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: Heather Smith

2. a. Name of Accompanying Relative: _____ ***OR*** ☒ None
   b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____

3. a. Dates: Departure: August 2, 2023 Return: August 4, 2023
   b. Dates at Personal Expense, if any: _____ ***OR*** ☒ None

4. Departure City: Washington, DC Destination: Charleston, SC Return City: Washington, DC

5. Sponsor(s), Who Paid for the Trip: Conservative Climate Foundation

6. Describe Meetings and Events Attended: Sessions on clean energy, conservation, communicating with the press, polling on energy and environmental issues, resiliency in the city of Charleston, and climate policy

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: Heather Smith **Date:** 8/21/2023

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: Rep. William Timmons **Date:** 8/21/2023

Signature of Supervising Member: William K Timmons IV

last updated 7/2023

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: Conservative Climate Foundation
2. Travel Destination(s): Charleston, South Carolina
3. Date of Departure: 8/2/2023 Date of Return: 8/4/2023
4. Name(s) of Traveler(s): Harley Adsit, Zachary Barnett, Emily Carlin, Kristen Cianci, Wesley Harkins, Elizabeth Burton Jones, Bailey Mailloux, Mark (Eli) Mansour, Brian Piper, Reilly Richardson, Heather Smith,Kara Zupkus

   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	$596 (airfare and ground transportation)	$454	$448	$11 - Conference Materials
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: Digitally signed by Lauren Wright Date: 2023.08.16 13:45:56 -04'00' **Date:** 8.15.2023

Name: Lauren Wright **Title:** Executive Director

Organization: Conservative Climate Foundation

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

Address: 1090 Vermont Ave Suite 750, Washington, DC 20005

Telephone: 202-659-6965 **Email:** lauren@rightonclimate.org; BMehr@dickinson-wright.com

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.

last updated 7/2023

U.S. House of Representatives
COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Heather Smith

2. Sponsor(s) who will be paying or providing in-kind support for the trip:
Conervative Climate Foundation

3. City and State **OR** Foreign Country of Travel : Charleston, South Carolina

4. a. Date of Departure: Aug 2, 2023 Date of Return: Aug 4, 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 Deputy Chief of Staff and Communication Director, the issues we will discuss on the trip will help me better understand and communicate given the Congressman's legislative and committee responsibilities. They are also important given the state and district he represents in Congress.

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 William K Timmons IV Date 07.11.23

U.S. House of Representatives
COMMITTEE ON ETHICS

TRAVELER FORM

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection. **This form and any attachments may be delivered to the Committee at 1015 Longworth or e-mailed to** travel.requests@mail.house.gov.

Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date. Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. **You must receive explicit approval from the Committee before you depart on this trip.**

Name of Traveler: Heather Smith

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: Heather Smith

Name of Signatory (if other than traveler):

For Staff (name of employing Member or Committee): Rep. William Timmons

Office Address: 267 Cannon HOB Washington, DC 20515

Telephone Number: 202-225-6030

Email Address of Contact Person: heather.smith@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.*

U.S. House of Representatives
COMMITTEE ON ETHICS

PRIMARY TRIP SPONSOR FORM

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

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

1. Sponsor who will be paying for the trip:
   Conservative Climate 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 attachment A
5. Yes ☐ No ☒ Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: August 2, 2023 Date of return: August 4, 2023
7. a. City of departure: Washington, D.C.
   b. Destination(s): Charleston, South Carolina
   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:

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:

    The Conservative Climate Foundation's (CCF) mission is to engage and inform the public and policymakers about reducing global and domestic emissions with common sense, economic, and environmentally sustainable strategies and solutions based on conservative principles. CCF is the sole organizer of the trip, and will be planning, paying for, and hosting all activities.

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:

    N/A

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: Mills House Hotel City: Charleston, S.C. Cost Per Night: $227
    Reason(s) for Selecting: Location, appropriate conference, facilities, offer of gov't rate for congressional staff
    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:**

☐ Actual Amounts ■ Good Faith Estimates	Total **Transportation** Expenses per Participant	Total **Lodging** Expenses per Participant	Total **Meal** Expenses per Participant
For each Member, Officer, or Employee	$500	$454	$600
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	N/A	N/A
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: Lauren Wright Digitally signed by Lauren Wright Date: 2023.06.20 21:46:27 -04'00' Date: 06/20/2023

Name: Lauren Wright Title: Executive Director

Organization: Conservative Climate Foundation

Address: 1090 Vermont Ave Suite 750, Washington, DC 20005

Email: lauren@rightonclimate.org; BMehr@dickinson-wright.com Telephone: (909) 583-3698

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**

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 19, 2023

Ms. Heather Smith
Office of the Honorable William R. Timmons IV
267 Cannon House Office Building
Washington, DC 20515

Dear Ms. Smith:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Charleston, South Carolina, scheduled for August 2 to 4, 2023, sponsored by Conservative Climate 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:mc

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):

CCF invited Communications Directors and senior staff from ever member of the Conservative Climate Caucus. In the case that the Communications Director was unavailable or the position wasn't filled, we extended the invite to another relevant member of the staff.

1. Aaron Britt, Rep. Lori Chavez-DeRemer
2. Adam Cloch; Rep. John Curtis
3. Alyssa Gulick, Rep. Tony Gonzales
4. Amanda Fitzmorris; Rep. Dan Newhouse // Western Caucus
5. Andre Rodriguez; Rep. Carlos Gimenez
6. Andrea Hitt; Rep. Debbie Lesko
7. Anthony Foti; Rep. Paul Gosar
8. Ashley Brown; Rep. Jeff Van Drew
9. Austin Higginbotham; Rep. Pat Fallon
10. Bailey Mailloux; House Natural Resources Committee
11. Brian Patrick; Rep. Bill Huizenga
12. Brian Piper; Rep. Drew Ferguson
13. Caroline Briscoe; Rep Tom Tiffany
14. Caroline Tucker; Rep. Blake Moore
15. Charlotte Taylor; Rep. Larry Bucshon
16. Claire Nance; Rep. Michelle Steel
17. Clark Siddle; Rep. Troy Balderson
18. Colton Snedecor; Rep. Ryan Zinke
19. Conner Swanson, Rep. Kelly Armstrong
20. Dan Hanlon, Rep. Nancy Mace
21. Dan Kranz; Rep. Marc Molinaro
22. Dan Scharfenberger, Rep. Tom Kean
23. Danielle Jensen, Rep. Don Bacon
24. Eli Mansour; Rep. Pete Stauber
25. Elizabeth Burton Jones, Rep. Mariannette Miller-Meeks
26. Emily Carlin; Rep. Jay Obernolte
27. Emily Hall ;Rep. French Hill
28. Emily Wood; Rep. Jeff Duncan
29. Emma Hall; Rep. Burgess Owens
30. Emma Hogan; Rep. Richard Hudson
31. Eve Sparks; Rep. Nancy Mace
32. Faith Mabry; Rep. David Valadao
33. Grace Bellone; Rep. John Curtis
34. Grace White, Rep. Bryan Steil
35. Hannah Nine, Rep. Russell Fry

36. Harley Adsit, Rep. Buddy Carter
37. Harry Fones, Rep. Greg Murphy, M.D.
38. Heather Smith, Rep. William Timmons
39. Heather Vaughan; House Science, Space, and Technology Committee
40. Hunter Lovell, Rep. David Schweikert
41. James Hewitt, Rep. Michael Waltz
42. James Hogge, Rep. Jack Bergman
43. Jazmine Kemp,Rep. Dusty Johnson
44. Jenifer Bradley, Rep. John H. Rutherford
45. John Etue, Rep. Roger Williams
46. John Rauber, Rep. Darin Lahood
47. John Seibels; House Committee on Natural Resources
48. Joshua Gonzalez, Rep. Maria Elvira Salazar
49. Justin Doil, Rep. Chuck Fleischmann
50. Kara Zupkus, Rep. Dan Crenshaw
51. Karen Navarro, Rep. Monica DeLaCruz
52. Katie Milner, Rep. Jim Baird
53. Knox McCutchen, Rep. Cliff Bentz
54. Kristen Cianci, Rep. Andrew Garbarino
55. Kyle Vonende, Rep. Cathy McMorris Rodgers
56. Laura Hernandez, Rep. Mario Diaz-Balart
57. Laynee Buckels, Rep. Randy Weber
58. Leah Courtney, Rep. Neal Dunn
59. Liam Anderson, Rep. Chris Stewart
60. Lyssa Bell, Rep. August Pfluger
61. Maddison Stone, Rep. Glenn "GT" Thompson
62. Madison Green, Rep. Barry Moore
63. Maggi McClanahan, Rep. Jodey Arrington
64. Maria Kim, Rep. Chuck Edwards
65. Mary Collins Atkinson, Rep. Mariannette Miller-Meeks
66. Matthew Topolski, Rep. Wesley Hunt
67. Mechelle Philip, Rep. Young Kim
68. Michael Frohlich, Rep. Mike McCaul
69. Michael Marinella, Rep. Dan Newhouse
70. Mike Rorke, Rep. Tim Walberg
71. Mollie Timmons, Rep. Morgan Griffith
72. Molly Cutrona, Rep. Mark Amodei
73. Natalie Baldassarre, Rep. Nicole Malliotakis
74. Olivia Shields; House Energy & Commerce Committee
75. Paige Lindgren, Rep. Juan Ciscomani
76. Patrick Bond, Rep. Frank Lucas
77. Peter Finocchio, Rep. Mike Lawler
78. Rachel Partlow, Rep. Tim Burchett
79. Rebekah Hoshiko; House Natural Resources Committee

80. Reilly Richardson, Rep. Jen Kiggans
81. Ross Tullis, Rep. Pete Sessions
82. Sara Lynn Colley, Rep. Doug Lamborn
83. Sara Robertson, Rep. Rick Crawford
84. Sarah Anne Voyles, Rep. Michael Burgess
85. Sarah Henderson, Rep. Bruce Westerman
86. Sarah Newsome, Rep. Robert Wittman
87. Sarah Young, Rep. David Joyce
88. Sean Kelly; House Energy & Commerce Committee
89. Shelby Boswell, Rep. Michael Cloud
90. SK Bowen, Rep. Brett Guthrie
91. Tyler Staker, Rep. Andy Barr
92. Wesley Harkins, Rep. Stephanie Bice
93. Will Bowen, Rep. Patrick McHenry
94. William Hampson, Rep. Nancy Mace
95. Zachary Barnett, Rep. Garrett Graves

Communicators Retreat
Conservative Climate Foundation
Charleston, South Carolina
August 2 – 4, 2023

The following agenda reflects the conference itinerary that took place. Minor changes as a result of last minute cancellations from the proposed itinerary are marked with an asterisk.

American Airlines flight #1466, departing Washington National Airport at 8:37am at and arriving into Charleston International Airport at 10:36am:

1. Harley Adsit
2. Natalie Baldassarre
3. Zachary Barnett
4. Laynee Buckels
5. Emily Carlin
6. Kristen Cianci
7. Adam Cloch
8. Joshua Gonzelez
9. Wesley Harkins
10. Sarah Henderson
11. Elizabeth Burton Jones
12. Sean Kelly
13. Paige Lindgren
14. Bailey Mailloux
15. Mark Mansour
16. Mike Marinella
17. Brian Piper
18. Reilly Richardson
19. Mike Rorke
20. John Seibels
21. Heather Smith
22. Caroline Tucker
23. Kara Zupkus

United Airlines flight #1949, departing Washington Dulles Airport at 8:15am and arriving into Charleston International Airport at 9:55am:

1. Grace Bellone

WEDNESDAY, August 2nd

Arrival – 11am	*Executive Time*
11 – 11:30am	*Depart airport en route Mills House Hotel* **Mills House Hotel** 115 Meeting St Charleston, SC 29401

11:30 – 12pm	*Arrive Mills House Hotel, check-in*
12 – 1pm	*Welcome Lunch // Mills House Hotel, Signers Ballroom* **Welcome and Introduction to the 2nd Annual Communicators Retreat** Welcome to the second annual Communicators Retreat! During this lunch-time session, we will make introductions to the team that is hosting the conference, go over the retreat schedule, and point out important retreat logistics. ******Lauren Wright,*** *Conservative Climate Foundation*
***1 – 2pm	*Panel // Mills House Hotel, Signers Ballroom* **Energy 101: Today's Energy Landscape and the Communicators' Toolkit** The United States' energy infrastructure is the bedrock of the American economy and touches almost every policy area, from national security to tax reform. A multitude of factors, including public demand for clean energy, shifts in the global energy market, and emerging technologies have put the U.S. squarely in the middle of a significant energy transition. We are at a crossroads, and both the public and private sectors have been given the opportunity to reinvent the way we do things. This session will focus on the broad, overarching topic of today's energy landscape and provide an introduction to communications tactics around energy policies, answering questions such as: • What are the driving factors of today's energy landscape? • What are the roles of the private sector and the public sector in supporting this transition? • How are conservatives uniquely qualified to support the energy transition? • What are the emerging policy and communications tools for conservatives that want to lead on climate issues? ***Emily Crawford Gerhardt,*** *Southern Company* ****Jen Bristol, Solar Energy* *Industries Association* ***David Heifetz,** Breakthrough Energy* Moderated by

	***Matthew Mailloux,* *ClearPath*
***2 - 3 pm	****Panel // Mills House Hotel, Signers Ballroom* **Challenges in Communication: Responding to Tough Questions** Communicating on climate and clean energy issues in an authentically conservative way is an exercise of regularly *threading the needle* – generating positive press and social media around issues that require so much nuance is increasingly challenging, especially as conservatives attempt to take back the narrative on climate. Panelists will discuss the challenges of communicating nuanced climate messages using real-world examples from the public and private sector. • How do you interact and build relationships with the press on a day-to-day basis? • Discuss a nuanced subject you've worked on in the past year. How did you help your organization *thread the needle*? • How do you deal with reporters, who are writing a story with a predetermined thesis? ***Shawna Berger,* *Duke Energy* ***Karly Matthews,* *American Conservation Coalition* Moderated by ***Heather Reams, CCF Board*
3 – 5pm	*Check-in to hotel room, executive time*
5 – 6pm	*Welcome Remarks // Mills House Hotel, Pool Terrace* **Climate Policy in the 117th Congress** Climate policy is an ever-changing landscape, and with Republicans holding a majority of the United States House of Representatives, it is more important than ever that conservatives are tuned-in to the portfolio. ***Richard Chalkey,* *Office of Representative Nancy Mace*
6 – 8pm	*Keynote Remarks and Working Dinner // Mills House Hotel, Iron Rose Restaurant* **Threading the Needle: Communicating on Climate in 2023**

	As more and more Americans prioritize climate issues, both the public and the private sector are primed to act on climate policy. Climate change is no longer a talking point of the left, but rather, an opportunity for the United States to grow its economy, our leadership on the global stage, and ensure our energy security for years to come. ***Tom Mullikin,*** *South Carolina Floodwater Commission*
8 – 9pm	*Site Visit // Battery of Downtown Charleston* **Walking Tour of the Charleston Battery: Flood Zones, Resiliency, and Vulnerability of the Coastal City** The City of Charleston is one of many coastal cities that has a vested interest in mitigating climate impacts. The city was built in 1875, well before the concept of climate change was ever studied. Today, city planners are in a constant battle to not only address their own impact on the climate, but what they must do to keep their city intact. Local experts from the city council and the Historic Charleston Foundation will lead us in an after-dark tour of the peninsula, focusing on the Battery, portions of which have recently been renovated for climate resilience. The walking tour will also explore the history of Charleston's vulnerability to flooding, city infrastructure that is most at risk, and what can be done to save it. ***Dale Morris,*** *City of Charleston* ***Cashion Drolet,*** *Historic Charleston Foundation*
9pm	RON

Thursday, August 3rd

8 – 9am	*Breakfast Panel // Mills House Hotel, Signers Ballroom* **Conservative Climate Caucus Introduction and Briefing** The Conservative Climate Caucus, just about two years old, is one of the largest Republican caucuses in the House of Representatives. The Caucus represents a growing movement and acknowledgement that conservative values are aligned with clean energy policy and uniquely positioned to the benefit of the United States' economy. Representatives from the Conservative Climate Caucus will give an overview of their work and introduce the ways in which they can serve as a resource for individuals looking to better communicate on climate issues.

	***Grace Bellone** Executive Director, Conservative Climate Caucus* ***Adam Cloch**, Communications Director, Conservative Climate Caucus* Moderated by ****Luke Bolar, CCF Board*
9 – 10:30am	*Workshop // Mills House Hotel, Signers Ballroom* **Interpreting and Communicating on Popular Opinion** The first step to any good message is to best understand your audience. Quality polling is an invaluable tool in messaging on climate, recognizing that each audience, speaker, and end goal will create a different message. Representatives of two recently conducted polls will share their findings and answer the following questions: • What are the overarching themes of the recently conducted research? Where does the American public at large stand on climate? • What are the most important factors in determining an individual's stance on climate? • What are the lessons learned from these polls? What talking points work? ***Rich Thau**, President, Engagious* Moderated by ***Luke Bolar**, CCF Board*
10:30 – 11am	*Gather belongings to leave hotel for the rest of the day*
11 – 11:30am	*Travel to Aquarium Marina for climate impact tour via coach bus*
11:30 – 2:45pm	*Expert-Narrated Climate Impact Tour // Aquarium Marina, Charleston Harbor* **Charleston Harbor Tour: Impacts of Climate on the Carolina Coast** The Charleston Harbor hosts the Port of Charleston, the deepest American port on the Atlantic Ocean. Port operations support 1 in 10 jobs in South Carolina and generate a $63.4 billion annual economic impact. The harbor and its port are economic and environmental lifelines of South Carolina and represent the urgency in protecting the vibrant and bustling coastline of the United States. Our tour of the Charleston Harbor will narrate four key sites: 1. Current vulnerabilities of the peninsula, including impact of flooding on septic systems of historic settlements

	2. Noting future flood risks with projects on sea level rise, 3. The Port of Charleston's perspective on threatened critical infrastructure and economic impacts of sea level rise 4. Impact of climate change to the environment in Charleston Harbor, including impacts of sea level rise to the natural habitat of the marsh ***Dale Morris**, Chief Resiliency Officer, City of Charleston* ***Andrew Wunderley**, Executive Director, Charleston Waterkeeper* ***Jordi Yarborough**, Vice President of Statewide Stakeholders and Local Government Engagement Port of Charleston*
2:45 – 3:30pm	*Disembark and board bus en route* **The Citadel, The Military College of South Carolina** 171 Moultrie Street Charleston, SC 29409
3:30 – 4:30pm	*Panel // Swain Boating Center* **Local Climate Science and the Importance of Tapping Local Voices** While climate change is a marketed as a global problem, it is local communities and individuals that are on the front lines of research, education, and advocacy. Local entities, like Charleston's The Citadel and South Carolina Aquarium, are key players in convening and educating their target constituencies. Dr. Scott Curtis and Dr. Sarah McDonald will discuss their own areas of research, offering their thoughts about how their research is best utilized and communicated. In 2020, The Citadel opened the Lt. Col James B. Near Jr. Center for Climate Studies. The program involves faculty across The Citadel's campus with the mission of spearheading climate research in the region and partnering with pre-existing local climate groups. The South Carolina Aquarium is a leader in Charleston's conservation and resiliency conversation, hosting regular events for locals to learn, participate in, and enjoy conservation and climate efforts. The Aquarium hosts not only visitors hoping to observe the wildlife, but a public education program that is working behind the scenes statewide, beyond the walls of the Aquarium, to make impact. Drs. Curtis and McDonald will explore questions such as:

	• What are the areas of research that you focus on as a local to Charleston? • How do you engage with the local community on this issue? What are the best practices? • How do you engage with larger constituencies? ***Dr. Scott Curtis,*** *Director, Near Center for Climate Studies, Dr. John Lining Professor of Physics, The Citadel* ***Dr. Sara McDonald,*** *Director of Conservation, South Carolina Aquarium* Moderated by ***Christine Harbin,*** *CCF Board*
4:30 – 5:30pm	*Walking Tour* **The Citadel: Flood Impacts on Defense Infrastructure** 171 Moultrie Street Charleston, SC 29409
5:30 – 7pm	*Pre-Dinner Remarks and Reception* **Climate Change and US Military Infrastructure Resilience** Climate change is widely acknowledged as a key strategic challenge for the United States Department of Defense (DoD). Not only will climate change create additional resource scarcity and destabilize vulnerable regions, but also threatens military infrastructure and thereby readiness. The Citadel, one of the country's most prominent military colleges, and works not only with these larger themes, but also the challenges with its location in a city that is subject to floods and sea level rise. ***Darin Zimmerman,*** *Dean and Traubert Chair, Swain Family School of Science and Mathematics, The Citadel*
7 – 8:30pm	*Dinner*
8:30 – 9pm	*Bus departs The Citadel en route Mills House Hotel*
9pm	RON

FRIDAY, August 4th

8 – 9am	*Breakfast served*

9 – 10am	*Panel // Mills House Hotel, Signers Ballroom* **A United Front: Communicating America's Energy Leadership on a Global Stage** The United States has long been a leader in energy innovation on the global stage, largely responsible for the production and development of countless clean energy technologies. As the global community comes online to the urgency of climate change and the need to insulate itself from geopolitical energy instability, the demand for clean energy innovation is higher than ever. Conservatives are at a crossroads and have been given the opportunity to unite behind an energy policy that benefits the U.S. economy, reduces global greenhouse gas emissions, and strengthens America's competitive edge. Effectively communicating on climate issues as a united block is essential for conservatives to have a seat at the table in the global climate conversation. In this session, we will address questions like: • What is the value of building a conservative coalition around climate issues on the global stage? • What is the role of large international climate conferences, such as the UNFCCC's COP, in uniting in our messaging? • What are the most important/effective talking points for climate issues in a global setting, as opposed to on a local stage? ***Bill Rivers**, Senior Writer, BP* ***Eric Moses**, Vice President of Corporate Affairs, Occidental Petroleum* ***Andrew Malcolm**, Vice President and Chief of Staff, Constellation* ****George David Banks, CRES Forum* Moderated by ****Christine Harbin, CCF Board*
10 – 11am	*Workshop // Mills House Hotel, Signers Ballroom* **Communications in Practice: Applying Lessons of the Communicators Retreat** Over the course of the retreat, we've discussed the importance of addressing climate change, the public perception of climate policy, accessible talking points, and best practices for coalition building. Understanding that every community and audience is unique, we want to challenge retreat participants to think through real-world applications for the lessons learned while in Charleston.

	In this session, we will have participants work individually and in groups to answer the following questions: • What issues matter most to your audience? • What is your most effective format of communication for the cause you want to serve? • What are the steps that must be taken to create an effective communications campaign? • What resources should be used when creating that campaign? ***Michael Steel**, Senior Vice President of Communications, Business Roundtable*
11am – 12pm	*Lunch // Mills House Hotel, Signers Ballroom*
12:00 – 12:30pm	*Depart conference en route to airport via coach bus*
12:30 – 2:30pm	*Executive Time*
2:48pm	*American Airlines flight #5166 departs Charleston International Airport*

American Airlines flight #5166 departing Charleston International Airport at 2:48pm and arriving Washington National Airport at 4:29pm:

1. Harley Adsit
2. Natalie Baldassarre
3. Zachary Barnett
4. Emily Carlin
5. Kristen Cianci
6. Joshua Gonzalez
7. Wesley Harkins
8. Elizabeth Burton Jones
9. Bailey Mailloux
10. Mark Mansour
11. Brian Piper
12. ***Reilly Richardson
13. Michael Rorke
14. Heather Smith
15. Kara Zupkus

United Airlines flight #3556 departing Charleston International Airport at 5:15pm and arriving Chicago O'Hare 6:46pm:

1. Adam Cloch

American Airlines #5376 departing Charleston International Airport at 6:20pm and arriving Washington National Airport at 8pm:

1. Laynee Buckels

SATURDAY, August 5th

United Flight 486 departing Charleston International Airport at 9:53am and arriving at Washington Dulles at 11:25am:

1. Grace Bellone

American Airlines flight #5166 departing Charleston International Airport at 2:48pm and arriving Washington National Airport at 4:29pm:

1. Sarah Henderson

SUNDAY, August 6th

American Airlines flight #5166 departing Charleston International Airport at 2:48pm and arriving Washington National Airport at 4:29pm:

1. Paige Lindgren
2. Michael Marinella
3. John Seibels
4. Caroline Tucker