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: Carlie Tianello
2. a. Name of Accompanying Relative: _____ *OR* ☒ None
   b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. Dates: Departure: August 6, 2024 Return: August 9, 2024
   b. Dates at Personal Expense, if any: _____ *OR* ☒ None
4. Departure City: Washington, D.C. Destination: Denver, CO Return City: Washington, D.C.
5. Sponsor(s), Who Paid for the Trip: Postsecondary National Policy Institute
6. Describe Meetings and Events Attended: Attended a seminar on microcredentials. A revised agenda is attached.
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: Carlie Tianello **Date:** 8/16/24

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: Colin Allred **Date:** 08/16/2024

Signature of Supervising Member: _____

last updated 7/2023

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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: Postsecondary National Policy Institute (PNPI)
2. Travel Destination(s): Denver, CO
3. Date of Departure: August 6, 2024 Date of Return: August 9, 2024
4. Name(s) of Traveler(s): Amy Jones, Gianni Morsell, Rico Doss, Rashage Green, Jeb Houpt, Carlie Tianello, Mary Christina Riley, Cody Rowe, & Samantha DeVito

   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	679.17 (flight- $592.10; shuttle- $87.07)	$603 (3 nights)	$200.84	$75 (meeting room rental)
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: DocuSigned by: MaryEllen McGuire 4E0B30068EBF41E... **Date:** 8/12/2024

Name: MaryEllen McGuire **Title:** President & Founder

Organization: Postsecondary National Policy Institute (PNPI)

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

Address: 1828 L St, NW, Suite 300-E, Washington, DC 20036

Telephone: 202-407-3172 **Email:** mcguire@pnpi.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.

last updated 7/2023

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.

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: Carlie Tianello

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: Carlie Tianello

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): Rep. Allred

Office Address: 348 Cannon House Office Building

Telephone Number: 202-225-2231

Email Address of Contact Person: carlie.tianello@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*.

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Carlie Tianello

2. Sponsor(s) who will be paying or providing in-kind support for the trip: The Postsecondary National Policy Institute

3. City and State **OR** Foreign Country of Travel: Denver, CO

4. a. Date of Departure: August 6, 2024 Date of Return: August 9, 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.**

   I am a Legislative Assistant for Congressman Colin Allred and handle education policy.

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:** 07/02/24

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:

   The Postsecondary National Policy Institute

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:

   The Gates Foundation, Lumina Foundation, and the Strada Education Foundation.

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.

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

6. Date of Departure: August 6, 2024 Date of Return: August 9, 2024

7. a. City of departure: Washington, D.C.
   b. Destination(s): Denver, CO
   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:
   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:_____)
   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): $79
      2) Provide the reason for selecting the location of the event or trip: The Colorado Community College System's central office is located in Denver, Colorado.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
   Hotel Name: Kimpton Hotel Monaco Denver City: Denver, CO Cost Per Night: $201
   Reason(s) for Selecting: location is easily accessible from the airport and from the Colorado Community College system.
   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:**

☐ Actual Amounts ☒ Good Faith Estimates	Total **Transportation** Expenses per Participant	Total **Lodging** Expenses per Participant	Total **Meal** Expenses per Participant
For each Member, Officer, or Employee	$679.17 (flight- $592.10; shuttle- $87.07)	$603 (3 nights)	$276.50
For each Accompanying Family Member	N/A	N/A	N/A

	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	$75	meeting room rental
For each Accompanying Family Member	N/A	N/A

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: DocuSigned by: MaryEllen McGuire 4E6B30068EBF41E... Date: 6/24/2024

Name: MaryEllen McGuire Title: President & Founder

Organization: Postsecondary National Policy Institute

Address: 1828 L Street NW, Suite 300-A, Washington, D.C. 20036

Email: mcguire@pnpi.org Telephone: 202-407-3172

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

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COMMITTEE ON ETHICS

ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. **Provide a copy of your completed form to the primary sponsor of the trip.**

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. Name of Primary Trip Sponsor for this trip: The Postsecondary National Policy Institute
2. Name of your organization: The Gates Foundation
3. Yes ☒ No ☐ Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?
4. Yes ☐ No ☒ Does your organization receive funding from any foreign government or multinational organization?
5. ***Check one***. I certify that my organization:
   a. ☒ Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**
   b. ☐ Has had a direct role in the organizing, planning, or conducting of a trip to
   Destination: _____ on Date: _____
   that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**
   c. ☐ Has provided in-kind support to the above-named Primary Trip Sponsor (*e.g.*, meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).
6. ***Check only one:***
   a. ☒ My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
   b. ☐ My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
7. **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;
   c. I am an officer of this organization and am duly authorized to sign this form; and
   d. The information on this form is true, complete, and correct to the best of my knowledge.

Signature: DocuSigned by: Kathryn Young 724D86038FA044D... Date: 6/6/2024

Name: Kathryn Young Title: Senior Program Officer

Organization: Bill & Melinda Gates Foundation

Address: 1300 I Street, NW, Suite 300, Washington, DC, 20005

Telephone: (202) 230-2174 Email: kathryn.young@gatesfoundation.org

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

last updated 7/2023

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COMMITTEE ON ETHICS

ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. **Provide a copy of your completed form to the primary sponsor of the trip.**

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. Name of Primary Trip Sponsor for this trip: The Postsecondary National Policy Institute
2. Name of your organization: Lumina Foundation
3. Yes [X] No [ ] Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?
4. Yes [ ] No [X] Does your organization receive funding from any foreign government or multinational organization?
5. ***Check one***. I certify that my organization:
   a. [X] Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**
   b. [ ] Has had a direct role in the organizing, planning, or conducting of a trip to
   Destination: _____ on Date: _____
   that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**
   c. [ ] Has provided in-kind support to the above-named Primary Trip Sponsor (*e.g.*, meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).
6. ***Check only one:***
   a. [X] My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
   b. [ ] My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
7. **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;
   c. I am an officer of this organization and am duly authorized to sign this form; and
   d. The information on this form is true, complete, and correct to the best of my knowledge.

Signature: DocuSigned by: Michelle Asha Cooper 1EECB6201DD441D... Date: 6/11/2024

Name: Michelle Asha Cooper Title: VP of Public Policy and Executive D

Organization: Lumina Foundation for Education, Inc.

Address: 1730 M Street NW, Suite 410

Telephone: 3179584433 Email: mcooper@luminafoundation.org

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

last updated 7/2023

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COMMITTEE ON ETHICS

ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. **Provide a copy of your completed form to the primary sponsor of the trip.**

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. Name of Primary Trip Sponsor for this trip: The Postsecondary National Policy Institute
2. Name of your organization: The Strada Education Foundation
3. Yes [X] No [ ] Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?
4. Yes [ ] No [X] Does your organization receive funding from any foreign government or multinational organization?
5. ***Check one***. I certify that my organization:
   a. [X] Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**
   b. [ ] Has had a direct role in the organizing, planning, or conducting of a trip to
   Destination: _____ on Date: _____
   that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**
   c. [ ] Has provided in-kind support to the above-named Primary Trip Sponsor (*e.g.*, meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).
6. ***Check only one:***
   a. [X] My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
   b. [ ] My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
7. **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;
   c. I am an officer of this organization and am duly authorized to sign this form; and
   d. The information on this form is true, complete, and correct to the best of my knowledge.

Signature: DocuSigned by: Gabriella Gomez 2EC1FD3C867C4C4... Date: 6/10/2024

Name: Gabriella Gomez Title: EVP, Policy, Advocacy, and Communi

Organization: Strada Education Foundation

Address: 10 Market Street, Suite 1100, Indianapolis, IN 46204

Telephone: (317) 806-1200 Email: gabriella.gomez@stradaeducation.org

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

last updated 7/2023

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 24, 2024

Ms. Carlie Tianello
Office of the Honorable Colin Z. Allred
348 Cannon House Office Building
Washington, DC 20515

Dear Ms. Tianello:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Denver, Colorado, scheduled for August 6 to 9, 2024, sponsored by Postsecondary National Policy Institute, Bill & Melinda Gates Foundation, Lumina Foundation for Education, Inc., and the Strada Education Foundation.

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

Microcredentials Seminar & Site Visit
Tuesday, August 6- Friday, August 9
Denver, Colorado

Learning Objectives

- Increase participants' understanding of the microcredential landscape;
- Increase participants' understanding of the impact, quality, and efficacy of microcredentials; and
- Increase participants' understanding of Colorado Community College System's digital badge initiative and microcredential partnerships.

AGENDA

Tuesday, August 6, 2024

4:08-6:19pm	**Staff depart Ronald Reagan Washington National Airport (DCA) for Denver International Airport (DEN)** United Airlines #329
6:19-7:00pm	**Staff arrive in Denver, Colorado (DEN)** Depart Airport for Kimpton Hotel Monaco Denver 1717 Champa St, Denver, CO 80202
7:00-8:00pm	**Check In & Dinner at Hotel** Kimpton Hotel Monaco Denver 1717 Champa St, Denver, CO 80202

Wednesday, August 7, 2024

8:00-9:00am	**Breakfast at Hotel** Kimpton Hotel Monaco Denver 1717 Champa St, Denver, CO 80202

9:00-10:30am **Welcome & Introduction to Microcredentials**
Kimpton Hotel Monaco Denver
1717 Champa St, Denver, CO 80202

***Speakers**:* MaryEllen McGuire, PNPI; Betsy Prueter, PNPI; Sean Gallagher, Northeastern University; & Michelle Van Noy, Rutgers University

This session will provide an overview of microcredentials including their various definitions, designs, and structures. It will also review the demographics of microcredential students.

10:30-10:45am **Break**

10:45am-12:00pm **State Overview**
Kimpton Hotel Monaco Denver
1717 Champa St, Denver, CO 80202

***Speaker**:* Stephanie Murphy, HCM Strategists

This session will provide an overview of how states are advancing and supporting microcredentials.

12:00-1:00pm **Working Lunch at Hotel**
Kimpton Hotel Monaco Denver
1717 Champa St, Denver, CO 80202

This session will give participants a chance to talk further with the day's speakers.

1:00-2:30pm **Assuring Quality of Microcredentials**
Kimpton Hotel Monaco Denver
1717 Champa St, Denver, CO 80202

***Speakers**:* Sean Gallagher, Northeastern University; Laura Gambino, New England Commission for Higher Education; & Karen Solomon, Higher Learning Commission

This session will discuss how accreditors view microcredentials and what barriers exist to the accreditation of microcredentials.

2:30-2:45pm **Break**

2:45-4:45pm **Case Studies Panel**
Kimpton Hotel Monaco Denver
1717 Champa St, Denver, CO 80202

***Speakers**:* Bijal Shah, Guild Education; Monty Sullivan, M.J. Foster Promise Program, Louisiana & Lee Wheeler-Berliner, Colorado Department of Labor and Employment

This session will provide a deeper dive into varied microcredential and/or short-term credential initiatives.

4:45-6:00pm **Break**

6:00-6:15pm **Travel to Dinner at La Loma**
1801 North Broadway Street, Denver, CO 80202

6:15-7:15pm **Dinner at La Loma**
1801 North Broadway Street, Denver, CO 80202

Dinner will provide an opportunity for PNPI to review the agenda for the visit to the Colorado Community College system (CCCS) on Thursday and to answer any remaining questions about the topics covered earlier in the day.

7:15-7:30pm **Travel back to Kimpton Hotel Monaco Denver**
1717 Champa St, Denver, CO 80202

Thursday, August 8, 2024

8:00-9:00am **Breakfast at Kimpton Hotel Monaco Denver**
1717 Champa St, Denver, CO 80202

9:00-9:30am **Travel to Colorado Community College System (CCCS)**
9101 E. Lowry Blvd, Denver, CO 80230

9:30-10:00am **Welcome & Introductions**
9101 E. Lowry Blvd, Denver, CO 80230

Speakers: Betsy Prueter, PNPI & Michael Macklin, Colorado Community College System

This session will provide an introduction to the Colorado Community College System.

10:00-11:00am **CCCS: Overview of Digital Badge Program**
9101 E. Lowry Blvd, Denver, CO 80230

Speakers: Michael Macklin, Colorado Community College System; Susan Miller, GE Johnson; Katie Schwind, Front Range Community College & Lauren Sisneros, Contractor Academy

This session will provide an overview of the digital badge program at the Colorado Community College System.

11:00-11:15am **Break**

11:15am-12:15pm **CCCS: Behavioral Health Career Pathways Program**
9101 E. Lowry Blvd, Denver, CO 80230

Speakers: Jennifer Dale, Community College of Aurora; Kelly Rondou, Colorado Community College System & Jordan Whittingham, Colorado Community College System

This session will provide information on the behavioral health career pathways stackable microcredential program.

12:15-1:15pm **Working Lunch at CCCS**
9101 E. Lowry Blvd, Denver, CO 80230

This session will give participants a chance to talk further with the day's speakers.

1:15-2:30pm **CCCS: Prior Learning Assessment & Military Experience**
9101 E. Lowry Blvd, Denver, CO 80230

***Speakers*:** Melissa Martin, Colorado Community College System & Gary Walker, Pikes Peak State College

This session will provide information on credentials earned in industry and the military.

2:30-2:45pm **Break**

2:45-4:00pm **CCCS: ROI for Microcredentials & Close**
9101 E. Lowry Blvd, Denver, CO 80230

Speakers: Betsy Prueter, PNPI & Michael Macklin, Colorado Community College System

This session will provide students' perspectives on the value of CCCS's digital badge program.

4:00-6:00pm **Travel back to Kimpton Hotel Monaco Denver & Break**
1717 Champa St, Denver, CO 80202

6:00-8:00pm **Dinner & Roundtable at Kimpton Hotel Monaco Denver**
1717 Champa St, Denver, CO 80202

Speakers: Betsy Prueter, PNPI; Alison Griffin, Whiteboard Advisors; Fiona Hollands, Columbia University; & Kermit Kaleba, Lumina Foundation

Dinner will include a roundtable on the future of microcredentials in the higher education space.

Friday, August 9, 2024

7:00-7:45am	**Check-out & Working Breakfast at Kimpton Hotel Monaco Denver** 1717 Champa St, Denver, CO 80202

Breakfast will provide an opportunity for staff to formally debrief on all sessions, share their final takeaways, and ask any remaining questions they have about microcredentials.

7:45-8:30am	**Depart hotel for Denver International Airport (DEN)** 8500 Peña Blvd, Denver, CO 80249
9:40am-3:06pm	**Depart Denver International Airport (DEN) for Ronald Reagan Washington National Airport (DCA)** United Airlines #1767
3:06pm	**Arrive in Washington, D.C. (DCA)**

June 25, 2024

Good Afternoon! ,

We are writing to invite you to participate in the Postsecondary National Policy Institute's (PNPI) Microcredentials Seminar & Site Visit August 6-9, 2024, in Denver, CO. This event is designed to deepen your understanding of microcredentials in higher education. Included with this invitation are the forms necessary for ethics rules compliance. **By Monday, July 8, 2024, you must submit these included forms and documents directly to the Ethics Committee by emailing them to** travel.requests@mail.house.gov;

- A Primary Trip Sponsor Form with all attachments, including a list of all House staff invitees and an hour-by-hour itinerary;
- Grantmaking Trip Sponsor Forms; and
- A signed and completed Traveler Form.

After receiving the completed travel package, the Ethics Committee will review it and issue an approval for travel to you or your sponsoring Member. The Ethics Committee advises all House employees to maintain copies of all submitted forms for their own records. After the trip, we will provide you with a post-travel form that you will need to complete and submit.

If you do not submit the required paperwork by the Committee's deadline of July 8th you will not have the option to participate. Paperwork submitted to the Ethics Committee after the deadline will not be considered.

Attendance is by invitation only, with no outside observers or lobbyists. Funding is provided solely by grants from established foundations. No government, individual, foreign, corporate or special interest money is accepted. The foundations supporting this programming are the Gates Foundation, Lumina Foundation, and Strada Education Foundation. No funding from these foundations has been earmarked for this specific trip and PNPI is the trip's sole sponsor, planner, and executor. PNPI maintains autonomy over the agenda, invitations, and event materials.

We will depart for the seminar at 4:08pm on Tuesday, August 6th from Ronald Reagan Washington National Airport. If you have any questions about the seminar, please do not hesitate to email or call us directly.

PNPI's Microcredentials Seminar & Site Visit promises to be both educational and productive. We look forward to your participation!

Sincerely,

MaryEllen McGuire

MaryEllen McGuire
President
Postsecondary National Policy Institute (PNPI)
mcguire@pnpi.org

ATTACHMENT:
House Private Sponsor Travel Certification Form

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):

Samantha DeVito
Legislative Director
Representative Courtney (D-CT)
Sam.devito@mail.house.gov

Rico Doss
Economic Policy Counsel
Representative Wilson (D-FL)
rico@mail.house.gov

Rashage Green
Legislative Counsel
Representative Scott (D- VA)
Rashage.green@mail.house.gov

Amy Jones
Director of Education and Human Services Policy
Representative Foxx (R-NC)
House Committee on Education & the Workforce
Amy.jones@mail.house.gov

Gianni Morsell
Legislative Assistant
Representative Wild (D-PA)
House Committee on Education & the Workforce
Gianni.Morsell@mail.house.gov

Mary Christina Riley
Professional Staff Member
Representative Foxx (R-NC)
House Committee on Education & the Workforce
Marychristina.riley@mail.house.gov

Cody Rowe
Legislative Assistant
Representative Owens (R-UT)

House Committee on Education & the Workforce
Cody.rowe@mail.house.gov

Carlie Tianello
Legislative Assistant
Representative Allred (D-TX)
Carlie.tianello@mail.house.gov

All staff were invited due to their employment with the House Committee on Education & the Workforce or with a Member who sits on the Committee.

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:

PNPI has designed the event to deepen participants' understanding of microcredentials. PNPI created the agenda, developed the invitation list, and is managing all event logistics. **All additional trip sponsors are only providing funding for the trip**. None of PNPI's funders, The Gates Foundation, Lumina Foundation, or Strada Education Foundation have played a role in organizing the referenced Congressional trip or in the selection or invitation of travel participants. Decisions regarding travel participants have been controlled by and were at all times under the sole discretion of PNPI.

The Bill & Melinda Gates Foundation is interested in expanding opportunities for all students to be able to complete a high-quality, affordable postsecondary education that leads to a sustaining career. Toward that end, it is important to help policymakers better understand all types of credentials and the impacts of quality on outcomes for students.

Lumina Foundation is interested in increasing postsecondary education attainment, including through the support of activities that ensure students, policymakers and other stakeholders deepen their understanding of the complexities behind microcredentials and short-term credentials.

Strada Education Foundation is committed to expanding opportunities of education to work for all students. To do so, students need quality and affordable postsecondary education opportunities and various pathways to work experiences that lead to successful futures. Policy makers need to be well informed of work being conducted in this space, have access to quality data and research from the field to properly assess impact for students and families.

Microcredentials Seminar & Site Visit
Tuesday, August 6- Friday, August 9
Denver, Colorado

Learning Objectives

- Increase participants' understanding of the microcredential landscape;
- Increase participants' understanding of the impact, quality, and efficacy of microcredentials; and
- Increase participants' understanding of Colorado Community College System's digital badge initiative and microcredential partnerships.

AGENDA

Tuesday, August 6, 2024

4:08-6:19pm	**Staff depart Ronald Reagan Washington National Airport (DCA) for Denver International Airport (DEN)** United Airlines #329
6:19-7:00pm	**Staff arrive in Denver, Colorado (DEN)** Depart Airport for Kimpton Hotel Monaco Denver 1717 Champa St, Denver, CO 80202
7:00-8:00pm	**Check In & Dinner at Hotel** Kimpton Hotel Monaco Denver 1717 Champa St, Denver, CO 80202

Wednesday, August 7, 2024

8:00-9:00am	**Breakfast at Hotel** Kimpton Hotel Monaco Denver 1717 Champa St, Denver, CO 80202

9:00-10:30am **Welcome & Introduction to Microcredentials**
Kimpton Hotel Monaco Denver
1717 Champa St, Denver, CO 80202

***Speakers**:* MaryEllen McGuire, PNPI, Betsy Prueter, PNPI; Sean Gallagher, Northeastern University; and Michelle Van Noy, Rutgers University

This session will provide an overview of microcredentials including their various definitions, designs, and structures. It will also review the demographics of microcredential students.

10:30-10:45am **Break**

10:45am-12:00pm **State Overview**
Kimpton Hotel Monaco Denver
1717 Champa St, Denver, CO 80202

***Speaker**:* Stephanie Murphy, HCM Strategists

This session will provide an overview of how states are advancing and supporting microcredentials.

12:00-1:00pm **Working Lunch at Hotel**
Kimpton Hotel Monaco Denver
1717 Champa St, Denver, CO 80202

This session will give participants a chance to talk further with the day's speakers.

1:00-2:30pm **Assuring Quality of Microcredentials**
Kimpton Hotel Monaco Denver
1717 Champa St, Denver, CO 80202

***Speakers**:* Karen Solomon, Higher Learning Commission

This session will discuss how accreditors view microcredentials and what barriers exist to the accreditation of microcredentials.

2:30-2:45pm **Break**

2:45-4:45pm **Case Studies Panel**
Kimpton Hotel Monaco Denver
1717 Champa St, Denver, CO 80202

***Speakers**:* Nick Moore, Alabama Office of Education and Workforce Transformation; Monty Sullivan, M.J. Foster Promise Program, Louisiana; and Bijal Shah, Guild Education

This session will provide a deeper dive into varied microcredential and/or short-term credential initiatives.

4:45-6:00pm **Break**

6:00-6:15pm **Travel to Dinner at La Loma**
1801 North Broadway Street, Denver, CO 80202

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7:15-7:30pm **Travel back to Kimpton Hotel Monaco Denver**
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Thursday, August 8, 2024

8:00-9:00am **Breakfast at Kimpton Hotel Monaco Denver**
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9:00-9:30am **Travel to Colorado Community College System (CCCS)**
9101 E. Lowry Blvd, Denver, CO 80230

9:30-10:00am **Welcome & Introductions**
9101 E. Lowry Blvd, Denver, CO 80230

Speakers: MaryEllen McGuire, PNPI; Betsy Prueter, PNPI; and Michael Macklin, Associate Vice Chancellor for Academic Affairs and Workforce Development

This session will provide an introduction to the Colorado Community College System.

10:00-11:00am **Overview of Digital Badge Program**
9101 E. Lowry Blvd, Denver, CO 80230

Speakers: Michael Macklin, Associate Vice Chancellor for Academic Affairs and Workforce Development and Dr. Tina Parscal, Associate Vice Chancellor for CCCOnline & Academic Affairs

This session will provide an overview of the digital badge program at the Colorado Community College System.

11:00-11:15am **Break**

11:15am-12:15pm **Digital Badge Program: Faculty Perspective**
9101 E. Lowry Blvd, Denver, CO 80230

Speaker: Michael Macklin, Associate Vice Chancellor for Academic Affairs and Workforce Development and Sarah Heath, Associate Vice Chancellor for Career and Technical Education

This session will provide faculty perspectives on CCCS's digital badge program.

12:15-1:15pm **Working Lunch at Colorado Community College System (CCCS)**
9101 E. Lowry Blvd, Denver, CO 80230

This session will give participants a chance to talk further with the day's speakers.

1:15-2:30pm **Digital Badge Program: Employer Perspective**
9101 E. Lowry Blvd, Denver, CO 80230

***Speakers*:** Sarah Heath, Associate Vice Chancellor for Career and Technical Education; Michael Macklin, Associate Vice Chancellor for Academic Affairs and Workforce Development; and Tina Parscal, Associate Vice Chancellor for CCCOnline & Academic Affairs

This session will provide employers' perspectives on the efficacy of CCCS's digital badge program.

2:30-2:45pm **Break**

2:45-4:00pm **Digital Badge Program: Student Perspective & Close**
9101 E. Lowry Blvd, Denver, CO 80230

Moderators: MaryEllen McGuire, PNPI; Betsy Prueter, PNPI, and Students TBD

This session will provide students' perspectives on the value of CCCS's digital badge program.

4:00-6:00pm **Travel back to Kimpton Hotel Monaco Denver & Break**
1717 Champa St, Denver, CO 80202

6:00-8:00pm **Dinner & Roundtable at Kimpton Hotel Monaco Denver**
1717 Champa St, Denver, CO 80202

Speakers: MaryEllen McGuire, PNPI; Betsy Prueter, PNPI; Alison Griffin, Whiteboard Advisors; Fiona Hollands, Columbia University; and Kermit Kaleba, Lumina Foundation

Dinner will include a roundtable on the future of microcredentials in the higher education space.

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