overview with Subject Matter Expert

9:00 AM EST Coach Arrives at the Calvert Cliffs Nuclear Office Facility (NOF) Location: 1650 Calvert Cliffs Pkwy, Lusby, MD 20657 9:15 AM EST

Site welcome, intros and presentation featuring Janna Jackson, Manager Local Government Affairs and Tuane Young, Senior Manager Security

10:15 AM EST Process into Security/Access Protected Area

10:45 AM EST Calvert Cliffs Tour

Protected Area Sites: Waterfront intake, turbine deck, control room overlook and radiation protection observation area

Tour Guides: Janna Jackson; and Todd Tierney

12:00 AM EST Depart Protected Area

12:15 PM EST Box lunch briefing and Q&A with site Leadership

Location: Site VP Conference Room

1:00 PM EST Board coach for second and final part of tour

Featuring: FLEX Building Project and spent fuel storage

2:00 PM EST Motor Coach Departs for Washington, DC

3:30 PM EST Motor Coach Returns to, Washington, DC