

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: _____
2. a. Name of Accompanying Relative: _____ **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: _____ Return: _____
b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: _____ Destination: _____ Return City: _____
5. Sponsor(s), Who Paid for the Trip: _____
6. Describe Meetings and Events Attended: _____

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: _____

I authorized this travel in advance. I have determined that all of the expenses listed on the attached *Sponsor Post-Travel Disclosure Form* were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

Name of Supervising Member: _____ Date: _____

Signature of Supervising Member:  _____

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: _____

National Association of Counties (NACo)

2. Travel Destination(s): Clark County, Nev.; Washington County, Utah

3. Date of Departure: Tuesday, September 3, 2024 Date of Return: Washington, D.C.

4. Name(s) of Traveler(s): Josephine Amusa, Brandan Belsler, Allison Blankenship, Chloe Brown, Brian Cress, Jesse Ebadi, Brenna Elliott, Bryson Henriott, Ryan Hofmann, Willie Lyles, Justin Shockey, and Elise Sugarman

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	\$798.22	\$525.91	\$517.17	\$185.00 (see Misc. Expenses appended)
Accompanying Family Member	N/A	N/A	N/A	N/A

6. All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment.
Signify statement is true by checking box.

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 09/11/2024

Name: Matthew D. Chase Title: CEO/Executive Director

Organization: National Association of Counties

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

Address: 660 N. Capitol Street NW, Suite 400, Washington, DC 20001

Telephone: (202) 393-6226 Email: mchase@naco.org

Committee staff may contact the above-named individual if additional information is required.

If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.

COMMITTEE ON ETHICS

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:

National Association of Counties (NACo)

2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. *Signify that the statement is true by checking box.*

3. **Check only one.** I represent that:

a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip; **OR**

b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds; **OR**

c. The primary trip sponsor has accepted funds, services, or in-kind assistance from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.

If "c" is checked, list the names of the additional sponsors: _____

4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary): _____

Please see attached

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

6. Date of Departure: Tuesday, September 3, 2024 Date of Return: Friday, September 6, 2024

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

b. Destination(s): Las Vegas, Nev.; St. George, Utah

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:
 NACo is a 501(c)(4) nonprofit that is the only national organization that represents the nation's counties, parishes and boroughs. NACo works to advance county priorities in federal policymaking and enrich the public's understanding of county government. NACo is responsible for recruiting, coordinating and executing this trip.
-

13. **Answer parts a and b. Answer part c if necessary:**
- a. Mode of travel: Air Rail Bus Car Other (specify: Charter bus)
 - 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): Tuesday: \$175.65; Wednesday: \$163.51; Thursday: \$127.48; Friday: \$50.49
 - 2) Provide the reason for selecting the location of the event or trip: Washington County was selected because of its unique responsibilities and services it provides to residents as a rural community. Clark County was chosen due to its unique role in tourism, economic development and transportation in the West.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Bellagio Las Vegas City: Las Vegas, Nev. Cost Per Night: \$236.13
 Reason(s) for Selecting: Within close proximity to programming and offered rate below GSA per diem (pre-tax and resort fee)
- Hotel Name: Hyatt Place St. George/Convention Center City: St. George, Utah Cost Per Night: \$144.89
 Reason(s) for Selecting: Within close proximity to programming and offered rate closest to GSA per diem (pre-tax)
- Hotel Name: _____ City: _____ Cost Per Night: _____
 Reason(s) for Selecting: _____

17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking the box.*

18. **Total Expenses for each Participant:**

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$874.33	\$467.00	\$483.00
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	\$355.95	Please see attached
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:  Date: 09/11/2024
 Name: Matthew D. Chase Title: CEO/Executive Director
 Organization: National Association of Counties
 Address: 660 N. Capitol Street NW, Suite 400, Washington, DC 20001
 Email: mchase@naco.org Telephone: (202) 393-6226

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

National Association of Counties

2024 FEDERAL FELLOWSHIP INITIATIVE

CLARK COUNTY, NEV. & WASHINGTON COUNTY, UTAH | SEPTEMBER 3-6, 2024

TUESDAY, SEPTEMBER 3 – ARRIVAL & CLARK COUNTY

7:35 AM ET – 9:27 AM PT

FLIGHT FROM DCA TO HARRY REID/LAS VEGAS

9:45 AM

ATTENDEES ARRIVE & ARE GREETED AT HARRY REID AIRPORT

10:00 AM – 12:00 PM

TOUR OF HARRY REID AIRPORT

*Owned and operated by Clark County, Harry Reid International Airport is the fifth busiest airport in the United States by aircraft movements, serving a record 57.6 million passengers in 2023 – a five million passenger increase from the previous year. It also serves a huge number of domestic and international airlines offering flights worldwide. During this briefing and tour, participants will have the opportunity to learn more about Harry Reid and get a firsthand look at TSA's Innovation Checkpoint – the first of its kind in the country. **Light snacks and refreshments will be provided.***

- **Hon. Marilyn Kirkpatrick**, Commissioner, Clark County
- **Rosemary A. Vassiliadis**, Director of Aviation, Harry Reid International Airport
- **Kyle Chadwick**, Airport Canine Supervisor, Harry Reid International Airport
- **Rick Jackson**, Stakeholder Manager, U.S. Department of Homeland Security – TSA for Harry Reid International Airport

12:30 PM – 2:30 PM

TOUR OF ALLEGIANT STADIUM: COUNTY FINANCING & ECONOMIC DEVELOPMENT

Since its opening in 2020, Allegiant Stadium has hosted some of the nation's largest events such as the Super Bowl and Las Vegas Bowl. As the second most expensive stadium in the world, Allegiant Stadium is expected to generate an economic benefit of \$620 million annually while creating 6,000 permanent jobs. Before the stadium was up and running, Clark County played a pivotal role in financing the public portion of the project. Now that Allegiant Stadium is fully operating, Clark County has experienced additional impacts including strengthening its emergency response services and experiencing economic development changes in the area. Participants will be joined by county leaders and Allegiant Stadium representatives for a tour and discussion of the construction, financing and operation of the stadium and its impact on the surrounding area and residents.

- **Lilah Haye**, Coordinator, Government and Community Relations, Raiders
- **Piper Overstreet-White**, Government and Community Relations, Raiders
- **Hon. Michael Naft**, Commissioner, Clark County
- **Jessica Colvin**, Chief Financial Officer, Clark County

3:00 PM – 4:30 PM
3970 Paradise Rd.

UNDERSTANDING CLARK COUNTY’S HOUSING EFFORTS

Counties play a crucial role in addressing housing affordability and promoting sustainable housing solutions, including planning and zoning, funding and financing and community engagement and partnerships. Clark County estimates that there are approximately 7,900 people experiencing homelessness in Southern Nevada on any given night and over 19,000 people in the county will experience homelessness at least once this year. On an average year, the county helps or provides services to more than 45,000 people. In 2021, Clark County built on a program that first begun during the COVID-19 pandemic – replacing formerly abandoned motels – to provide temporary housing and services for families, individuals and older adults experiencing homelessness with the assistance of American Rescue Plan Act (ARPA) dollars. Participants will hear from local representatives about the program and current and future efforts to help these populations remain housed.

- **Brenda Barnes**, Assistant Manager, Clark County Social Services and Director of Southern Nevada Homelessness Continuum of Care
- **Kevin Morss**, Partner/Owner, Liberty Wellness
- **Ryan Tucker**, Partner/Owner, Liberty Wellness
- **Alyssa Fonda**, Director, Liberty Wellness
- **Hon. Tick Segerblom**, Commissioner, Clark County
- **Hon. Justin Jones**, Commissioner, Clark County
- **Kevin Schiller**, County Manager, Clark County
- **Abigail Frierson**, Deputy County Manager, Clark County

4:30 PM

RETURN TO HOTEL

6:30 PM – 8:00 PM

WELCOME DINNER AT OLE RED

Participants will hear from local leaders about the primary roles and responsibilities of Clark County, and current efforts of implementing federal programs and initiatives at the local level.

- **Hon. Marilyn Kirkpatrick**, Commissioner, Clark County
- **Hon. James Gibson**, Commissioner, Clark County

WEDNESDAY, SEPTEMBER 4 – WASHINGTON COUNTY

7:30 AM – 8:00 AM

BREAKFAST

8:00 AM PT – 11:00 AM MT

DEPART & TRAVEL TO WASHINGTON COUNTY

11:00 AM – 12:00 PM

ATV RIDE: BRIEFING ON WASHINGTON COUNTY’S FEDERAL LANDS MANAGEMENT

Sixty-two percent of counties have federal lands within their boundaries. Even though they are not able to collect property taxes on federal land, county governments must still provide essential services for our residents and those who visit public lands each year including law enforcement, search and rescue operations, fire protection and much more. Participants will partake in an ATV

*tour throughout Washington County, which is almost 74 percent federally owned, and hear from county law enforcement and search and rescue officials, about current operations and federal programs that support the county's ability to provide services including the Payment in Lieu of Taxes and Secure Rural Schools programs. **Please wear appropriate hiking shoes and attire.***

- **Hon. Adam Snow**, Commissioner, Washington County
- **Nate Brooksby**, Sheriff, Washington County

12:00 PM – 1:00 PM

ATV RIDE: WASHINGTON COUNTY & ENDANGERED SPECIES

*Counties play a crucial role in environmental stewardship through various initiatives and collaborations aimed at enhancing sustainability and conservation efforts. A major part of these efforts includes protecting endangered species and implementing the Endangered Species Act due to our responsibilities in land use, infrastructure projects and local conservation efforts. During this tour and briefing, participants will hear about the collaborative effort between Washington County, the U.S. Fish and Wildlife Service and U.S. Bureau of Land Management to develop the County's Habitat Conservation Plan (HCP) to mitigate and minimize the impacts of endangered species, like the Mojave Desert tortoise. **Lunch will be provided.***

- **Cameron Rognan**, Biologist and Habitat Conservation Plan Administrator
- **Eric Clark**, Washington County Attorney

1:00 PM – 2:30 PM

LUNCH BRIEFING ON RURAL MEDICAL EMERGENCY SERVICES

Emergency Medical Services (EMS) in rural counties are a lifeline for residents where access to healthcare is limited and distances to hospitals are significant. In Washington County, the vast and diverse landscape underscores the need for a well-coordinated EMS system to effectively serve its rural population, ensuring that all residents receive the critical care they need. During this lunch briefing, participants will hear more about the necessary federal resources needed to ensure all residents in rural communities have access to care.

- **Hon. Adam Snow**, Commissioner, Washington County
- **Nate Brooksby**, Sheriff, Washington County

2:30 PM – 4:30 PM

ATV RIDE: WASHINGTON COUNTY'S WATER CONSERVANCY DISTRICT

To continue our conversation around local conservation efforts, participants will hear a presentation while overlooking the Washington County Water Conservancy District, which was established in 1962 to manage the County's water needs. The District is charged with conserving, developing, managing and stabilizing water supplies within the county in an ongoing effort to provide a safe, sustainable water supply for current and future generations. During the tour, participants will hear from local and federal leaders about mixed funding to maintain the District and the intergovernmental partnership needed to maintain its current scope of responsibilities, including the management of reservoirs, pipelines, wells, water storage tanks, treatment plants, hydropower plants, and diversion dams – all of which are capable of producing more than 60 million gallons of water a day.

- **Zach Renstrom**, Managing Director of the Water Conservancy District
- **Karry Rathje**, Water Conservancy District

7:00 PM – 8:30 PM

*511 S Tech Ridge Dr,
St. George*

DINNER RECEPTION – CLIFFSIDE RESTAURANT

THURSDAY, SEPTEMBER 5 – WASHINGTON COUNTY

7:00 AM – 8:00 AM

BREAKFAST

8:00 AM – 8:45 PM

TRAVEL TO ZION NATIONAL PARK

8:45 AM – 4:00 PM

TOURING ZION NATIONAL PARK: PUBLIC LANDS AND COUNTIES

*Counties play a critical role in supporting federal agencies like the Bureau of Land Management (BLM) and the U.S. Forest Service in managing national parks and public lands. To continue the conversation from the previous day, participants will partake in an all-day briefing while hiking throughout Zion National Park to get a firsthand look of local issues on the ground. We collaborate with these agencies to ensure effective stewardship, infrastructure maintenance and service delivery for residents and visitors. Strong intergovernmental partnerships are essential for developing policies, planning, and resource management strategies that align with federal laws and local priorities. By leveraging programs like PILT and SRS, counties can sustain their contributions to public lands while promoting economic prosperity. NACo emphasizes the importance of balancing multiple use and sustained yield to preserve public access and ensure the long-term viability of these treasured resources. In addition to hearing from county leaders, participants will also hear from officials from the BLM, FWS and NPS about how federal and local partners work together to achieve the shared goal for responsible forest management. **Please wear hiking shoes and appropriate hiking attire. Lunch will be provided at Zion Lodge.***

- **Hon. Adam Snow**, Commissioner, Washington County
- **Jeff Bradybaugh**, Superintendent, Zion National Park
- **Jason West**, Washington County Field Manager. U.S. Bureau of and Management
- **George Weekley**, Field Office Supervisor for the U.S. Fish and Wildlife Service

4:30 PM

RETURN TO HOTEL

7:00 PM – 8:30 PM

Entrada, 2537 Entrada Trail

DINNER AND BRIEFING ON RURAL COUNTY ISSUES

During this pre-dinner briefing, participants will hear about the broad and unique challenges faced by rural counties, which make up 70 percent of the nation’s counties. From providing emergency medical services to broadband development and deployment, rural counties are on the frontlines of protecting the safety and

security of our residents despite limited funds and resources. Participants will also hear about the unique relationship between county and tribal governments.

- **Hon. Adam Snow**, Commissioner, Washington County
- **Mark Echohawk**, Partner, Echoc Hawk & Olsen

FRIDAY, SEPTEMBER – WASHINGTON COUNTY & DEPARTURE

7:00 AM – 9:30 AM

1002 N. Snow Canyon Dr.

BREAKFAST BRIEFING AND SUNRISE HIKE AT SNOW CANYON

*During this breakfast briefing and hike at Snow Canyon, state and local leaders will highlight the operational differences between state and national parks, highlighting their unique management structures and funding mechanisms. Participants will gain insight into the critical role counties play in maintaining national parks, including providing essential services such as law enforcement and infrastructure support. By exploring these partnerships, attendees will understand how state, federal, and local entities collaborate to ensure the sustainability and accessibility of public lands. **Breakfast will be provided.***

- **Scott Strong**, State Director of Utah State Parks Division

11:00 AM – 12:00 PM

DEPARTING LUNCH AT HYATT ST. GEORGE HOTEL

Washington County leaders will debrief participants about the top issues discussed over the last two days and how federal and local leaders can work to strengthen the intergovernmental partnership.

- **Hon. Adam Snow**, Commissioner, Washington County

1:50 PM – 11:00 PM

FLIGHT FROM ST. GEORGE TO WASHINGTON, D.C.

(AA6387/AA2752) – Layover in DFW



BREAKDOWN OF OTHER EXPENSES

National Association of Counties (NACo)

2024 Federal Fellowship Program – Clark County, Nev. and Washington County, Utah

September 3-6, 2024

Misc. Printing and Shipping: \$5.00 per person

Misc. Daily Refreshments: \$20.00 per person

Misc. Tips: \$10.00 per person

Misc. Travel-Related Expenses (Bags, etc.): \$150 per person



LIST OF INVITEES

**National Association of Counties (NACo)
2024 Federal Fellowship Program – Clark County, Nev. and Washington County, Utah
September 3-6, 2024**

The National Association of Counties (NACo) is a 501(c)(4) national nonprofit that was formed in 1935 to serve and strengthen America’s counties. As an association of public elected officials, NACo is not a specific interest group but a major partner in our nation’s Federalism system of intergovernmental entities. The participants listed below play a critical role in this system, working for elected officials, congressional committees and federal agencies that appropriate funds or develop federal policy and regulations that affect counties. For many of these individuals, this trip will complement NACo’s site visit to Los Angeles and Orange Counties, Calif. earlier this year by showcasing the critical programs and services that rural counties provide to our residents. For others, this trip will serve as the first opportunity to enhance their understanding of county government by witnessing the role they play in their residents’ lives every day.

TITLE	OFFICE	FIRST NAME	LAST NAME
Policy Advisor	Office of the House Minority Leader	Josephine	Amusa
Floor Assistant	Office of the House Minority Whip	Allison	Blankenship
Staff Assistant	Office of Congresswoman Terri Sewell	Brandan	Belser
Research & Outreach Advisor	Office of Congressman Steny Hoyer	Chloe	Brown
Deputy Member Services Director	Office of the Speaker of the House	Brian	Cress
Legislative Assistant	Office of Congressman Salud Carbajal	Jesse	Ebadi
Floor Assistant	Office of Majority Leader Steve Scalise	Breanna	Elliott
Policy Analyst, Democratic	House Transportation and Infrastructure Committee	Lauren	Gros
Director of Member Services	Office of Majority Leader Steve Scalise	Jake	Hilkin
Deputy Policy Director	House Republican Conference	Ryan	Hofmann
Senior Advisor	Office of the Majority Whip	Willie	Lyles
Counsel	House Agriculture Committee	Amar	Nair
Floor Assistant	Office of the House Majority Whip	Justin	Shockey
Legislative Director	House Democratic Caucus	Elise	Sugarman
Legislative Director	Office of Congressman Marcus Molinaro	Connor	Torossian

**Attendees subject to change based on participant’s availability*

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: Chloe Brown

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

I certify that the information contained on both pages of this form is true, complete, and correct to the best of my knowledge.

Signature: 

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): Democratic Leader Hakeem Jeffries

Office Address: H-204, U.S. Capitol

Telephone Number: (202) 225-4700

Email Address of Contact Person: chloe.brown@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: Chloe Brown
2. Sponsor(s) who will be paying or providing in-kind support for the trip: National Association of Counties (NACo)
3. City and State **OR** Foreign Country of Travel: Las Vegas, NV; St, George, Utah
4. a. Date of Departure: Tuesday, September 3 Date of Return: Friday, September 6
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.**
Title: Member Services Director & Senior Advisor, Regional Leadership Council (RLC), Chairman Steny Hoyer. These activities and events are directly related to implementation efforts from housing, environment, infrastructure, public lands. Rep. Kilmer is the Region 5 Representative for the RLC, which covers Nevada and Utah.

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: _____

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:

National Association of Counties (NACo)

2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. Signify that the statement is true by checking box.

3. **Check only one.** I represent that:

a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip; **OR**

b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds; **OR**

c. The primary trip sponsor has accepted funds, services, or in-kind assistance from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.

If "c" is checked, list the names of the additional sponsors: _____

4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary): _____

Please see attached

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

6. Date of Departure: Tuesday, September 3, 2024 Date of Return: Friday, September 6, 2024

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

b. Destination(s): Las Vegas, Nev.; St. George, Utah

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:
 NACo is a 501(c)(4) nonprofit that is the only national organization that represents the nation's counties, parishes and boroughs. NACo works to advance county priorities in federal policymaking and enrich the public's understanding of county government. NACo is responsible for recruiting, coordinating and executing this trip.
-

13. **Answer parts a and b. Answer part c if necessary:**
- a. Mode of travel: Air Rail Bus Car Other (specify: Charter bus)
 - 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): _____
 - 2) Provide the reason for selecting the location of the event or trip: Washington County was selected because of its unique responsibilities and services it provides to residents as a rural community. Clark County was chosen due to its unique role in tourism, economic development and transportation in the West.
-

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Bellagio Las Vegas City: Las Vegas, Nev. Cost Per Night: \$209.00
 Reason(s) for Selecting: Within close proximity to programming and offered rate below GSA per diem (pre-tax and resort fee)
- Hotel Name: Hyatt Place St. George/Convention Center City: St. George, Utah Cost Per Night: \$129.00
 Reason(s) for Selecting: Within close proximity to programming and offered rate closest to GSA per diem (pre-tax)
- Hotel Name: _____ City: _____ Cost Per Night: _____
 Reason(s) for Selecting: _____

17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking the box.*

18. **Total Expenses for each Participant:**

<input type="checkbox"/> Actual Amounts <input type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$874.33	\$467.00	\$482.00
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	\$275.00	Please see attached
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:  Date: 07/08/2024
 Name: Matthew D. Chase Title: CEO/Executive Director
 Organization: National Association of Counties
 Address: 660 N. Capitol Street NW, Suite 400, Washington, DC 20001
 Email: mchase@naco.org Telephone: (202) 393-6226

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

National Association of Counties

2024 FEDERAL FELLOWSHIP INITIATIVE

CLARK COUNTY, NEV. & WASHINGTON COUNTY, UTAH | SEPTEMBER 3-6, 2024

TUESDAY, SEPTEMBER 3 – ARRIVAL & CLARK COUNTY

- 7:35 AM ET – 9:27 AM PT** **FLIGHT FROM DCA TO HARRY REID/LAS VEGAS**
(AA1251 – Direct flight)
- 9:45 AM** **ATTENDEES ARRIVE & ARE GREETED AT HARRY REID AIRPORT**
- 10:00 AM – 11:30 AM** **TOUR OF HARRY REID AIRPORT**
*Owned and operated by Clark County, Harry Reid International Airport is the ninth busiest airport in the United States with nearly 52 million passengers per year. It also serves a huge number of domestic and international airlines offering flights worldwide. During this briefing and tour, participants will have the opportunity to get a firsthand look at Harry Reid’s airside including the cargo handling systems, taxiway operations, and airport security. **Light snacks and refreshments will be provided.***
- **Hon. Marilyn Kirkpatrick**, Commissioner, Clark County
 - **Rosemary Vassiliadis**, Director of Aviation, Harry Reid International Airport
 - **Kevin Schiller**, County Manager, Clark County
- 12:00 PM – 2:00 PM** **TOUR OF ALLEGIANT STADIUM: COUNTY FINANCING & ECONOMIC DEVELOPMENT**
Since its opening in 2020, Allegiant Stadium has hosted some of the nation’s largest events such as the Super Bowl and Las Vegas Bowl. As the second most expensive stadium in the world, Allegiant Stadium is expected to generate an economic benefit of \$620 million annually while creating 6,000 permanent jobs. Before the stadium was up and running, Clark County played a pivotal role in financing the public portion of the project. Now that Allegiant Stadium is fully operating, Clark County has experienced additional impacts including strengthening its emergency response services and experiencing economic development changes in the area. Participants will be joined by county leaders and Allegiant Stadium representatives for a tour and discussion of the construction, financing and operation of the stadium and its impact on the surrounding area and residents.
- **Lilah Haye, Coordinator**, Government and Community Relations, Raiders
 - **Piper Overstreet-White**, Government and Community Relations, Raiders
- 2:30 PM – 3:30 PM** **UNDERSTANDING CLARK COUNTY’S HOUSING EFFORTS**
Counties play a crucial role in addressing housing affordability and promoting sustainable housing solutions, including planning and zoning, funding and financing and community engagement and partnerships. Clark County estimates that there are about 5,600 people experiencing homelessness in Southern Nevada

on any given night and about 14,000 people in the county will experience homelessness at least once this year. On an average year, the county helps or provides services to more than 57,000 people. In 2023, Clark County launched a new housing project – replacing formerly abandoned motels – to provide temporary housing and services for families, individuals and older adults experiencing homelessness with the assistance of American Rescue Plan Act (ARPA) dollars. Participants will hear from local representatives about the program and current and future efforts to help these populations remain housed.

- **Brenda Barnes**, Assistant Manager, Clark County Social Services

3:30 PM

RETURN TO HOTEL

6:30 PM – 8:00 PM

WELCOME DINNER AT OLE RED

Participants will hear from local leaders about the primary roles and responsibilities of Clark County, and current efforts of implementing federal programs and initiatives at the local level.

- **Hon. Marilyn Kirkpatrick**, Commissioner, Clark County

WEDNESDAY, SEPTEMBER 4 – WASHINGTON COUNTY

7:30 AM – 8:00 AM

BREAKFAST

8:00 AM PT – 11:00 AM MT

DEPART & TRAVEL TO WASHINGTON COUNTY

11:00 AM – 3:00 PM

Sand Mountain

ATV TOUR OF WASHINGTON COUNTY CONSERVATION AND PUBLIC LANDS MANAGEMENT EFFORTS

*Counties play a crucial role in environmental stewardship through various initiatives and collaborations aimed at enhancing sustainability and conservation efforts. A major part of these efforts includes protecting endangered species and implementing the Endangered Species Act due to our responsibilities in land use, infrastructure projects and local conservation efforts. During this tour and briefing, participants will hear about the collaborative effort between Washington County, the U.S. Fish and Wildlife Service and U.S. Bureau of Land Management to develop the County's Habitat Conservation Plan (HCP) to mitigate and minimize the impacts of endangered species, like the Mojave Desert tortoise. **Lunch will be provided.***

- **Hon. Nate Brooksby**, Sheriff, Washington County
- **Hon. Eric Clark**, County Attorney, Washington County
- **Zach Renstrom**, Managing Director of the Water Conservancy District
- **Karry Rathje**, Water Conservancy District

2:30 PM – 3:30 PM

Sand Mountain

UNDERSTANDING WASHINGTON COUNTY'S WATER CONSERVANCY DISTRICT

To continue our conversation around local conservation efforts, participants will hear a presentation while overlooking the Washington County Water Conservancy District, which was established in 1962 to manage the County's water needs. The District is charged with conserving, developing, managing and stabilizing water

supplies within the county in an ongoing effort to provide a safe, sustainable water supply for current and future generations. During the tour, participants will hear from local and federal leaders about mixed funding to maintain the District and the intergovernmental partnership needed to maintain its current scope of responsibilities, including the management of reservoirs, pipelines, wells, water storage tanks, treatment plants, hydropower plants, and diversion dams – all of which are capable of producing more than 60 million gallons of water a day.

- **Cameron Rognan**, Biologist and Habitat Conservation Plan Administrator

4:00 PM – 5:00 PM
1002 N. Snow Canyon Dr.

TOUR OF SNOW CANYON: STATE AND LOCAL PARKS MANAGEMENT

The tour of Snow Canyon will highlight the operational differences between state and national parks, highlighting their unique management structures and funding mechanisms. Participants will gain insight into the critical role counties play in maintaining national parks, including providing essential services such as law enforcement and infrastructure support. By exploring these partnerships, attendees will understand how state, federal, and local entities collaborate to ensure the sustainability and accessibility of public lands.

- **Scott Strong**, State Director of Utah State Parks Division

7:00 PM – 8:30 PM
511 S Tech Ridge Dr,
St. George

DINNER RECEPTION – CLIFFSIDE RESTAURANT

THURSDAY, SEPTEMBER 5 – WASHINGTON COUNTY

8:00 AM – 9:00 AM

BREAKFAST

9:00 AM – 9:45 PM

TRAVEL TO ZION NATIONAL PARK

9:45 AM – 4:00 PM

TOURING ZION NATIONAL PARK: PUBLIC LANDS AND COUNTIES

Sixty-two percent of counties have federal lands within their boundaries. Even though they are not able to collect property taxes on federal land, county governments must still provide essential services for our residents and those who visit public lands each year including law enforcement, search and rescue operations, fire protection and much more. Participants will have the opportunity to hike both the Narrows and Observation Point in Zion National Park and hear from county law enforcement and search and rescue officials, about current operations and federal programs that support Washington County's ability to provide services including the Payment in Lieu of Taxes and Secure Rural Schools programs. In addition to hearing from county leaders, participants will also hear from officials from the U.S. National Park Service and U.S. Forest Service about how federal and local partners work together to achieve the shared goal for responsible forest management. Please wear hiking shoes and appropriate hiking attire. **Lunch will be provided at Zion Lodge.**

- **Hon. Adam Snow**, Commissioner, Washington County
- **Jeff Bradybaugh**, Superintendent, Zion National Park

- **Jason West**, Washington County Field Manager of the BLM
- **George Weekley**, Field Office Supervisor for the U.S. Fish and Wildlife Service

4:00 PM

RETURN TO HOTEL

5:30 PM – 6:30 PM

PRE-DINNER BRIEFING ON UNIQUE RURAL COUNTY ISSUES

During this pre-dinner briefing, participants will hear about the broad and unique challenges faced by rural counties, which make up 70 percent of the nation's counties. From providing emergency medical services to broadband development and deployment, rural counties are on the frontlines of protecting the safety and security of our residents despite limited funds and resources. Participants will also hear about the unique relationship between county and tribal governments.

- **Hon. Nate Brooksby**, Sheriff, Washington County
- **Mark Echohawk**, Partner, Echoc Hawk & Olsen

7:00 PM – 10:00 PM

CLOSING DINNER

[Tuacahn Amphitheater](#)

FRIDAY, SEPTEMBER – WASHINGTON COUNTY & DEPARTURE

7:00 AM – 9:30 AM

SUNRISE HIKE AT TANT FLAT (OPTIONAL)

Participants will have the opportunity to join a sunrise hike to see the red rocks landscape while learning more about Washington County's federal land management practices.

- **Hon. Adam Snow**, Commissioner, Washington County

11:00 AM – 12:00 PM

DEPARTING LUNCH

1:42 PM – 11:00 PM

FLIGHT FROM ST. GEORGE TO WASHINGTON, D.C.

(AA6387/AA2752) – Layover in DFW



BREAKDOWN OF OTHER EXPENSES

National Association of Counties (NACo)

2024 Federal Fellowship Program – Clark County, Nev. and Washington County, Utah

September 3-6, 2024

Room/Event Rentals: \$50.00 per person

- The cost of renting space at hotels/event venues for meetings and meals.

Catering Services Fees: \$125.00 per person

- The cost of service fees for meal set up and attendants.

Printing, Shipping, Daily Refreshments and Tips: \$100.00 per person



LIST OF INVITEES

**National Association of Counties (NACo)
2024 Federal Fellowship Program – Clark County, Nev. and Washington County, Utah
September 3-6, 2024**

The National Association of Counties (NACo) is a 501(c)(4) national nonprofit that was formed in 1935 to serve and strengthen America’s counties. As an association of public elected officials, NACo is not a specific interest group but a major partner in our nation’s Federalism system of intergovernmental entities. The participants listed below play a critical role in this system, working for elected officials, congressional committees and federal agencies that appropriate funds or develop federal policy and regulations that affect counties. For many of these individuals, this trip will complement NACo’s site visit to Los Angeles and Orange Counties, Calif. earlier this year by showcasing the critical programs and services that rural counties provide to our residents. For others, this trip will serve as the first opportunity to enhance their understanding of county government by witnessing the role they play in their residents’ lives every day.

TITLE	OFFICE	FIRST NAME	LAST NAME
Policy Advisor	Office of the House Minority Leader	Josephine	Amusa
Floor Assistant	Office of the House Minority Whip	Allison	Blankenship
Staff Assistant	Office of Congresswoman Terri Sewell	Brandan	Belser
Research & Outreach Advisor	Office of Congressman Steny Hoyer	Chloe	Brown
Deputy Member Services Director	Office of the Speaker of the House	Brian	Cress
Legislative Assistant	Office of Congressman Salud Carbajal	Jesse	Ebadi
Chief Counsel	Office of Congressman Don Bacon	Valerie	Foy
Policy Analyst, Democratic	House Transportation and Infrastructure Committee	Lauren	Gros
Deputy Policy Director	House Republican Conference	Ryan	Hofmann
Senior Advisor	Office of the Majority Whip	Willie	Lyles
Counsel	House Agriculture Committee	Amar	Nair
Floor Assistant	Office of the House Majority Whip	Justin	Shockey
Legislative Director	House Democratic Caucus	Elise	Sugarman
Legislative Director	Office of Congressman Marcus Molinaro	Connor	Torossian

**Attendees subject to change based on participant’s availability*

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

August 20, 2024

Ms. Chloe Brown
Office of the Minority Leader
H-204, The Capitol
Washington, DC 20515

Dear Ms. Brown:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Las Vegas, Nevada, and St. George, Utah, scheduled for September 3 to 6, 2024, sponsored by National Association of Counties.

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