

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 **donot** 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: John L. Ligon
2. a. Name of Accompanying Relative: _____ **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: October 2, 2024 Return: October 4, 2024
b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: Washington, DC Destination: Cambridge, MD Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Conservative Partnership Institute
6. Describe Meetings and Events Attended: The trip included a series of educational lectures that covered issues in oversight, enforcement, and reforms of federal immigration policy.
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: October 18, 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: Gary J. Palmer Date: October 18, 2024
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: Conservative Partnership Institute

2. Travel Destination(s): Cambridge, MD

3. Date of Departure: October 2, 2024 Date of Return: October 4, 2024

4. Name(s) of Traveler(s): See attachment.

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	\$100	\$198	\$128	\$0
Accompanying Family Member				

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: October 9, 2024

Name: Ed Corrigan Title: CEO

Organization: Conservative Partnership Institute

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

Address: 300 Independence Ave SE, Washington, D.C. 20003

Telephone: 202-937-2309 Email: sgast@compasslegal.com

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

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

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: John L. Ligon
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Conservative Partnership Institute
3. City and State **OR** Foreign Country of Travel: Cambridge, MD
4. a. Date of Departure: October 2, 2024 Date of Return: October 4, 2024
b. Yes No Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: _____
5. a. Yes No Will you be accompanied by a family member at the sponsor's expense? **If yes:**
 - (1) Name of Accompanying Family Member: _____
 - (2) Relationship to Traveler: Spouse Child Other (specify): _____
 - (3) Yes No Accompanying Family Member is at least 18 years of age?
6. a. Yes No Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?
b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:

7. Yes No *Primary Trip Sponsor Form* is attached, including agenda, invitation, invitee list, and any other attachments and Additional Sponsor Forms.
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. **Staff should include their job title and how the activities on the itinerary relate to their duties.**
My job title is Chief Economist and the activities on the itinerary relate to my duties because I must
_____ have a comprehensive understanding of how federal immigration policy impacts the economy and
_____ American society.
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: August 29, 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:

Conservative Partnership Institute

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

3. Check only one. I represent that:

- a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip; OR
- b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds; OR
- c. The primary trip sponsor has accepted funds, services, or in-kind assistance from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.

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

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

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

6. Date of Departure: October 2, 2024 Date of Return: October 4, 2024

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

b. Destination(s): Cambridge, M.D.

c. City of return: Washington, D.C.

8. Check only one. I represent that

- a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965; OR
- b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent; OR
- c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.

9. Check only one of the following.

- a. I checked 8(a) or (b) above; OR
- b. I checked 8(c) above but am not offering any lodging; OR
- c. I checked 8(c) above and am offering lodging and meals for one night; OR
- d. I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted. _____

10. Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). Indicate agenda is attached by checking box.

11. Check only one of the following.

- a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. Signify the statement is true by clicking the box; OR
 - b. Not Applicable. Trip sponsor is a U.S. institution of higher education.
12. For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:
See attached.

13. Answer parts a and b. Answer part c if necessary:

- a. Mode of travel: Air Rail Bus Car Other (specify: _____)
- b. Class of travel: Coach Business First Charter Other (specify: _____)
- c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:

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

15. Check only one. I represent that either:

- a. The trip involves an event that is arranged or organized without regard to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees; OR
- b. The trip involves events that are arranged specifically with regard to congressional participation. If "b" is checked:

1) Detail the cost per day of meals (approximate cost may be provided):
\$64

2) Provide the reason for selecting the location of the event or trip:
Proximity to DC, economical, and conducive to education and training.

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

Hotel Name: <u>Camp Rydin</u>	City: <u>Cambridge</u>	Cost Per Night: <u>\$99</u>
Reason(s) for Selecting: <u>Location is owned by the trip sponsor, economical, and conducive to education and training.</u>		
Hotel Name: _____	City: _____	Cost Per Night: _____
Reason(s) for Selecting: _____		
Hotel Name: _____	City: _____	Cost Per Night: _____
Reason(s) for Selecting: _____		

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

18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts <input 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	\$100	\$198	\$128
For each Accompanying Family Member			

	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	\$0	\$0
For each Accompanying Family Member		

19. Check only one:

- a. I certify that I am an officer of the organization listed below; OR
 b. Not Applicable. Trip sponsor is an individual or a U.S. institution of higher education.

20. I certify by my signature that

- a. I read and understand the Committee's Travel Regulations;
 b. I am not a registered federal lobbyist or registered foreign agent; and
 c. The information on this form is true, complete, and correct to the best of my knowledge.

Signature: Ed Corrigan Date: August 21, 2024
 Name: Ed Corrigan Title: CEO
 Organization: Conservative Partnership Institute
 Address: 300 Independence Ave. SE, Washington, D.C. 20003
 Email: sgast@compasslegal.org Telephone: 202-937-2309

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

Michael Guest, Mississippi
Chairman
Susan Wild, Pennsylvania
Ranking Member

David P. Joyce, Ohio
John H. Rutherford, Florida
Andrew R. Garbarino, New York
Michelle Fischbach, Minnesota

Veronica Escobar, Texas
Mark DeSaulnier, California
Deborah K. Ross, North Carolina
Glenn F. Ivey, Maryland



ONE HUNDRED EIGHTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

Keelie Broom
Counsel to the Chairman

David Arrojo
Counsel to the Ranking Member

1015 Longworth House Office Building
Washington, D.C. 20515-6328
Telephone: (202) 225-7103
Facsimile: (202) 225-7392

September 30, 2024

Mr. John Ligon
Office of the Honorable Gary Palmer
170 Cannon House Office Building
Washington, DC 20515

Dear Mr. Ligon:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Cambridge, Maryland, scheduled for October 2 to 4, 2024, sponsored by Conservative Partnership Institute, 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

Conservative Partnership Institute Immigration Policy Symposium

Wednesday, October 2nd - Friday, October 4th, 2024

Wednesday, October 2nd:

9:00am: Depart from Washington, D.C. 20003

11:00am: Arrive in Cambridge, MD 21613

11:00am - 12:30pm: Check-in and Orientation

12:30pm - 2:00pm: **Lunch Lecture: How Congress and the Administration Can Work Together On Conservative Immigration Policies**

A lunch lecture designed to lay out the different powers that Congress and the Executive have on border security and immigration policy. The discussion will center around various reform proposals.

Speaker: John Zadrozny, America First Legal

2:00pm - 3:30pm: **Session 1: The Current State of Our Northern and Southern Borders**

A discussion regarding the statistics of how many illegal and legal aliens have come to the United States, what border sectors they have come through, and conservative reform proposals that have been offered to fix the issues.

Speaker: Rodney Scott, former Chief US Border Patrol

3:30pm - 4:00pm: Executive Time

4:00pm - 5:00pm: **Session 2: Externalities of Illegal Immigration**

A discussion on the externalities of illegal immigration related to labor, economics, housing, and welfare.

Speaker: Steve Camarota, Director of Research, Center for Immigration Studies

5:00pm - 6:00pm: **Session 3: Interior Enforcement**

A discussion about the meaning and methods of enforcing immigration laws in the interior of the United States. Conversation will surround deportation, E-verify, policies relating to sanctuary cities and incentive

magnets.

Speaker: Art Arthur, Resident Fellow in Law and Policy, Center for Immigration Studies

6:30pm - 8:00pm: Keynote Dinner: How the Immigration System Works: A Comprehensive View

The former Attorney General of the Department of Justice, Jeff Sessions, will provide a comprehensive overview of the Department of Homeland Security's border and immigration responsibilities.

Speaker: Hon. Jeff Sessions, Former Senator and U.S. Attorney General

Thursday, October 3rd:

8:00am - 9:00am: Breakfast

9:00am - 10:30am: Session 4: Legal Immigration Part 1: Employment-based visas

Grant Newman will discuss permanent and temporary employment visas, how they impact the labor market, and conservative reforms to the existing system.

Speaker: Grant Newman, Director of Government Relations, Immigration Accountability Project

10:30am - 11:00am: Executive Time

11:00am - 12:00pm: Session 5: Legal Immigration Part 2: Family-based visas

Rosemary Jenks will discuss family-based visas and the impact of chain migration.

Speaker: Rosemary Jenks, Co-Founder, Immigration Accountability Project

12:00pm - 1:30pm: Keynote Lunch: Department of Homeland Security Oversight

Former Homeland Security official Ken Cuccinelli will discuss the importance of congressional oversight of the Department of Homeland Security and how it can be used to assist the Department.

Speaker: Robert Law, America First Policy Institute

1:30pm - 3:30pm: Executive Time

3:30pm - 5:00pm: Immigration Reform: Possible Proposals in the Next Congress

Andrea Loving, Rosemary Jenks, and Grant Newman will provide an

overview of possible policy proposals that members and their staff may encounter in the new Congress.

Panel: Andrea Loving, Chief Counsel, Immigration Subcommittee of the House Judiciary Committee, Rosemary Jenks, Co-Founder, Immigration Accountability Project, Grant Newman, Director of Government Relations, Immigration Accountability Project

6:00pm - 6:30pm: Executive Time

6:30pm - 8:00pm: Keynote Dinner: Legal Immigration? Charting a Path Forward

Mark Krikorian will discuss the ongoing debate over legal immigration policy proposals in the current and future Congress.

Speaker: Mark Krikorian, Center for Immigration Studies

Friday, October 4th:

8:00am - 9:00am: Breakfast and Check Out

9:00am: Depart Cambridge, M.D. 21613

11:00am: Arrive Washington, D.C. 20003

1. Shawn Jackson – Congressman Dan Bishop, Legislative Correspondent (Invited as a Congressional staffer with interest in improving understanding of immigration policy.)
2. Chris Ploch – Congressman Byron Donalds, Legislative Counsel (Invited as a Congressional staffer with interest in improving understanding of immigration policy.)
3. Jack Johnstone – Congressman Bob Good, Legislative Assistant (Invited as a Congressional staffer with interest in improving understanding of immigration policy.)
4. Hannah Balash – Congressman Eric Burlison, Legislative Assistant (Invited as a Congressional staffer with interest in improving understanding of immigration policy.)
5. Mackenzie Douglas – House Committee on the Judiciary, Professional Staff Member (Invited as a Congressional staffer with interest in improving understanding of immigration policy.)
6. John Ligon – House Republican Policy Committee, Chief Economist (Invited as a Congressional staffer with interest in improving understanding of immigration policy.)
7. Zach Kahler – Congressman Eli Crane, Communications Director (Invited as a Congressional staffer with interest in improving understanding of immigration policy.)
8. Andrea Loving – House Committee on the Judiciary, Chief Counsel, (Invited as a Congressional staffer with interest in improving understanding of immigration policy.)

Conservative Partnership Institute Immigration Policy Symposium

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A lunch lecture designed to lay out the different powers that Congress and the Executive have on border security and immigration policy. The discussion will center around various reform proposals.
Speaker: Stephen Miller, America First Legal (Invited)

2:00pm - 3:30pm: **Session 1: The Current State of Our Northern and Southern Borders**
A discussion regarding the statistics of how many illegal and legal aliens have come to the United States, what border sectors they have come through, and conservative reform proposals that have been offered to fix the issues.
Speaker: Rodney Scott, former Chief, US Border Patrol

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A discussion about the meaning and methods of enforcing immigration laws in the interior of the United States. Conversation will surround deportation, E-verify, policies relating to sanctuary cities and incentive

magnets.

Speaker: Art Arthur, Resident Fellow in Law and Policy, Center for Immigration Studies

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Speaker: Hon. Jeff Sessions, Former Senator and U.S. Attorney General

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Former Homeland Security official Ken Cuccinelli will discuss the importance of congressional oversight of the Department of Homeland Security and how it can be used to assist the Department.

Speaker: Hon. Ken Cuccinelli

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overview of possible policy proposals that members and their staff may encounter in the new Congress.

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Mark Krikorian will discuss the ongoing debate over legal immigration policy proposals in the current and future Congress.
Speaker: Mark Krikorian, Center for Immigration Studies

Friday, October 4th:

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9:00am: Depart Cambridge, M.D. 21613

11:00am: Arrive Washington, D.C. 20003

Private Trip Sponsor Form Addendum

1. Matt Krall -- Congressman Barry Moore, Legislative Counsel *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
2. Shawn Jackson -- Congressman Dan Bishop, Legislative Correspondent *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
3. Chrissy Barry -- Congressman Eli Crane, Legislative Director *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
4. Vincent Bellomo -- Congressman Jim Jordan, Legislative Assistant *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
5. William Bridges -- Congressman Andy Biggs, Legislative Counsel *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
6. Lauren Graham -- Congressman Josh Brecheen, Legislative Assistant *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
7. Peyton Rall -- Congressman Lauren Boebert, Legislative Assistant *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
8. Chase Busch -- Congressman Jeff Duncan, Legislative Correspondent *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
9. Will Cantrell -- Congressman Ralph Norman, Legislative Assistant *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
10. Chris Ploch -- Congressman Byron Donalds, Legislative Counsel *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
11. Chase Starr -- Congressman Andrew Clyde, Legislative Assistant *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
12. Janey Green -- Congressman Mary Miller, Senior Legislative Assistant *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
13. Jack Johnstone -- Congressman Bob Good, Legislative Assistant *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
14. Hannah Balash -- Congressman Eric Burlison, Legislative Assistant *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*
15. Mackenzie Douglas -- House Committee on the Judiciary, Professional Staff Member *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*

16. John Ligon – House Republican Policy Committee, Chief Economist *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*

17. Zach Kahler – Congressman Eli Crane, Communications Director, *(Invited as a Congressional staffer with interest in improving understanding of immigration policy.)*

12. The Conservative Partnership Institute's mission includes educating and training Members of Congress, congressional staff, conservative leaders and activists to enhance their ability to articulate and advance conservative principles and to become more effective public servants and citizens. This trip offers an opportunity to educate and equip participants with a broader understanding of policy and principles related to immigration, and develop professional relationships.