

# COMMITTEE ON ETHICS

## EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual *Financial Disclosure Statements* of those employees required to file them. In accordance with House Rule 25, clause 5, **you must complete this form and file it with the Clerk of the House by email at [gifttravelreports@mail.house.gov](mailto:gifttravelreports@mail.house.gov), within 15 days after travel is completed.** Please **do not** file this form with the Committee on Ethics.

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

1. Name of Traveler: Stephanie Buesser
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: 7/29/24 Return: 7/7/24  
b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR**  None
4. Departure City: DC Destination: Israel Return City: DC
5. Sponsor(s), Who Paid for the Trip: AIEF
6. Describe Meetings and Events Attended: Multiple meetings with Israeli government and defense officials to discuss U.S.-Israeli relations.
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: 7/17/24

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: Elise M. Stefanik Date: 7/17/24

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: American Israel Education Foundation, Inc. (AIEF)

2. Travel Destination(s): Israel

3. Date of Departure: June 29, 2024 Date of Return: July 7, 2024

4. Name(s) of Traveler(s): Stephanie Buesser

**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	\$3,932.51	\$2,345.34	\$1,322.37	\$4,656.75
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:  Date: 7/16/2024 | 18:18 EDT

Name: Rachel Hirsch Title: Chief Legal Counsel

Organization: American Israel Education Foundation, Inc. (AIEF)

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

Address: 251 H Street NW, Washington, D.C. 20001

Telephone: (202) 246-0519 Email: rhirsch@aiefdn.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

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 submitted at 1015 Longworth House Office Building or [travel.requests@mail.house.gov](mailto: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: Stephanie Buesser

**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: 

Name of Signatory (if other than traveler): \_\_\_\_\_

For Staff (name of employing Member or Committee): Rep. Stefanik (NY-21)

Office Address: 2211 Rayburn, Washington DC 20515

Telephone Number: 201-995-3309

Email Address of Contact Person: stephanie.buesser@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 email: [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Stephanie Buesser
2. Sponsor(s) who will be paying or providing in-kind support for the trip: American Israel Education Foundation Inc. (AIEF)
3. City and State **OR** Foreign Country of Travel: Israel
4. a. Date of Departure: June 29, 2024 Date of Return: July 7, 2024  
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 Congresswoman Stefanik's Military Legislative Assistant, I work on defense and foreign policy issues relating to Israel daily. This trip will help me better understand U.S.-Israel relations and it will also help me to understand the security risks that Israel is currently facing after the October 7th attacks and why continued U.S.-Israel defense cooperation continues to be essential.
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: 6/1/24

**American Israel Education Foundation (AIEF)  
Educational Seminar in Israel  
Congressional Staff  
June 29 – July 7, 2024**

**Addendum**

4. Names of Travelers

1. Stephanie Buesser, Military Legislative Assistant, Office of The Honorable Elise Stefanik
2. Lauren Graham, Legislative Assistant, Office of the Honorable Josh Brecheen
3. Eric Haley, Legislative Assistant, Office of the Honorable Wesley Hunt
4. Jennifer Miller, Legislative Assistant, Office of the Honorable Lois Frankel
5. Collin Miller, Legislative Assistant, Office of the Honorable Mark Green
6. Alexander Rogoff, Middle East Policy Advisor, Office of the Honorable Jared Moskowitz
7. Adam Safran, Senior Legislative Assistant, Office of the Honorable Sheila Cherfilus-McCormick
8. Benny Stanislawski, Communications Director, Office of the Honorable Ritchie Torres

5. Breakdown of Other Expenses

<b>BREAKDOWN OF OTHER COSTS:</b>	<b>PER PARTICIPANT</b>
SECURITY	\$1,548.23
SPEAKER FEES	\$1,094.32
MEALS FOR CONTRACT STAFF & SPEAKERS	\$519.70
TOUR GUIDE	\$430.47
HOTEL FOR CONTRACT STAFF & SPEAKERS	\$427.98
ROOM RENTAL	\$287.64
AIRPORT ASSISTANCE	\$115.19
TIPS	\$114.74
ENTRANCE FEE	\$45.99
PHOTOGRAPHY	\$41.26
TRANSPORTATION FOR CONTRACT STAFF & SPEAKERS	\$25.61
MISC	\$5.62
<b>TOTALS</b>	<b>\$4,656.75</b>

**American Israel Education Foundation  
Educational Seminar in Israel  
Congressional Staff  
June 29 – July 7, 2024**

**Itinerary**

**Saturday, June 29, 2024**

3:21 PM Amtrak 168 Departs WAS

6:21 PM Amtrak 168 Arrives EWR

11:50 PM LY 26 departs EWR

**Sunday, June 30, 2024**

5:15 PM LY 26 arrives at Ben Gurion Airport  
Transfer to Jerusalem  
Check-in to Waldorf Astoria Hotel, Jerusalem

7:30 – 9:00 PM **Welcome and Orientation Dinner**  
-at the Palace Hall, lobby level, Waldorf Astoria Hotel

9:00 PM Depart for City of David

9:00 – 10:00 PM **Late-Night Visit: The City of David**

10:15 PM Depart for the Waldorf Astoria Hotel

10:30 PM Overnight at the Waldorf Astoria Hotel, Jerusalem

**Monday, July 1, 2024**

7:00 – 8:15 AM Breakfast on Own  
-at dining hall, Waldorf Astoria Hotel

8:30 – 9:30 AM **Pulse of the Nation**  
With Efrat Rosenberg Shapira  
Media Figure, Content Director, Beit Avi Chai Foundation  
-at Shimon Hall, Floor -1, Waldorf Astoria Hotel

9:30 – 10:00 AM **The Story of October 7: Overview**  
Briefing with Yossi Garr  
-at Shimon Hall, Floor -1, Waldorf Astoria Hotel

10:15 – 11:15 AM      **Gaza: A Situational Analysis**  
 Briefing with Lt. Col. (Res.) Jonathan Conricus  
 Former International Spokesperson of the Israel Defense Forces  
 -at Shimon Hall, Floor -1, Waldorf Astoria Hotel

11:15 AM – 12:30 PM Depart for Sderot

12:45 – 1:30 PM      Lunch  
 -at Hummus Eliyahu, Sderot

1:45 – 2:45 PM      **The Story of October 7: Part I**  
 Meeting with Adi Bosi  
 Resident of Sderot  
 -at Bet Hameyasdim, Sderot

2:45 – 3:15 PM      Depart

3:15 – 4:00 PM      **The Story of October 7: Part II**  
 Visit to the site of the Nova party

4:00 – 6:00 PM      Depart for Jerusalem  
 En Route Briefing

7:00 PM              Depart for Dinner

7:15 – 9:15 PM      **The IDF in Israel Life: Meeting with Reservists**  
 Dinner and Discussion with:  
 Dinner with:
 

- Naama Agmon Licht
- Elkana Cohen

 -at Andalucia

9:15 PM              Depart for the Waldorf Astoria Hotel

9:30 PM              Overnight at the Waldorf Astoria Hotel, Jerusalem

**Tuesday, July 2, 2024**

7:00 – 8:15 AM      Breakfast on Own  
 -at dining hall, Waldorf Astoria Hotel

8:30 AM              Depart for the Old City

9:00 AM – 12:15 PM **Strategic Survey of Jerusalem - Part I: The Origin Stories**

- Robinson's Arch
- Western Wall
- Church of the Holy Sepulchre

12:15 PM Depart for Lunch

12:30 – 1:30 PM Lunch  
-at Luciana

1:30 PM Depart for the Waldorf Astoria Hotel

2:30 – 3:30 PM **Israeli Politics 101**  
With Yossi Garr  
-at Shimon Hall, Floor -1, Waldorf Astoria Hotel

3:45 PM Depart for the Knesset

4:45 – 5:15 PM **Israeli Politics in Action**  
Visit to Plenary Hall

5:15 – 6:00 PM **A View from the Opposition**  
Meeting with the Honorable Moshe Tur Paz  
Member of Knesset, Yesh Atid Party  
-at Negev Hall, the Knesset

6:15 – 7:00 PM **A View from the Coalition**  
Meeting with the Honorable Ohad Tal  
Member of Knesset, National Religious Party–Religious Zionism  
-at Negev Hall, the Knesset

7:00 PM Depart for Dinner

7:15 – 9:15 PM **Dinner and Discussion**  
-at Jacko St.

9:15 PM Depart for the Waldorf Astoria Hotel

9:30 PM Overnight at the Waldorf Astoria Hotel, Jerusalem

### **Wednesday, July 3, 2024**

7:00 – 8:15 AM Breakfast on Own  
-at dining hall, Waldorf Astoria Hotel

8:30 AM	Depart for Yad Vashem
9:00 – 11:00 AM	<b>The Significance of the Holocaust in Israeli Society</b> Guided visit to the Yad Vashem Holocaust Museum
11:15 – 11:45 AM	Depart for the Theatre Hotel
12:00 – 1:00 PM	<b>Israel’s Battle for Legitimacy in the International Arena</b> Meeting with Dr. Tal Becker Former Senior Legal Advisor, Ministry of Foreign Affairs -at Theatre Hotel
1:00 – 2:00 PM	Lunch -at Theatre Hotel
2:00 – 3:00 PM	<b>A Palestinian Voice, Post October 7</b> With Samer Sinijlawi Fatah Activist & Founding chairman of the Jerusalem Development Fund -at Theatre Hotel
3:15 – 3:30 PM	Depart
3:30 – 4:45 PM	<b>Paying Tribute to Israel’s Fallen Soldiers</b> A visit to Mount Herzl, military cemetery
4:45 – 5:15 PM	Depart for the Waldorf Astoria Hotel
6:15 – 7:15 PM	<b>Israel’s Quest for Peace: From Oslo to October 7</b> Meeting with Dr. Shany Mor Political theorist, lecturer and writer -at Shimon Hall, Floor -1, Waldorf Astoria Hotel
7:30 PM	Depart for Dinner
8:00 – 10:00 PM	<b>Israeli Resiliency: Rebuilding After Destruction</b> Dinner with: <ul style="list-style-type: none"> <li>▪ Danielle Abraham, CEO, Regrow Israel</li> <li>▪ Miriam Ballin, Founder of Psychotrauma and Crisis Response Unit, United Hatzala</li> </ul> -at Eucalyptus
10:00 PM	Depart for the Waldorf Astoria Hotel
10:30 PM	Overnight at the Waldorf Astoria Hotel, Jerusalem

**Thursday, July 4, 2024**

- 7:00 – 8:00 AM Breakfast on Own  
-at dining hall, Waldorf Astoria Hotel
- 8:15 – 9:15 AM **Regional Strategic Overview**  
Briefing by Brig. Gen. (Res.) Nitzan Nuriel  
Former Director, Counter-Terrorism Bureau at Prime Minister's Office  
-at Shimon Hall, Floor -1, Waldorf Astoria Hotel
- 9:30 – 10:30 AM **Humanitarian Aid**  
with Hadassah Schwarz  
Coordination of Government Activities in the Territories (COGAT)  
-at Shimon Hall, Floor -1, Waldorf Astoria Hotel
- 10:45 AM Depart for Alfei Menashe
- 11:45 AM – 12:30 PM **Israel's Narrow Waistline**  
Strategic briefing  
-at Alfei Menashe overlook
- 12:30 – 1:30 PM Lunch  
-at Yulek Cafe
- 1:30 PM Depart for the North
- 1:30 – 3:00 PM **Briefing En Route: History of Hezbollah**
- 3:00 – 4:30 PM **Briefing with Israeli Air Force Officers**  
-at Air Force Base, Ramat David
- 4:30 PM Depart for Ma'agan
- 5:30 – 6:30 PM **Israel's Northern Front: Lebanon and Hezbollah**  
Meeting with displaced residents from Kibbutz Sasa
- 6:30 PM Depart for the Magdala Hotel
- 7:00 PM Check-in to the Magdala Hotel, Migdal
- 7:45 PM Depart for Dinner
- 8:00 – 9:30 PM **Dinner and Reflections from the Week**  
-at Pagoda

9:30 PM Depart for the Magdala Hotel  
9:45 PM Overnight at the Magdala Hotel, Migdal

**Friday, July 5, 2024**

7:00 – 8:15 AM Breakfast on Own  
-at dining hall, Magdala Hotel

8:30 AM Depart for Galilee

9:00 – 11:00 AM **Historical Significance of the Sea of Galilee**  
Guided Survey of:  
▪ Mt. of Beatitudes  
▪ Capernaum

11:00 AM Depart for Tanduka

12:30 – 2:00 PM **Shared Society During Crisis**  
Lunch with Mohammed Darawshe  
Director of Planning, Equality and Shared Living  
Givat Haviva Educational Institute  
-at Tanduka

2:00 PM Depart for Tel Aviv

3:45 – 4:30 PM **Visit Hostage Square**

4:45 PM Check-in to the Sheraton Hotel, Tel Aviv

8:00 PM Depart for Dinner

8:15 – 10:00 PM **Reflections on the Sabbath**  
Traditional Sabbath Eve dinner hosted by Aviad and Chana Friedman  
-at their home

10:15 PM Depart for the Sheraton Hotel

10:30 PM Overnight at the Sheraton Hotel, Tel Aviv

**Saturday, July 6, 2024**

8:00 – 9:00 AM Breakfast on Own  
-at dining hall, Sheraton Hotel

9:30 AM	Depart
9:45 – 11:00 AM	<b>Understanding the Roots of the Israeli Ethos</b> Guided Survey of Independence Trail
11:15 AM – 12:30 PM	<b>Processing Trauma Through Art: A Conversation with Local Artists</b> -at Neve Tzedek
12:30 – 1:30 PM	Lunch -at Haachim
1:30 PM	Depart
2:00 – 3:00 PM	<b>October 7 and Its Impact on Israeli Society</b> Visit to ANU Museum of the Jewish People
3:30 PM	Depart for the Sheraton Hotel
4:00 – 6:00 PM	Prepare for departure, check out
6:00 – 7:00 PM	<b>The Challenges of the Day After</b> Meeting with Haviv Rettig Gur Journalist, The Times of Israel -at the Sheraton Hotel
7:00 – 9:00 PM	<b>Closing Dinner and Reflections</b> -at the Sheraton Hotel
9:00 PM	Depart for Ben Gurion Airport

**Sunday, July 7, 2024**

1:00 AM	LY 25 departs Ben Gurion Airport
5:45 AM	LY 25 arrives at Newark
9:11 AM	Amtrak 103 Departs EWR
12:21 PM	Amtrak 103 Arrives WAS

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

June 20, 2024

Ms. Stephanie Buesser  
Office of the Honorable Elise Stefanik  
2211 Rayburn House Office Building  
Washington, DC 20515

Dear Ms. Buesser:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Israel,<sup>1</sup> scheduled for June 29 to July 7, 2024, sponsored by American Israel Education Foundation.

Committee travel regulations require that you submit your complete pre-trip approval request to the Committee at least 30 days before the commencement of the trip or it will not be granted. Despite your failure to do so in this instance, we are approving your current request. However, any future requests must adhere to the 30-day requirement or they will be denied.

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.

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<sup>1</sup> 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>.

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.

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