

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: Vianna Vo
2. a. Name of Accompanying Relative: _____ **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: May 29, 2024 Return: May 31, 2024
b. Dates at Personal Expense, if any: May 31, 2024 **OR** None
4. Departure City: Washington, DC Destination: Palo Alto, CA Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Hoover Institution, Stanford University
6. Describe Meetings and Events Attended: See attached agenda
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: Vianna Vo Date: 6/10/24

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: Gregorio Kilili Camacho Sablan Date: 6/10/24

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: Hoover Institution, Stanford University

2. Travel Destination(s): Stanford University, Stanford, California

3. Date of Departure: May 29, 2024 Date of Return: May 31, 2024

4. Name(s) of Traveler(s): Vianna Vo

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	\$715.84 total = \$682.84 airfare + \$33 ground	\$490 total (\$245/night)	\$74 total	
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: June 10, 2024

Name: Eryn Witcher Tillman Title: Associate Director

Organization: Hoover Institution, Stanford University

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

Address: 1399 New York Avenue NW Suite 500 Washington, DC 20005

Telephone: 202-760-3200 Email: ewitcher@stanford.edu

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: Vianna Vo
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Hoover Institution, Stanford University
3. City and State **OR** Foreign Country of Travel: Stanford, CA
4. a. Date of Departure: 5/29/24 Date of Return: 5/31/24
b. Yes No Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: depart later on 5/31/24
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.**
Senior Legislative Assistant handling portfolio in connection with topics discussed on trip

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: 5/16/24

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:
Hoover Institution, Stanford University
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): see attached list of staffers chosen due to their portfolio or policy areas being discussed.
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of Departure: May 29, 2024 Date of Return: May 31, 2024
7. a. City of departure: Various Cities
b. Destination(s): Stanford University, Stanford, CA
c. City of return: Various Cities
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:
See attached
-

13. **Answer parts a and b. Answer part c if necessary:**

- a. Mode of travel: Air Rail Bus Car Other (specify: _____)
 - b. Class of travel: Coach Business First Charter Other (specify: See attached)
 - 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): See attached
 - 2) Provide the reason for selecting the location of the event or trip: See attached
-

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:

Hotel Name: Sheraton Palo Alto City: Palo Alto, CA Cost Per Night: \$245
Reason(s) for Selecting: Within nightly per diem limit and in close proximity to the events of the program.

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 checked="" 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	\$800.00	\$490 (\$245/night)	\$74
For each Accompanying Family Member			

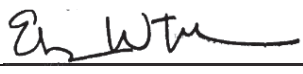
	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$200	Ground Transportation
For each Accompanying Family Member		

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: 4/25/24
 Name: Eryn Witcher Tillman Title: Associate Director of Media and Government Relations
 Organization: Hoover Institution, Stanford University
 Address: 1399 New York Avenue NW, Suite 500 Washington, DC 20005
 Email: ewitcher@stanford.edu Telephone: 202-760-3200

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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1015 Longworth House Office Building
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May 28, 2024

Ms. Vianna Vo
Office of the Honorable Gregorio Sablan
2267 Rayburn House Office Building
Washington, DC 20515

Dear Ms. Vo:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Stanford, California, scheduled for May 29 to 31, 2024, sponsored by Stanford University. We note that this trip includes one day 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.

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

Sincerely,

Michael Guest
Chairman

Susan Wild
Ranking Member

MG/SW:rp

HOUSE COMMITTEE ON ETHICS
PRIMARY TRIP SPONSOR FORM ADDENDUM
HOOVER INSTITUTION, STANFORD UNIVERSITY MAY 2024
STANFORD EMERGING TECHNOLOGY REVIEW CONGRESSIONAL
FELLOWSHIP PROGRAM

4. Invited House and Senate attendees:

Dider Barjon	Technology Legislative Assistant Office of Majority Leader Chuck Schumer (NY)
Sarah Bassett	Research Director House Financial Services Committee
Joseph Biegun	Senior Policy Analyst Senate Foreign Relations Committee
Tim Corley	Policy Director Senate Republican Conference
Bill Cortese	Senior Advisor House Republican Conference
Halie Craig	Policy Director, Technology Senate Commerce Committee
Leilani Doktor	Energy and Natural Resources Counsel Office of Senator Brian Schatz (HI)
Soribel Feliz	Technology Policy Staffer Office of Senator Bill Cassidy (LA)
Aditi Gupta	Technology & Innovation Policy Advisor Office of Senator Laphonza Butler (CA)
Yuichiro Kakutani	Legislative Aide Office of Senator Joni Ernst (IA)
Leah Li	Senior Advisor Office of Representative Derek Kilmer (WA)
Michael Marn	Legislative Assistant Office of Senator Marsha Blackburn (TN)
Brian Newbold	Senior Policy Advisor Senate Veterans' Affairs Committee

Brian Rogers	Deputy Chief of Staff Office of Representative Kevin Mullin (CA)
Zachary Rutherford	Chief of Staff Office of Representative Diana Harshbarger (TN)
Stuart Styron	Senior Technology Policy Counsel Office of Representative Anna Eshoo (CA)
Barrett Tenbarge	General Counsel Senate Committee on Health, Education, Labor and Pensions
Megan Wenrich	Senior Policy Advisor Office of Representative Doug Lamborn (CO)
Bryn Wollacott	National Security Advisor Office of Representative Ken Calvert (CA)
Duncan Wright	Technology Projects Advisor Office of Senator Todd Young (IN)

12. The Hoover Institution is a department within Stanford University and is headquartered on Stanford University's campus where sessions will take place. Sessions are organized by Hoover Institution staff who are also Stanford employees. As a part of Stanford University, which is an institution of higher education committed to extending the frontiers of knowledge and solving real-world problems, the Hoover Institution is a research institution that, through its scholars and library and archives, promotes economic opportunity and prosperity. By convening the program on Stanford's campus, we will be able to include many of our Senior Fellows for substantive policy discussions with staff.

13. Attendees will receive Uber vouchers to cover ground transportation between SFO airport and the hotel while in California. A chartered group shuttle will be provided for transportation between the Sheraton Palo Alto Hotel and Stanford's campus. All airfare will be coach class.

15. (b) 1. Meals have been arranged to comply with the full \$74 per diem rate for Santa Clara County.

(b) 2. The location of the Hoover Institution's headquarters on Stanford Campus will allow more California-based scholars to participate.

STANFORD EMERGING TECHNOLOGY REVIEW CONGRESSIONAL FELLOWSHIP PROGRAM | MAY 2024

All times are listed in local time | Meeting Locations listed below

WEDNESDAY, MAY 29

2:23 PM

Depart IAD via UA 2228

All attendees

5:11 PM

Arrive at SFO

All attendees

THURSDAY, MAY 30

7:45 AM

Depart Sheraton Palo Alto to Stanford University

8:00 AM – 8:30 AM

Breakfast

Herbert Hoover Memorial Building 160

8:30 AM – 9:30 AM

Stanford Emerging Technology Review Intro

Amy Zegart, Stanford Emerging Technology Review Co-Chair, will discuss the origins and cross-cutting themes of the report.

9:45 AM

Travel to Lab (10-minute walk)

10:00 AM – 11:30 AM

Aeronautics and Astronautics Lab Visit

Simone D'Amico, W.M. Keck Faculty Scholar of Engineering, will lead a visit to the aeronautics and astronautics lab.

11:45 AM

Travel to lunch (10-minute walk)

12:00 PM – 1:00 PM

Lunch

Herbert Hoover Memorial Building 160 Patio

STANFORD EMERGING TECHNOLOGY REVIEW CONGRESSIONAL FELLOWSHIP PROGRAM | MAY 2024

- 1:00 PM – 2:00 PM** **Keynote Session**
Stanford Emerging Technology Review Co-Chairs Secretary Condoleezza Rice, Hoover Institution Director and Jennifer Widom, Dean of Stanford Engineering, will discuss emerging technologies and their ability to transform our world so that the United States can seize opportunities, mitigate risks, and ensure that the American innovation ecosystem continues to thrive.
- 2:00 PM** **Travel to Lab (10-minute walk)**
- 2:15 PM – 3:45 PM** **Robotics Lab Visit**
Allison Okamura, Richard W. Weiland Professor of Mechanical Engineering, will lead a visit to the robotics lab.
- 3:50 PM** **Travel to Lab (10-minute walk)**
- 4:00 PM – 5:30 PM** **Synthetics Biology Lab Visit**
Drew Endy, Hoover Institution Senior Fellow and Stanford Associate Professor of Bioengineering, will lead a visit to the synthetic biology lab.
- 5:40 PM** **Travel to Dinner (10-minute walk)**
- 6:00 PM** **Dinner**
Herbert Hoover Memorial Building 160 Patio
- 7:30 PM** **Depart Stanford University to Sheraton Palo Alto**
- FRIDAY, MAY 31**
- 8:15 AM** **Depart SFO via UA 1322**
All attendees
- 4:20 PM** **Arrive at IAD**