

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 Partnership Institute

2. Travel Destination(s): Cambridge, MD

3. Date of Departure: September 6, 2023 Date of Return: September 8, 2023

4. Name(s) of Traveler(s): See attached.

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

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

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$100.00	\$198.00	\$128.00	0
Accompanying Family Member	0	0	0	0

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: September 13th

Name: Ed Corrigan Title: President and CEO

Organization: Conservative Partnership Institute

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

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

Telephone: 202.937.2309 Email: sgast@compasslegal.org

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.

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Emma White
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Conservative Partnership Institute
3. City and State OR Foreign Country of Travel: Cambridge, Marylandd
4. a. Date of Departure: September 6 Date of Return: September 8
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, invitation, 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 legislative director, it will be beneficial to be at an event with other legislative directors to brainstorm and come up with new ideas and legislative priorities.

9. Yes No Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, or arranging the trip?
10. For staff travelers, to be completed by your employing Member:

ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member: _____

Date: 8/4/23

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 sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection.

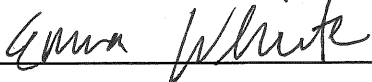
This form and any attachments may be submitted at 1015 Longworth House Office Building or travel.requests@mail.house.gov.

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: Emma White

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 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): _____

Staff (name of employing Member or Committee): Rep. Barry Moore

Office Address: 1504 Longworth House Office Building

Phone Number: 2022252901

Email Address of Contact Person: emma.white@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 closure 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 email: travel.requests@mail.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

August 31, 2023

Ms. Emma White
Office of the Honorable Barry Moore
1504 Longworth House Office Building
Washington, DC 20515

Dear Ms. White:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Cambridge, Maryland, scheduled for September 6 to 8, 2023, sponsored by Conservative Partnership Institute, Inc.

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

**Conservative Partnership Institute's (CPI)
Congressional Legislative Director (LD) Retreat
September 6-8th, 2023**

Wednesday, September 6th:

9:00 am - 11:00 am **Travel from Washington, D.C. 20003 to Cambridge, MD 21613**

11:00 - 12:00 pm **Arrival at CPI Property and Check-in**

12:00 – 12:30 pm **Lunch and Welcome**

Welcome address, group introductions, and an overview of the retreat's objectives.
Speaker: Tim Reitz, House Freedom Caucus

12:30 – 2:00 pm **SESSION 1: American Institutions and the American Way of Life**

Arthur will provide a framework through which to view American institutions in addition to how policymakers should consider different points of leverage to advance conservative policies.

Speaker: Arthur Milikh, Claremont Institute

2:00 – 3:30 pm **Break**

3:30 – 5:00 pm **SESSION 2: Managing Relationships Between Offices**

A synopsis on how to manage engagements with leadership offices and their staff as well as strategies to effectively navigate bicameral coalitions across congressional offices.

Speaker: Ed Corrigan, Conservative Partnership Institute & Tim Reitz, House Freedom Caucus

5:00 – 6:30 pm **SESSION 3: Immigration Reform Panel**

Conservative immigration policy solutions within the 118th Congress, including a conservative response to legal immigration policy proposals.

Speaker: Mark Krikorian, Center for Immigration Studies & Grant Newman, Numbers USA

6:30 – 7:30 pm **Dinner with Dan Caldwell**

Discussion of America's role within the Russia/Ukraine conflict and the conservative approach to foreign policy.

Speaker: Dan Caldwell, Center for Renewing America

Thursday, September 7th:

9:30 – 10:00 am **Breakfast Buffet**

10:00 – 11:30 am **SESSION 4: An Overview on Oversight**

President of the American Accountability Foundation and long-time investigative staffer and will share strategies for how Congress should approach oversight and accountability in the 118th Congress.

Speakers: Tom Jones, American Accountability Foundation

11:30 – 12:30 pm

Lunch & Session 5: The Secret to Being a Successful Manager

Best practices to manage a team of junior policy staff and tips on how to cultivate a cohesive office culture among a legislative team.

Speaker: Ed Corrigan, Conservative Partnership Institute & Wesley Denton, Conservative Partnership Institute

12:30 – 3:00 pm

Break

3:00 – 4:00 pm

Foreign Intelligence Surveillance Act (FISA) Reform

A case for comprehensive surveillance reform and a discussion on the reauthorization of Section 702.

Speaker: Matthew Silver, Americans for Prosperity & Mark Davis, Project for Privacy & Surveillance Accountability

4:00 – 4:30 pm

Break

4:30 – 5:30 pm

The Path Forward: the American Economy, Workforce, and Financialization

Two economic experts will discuss what has gone wrong with investment in the American economy, how conservatives should think about the renewal of work in America today, and the policies needed to recover.

Speakers: Oren Cass, American Compass

5:30 – 6:00 pm

Break

6:00 – 7:00 pm

Dinner with the Honorable Jeff Sessions

The 84th U.S. Attorney General of the United States and former Alabama Senator will deliver keynote remarks over dinner, sharing his experiences in both the legislative and executive branches.

Speaker: The Honorable Jeff Sessions, Former U.S. Attorney General

Friday, September 8th:

9:30 – 10:00 am

Breakfast & Check Out

10:00 – 12:00 pm

Travel from Cambridge, MD 21613 to Washington, D.C. 20003

Question 4: (Names of Travelers)

1. Travis Rowland - Legislative Director, Rep. Dan Bishop (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)
2. Dawn-Marie Sullivan - Legislative Director, Rep. Andrew Clyde (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)
3. Kyle McKay - Legislative Director, Rep. Eric Burlison (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)
4. Tom McCullough - Legislative Director, Rep. Michael Cloud (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)
5. Sean McAndrews - Legislative Director, Rep. Josh Brecheen (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)
6. Nicole Manley - Legislative Director, Rep. Ben Cline (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)
7. Peter Holland - Legislative Director, Rep. Bob Good (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)
8. Travis Trejo - Legislative Director, Rep. Andy Harris (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)
9. Daniel West - Legislative Director, Rep. Clay Higgins (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)
10. Blayne Callas - Legislative Director, Rep. Alex Mooney (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)
11. Emma White - Legislative Director, Rep. Barry Moore (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)
12. Tim Reitz - Executive Director, House Freedom Caucus (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)
13. Cesar Ybarra - Policy Director, House Freedom Caucus (*Invited as a Congressional staffer with interest in improving Congressional legislative strategy*)