

# 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: Riley Wade Pagett
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: Friday, July 12 Return: Friday, July 12  
b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR**  None
4. Departure City: Washington, DC Destination: Providence/North Kingstown, Rhode Island Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Co-hosted by Edesia Nutrition and the Alliance to End Hunger; sponsored via grant by The Eleanor Crook Foundation
6. Describe Meetings and Events Attended: To learn more about life-saving food aid resources with American grown commodities for use in developing countries via state and foreign operations and agricultural appropriations bills.
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: Riley W. Pagett Digitally signed by Riley W. Pagett Date: 2024.07.22 13:28:19 -04'00' Date: \_\_\_\_\_

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: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Supervising Member: Tracey Mann Digitally signed by Tracey Mann Date: 2024.07.22 13:29:10 -04'00'

# 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: Co-hosted by Edesia Nutrition and the Alliance to End Hunger, and sponsored via a grant by The Eleanor Crook Foundation.

2. Travel Destination(s): North Kingstown, RI

3. Date of Departure: Friday, July 12, 2024 Date of Return: Friday, July 12, 2024

4. Name(s) of Traveler(s): Tynesha Boomer, Riley Pagett, Aria Campos & John Myron

*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	Flight and ground: Tynesha Boomer, Riley Pagett, Aria Campos: \$395.04. John Myron: \$508.07.	\$0	\$33.12	\$0
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: Caroline Ogonowski

Digitally signed by Caroline Ogonowski  
Date: 2024.07.17 09:22:26 -04'00'

Date: 7/17/24

Name: Caroline Ogonowski

Title: Dir of Comms

Organization: Edesia Nutrition

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

Address: 550 Ramano Vineyard Way North Kingstown, RI 02852

Telephone: 978-828-8463

Email: cogonowski@edesianutrition.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: Riley Wade Pagett

**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. Tracey Mann

Office Address: 344 Cannon House Office Building

Telephone Number: 202-225-2715

Email Address of Contact Person: riley.pagett@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: Riley Wade Pagett
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Edesia, Alliance to End Hunger
3. City and State **OR** Foreign Country of Travel: North Kingstown, Rhode Island
4. a. Date of Departure: July 12, 2024 Date of Return: July 12, 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 the Deputy Chief of Staff for Representative Tracey Mann, I handle agriculture and state and foreign operations issues, including international food aid provisions in both the agriculture and SFOPS appropriation bills. RUTE and RUSE are major parts of the humanitarian toolkit for Congress to respond to hunger emergencies.

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: \_\_\_\_\_

*Tracey Mann*

Date: 6/11/2024

# 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:

Edesia Nutrition

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: Alliance to End Hunger

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): Each individual traveler will submit their own ethics form.

5. Yes  No  Is travel being offered to an accompanying family member of the House invitee(s)?

6. Date of Departure: July 12, 2024

Date of Return: July 12, 2024

7. a. City of departure: Washington, D.C.

b. Destination(s): North Kingstown, RI

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. \_\_\_\_\_
- 

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:

Edesia Nutrition and the Alliance to End Hunger are hosting this trip as a way to share more information on the importance of RUTF, and other essential nutritional products, and how U.S. commodities are instrumental in the work of ending child malnutrition globally.

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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): \_\_\_\_\_  
 \$50

2) Provide the reason for selecting the location of the event or trip: \_\_\_\_\_

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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 <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee	\$450	\$0	\$50
For each Accompanying Family Member			

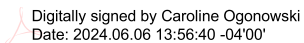
	<b>Other</b> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

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: Caroline Ogonowski  Digitally signed by Caroline Ogonowski  
Date: 2024.06.06 13:56:40 -04'00' Date: \_\_\_\_\_

Name: Caroline Ogonowski Title: Dir of Comms

Organization: Edesia Nutrition

Address: 550 Ramano Vineyard Way North Kingstown, RI 02852

Email: cogonowski@edesianutrition.org Telephone: 978-828-8463

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or [travel.requests@mail.house.gov](mailto: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

July 9, 2024

Mr. Riley Pagett  
Office of the Honorable Tracey Mann  
344 Cannon House Office Building  
Washington, DC 20515

Dear Mr. Pagett:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to North Kingstown, Rhode Island, scheduled for July 12, 2024, sponsored by Edesia Nutrition, Eleanor Crook Foundation, and the Alliance to End Hunger. We remind you that, because the trip sponsor employs a federal lobbyist, you may participate in officially-connected activity on one calendar day only.

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

## **Agenda for Edesia Nutrition Visit**

**Date:** Friday, July 12

**Location:** Edesia Nutrition, North Kingstown, Rhode Island

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### **10:00 AM - 11:30 AM: Flight from Washington, D.C. (DCA) to Providence, RI (PVD)**

- **10:00 AM:** Departure from Washington, D.C. (DCA)
- **11:30 AM:** Arrival at Providence, RI (PVD)

### **11:30 AM - 12:00 PM: Transfer to Edesia Nutrition**

- Transportation will be arranged from Providence Airport to Edesia Nutrition in North Kingstown, RI.

### **12:00 PM - 12:30 PM: Welcome and Lunch**

- **12:00 PM:** Arrival at Edesia Nutrition
- **12:10 PM:** Welcome remarks by Edesia Nutrition and The Alliance to End Hunger representatives
- **12:15 PM - 12:30 PM:** Lunch and networking opportunity with Edesia staff

### **12:30 PM - 1:15 PM: Tour of Edesia Nutrition Manufacturing Plant**

- **12:30 PM:** Begin guided tour of the state-of-the-art manufacturing facility
- **Tour Highlights:**
  - Overview of production processes for Ready-to-Use Therapeutic Foods (RUTF) and other nutritional products
  - Insight into quality control and safety measures
  - Explanation of the supply chain and distribution network

### **1:15 PM - 1:45 PM: Product Sampling in R&D Kitchen**

- **1:15 PM:** Move to the R&D kitchen
- **1:20 PM - 1:45 PM:** Sample various life-saving products
  - Learn about the development process of RUTF and other nutritional supplements
  - Interactive session with R&D team to understand product innovations

### **1:45 PM - 2:30 PM: Conversations with Edesia Staff Members**

- **1:45 PM:** Introduction to Edesia staff with lived experience in international food assistance
- **1:50 PM - 2:30 PM:** Informal conversations and Q&A

- Personal stories and professional insights
- Discussion on the impact of Edesia's work on global malnutrition

### **2:30 PM - 3:30 PM: Roundtable Discussion**

- **2:30 PM:** Begin roundtable discussion
- **Discussion Topics:**
  - Edesia's critical role in combating malnutrition globally
  - Importance of Ready-to-Use Therapeutic Foods (RUTF) and other essential nutritional products
  - The role of U.S. commodities in ending child malnutrition
  - Partnership with U.S. Government and United Nations organizations
- **3:15 PM - 3:30 PM:** Closing remarks and key takeaways

### **3:30 PM - 4:00 PM: Transfer to Providence Airport**

- Transportation will be arranged from Edesia Nutrition to Providence Airport

### **5:20 PM - 6:55 PM: Flight from Providence, RI (PVD) to Washington, D.C. (DCA)**

- **5:20 PM:** Departure from Providence, RI (PVD)
  - **6:55 PM:** Arrival at Washington, D.C. (DCA)
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## **Visit to Edesia Nutrition**

### **Participant List**

**(As of 6/11/24)**

Tynesha Boomer	Senior Policy Advisor	Sanford D. Bishop, Jr.
John Myron	Legislative Assistant	Congresswoman Rosa DeLauro
Riley W. Pagett	Deputy Chief of Staff	Congressman Tracey Mann
Cydney Karlins	Legislative Assistant	Senator Warnock
Cameron Bradshaw	Legislative Correspondent	Sen. Jerry Moran
Aria Campos	Legislative Assistant	Raja Krishnamoorthi (IL-08)
Kate Covington	Legislative Aide	Senator John Boozman (R-AR)
Claire Borzner	Senior Professional Staff	Senator Debbie Stabenow
Andrew Szala	Military, Veteran and Immigration Affairs Coordinator	Senator Sheldon Whitehouse