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: Heather Painter
2. a. Name of Accompanying Relative: _____ ***OR*** ☒ None
   b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. Dates: Departure: 8/13/2024 Return: 8/15/2024
   b. Dates at Personal Expense, if any: _____ ***OR*** ☒ None
4. Departure City: Washington, DC Destination: Asheville, NC Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Jobs for the Future
6. Describe Meetings and Events Attended: Throughout the trip attendees participated in multiple sessions related to economic development, workforce development, dislocated workers, supportive services related to employment, held with national and local experts on these policy topics.
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:** 8/27/2024

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:** 8/27/2024

Signature of Supervising Member: _____

last updated 7/2023

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: Jobs for the Future
2. Travel Destination(s): Charlotte, NC; Dallas, NC; Conover, NC; Asheville, NC; Flat Rock, NC
3. Date of Departure: 8/13/2024 Date of Return: 8/15/2024
4. Name(s) of Traveler(s): Amy Jones; Tonia Wu; Martha Gallagher; Heather Painter; Trevor Hustus; Mieko Kuramoto; Brandon DiFulvio; Rashage Green; Marek Laco

   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	$597.32	$241.82	$176	None
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: Maria K Flynn Digitally signed by Maria K Flynn Date: 2024.08.20 14:09:07 -04'00' **Date:** 08/20/2024

Name: Maria Flynn **Title:** President & CEO

Organization: Jobs for the Future

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

Address: 50 Milk St, 17th Floor, Boston, MA 02109

Telephone: (617) 728-4446 **Email:** mflynn@jff.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: Heather Painter

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: HPainter

Name of Signatory (if other than traveler): _____

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

Office Address: 1226 Longworth House Office Building

Telephone Number: 202-225-5916

Email Address of Contact Person: heather.painter@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: Heather Painter
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Jobs for the Future
3. City and State **OR** Foreign Country of Travel: Charlotte, NC; Dallas, NC; Conover, NC; Asheville, NC; Flat Rock, NC
4. a. Date of Departure: 8/13/24 Date of Return: 8/15/24

   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.**

   This trip is focused on education, workforce development, and economic development policy issues, which are in my portfolio for my role as Legislative Director for Congressman Derek Kilmer.
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:** July 15, 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:

   Jobs for the Future

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: Bill & Melinda Gates Foundation; Lumina 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):

   Please see attachments for more details.

5. Yes ☐ No ☒ Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of Departure: 8/13/2024 Date of Return: 8/15/2024
7. a. City of departure: Washington, DC
   b. Destination(s): Charlotte, NC; Dallas, NC; Conover, NC; Asheville, NC; Flat Rock, NC
   c. City of return: Washington, DC
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:

   JFF selected sites because they demonstrate evidence-based approaches for serving jobseekers, workers, and learners. The programs and initiatives featured during this trip will shed light on federal K-12, postsecondary education, workforce development, and human services policy. See attachments for more detail.

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:

   N/A

14. ☒ I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). *Signify that the statement is true by checking box.*

15. ***Check only one.*** I represent that either:
   a. ☐ The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees; **OR**
   b. ☒ The trip involves events that are arranged specifically *with regard* to congressional participation. If "b" is checked:
      1) Detail the cost *per day* of meals (approximate cost may be provided): See attachments for more detail; costs are in line with GSA per diem rates.
      2) Provide the reason for selecting the location of the event or trip: See attachments for detailed response. JFF selected the western region of North Carolina.

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

   Hotel Name: Kimpton Hotel Arras City: Asheville, NC Cost Per Night: $121
   Reason(s) for Selecting: Geographical location and hotel offered GSA per diem rates for lodging in Asheville, NC.
   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	$597	$242	$176
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	None	None
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: Maria K. Flynn Date: 06/24/2024

Name: Maria Flynn Title: President and CEO

Organization: Jobs for the Future

Address: 50 Milk St, 17th Floor, Boston, MA 02109

Email: mflynn@jff.org Telephone: (617) 728-4446

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

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: Jobs for the Future
2. Name of your organization: Bill & Melinda 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: Kathryn Young Digitally signed by Kathryn Young Date: 2024.06.25 09:53:04 -04'00' Date: 06/25/24

Name: Kathryn Young Title: Senior Program Officer

Organization: Gates Foundation

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

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

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

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: Jobs for the Future
2. Name of your organization: Lumina 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: Michelle Cooper Date: 7/11/2024

Name: Michelle Asha Cooper Title: Vice President for Public Pol

Organization: Lumina Foundation

Address: 1730 M Street NW, Ste 410, Washington, DC 20036

Telephone: (317) 954-0448 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

Attachments

Congressional Staff Network Site Visit to Western North Carolina
August 13-15, 2024

Question #4 House Invitees:

Amaris Benavidez
Professional Staff Member
House Committee on Education & the Workforce
amaris.benavidez@mail.house.gov

Brandon DiFulvio
Legislative Assistant
Office of Rep. Robin Kelly
brandon.difulvio@mail.house.gov

Martha Gallagher
Legislative Assistant
Office of Rep. Patrick McHenry
Martha.Gallagher@mail.house.gov

Rashage Green
Education Policy Director/Counsel
House Committee on Education & the Workforce
rashage.green@mail.house.gov

Trevor Hustus
Legislative Assistant
Office of Rep. Lisa McClain
trevor.hustus@mail.house.gov

Amy Jones
Education and Human Services Policy Director
House Committee on Education & the Workforce
amy.jones@mail.house.gov

Mieko Kuramoto
Senior Legislative Assistant
Office of Rep. Mark Takano
mieko.kuramoto@mail.house.gov

Marek Laco

Professional Staff Member
House Committee on Education & the Workforce
Marek.Laco@mail.house.gov

Brandon Manbahal
Legislative Aide
Office of Rep. Raja Krishnamoorthi
brandon.manbahal@mail.house.gov

Heather Painter
Legislative Director
Office of Rep. Derek Kilmer
Heather.Painter@mail.house.gov

Brad Thomas
Professional Staff Member
House Committee on Ways & Means
brad.thomas2@mail.house.gov

Jerome Vainisi
Legislative Assistant
Office of Rep. Kay Granger
jerome.vainisi@mail.house.gov

Tonia Wu
Policy Adviser
Office of Rep. Hakeem Jeffries
tonia.wu@mail.house.gov

House staff were invited because of their work on education, workforce development, economic development, and social welfare issues. All have responsibility for these federal issues in their offices. The site visit will highlight the successes and challenges of education, workforce and economic development, and human services programs and initiatives in North Carolina.

Question #12 Interest and Role of Sponsors:

Jobs for the Future (JFF) identifies sites of interest and priority topics for site visit programming, including featured programs and initiatives, based on their evidence base, scalability, and quality. JFF develops and executes the agenda, coordinates logistics for the trip, and serves as the point of contact for staff. JFF will use grant funding from the Bill & Melinda Gates Foundation and the Lumina Foundation to support the Congressional Staff Network and this site visit.

The Lumina Foundation is an independent, private foundation based in Indianapolis, Indiana that is committed to making opportunities for learning beyond high school available to all. The Bill & Melinda

Gates Foundation is based in Seattle, Washington and has a mission to create a world where every person has the opportunity to live a healthy, productive life.

Each sponsor's work is informed by research, analysis, and best practice. The missions of JFF, the Bill & Melinda Gates Foundation, and the Lumina Foundation support the purpose of the trip: highlighting innovative, evidence-based programs and policies that drive economic mobility. House attendees will see strategies that the Western North Carolina area is implementing to meet the region's talent needs; they will engage with workforce and education practitioners, state officials, employers, workers and learners who are involved in these programs.

JFF identifies sites of interest and priority topics for site visit programming, including featured programs and initiatives, based on their evidence base, scalability, and quality. JFF develops and executes the agenda, coordinates logistics for the trip, and serves as the point of contact for staff. The Lumina Foundation and the Bill & Melinda Gates Foundation fund the Congressional Staff Network and its site visits.

Question #15 (B) Part 2, Explanation of Location Choice:

JFF selected Western North Carolina for this site visit because of the innovative workforce training, economic development, and education efforts underway on the ground, as well as the unique challenges that these rural communities face in terms of retaining talent, ensuring access to transportation and other vital supportive services, and balancing the need for economic growth with concerns around job quality.

The site visit will highlight North Carolina's exemplary community college system, which is a national leader in driving regional economic growth. Panels and site visits will explore the impact of housing the state's apprenticeship agency within the community college system, incumbent worker training programs that enable upward mobility, and sector-based approaches to economic and workforce development. This site visit will have a particular focus on best practices for serving rural communities, including through federal investments like the U.S. Department of Labor Employment Recovery Dislocated Worker Grant and Workforce Opportunity for Rural Communities Grant programs.

Staff will also learn about NC's statewide strategy to increase opportunities for students to earn college credit while in high school. State education agency and regional education system leaders will share how they leverage federal and state funding to offer seamless education-to-career pathways for all students, including career and technical education and pre-apprenticeship pathways. Staff will also visit Blue Ridge Community College to see how they partner with their local district, employers, and community-based organizations to enable all postsecondary learners, including adults with some college credit but no degree, to pursue higher education successfully.

During each session, speakers and staff will reflect on how federal policy can help scale, replicate, and better support these impactful regional and local initiatives. Programming will shed light on federal levers to foster strong and inclusive rural economies.

Question #18 Total Expenses for Each House Participant (Good Faith Estimates):

Transportation: Economy class airfare departing from Washington, DC's Reagan National Airport (DCA) to Charlotte Douglas International Airport and returning from Asheville Regional Airport to DCA = $420 per person. On the ground transportation via chartered coach bus in North Carolina = $177 per person. Total transportation expenses = **$597 per person**.

Lodging: Lodging at the Kimpton Hotel Arras for two nights = **$242.00 per person** (under the U.S. General Services Administration (GSA) per diem rate of $135/night for Asheville, NC In August 2024).

Meals: Meals for the three-day trip = **$176.00 total** (in line with GSA per diem rates for Asheville).

CONGRESSIONAL STAFF NETWORK

FOR ECONOMIC ADVANCEMENT

Dear CSN members,

I am writing to invite you to participate in an upcoming three-day Congressional Staff Network (CSN) site visit to **Western North Carolina from Tuesday, August 13 – Thursday, August 15**.

This trip will focus on best practices for serving rural communities. Sessions will highlight strategies to effectively deliver industry-aligned training and supportive services in sparsely populated areas. Attendees will learn how leaders in Canton, NC (population: 4,401) successfully administered a U.S. DOL Employment Recovery Dislocated Worker Grant after a major employer shuttered operations in the area.

North Carolina offers a unique opportunity to explore the role of community colleges as engines of regional economic development. Staff will learn about the Manufacturing Solutions Center at Catawba Valley Community College, a key player in the revitalization and reshoring of the region's textile manufacturing industry. Local workforce and postsecondary system leaders will also share their experience leveraging the federal Workforce Opportunity for Rural Communities (WORC IV) grant to expand work-based learning offerings.

Finally, state education agency leaders will join to share how state-level policy and funding decisions enable students to earn college credit and connect to careers while still in high school. This includes highlighting the state's Career and College Promise dual enrollment program and Cooperative Innovative High Schools (early college model) from both the state and local district perspective.

Please confirm your participation by Monday, July 1. Once you confirm your plans to participate, our team will share final information for the trip, including the agenda and the necessary ethics documentation.

Best,

Mary G. Clagett
Senior Director, Workforce Policy
Jobs for the Future

AGENDA

Congressional Staff Network Site Visit to Western NC

Tuesday August 13 – Thursday August 15, 2024

Tuesday August 13, 2024

8:33 – 10:14 AM

Flight: DCA to CLT

American Airlines Flight # AA 1155

NATIONAL AIRPORT

2401 Ronald Reagan
Washington National
Airport Access Rd
Arlington, VA 22202

10:14 – 11:15 AM

Travel to Gaston College

11:15 – 11:35 AM

Introduction to North Carolina

GASTON COLLEGE

Myers Center Auditorium
Room A and B
201 US-321
Dallas, NC 28034

Gaston College President John Hauser and Aaron Mabe from the state community college system office will welcome staffers to North Carolina and provide an overview of the state's unique approach to workforce and economic development, which centers community colleges as engines of economic growth.

- **John Hauser**, President, Gaston College
- **Aaron Mabe**, State Director of Dual Enrollment, Academic Programs and Student Services, North Carolina Community College System Office

11:35 AM – 1:00 PM

Luncheon Session: Apprenticeship 321

GASTON COLLEGE

Myers Center Auditorium
Room A and B
201 US-321
Dallas, NC 28034

Apprenticeship 321 is an apprenticeship program registered through ApprenticeshipNC, the state apprenticeship agency housed in the NC Community College System, and the U.S. Department of Labor. Gaston College provides the program's classroom training and awards academic credentials. This session will focus on the apprenticeship pathways that Gaston College offers in the healthcare industry, including pre-apprenticeships, and their partnerships with regional workforce boards.

- **Lisa Albright-Jurs,** Dean, Career and Technical

Education, Gaston College
- **David Hollars**, Executive Director, Centralina Workforce Development Board
- **Angela Karchmer**, Director, Workforce Development Board and Social Services, Gaston County Department of Health and Human Services
- **Lesley Pressley**, Associate Dean, Health and Human Services, Gaston College
- **Greg Smith**, Vice President of Economic and Workforce Development, Gaston College

1:00 – 1:30 PM

Site Visit: Gaston College Healthcare Training Facilities

GASTON COLLEGE

David Belk Cannon Building
201 US-321
Dallas, NC 28034

Staffers will see Gaston College's Health Science Education and Simulation Center where apprentices receive hands-on training, and learn more about how the Apprenticeship 321 promotes student success.

- **Tanya Osbia**, Apprenticeship 321 Success Coach, Gaston College
- **Joy Morrow**, Director of Apprenticeships and Work-Based Learning, Gaston College
- **Lesley Pressley**, Associate Dean, Health and Human Services, Gaston College

1:30 – 2:30 PM

Travel to Manufacturing Solutions Center (MSC)

2:30 – 3:30 PM

Site Visit: MSC Facilities & Service Lines

MANUFACTURING SOLUTIONS CENTER

301 Conover Station SE
Conover, NC 28613

Staff will have a chance to learn about the textile manufacturing process, the types of support that entrepreneurs in the industry require, and efforts to transition to a circular textile economy.

- **Jeff Neuville**, Director, Manufacturing Solutions Center
- **Tony Whitener**, Special Projects Director, Manufacturing Solutions Center

3:30 – 4:30 PM

Reshoring and Modernizing North Carolina's Textile Industry

MANUFACTURING SOLUTIONS CENTER

301 Conover Station SE
Conover, NC 28613

This panel will dive into the western NC region's successful efforts to revitalize and reshore the U.S. textile manufacturing industry, with a particular focus on job quality. The Manufacturing Solutions Center at Catawba Valley Community College has played a central role in these efforts since 1990, delivering an estimated $30 million in regional economic impact from 2019-2023. MSC supports domestic manufacturing through a range of services, including workforce

training, product testing, research, and marketing, in addition to operating a business incubator onsite.

- **Garrett D. Hinshaw**, President, Catawba Valley Community College (CVCC)
- **Nathan Huret**, Economic Development Director, Catawba County Economic Development Corporation
- **Jeff Neuville**, Director, MSC
- **Jordan Schindler**, Founder and CEO, Clothing 2.0 *(invited)*

4:30 – 6:00 PM

North Carolina's Statewide and Regional Efforts to Expand College and Career Pathways

MANUFACTURING SOLUTIONS CENTER

301 Conover Station SE
Conover, NC 28613

State education system leaders will discuss statewide efforts to support pathways across secondary, postsecondary, and careers - including the states' Career and College Promise program and Cooperative Innovative High Schools (NC's dual enrollment and early college programs) and efforts to ensure students gain valuable real-world experience. Exemplary regions and school district leaders will join to share how they are enabling students to complete pre-apprenticeships, earn early postsecondary credit, and industry-recognized credentials.

- **Crystal Folger-Hawks**, Executive Director, Surry-Yadkin Works
- **Christy Lefevers**, Associate Dean for Workforce Connectivity and Director, Catawba Apprenticeship Network, CVCC
- **Jonathan Loss**, Dean of Enrollment Management, CVCC
- **John Loyack**, Vice President of Economic Development, NC Community College System Office
- **Aaron Mabe**, State Director of Dual Enrollment, Academic Programs and Student Services, NC Community College System Office
- **Melissa D. Recknor**, Director of Advising and Student Success, Surry Community College
- **Kristie Van Auken**, Special Advisor to the Superintendent for Workforce Engagement, NC Department of Public Instruction

6:00 – 7:30 PM

Travel to Asheville

7:00 – 7:30 PM

Check in to Hotel

KIMPTON HOTEL ARRAS

7 Patton Ave
Asheville, NC 28801

7:30 – 9:00 PM

Dinner & Roundtable Discussions

BEAR'S SMOKEHOUSE DOWNTOWN ASHEVILLE

135 Coxe Ave
Asheville, NC

Over dinner, Hill staff will sit down with practitioners to reflect further on the implications of the day's sessions for federal policy. Specifically, conversations will focus on federal policy levers to strengthen community college-economic and workforce development collaboration at the systems level; and to replicate and scale college in high school programs. Staff will be asked to consider the impact of earning college credit in high school on student debt, postsecondary enrollment, and student outcomes.

- **Nathan Ramsey**, Executive Director, Land of Sky (LOS) Regional Council, and Director, Mountain Area Workforce Development Board (MAWDB)

Wednesday August 14, 2024

8:15 AM

Meet in Lobby

KIMPTON HOTEL ARRAS

7 Patton Ave
Asheville, NC 28801

8:15 – 8:30 AM

Travel to Asheville-Buncombe Technical Community College (A-B Tech)

8:30 – 9:45 AM

Breakfast Session: The Role of Community Colleges in Western NC's Regional Economic Development

A-B TECH

Magnolia Building
Tillman Dining Hall
Room 103
10 Genevieve Cir
Asheville, NC 28801

This session will highlight the role of community colleges in regional economic development partnerships, including co-locating NCWorks Career Centers (one-stops) at community colleges, coordinated community partnerships, and labor market-aligned career pathways. Speakers will discuss joint efforts to expand work-based learning opportunities, funded by a 2022 U.S. DOL Workforce Opportunities for Rural Communities (WORC IV) grant.

- **Deborah D. Bailey**, Vice President of Economic and Workforce Development and Continuing Education, A-B Tech
- **Debbie Cromwell**, Director, Work-Based Learning and Apprenticeships, A-B Tech
- **John D. Gossett**, President, A-B Tech
- **Gene Loflin**, Associate Vice President for Instructional

Services, A-B Tech
- **Emily Nicholson**, Executive Director, Land of Sky P20 Council
- **Nathan Ramsey**, Executive Director, LOS Regional Council, and Director, MAWDB

9:45 – 10:15 AM

Travel to Arboretum

10:15 – 11:30 AM

Dislocated Worker Grant Implementation in Canton, NC

THE NORTH CAROLINA ARBORETUM

Education Center
100 Frederick Law Olmsted Way
Asheville, NC 28806

When the Pactiv Evergreen paper mill closed in 2023, U.S. DOL awarded the state a $7.5 million Employment Recovery Dislocated Worker (DW) Grant. Panelists who served on the Rapid Response team will outline how they successfully administered DW funds to support the 1,100 impacted workers, successfully lowering unemployment from 3.2% to 1.2% in less than a year.

- **David Francis**, President, Haywood County Chamber of Commerce
- **David Garrett**, Workforce Development Director, Southwestern Commission Council of Governments (COG)
- **Russ Harris**, Executive Director, Southwestern Commission COG
- **Linda Lamp**, Business Services Representative, Southwestern Commission COG
- **Lisa Morris**, Career Center Manager, NCWorks
- **Shelley White**, President, Haywood Community College

11:30 AM – 1:00 PM

Luncheon Session: Understanding the Workforce System's Role in Economic Development

THE NORTH CAROLINA ARBORETUM

Education Center
100 Frederick Law Olmsted Way
Asheville, NC 28806

Over lunch, staff will learn more about how MAWDB collaborates with the Asheville Chamber of Commerce to augment career exploration and navigation services, strengthen earn-and-learn programming, and align workforce system offerings with regional employer demand. Speakers will highlight how this strong partnership resulted in a major investment from Pratt & Whitney.

- **Diana Blackett**, Director of Workforce Partnerships, Asheville Chamber of Commerce
- **Clark Duncan**, Senior Vice President of Economic Development, Asheville Chamber of Commerce
- **Nathan Ramsey**, Executive Director, LOS Regional Council, and Director, MAWDB

- **Heidi Reiber**, Senior Director of Research, Asheville Chamber of Commerce
- **Ashley Swanger**, Director of Industry Services, Asheville Chamber of Commerce

1:00 – 1:15 PM

Travel to Pratt & Whitney

1:15 – 3:00 PM

Site Visit: Pratt & Whitney

PRATTY & WHITNEY

330 Pratt & Whitney Blvd
Asheville, NC 28806

As a complement to the morning sessions, this session will highlight how regional coordination among education and economic development entities yielded the largest-ever investment in manufacturing in western NC. Leaders from Pratt & Whitney, MAWDB, and A-B Tech will share how they co-developed custom recruitment and training programs to fill over 800 advanced manufacturing jobs in just three years.

- **Deborah D. Bailey**, Vice President of Economic and Workforce Development and Continuing Education, A-B Tech
- **Clark Duncan**, Senior Vice President of Economic Development, Asheville Chamber of Commerce
- **Nathan Ramsey**, Executive Director, LOS Regional Council, and Director, MAWDB

3:00 – 3:45 PM

Travel to Schenck Job Corps Civilian Conservation Center (CCC)

3:45 – 5:15 PM

Site Visit: Opportunity Youth Pathway Programming

SCHENCK JOB CORPS CCC

98 Schenck Dr
Pisgah Forest, NC 28768

This session will focus on Western NC's Opportunity Youth pathway programs, including the NCWorks NEXTGEN WIOA Youth program and the Schenck Job Corps Civilian Conservation Center. Staff will see youth programming in action, speak directly with program participants about their experience, and learn about the various program structures and services.

- **Lance Crawford**, District Director of Workforce Development, Goodwill Industries of Northwest NC
- **Gene Ettison**, GO PLACES Project Director, LOS Regional Council
- **Michael Holmes**, Career Development Specialist, Schenck Job Corps
- **Vicki Jennings,** Strategic Initiatives Director, LOS Regional Council

5:15 – 6:00 PM

Travel to Hotel

6:00 – 6:15 PM

Break

KIMPTON HOTEL ARRAS

7 Patton Ave
Asheville, NC 28801

6:15 PM

Meet in Lobby

6:15 – 6:30 PM

Travel to Dinner

6:30 – 8:00 PM

Dinner & Session: Public-Private Partnerships to Support Western NC's Brewing Industry

NEW BELGIUM BREWING

21 Craven St
Asheville, NC 28806

Over dinner, staffers will learn how the workforce system collaborates with Western NC's craft brewing companies – a key sector that contributes over $1 billion to the regional economy – to address the industry's unique talent needs.

- **Leah Wong Ashburn**, President and CEO, Highland Brewing
- **Clark Duncan**, Senior Vice President of Economic Development, Asheville Chamber of Commerce
- **Rebecca Hardin-Nieri**, Environmental Health Safety Specialist, New Belgium Brewing
- **Nathan Ramsey**, Executive Director, LOS Regional Council, and Director, MAWDB
- **Oscar Wong**, Founder, Highland Brewing

Thursday August 15, 2024

8:15 AM

Meet in Lobby, Check out

KIMPTON HOTEL ARRAS

7 Patton Ave
Asheville, NC 28801

8:15 – 9:00 AM

Travel to Blue Ridge Community College

9:00 – 10:30 AM

Breakfast Session: Henderson County's Education-to-Work Pathway System

BLUE RIDGE COMMUNITY COLLEGE

180 W Campus Dr
Flat Rock, NC 28731

Leaders from Blue Ridge Community College and Henderson County Public Schools will provide an overview of how they partner across systems to offer diverse secondary-to-postsecondary pathways that track to quality jobs regardless of whether they are degree- or workforce-oriented.

- **Shanda Bedoian**, Director of Corporate & Customized Training, Blue Ridge Community College
- **Mark R. Garret**, Superintendent, Henderson County Public Schools
- **Laura B. Leatherwood**, President, Blue Ridge Community College
- **Scott Queen**, Vice President, Economic and Workforce Development, Blue Ridge Community College

10:30 – 11:15 AM

Site Visit: Henderson County JobLink Career Center

BLUE RIDGE COMMUNITY COLLEGE

180 W Campus Dr
Flat Rock, NC 28731

Staffers will have a chance to tour the NCWorks JobLink Career Center (one-stop delivery center) at Blue Ridge, and learn how co-location improves access to services for residents of rural Henderson County.

- **Jason Chappell**, Director, Henderson County JobLink Career Center, Blue Ridge Community College

11:15 AM – 1:15 PM

Luncheon Session: Designing and Delivering Wraparound Support Services for Rural Communities

BLUE RIDGE COMMUNITY COLLEGE

180 W Campus Dr
Flat Rock, NC 2873

Representatives of Blue Ridge and their partner community-based organizations in Western NC will discuss how they coordinate across the workforce and education systems to meet learner and worker needs, with a focus on childcare, housing, transportation, and broadband services.

- **Patsy Davis**, Executive Director, Mountain Projects, Inc.
- **David Francis**, President of Haywood Chamber of Commerce
- **Deidre McMahon**, Interim Executive Director, Southwestern Childhood Development Commission
- **Scott Queen**, Vice President, Economic and Workforce Development, Blue Ridge Community College

1:15 – 1:45 PM

Travel to Airport/Wrap up and Reflection

EN ROUTE TO AIRPORT

Informal discussion with staff about key takeaways from the trip – reflecting on learnings and ways that federal policymakers can assist states and localities to improve systems alignment, programming, and outcomes.

- **David Bradley**, Senior Director, Workforce Policy,

Congressional Staff Network (CSN) Site Visit to Western North Carolina

Tuesday, August 13 – Thursday, August 15, 2024

Jobs for the Future

1:45 – 3:43 PM	**Check in**	**ASHEVILLE REGIONAL AIRPORT** 61 Terminal Dr #1 Fletcher, NC 28732
3:43 – 5:15 PM	**Flight: AVL to DCA** *American Airlines Flight #5216*	**ASHEVILLE REGIONAL AIRPORT** 61 Terminal Dr #1 Fletcher, NC 28732

PARTICIPANT LIST

Congressional Staff Network Site Visit to Western NC

Tuesday August 13 – Thursday August 15, 2024

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ONE HUNDRED EIGHTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

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August 6, 2024

Ms. Heather Painter
Office of the Honorable Derek Kilmer
1226 Longworth House Office Building
Washington, DC 20515

Dear Ms. Painter:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Asheville, North Carolina, scheduled for August 13 to 15, 2024, sponsored by Jobs for the Future, Bill & Melinda Gates Foundation, and Lumina Foundation for Education, Inc.

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:amr