

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: JONATHAN HALPERN
2. a. Name of Accompanying Relative: _____ **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: 2/19/24 Return: 2/28/24
b. Dates at Personal Expense, if any: 2/25/24-2/28/24 **OR** None
4. Departure City: WASHINGTON, DC Destination: ALGIERS, TINDOUF Return City: WASHINGTON, DC
5. Sponsor(s), Who Paid for the Trip: DEFENSE FORUM FOUNDATION
6. Describe Meetings and Events Attended: Meetings with government officials, educational institutions, and local organizations in Algiers and in the Sahwari refugee camps on issues surrounding U.S. support for Western Sahara.
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: 3/10/24

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: SANFORD D. BISHOP, JR. Date: 3/11/24

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: DEFENSE FORUM FOUNDATION

2. Travel Destination(s): SAHRAWI REFUGEE CAMPS, located outside TINDOUF, ALGERIA

3. Date of Departure: 2/19/2024 Date of Return: 2/28/24

4. Name(s) of Traveler(s): JONATHAN HALPERN

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	\$1576.03	\$205.74 hotel inc one meal in Algiers	\$135	n/a
Accompanying Family Member	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:  Date: March 8, 2024

Name: Suzanne K Scholte Title: President

Organization: DEFENSE FORUM FOUNDATION

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

Address: 3014 Castle Road Falls Church Va 22044

Telephone: cell 202-257-0095; office 703-534-4313 Email: suzanne@defenseforumfoundation.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: Jonathan Louis Halpern
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Defense Forum Foundation
3. City and State **OR** Foreign Country of Travel: Sawrawi Refugee Camps, Algeria
4. a. Date of Departure: 2/19/24 Date of Return: 2/28/24
b. Yes No Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: 2/25/24-2/27/24 (Depart Algiers 2/28/24 in early AM)
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 Congressman Sanford Bishop's Deputy Chief of Staff, I handle his foreign affairs, immigration/refugee policy, and appropriations portfolio. The status of the Western Sahara is a perennial issue under the State-Foreign Operations Act, which I cover for Congressman Bishop in his position on the House Appropriations Committee.
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: 1/17/24

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's website (ethics.house.gov) provides detailed instructions for filling out the form. The Committee will notify the House invitees directly of its decision and will not notify the trip sponsors.

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. Signatures must comply with section 104(bb) of the Travel Regulations.

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, services, or in-kind assistance 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. _____
-

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 the statement is true by clicking the 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 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.*

18. **Total Expenses for each Participant:**

<input type="checkbox"/> Actual Amounts <input type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee			
For each Accompanying Family Member			

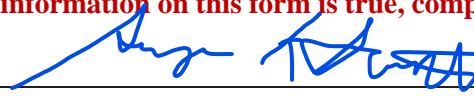
	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

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: _____
 Name: _____ Title: _____
 Organization: _____
 Address: _____
 Email: _____ Telephone: _____

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or 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
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February 1, 2024

Mr. Jonathan Halpern
Committee on Appropriations
2407 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Halpern:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Algeria,¹ scheduled for February 19 to 28, 2024, sponsored by Defense Forum Foundation. We note that this trip includes three days at your personal expense.

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.

Because the trip may involve meetings with foreign government representatives, we note that House employees may accept, under the Foreign Gifts and Decorations Act (FGDA), gifts "of minimal value [currently \$480] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of minimal value received from a foreign government must, within 60 days of acceptance, be disclosed on a Form for Disclosing Gifts from Foreign Governments and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.

¹ Please be aware that the Committee's review of the proposed trip does not extend to either the security situation in the destination country or security related to foreign travel in general. We recommend you contact the Office of House Security (OHS) for a safety and security briefing prior to your departure. OHS may be reached at (202) 226-2044 or ohsstaff@mail.house.gov. House travelers should also register for the U.S. State Department's Smart Traveler Enrollment Program at <https://step.state.gov>.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Handwritten signature of Michael Guest in blue ink.

Michael Guest
Chairman

Handwritten signature of Susan Wild in blue ink.

Susan Wild
Ranking Member

MG/SW:mc

Sophia Lafargue, because she is the Minority Staff Director, for the House Foreign Affairs Committee overseeing foreign affairs issues for the Committee

Mark Milosch, Staff Director, Tom Lantos Human Rights Commission because he oversees human rights issues for the Commission

Jonathan Halpern, Deputy Chief of Staff, Congressman Sanford Bishop, because he oversees foreign affairs issues

Mary Vigil, because she is the Staff Director for the subcommittee on Global Health, Human Rights and International Organizations for the House Foreign Affairs Committee handling issues that are especially important for this issue

Sophie Jones, Policy Advisor, and Brandon Jones, Legislative Director for Congresswoman Sara Jacobs because they oversee foreign affairs issues

Emma Bruce, Legislative Assistant, Congressman Ami Bera, because she oversees foreign affairs issues

Laura Titus, Legislative Assistant, Congressman Robert Aderholt, because she oversees foreign affairs issues

Semaj Redd, Dir of Operations/LA, Congressman Trent Kelly, because he oversees foreign affairs issues

Sebastian Wigley, Legislative Assistant, Congresswoman Young Kim, because he oversees foreign affairs issues

FACT FINDING MISSION TO THE SAHRAWI REFUGEE CAMPS

Sponsor: Defense Forum Foundation

DETAILED PROPOSED ITINERARY: Departure Monday, February 19, 2024 with return Sunday, February 25, 2024 Exact departure times will be based on available flights but this shows desired flights.

Monday, February 19: early evening departure from Washington, D.C. to Algiers, Algeria via Air France Flight leaves 7:45 pm Dulles

Tuesday, February 20: arrive Paris 8:15 AM – Flight to Algiers at 10:25 AM; afternoon arrival at 4:50 pm Algiers Houari Boumediene Airport
5-7 pm Airport Meeting with the Sahrawi Ambassador to Algeria to discuss work of their diplomats, structure of their foreign ministry; 9 pm departure for Flight to Tindouf
Arrive 10:30 pm Tindouf; drive across desert to Sahrawi refugee camps

Overnight refugee camps

Wednesday, February 21:

8:00 am Breakfast

9:00 -10:30 am Visit the Headquarters of the Sahrawi Red Crescent and tour the center to discuss how aid is administered to the refugee camps, what agencies are involved in providing aid

10:30-11:15 am Meet the directors at the Sahrawi Red Crescent (Red Cross) and get an assessment about the current humanitarian situation in the refugee camps.

11:30 am-12:30 pm Meet with Human Rights activists to discuss their work promoting awareness of the Sahrawi's goals and aspirations

12:30 – 2:30 pm Lunch and open discussion with delegation regarding humanitarian aid and work of human rights activists;

2:30-3 short break

3 pm depart for Vocational school

3:30 -4:30 pm Visit the Women's vocational school for a tour and meeting with the leadership of the school to discuss what types of programs are offered, how schools are preparing refugees for future. Depart for meeting with doctors

5:00 -5:45 pm Meet with a team of Sahrawi medical doctors to discuss the medical needs of the refugees and work they do to meet their needs, types of challenges they face.

6:00 – 7 pm visit the SADR radio station and meet with Sahrawi journalists to discuss their programs including providing practical information to help refugees, educational programs and special news reports to and from the Western Sahara.

7:30-8:30 pm Dinner and open discussion about educational programs for women, meeting medical needs of the refugees and related topics from afternoon meetings

Overnight refugee camps

Thursday, February 22:

8:00 - 8:30 am Breakfast; departure for Smara

9:00 – 9: 45 am Visit the Sahrawi Refugee camp of Smara (Approximately 40,000 residents) and meet with the Governor of the camp to discuss the administration of the camps.

10:00 – 10: 45 am Visit the school for disabled children at Smara camp to see how refugees work with special needs children.

11:00 am-12:30 pm Visit the Smara camp regional hospital and meet Hospital personnel including nurses and administrators to discuss medical care and special medical conditions resulting from life in refugee camps.

1:00 – 2:30 pm Lunch and discussion on how the refugees meet needs of disabled community and related topics from morning meetings

2:30-3 pm short break

3 pm depart for American school

3:30 pm-4:20 pm Visit the American School and visit with American teachers to discuss programs they are offering to help educate refugees in learning English and about America.

4:30 -5:30 pm Meet with members of the Sahrawi elders council to discuss their role in governance and judicial system.

6:00 -6:30 pm Meet with the Sahrawi Minister of Health and discuss overall health situation in the refugee camps and needs.

6:30-7:30 pm Meet with members of a women's economic cooperatives to discuss projects they are undertaking to develop economic opportunities for refugee women.

8 – 9 pm Dinner and discussion of topics from the afternoon meetings

Overnight refugee camps

Friday, February 23:

8:00-8:30 am Breakfast, departure

9:00 -10 am Visit the main hospital – the National Hospital where most severe conditions and treatments are provided. Departure for El Aaiun Refugee Camp

11:00 am-12:00 noon Meet with the Governor of the camp of El Aaiun (Approximately 40,000 residents) -to discuss role of governor, committee structure, how daily needs are met in the camp for the refugees.

12:30-2:30 pm Lunch Meeting with the Chairperson of the Sahrawi women's organization to discuss role of women in the Sahrawi society and in the refugee camps; departure for Parliament.

3:30 – 5 pm Meet with members of the Sahrawi Parliament to discuss structure of Sahrawi Republic, role of Parliament and its functions, challenges, goals of the Parliament.

5:00 -6 pm Meet with the Sahrawi leadership, executive branch members of government, to discuss its role and work it does representing Sahrawi Republic internationally as well as goals for future, type of government in the future.

6:30 -7:30 pm Visit the chicken farm (one of the biggest on the African continent) and learn about work of the farm and how developed.

8:00 -9 pm Dinner and discussion of El Aaiun Camp and overall camp structure and how this has helped maintain refugee life in harsh conditions

Overnight refugee camps

Saturday, February 24:

3:20 am Flight Tindouf to Algiers; arrive 5:45 am

6:30 am Check into Hotel; We hope to book rooms at the Aljazair Hotel El-Djazair (ex-Saint George)* 24, Avenue Soudani Boudjemaa, Algiers (*hotel was Eisenhower's HQ during World War II

9 am-10:20 am Breakfast meeting with CNASPS (Algerian National Committee of Solidarity with the Sahrawi People) Algerian NGO focused on Western Sahara to discuss their views on Western Sahara issue, work they do to help refugees, work in advancing self-determination.

10:30 – 1:30 pm Tour of historic sites in Algiers:

Tour of the Martyrs Memorial to learn about the struggle for the independence of Algeria. Visit to the Catholic Basilica “Notre Dame D’Afrique” and meet with religious leaders who also are active in the promotion of the human rights for the Sahrawi people

1:30 pm-2:30 pm: We will request lunch with US Embassy in Algiers for that day to discuss US policy for the region

3-4 pm Meeting with Algerian Ministry of Foreign Affairs to discuss Algeria’s policy regarding Western Sahara

5-7:30 pm Meeting and Dinner with Sahrawi Ambassador to Algeria to discuss current status of Sahrawi struggle for Self Determination

Sunday, February 25, 2024:

Checkout 4 am 5:40 am Depart from Algiers for Paris arriving at 9:15 AM;

Depart Paris 1:55 pm for Washington (Dulles) arriving at 4:25 PM