

# COMMITTEE ON ETHICS

## EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual *Financial Disclosure Statements* of those employees required to file them. In accordance with House Rule 25, clause 5, **you must complete this form and file it with the Clerk of the House by email at [gifttravelreports@mail.house.gov](mailto:gifttravelreports@mail.house.gov), within 15 days after travel is completed.** Please **do not** file this form with the Committee on Ethics.

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

1. Name of Traveler: Madeleine Dierksheide
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: May 24, 2025 Return: May 31, 2025  
b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR**  None
4. Departure City: Dulles, VA Destination: BIH, Albania, Serbia, and Kosovo Return City: Dulles, VA
5. Sponsor(s), Who Paid for the Trip: Atlantic Council of the United States
6. Describe Meetings and Events Attended: See attached final trip itinerary
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: Madeleine Dierksheide Date: 6-12-2025

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: J. French Hill Date: 6-12-2025

Signature of Supervising Member: J. French Hill 6-12-25

# **ITINERARY**

## **Balkans Forward Congressional Fellowship Study Tour**

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**May 24 – 31, 2025**

## FINAL AGENDA

### Saturday, May 24

5:25 p.m. – 8:15 a.m. +1 Delegation flew Washington IAD – Vienna VIE on Austrian Airlines OS 94

### Sunday, May 25

12:50 p.m. – 1:55 p.m. Delegation flew to Vienna VIE – Sarajevo SJJ on Austrian Airlines OS 757

2:00 p.m. – 2:45 p.m. Transfer to Sarajevo city center and check in to hotel  
Location: Courtyard Sarajevo  
Address: Skenderija 1, Sarajevo 71000

3:30 p.m. - 4:30 p.m. **Atlantic Council Sarajevo briefing over light lunch**  
Location: Cevabdžinica Zelja  
Address: Kundurdžiluk 19, Sarajevo 71000

5:15 p.m. – 6:00 p.m. **Private briefing with Marko Radovanović, Head of Office of the Secretary General, Regional Cooperation Council**  
Location: Courtyard Sarajevo  
Address: Skenderija 1, Sarajevo 71000

6:00 p.m. – 6:45 p.m. **Private briefing with representatives from the Delegation of the European Union in Bosnia and Herzegovina**  
Location: Courtyard Sarajevo  
Address: Skenderija 1, Sarajevo 71000

External meeting participants:

**Elisabet Tomasinec**, *Head of Political Section*, Delegation of the European Union in Bosnia and Herzegovina

**Aurelie Valtat**, *Head of European Integration, Political Section*, Delegation of the European Union in Bosnia and Herzegovina

7:00 p.m. – 8:30 p.m. **Welcome working dinner discussion with local experts**  
Location: Restaurant BarSa  
Address: Sime Milutinovića 12, Sarajevo 71000

External participants:

**Damir Kapidžić**, *Member*, Balkans in Europe Policy Advisory Group (BiEPAG)

**Amila Karacić**, *Political Advisor*, Royal Danish Embassy in Bosnia and Herzegovina

**Nadezda Kokotović**, *Business Manager*, SGS Group

## Monday, May 26

- 8:00 a.m. – 9:00 a.m. **Private meeting over breakfast with Ms. Aida Hodžić, Assistant Minister for Multilateral Affairs of Bosnia and Herzegovina**  
Location: Courtyard Sarajevo  
Address: Skenderija 1, Sarajevo 71000
- 9:05 a.m. – 10:00 a.m. **Hotel check-out and transfer to Camp Butmir**
- 10:00 a.m. – 11:00 a.m. **Private meeting with Major General Florin-Marian Barbu, Commander of the European Union Force in Bosnia and Herzegovina**  
Location: Camp Butmir  
Address: Kemala Kapetanovića 12, Butmir 71000
- 11:00 a.m. – 12:00 p.m. **Transfer from Camp Butmir to Sarajevo**
- 12:15 p.m. – 1:15 p.m. **Private meeting with Louis Crishock, Principal Deputy High Representative and Supervisor for Brcko District, Office of the High Representative**  
Location: Office of the High Representative  
Address: Emerika Bluma 1, Sarajevo 71000
- 1:30 p.m. – 2:00 p.m. **Transfer to airport and flight check-in**
- 3:10 p.m. – 4:00 p.m. **Delegation flew Sarajevo SJJ to Belgrade BEG on Air Serbia flight JU 653**
- 4:00 p.m. – 4:45 p.m. **Transferr to Nordeus office**  
Location: Nordeus office  
Address: Bulevar Milutina Milankovića 11, Belgrade 11070
- 5:15 p.m. – 6:00 p.m. **Private meeting with Branko Milutinovic, Chief Executive Officer, Nordeus**  
Location: Nordeus office  
Address: Bulevar Milutina Milankovića 11, Belgrade 11070
- 6:00 p.m. – 6:30 p.m. **Transfer to Belgrade city center and hotel check-in**  
Location: Nordeus office  
Address: Bulevar Milutina Milankovića 11, Belgrade 11070

## Monday, May 26 – continued

- 6:30 p.m. – 7:15 p.m.      **Private meeting with Ela Ruci, Balkan Business Development Manager, Bechtel**  
Location: Hilton Belgrade Rooftop Bar  
Address: Kralja Milana 35, Belgrade 11000
- 7:30 p.m. – 9:00 p.m.      **Belgrade briefing dinner with local experts**  
Location: Klub Knjizevnika  
Address: Francuska 7, Belgrade 11000
- External participants:  
**Raša Nedeljković**, *Program Director*, Center for Research, Transparency, and Accountability (CRTA)  
**Maja Stojanović**, *Executive Director*, Civic Initiatives  
**Professor Ivanka Popović**, *Founder*, ProGlas Movement

## Tuesday, May 27

- Morning      Independent breakfast
- 8:00 a.m. – 8:45 a.m.      **Private meeting with Sonja Vlahović, State Secretary, and Jovana Joksimović, Assistant Minister for International Cooperation and European Integration, Ministry of Mining and Energy of the Republic of Serbia**  
Location: Transnafta Building  
Address: Hercegovačka 21, Belgrade 11000
- 9:00 a.m. – 10:00 a.m.      **Private meeting with Tanja Jović, Foreign Policy Advisor to the President of the Republic of Serbia**  
Location: Presidency Office  
Address: No. 1, Andrićev venac Str., Belgrade 11000
- 10:30 a.m. – 11:30 a.m.      **Private meeting with Ana Brnabić, Speaker of the National Assembly of the Republic of Serbia**  
Location: House of the National Assembly of the Republic of Serbia  
Address: Trg Nikole Pašića 13, Belgrade 11000
- 12:00 p.m. – 1:00 p.m.      **Private meeting with Miroslav Gacević, Assistant Minister of European Integration of the Republic of Serbia**  
Location: Ministry of European Integration  
Address: Nemanjina 34, Belgrade 11000

## Tuesday, May 27 – continued

- 1:15 p.m. – 2:30 p.m.      **Private working lunch with local academics**  
Location: Madera  
Address: Bulevar kralja Aleksandra 43, Belgrade 11000
- External participants:  
**Aleksandra Krstić**, Assistant Professor, Faculty of Political Science, University of Belgrade  
**Milan Krstić**, Assistant Professor, Faculty of Political Science, University of Belgrade  
**Miodrag Milosavljević**, Deputy Director, Open Society Foundations – Western Balkans  
**Dusan Spasojević**, Professor, Faculty of Political Science, University of Belgrade
- 3:00 p.m. – 4:00 p.m.      **Private meeting with Plamena Halacheva, Deputy Head of the Delegation of the European Union to Serbia**  
Location: EU Delegation in Serbia  
Address: Vladimira Popovica 40, 5th Floor, Belgrade 190776
- 4:30 p.m. – 5:15 p.m.      **Private meeting Pavle Grbović MP, President of the Movement of Free Citizens and Member of the National Assembly of Serbia**  
Location: Hilton Belgrade Rooftop  
Address: Kralja Milana 35, Belgrade 11000
- 5:45 p.m. – 6:30 p.m.      **Private meeting with Stefan Lazarevic, President, American Chamber of Commerce in Serbia**  
Location: Hilton Belgrade Rooftop  
Address: Kralja Milana 35, Belgrade 11000
- 7:15 p.m. – 8:45 p.m.      **Belgrade debrief over dinner with Atlantic Council Team**  
Location: Komunale  
Address: Beton Hala, Karadorđeva 2-4, Belgrade 11000

## Wednesday, May 28

- 5:00 a.m. – 5:30 a.m.      Hotel checkout and transfer to airport
- 7:00 a.m. – 8:10 a.m.      Delegation flew Belgrade BEG to Vienna VIE on Austrian flight OS 740
- 9:50 a.m. – 11:20 a.m.      Delegation flew from Vienna VIE to Tirana TIA on Austrian flight OS 845

## Wednesday, May 28 – continued

- 11:30 a.m. – 1:00 p.m.      **Transfer to Tirana city center and check-in to Tirana hotel**  
Location: Tirana Marriott  
Address: Sheshi Italia, Tirana 1001
- 2:15 p.m. – 3:00 p.m.      **Private briefing with Grant Van Cleve, President, American Chamber of Commerce in Albania**  
Location: Tirana Marriott  
Address: Sheshi Italia, Tirana 1001
- 4:00 p.m. – 5:00 p.m.      **Private meeting with Altin Dumani, Head and Chief Special Prosecutor, Special Structure against Corruption and Organized Crime (SPAK)**  
Location: SPAK Headquarters  
Address: Jordan Misja Nr.1, Tirana 1001
- 5:15 p.m. – 6:00 p.m.      **Guided tour and briefing of communist-era nuclear bunker in Albania**  
Location: Bunk'Art 2  
Address: Rruga Abdi Toptani, Tirana, 1001
- 7:00 p.m. – 8:45 p.m.      **Tirana program briefing dinner with Ilva Tare**  
Location: Pireu  
Address: Rruga Qemal Guranjaku 12, Tirana 1000

## Thursday, May 29

- 9:00 a.m. – 9:50 a.m.      **Private meeting with Jorida Tabaku MP, Deputy Chair of DP and Chair of the European Affairs Committee in the Albanian Parliament**  
Location: Tirana Marriott  
Address: Sheshi Italia, Tirana 1001
- 10:15 a.m. – 11:00 a.m.      **Private meeting with H.E. Igli Hasani, Minister of Foreign Affairs of the Republic of Albania**  
Location: Ministry of Foreign Affairs  
Address: Bulevardi Gjergj Fishta Nr 6, Tirana 1001
- 11:30 a.m. – 12:15 p.m.      **Private meeting with Samir Mane, President, Balkan Finance Investment Group (BALFIN)**  
Location: ABA Business Center, 4th Floor  
Address: Rruga Papa Gjon Pali II, Tirana 1001

## Thursday, May 29 – continued

- 12:30 p.m. – 2:00 p.m. **Tirana working lunch with H.E. Anila Denaj, Minister of Agriculture and Rural Development of the Republic of Albania**  
Location: Lift  
Address: St 1010, ABA Business Center, 11<sup>th</sup> Floor, Rruga Papa Gjon Pali II, Tirana 1001
- 4:15 p.m. – 5:00 p.m. **Private meeting with Martin Mata and Aleksander Sarapuli, Co-Chief Executive Officers, Albanian American Development Fund (AADF)**  
Location: AADF offices  
Address: Ibrahim Rugova Street, Building #42, Tirana 1001
- 5:30 p.m. – 7:30 p.m. **Private meeting with H.E. Edi Rama, Prime Minister of the Republic of Albania**  
Location: Prime Minister's office  
Address: Bulevardi Dëshmorët e Kombit 7, Tirana 1010
- 7:45 p.m. – 9:30 p.m. **Working dinner with local experts**  
Location: Tribe  
Address: Rr. Murat Toptani, Pedonale Tirana 1001
- External participants:  
**Dr. Odeta Barbullushi**, *Resident Professor*, College of Europe (Tirana Branch)  
**Lutfi Dervishi**, *Trainer*, Albania Media Institute  
**Andi Dobrush**, *Director*, OSF Western Balkans  
**Agon Maliqi**, *Nonresident Senior Fellow*, Europe Center, Atlantic Council

## Friday, May 30

- 6:00 a.m. – 10:00 a.m. **Hotel check-out and transfer from Tirana to Pristina by bus**
- 10:00 a.m. – 10:45 a.m. **Check-in to Pristina Hotel**  
Location: Hotel Sirius  
Address: Agim Ramadani, Pristina 10000
- 11:15 a.m. – 12:15 p.m. **Private meeting with H.E. Albin Kurti, Prime Minister of the Republic of Kosovo**  
Location: Prime Minister's Office  
Address: Mother Teresa Square, Pristina 10000

## Friday, May 30 – continued

12:30 p.m. – 2:00 p.m.

### **Working lunch with Civil Society Leaders**

Location: Tiffany

Address: Fehmi Agani, Rr. Enver Zymberi, nr.55, Pristina 10000

External participants:

**Dr. Ramadan Ilazi**, *Head of Research*, Kosovar Centre for Security Studies

**Lura Limani**, *Team Leader*, EU Integration and Regional Cooperation Program, OSF Western Balkans

**Jovana Radosavljevic**, *Executive Director*, New Social Initiative

**Visar Ymeri**, *Executive Director*, Musine Kokalari Institute for Social Policy

2:30 p.m. – 3:15 p.m.

### **Private meeting with H.E. Vjosa Osmani, President of the Republic of Kosovo**

Location: Office of the President (Parliament Building, Entrance from Ibrahim Rugova Sq.)

Address: Parliament Building, Ibrahim Rugova Sq., Pristina 10000

4:00 p.m. – 5:00 p.m.

### **Private meeting with Major General Enrico Barduani, Commander, Kosovo Force (KFOR)**

Location: KFOR HQ Pristina

Address: Camp Film City, Pristina 10000

6:30 p.m. – 8:00 p.m.

### **Private meeting with Arian Zeka, Executive Director, Staff, and Members, American Chamber of Commerce in Kosovo**

Location: Soma Book Station

Address: 4/A, Fazli Grajqevci, Tirana 10000

8:15 p.m. – 9:30 p.m.

### **Debrief and farewell dinner with Atlantic Council experts**

Location: Salt

Address: Rruga, nr 2 Fehmi Agani, Pristina

## Saturday, May 31

4:00 a.m. – 4:30 a.m.

Hotel checkout and transfer to airport

6:05 a.m. – 7:40 a.m.

Delegation flies Pristina PRN to Vienna VIE on Austrian Airlines OS 770

10:50 a.m. – 2:35 p.m.

Delegation flies Vienna VIE to Washington IAD on Austrian Airlines OS 93

# 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: Atlantic Council of the United States, Inc.'s Europe Center

2. Travel Destination(s): Sarajevo, Bosnia and Herzegovina; Belgrade, Serbia; Tirana, Albania; Pristina, Kosovo

3. Date of Departure: May 24, 2025 Date of Return: May 31, 2025

4. Name(s) of Traveler(s): Madeleine Dierksheide

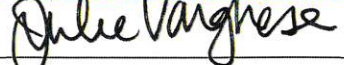
*Note:* You may list more than one traveler on a form only if **all** information is **identical** for each person listed.

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	\$3,148.26	\$776.86	\$459.75	\$9.74 (Tour & briefing of communist-era bunker in Tirana) \$28.20 (Meetings with Pavle Grbovic & Stefan Lazarevic in Belgrade hotel)
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: June 11, 2025

Name: Julie Varghese Title: Chief Operating Officer

Organization: The Atlantic Council of the United States

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

Address: 1400 L Street NW, 11th floor, Washington, DC 20005

Telephone: (202) 778-4952 Email: jvarghese@atlanticcouncil.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.



**Atlantic Council**

EUROPE CENTER

**Balkans Forward Congressional Fellowship  
Regional Study Tour**

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**List of Confirmed Attendees**

**Ms. Molly Carpenter**

*Legislative Director*  
Office of Sen. Mike Crapo (R-ID)

**Mr. Alec Daman**

*Senior Legislative Assistant*  
Office of Rep. Bill Huizenga (R-MI)

**Ms. Madeleine Dierksheide**

*Legislative Assistant*  
Office of Rep. French Hill (R-AR)

**Mr. James Rice**

*Legislative Director*  
Office of Sen. Chuck Grassley (R-IA)

**Ms. Daisy Saavedra**

*Policy Manager,*  
BritishAmerican Business;  
*Former Foreign Policy*  
*Advisor,* Office of Sen.  
George Helmy (D-NJ)

**Ms. Amanda Thorpe**

*Senior Advisor*  
Office of Sen. Peter Welch (D-VT)

**Mr. Joe Valente**

*Senior Legislative Assistant*  
Office of Rep. Jake Auchincloss (D-MA)

**Mr. Roberto Velez**

*Legislative Assistant*  
Office of Sen. Tim Kaine (D-VA)

**Ms. Camilla Vogt**

*National Security Advisor*  
Office of Sen. John Hickenlooper (D-CO)

# COMMITTEE ON ETHICS

## TRAVELER FORM

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection.

This form and any attachments may be submitted at 1015 Longworth House Office Building or [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

**Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date.** Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. **You must receive explicit approval from the Committee before you depart on this trip.**

Name of Traveler: Madeleine Dierksheide

**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: Madeleine Dierksheide

Name of Signatory (if other than traveler): \_\_\_\_\_

For Staff (name of employing Member or Committee): J. French Hill

Office Address: 1533 LHOB/ Washington, D.C. 20515

Telephone Number: (202) 225-2506

Email Address of Contact Person: madeleine.dierksheide2@mail.house.gov

Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

**NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.**

**KEEP A COPY OF THIS FORM.** Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

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

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Madeleine Dierksheide
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Atlantic Council of the United States
3. City and State **OR** Foreign Country of Travel: Bosnia, Serbia, Albania, Kosovo
4. a. Date of Departure: Saturday, May 24, 2025 Date of Return: Saturday, May 31, 2025  
b. Yes  No  Will you be extending the trip at your personal expense?  
If yes, list dates at personal expense: \_\_\_\_\_
5. a. Yes  No  Will you be accompanied by a family member at the sponsor's expense? **If yes:**
  - (1) Name of Accompanying Family Member: \_\_\_\_\_
  - (2) Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
  - (3) Yes  No  Accompanying Family Member is at least 18 years of age?
6. a. Yes  No  Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?  
b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:  
\_\_\_\_\_  
\_\_\_\_\_
7. Yes  No  *Primary Trip Sponsor Form* is attached, including agenda, invitation, invitee list, and any other attachments and Additional Sponsor Forms.  
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. **Staff should include their job title and how the activities on the itinerary relate to their duties.**  
I am a legislative assistant for Congressman J. French Hill handling energy and environment, ag, natural resources, ~~and transportation and infrastructure issues.~~ I am also backup on defense and foreign affairs issues. This trip will be helpful in allowing me to learn more about the Western Balkans, and the trip will focus on: regional security, economic development, crime and reform, and other relevant issues in the region.  
\_\_\_\_\_
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: 4-22-2025

# 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](http://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:

Atlantic Council of the United States, Inc.'s Europe Center

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 list of staffers and corresponding explanation on attached supplemental document

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

6. Date of Departure: Saturday, May 24, 2025 Date of Return: Saturday, May 31, 2025

7. a. City of departure: Washington, DC, USA

b. Destination(s): Sarajevo, Bosnia and Herzegovina; Belgrade, Serbia; Tirana, Albania; Pristina, Kosovo

c. City of return: Washington, DC, USA

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:

~~The Atlantic Council promotes constructive leadership and engagement in international affairs. The Council's Europe Center aims to enhance transatlantic cooperation and generate awareness about the region. The Atlantic Council's Europe Center is home to the Balkans Forward Initiative, which is a unique, coordinated effort to foster a democratic, secure, and prosperous Western Balkans firmly integrated into the transatlantic community. Its work seeks to reinvigorate US engagement in the region, promote more effective US-European cooperation on issues impacting the Western Balkans, foster dialogue among key actors across the region, and cultivate a new generation of decision-makers and experts. The Atlantic Council is the full sponsor of the trip and is organizing and conducting all aspects of the trip.~~

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

- a. Mode of travel: Air  Rail  Bus  Car  Other  (specify: transatlantic and regional flights)  
b. Class of travel: Coach  Business  First  Charter  Other  (specify: private bus)  
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): Sarajevo \$100; Belgrade \$90; Pristina \$55; Tirana \$110 (for each: maximum, approximate).  
2) Provide the reason for selecting the location of the event or trip: Included in attached supplemental documentation

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

Hotel Name: Courtyard Sarajevo City: Sarajevo, Bosnia Cost Per Night: \$114  
Reason(s) for Selecting: Location, rate, availability, prior experience with the hotel  
Hotel Name: Moxy Belgrade City: Belgrade, Serbia Cost Per Night: \$109  
Reason(s) for Selecting: Location, rate, availability, prior experience with the hotel  
Hotel Name: Arte Boutique Hotel City: Tirana, Albania Cost Per Night: \$196  
Reason(s) for Selecting: Location, rate, availability, prior experience with the hotel (Final hotel: Hotel Sirius Pristina, Kosovo; \$95/night, same rationale)

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 <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee	\$1850	\$819	\$545
For each Accompanying Family Member			


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

19. **Check only one:**

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

20. **I certify by my signature that**

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

Signature:  Date: 4/22/2025  
97BADA8C38194F8  
 Name: Julie Varghese Title: Chief Operating Officer  
 Organization: Atlantic Council of the United States  
 Address: 1400 L Street NW, 11th Floor  
 Email: JVarghese@AtlanticCouncil.org Telephone: (202) 778-4952

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

# **(INDICATIVE) ITINERARY**

## **Balkans Forward Congressional Fellowship Study Tour**

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**May 24 – 31, 2025**

## (INDICATIVE) ITINERARY

### Saturday, May 24 – Departure

6:10 p.m. – 8:00 a.m. +1 Delegation flies Washington IAD – Frankfurt FRA on Lufthansa airlines LH 419

### Sunday, May 25 – Sarajevo

10:00 a.m. – 11:45 a.m. Delegation flies Frankfurt FRA – Sarajevo SJJ on Lufthansa airlines LH 1544

12:00 p.m. – 12:30 pm. Transfer to Sarajevo city center and check in to hotel  
Location: Courtyard Sarajevo  
Address: Skenderija 1, Sarajevo 71000, Bosnia & Herzegovina

12:30 p.m. – 2:00 p.m. **Trip itinerary briefing lunch with Atlantic Council team**  
Location: Barba – Mediterranean Restaurant  
Address: Dr. Fetaha Bećirbegovića 37A, Sarajevo 71000, Bosnia

3:00 p.m. – 5:30 p.m. **Private briefings (TBC)**

- Sarajevo Briefing with local experts
- Daniel Koski, *Chargés d'affaires a.i.*, US Embassy Sarajevo

6:30 p.m. – 8:30 p.m. **Welcome dinner and trip orientation**  
Location: Dveri  
Address: Prote Bakovića 12, Sarajevo 71000, Bosnia & Herzegovina

### Monday, May 26 – Sarajevo, Belgrade

8:30 a.m. – 11:00 a.m. **Private meetings (TBC)**

- Major General Florin-Marian Barbu, *Commander of the European Union Force in Bosnia and Herzegovina*
- H.E. Luigi Soreca, *Ambassador of the European Union to Bosnia and Herzegovina*
- H.E. Christian Schmidt, *High Representative for Bosnia and Herzegovina*
- H.E. Elmedin Konaković, *Minister of Foreign Affairs of Bosnia and Herzegovina*

- 11:00 a.m. – 11:30 a.m. Hotel check-out and transfer to lunch
- 11:30 a.m. – 1:00 p.m. **Working lunch with Damir Kapidzic, Member, Balkans in Europe Policy Advisory Group (TBC)**
- 1:00 p.m. – 1:20 p.m. Transfer to airport
- 3:10 p.m. – 4:00 p.m. Delegation flies Sarajevo SJJ to Belgrade BEG on Air Serbia flight JU 653
- 4:00 p.m. – 5:30 p.m. **Transfer to Belgrade city center and check-in to Belgrade hotel**  
Location: Moxy Belgrade  
Address: Njegoševa 2, Beograd 11000, Serbia
- 6:30 p.m. – 8:30 p.m. **Belgrade briefing dinner with think tank experts**  
Location: Iva New Balkan Cuisine  
Address: Kneginje Ljubice 11, Beograd 11000, Serbia

## Tuesday, May 27 – Belgrade

- 9:00 a.m. – 12:30 p.m. **Private meetings (TBC)**
- H.E. Aleksandar Vučić, *President of the Republic of Serbia*
  - H.E. Marko Đurić, *Minister of Foreign Affairs of the Republic of Serbia*
  - H.E. Nemanja Starović, *Minister of European Integration of the Republic of Serbia*
- 12:45 p.m. – 2:00 p.m. **Lunch with Prof. Tanja Mišević, Former Chief Negotiator for the accession of Serbia to the EU TBC**
- 2:30 p.m. – 6:30 p.m. **Private meetings (TBC)**
- Opposition Members of Parliament: Dr. Jelena Jerinić MP (ZLF), Mr. Dobrica Veselinović MP (ZLF), Dr. Anna Oreg (PSG) MP
  - Stefan Lazarević, *President, AmCham Board of Governors*
  - H.E. Emanuele Giaufret, *Ambassador of the European Union to Serbia*
  - Alexander Titolo, *Chargés d'affaires a.i., US Embassy Belgrade*
- 7:45 p.m. – 9:30 p.m. **Dinner with Serbian Civil Society Representatives TBC**  
Location: Klub Književnika  
Address: Francuska 7, Beograd 11000, Serbia

## Wednesday, May 28 – Belgrade, Tirana

- 9:00 a.m. – 10:30 a.m.      **Private meetings (TBC)**
- Ivanka Popovic, *Founder, ProGlas movement*
  - Representatives of Center for Research, Transparency and Accountability (CRTA)
- 10:30 a.m. – 11:15 a.m.      **Transfer to airport and lunch to-go**
- 1:20 p.m. – 2:35 p.m.      **Delegation flies Belgrade BEG to Tirana TIA on Air Serbia flight JU 162**
- 2:45 p.m. – 4:00 p.m.      **Transfer to Tirana city center and check-in to Tirana hotel**  
Location: Arte Boutique Hotel  
Address: Rruga Ibrahim Rugova 32, Tiranë, Albania
- 4:30 p.m. – 6:00 p.m.      **Private meetings (TBC)**
- Nancy Van Horn, *Deputy Chief of Mission, US Embassy Tirana*
  - Representatives of the Office of the Mayor of Tirana
- 6:00 p.m. – 7:00 p.m.      **Cultural activity – Tour of Pyramid of Tirana (Pjeter Arbërori International Center of Culture and Enver Hoxha Museum)**
- 7:30 p.m. – 9:00 p.m.      **Tirana briefing dinner with think tank experts**  
Location: Pireu  
Address: Rruga Qemal Guranjaku 12, Tiranë 1000, Albania

## Thursday, May 29 – Tirana

- 9:00 a.m. – 12:00 p.m.      **Private meetings (TBC)**
- H.E. Edi Rama, *Prime Minister of the Republic of Albania*
  - H.E. Igli Hasani, *Minister of Foreign Affairs of the Republic of Albania*
  - H.E. Silvio Gonzato, *Ambassador of the European Union to Albania*
- 12:30 p.m. – 2:00 p.m.      **Briefing over lunch with Ms. Françeska Korançe, *EIT Community Officer, Albania***

2:30 p.m. – 5:45 p.m.

**Private meetings (TBC)**

- **Martin Mata and Aleksander Sarapuli**, *Co-Chief Executive Officers*, Albanian American Development Fund
- **Samir Mane**, *President*, BALFIN Group
- **Altin Dumani**, *Head*, Albanian Special Anti-corruption Body (SPAK)

7:30 p.m. – 9:30 p.m.

**Working dinner with Grant Van Cleve, President, American Chamber of Commerce in Albania**

Location: Tribe

Address: Rr. Murat Toptani, Pedonale Tirana AL, 1001, Albania

## Friday, May 30 – Pristina

6:00 a.m. – 10:00 a.m.

Drive Tirana – Pristina

10:00 a.m. – 11:00 a.m.

Check-in to Pristina Hotel

Location: Hotel Sirius

Address: Agim Ramadani, Prishtina 10000

11:30 a.m. – 12:30 p.m.

**Briefing over lunch with Kosovo Serb and Kosovo Albanian Civil Society Representatives (TBC)**

- **Agon Maliqi**, *Nonresident Senior Fellow*, Europe Center, Atlantic Council
- **Ramadan Ilazi**, *Head of Research*, Kosovar Centre for Security Studies
- **Jovana Radosavljevic**, *Executive Director*, New Social Initiative
- **Milica Andric Rakic**, *Project Manager*, New Social Initiative

1:30 p.m. – 6:00 p.m.

**Private meetings (TBC)**

- **H.E. Vjosa Osmani**, *President of the Republic of Kosovo*
- **H.E. Albin Kurti**, *Prime Minister of the Republic of Kosovo*
- **Lumir Abdixhiku**, *Leader*, Democratic League
- **Përparim Rama**, *Mayor of the City of Pristina*
- **Major General Enrico Barduani**, *Commander of Kosovo Force (KFOR)*

7:00 p.m. – 9:00 p.m.

**Farewell dinner and debrief**

Location: SALT Prishtina

Address: Rruga, nr 2 Fehmi Agani, Prishtina 10000

## Saturday, May 31

6:05 a.m. – 7:40 a.m.

Delegation flies Pristina PRN to Vienna VIE on Austrian airlines OS 770

10:50 a.m. – 2:35 p.m.

Delegation flies Vienna VIE to Washington IAD on Austrian airlines OS 93

DRAFT



Madeleine Dierksheide  
Legislative Assistant  
Office of Congressman French Hill

April 14, 2025

Dear Madeleine,

On behalf of the Atlantic Council, it is my pleasure to invite you to join a staff delegation to Bosnia, Serbia, Kosovo, and Albania led by the Council's Europe Center. The trip will take place from **May 24 to May 31, 2025**.

The Atlantic Council's Europe Center is home to the Balkans Forward Initiative, which is a unique, coordinated effort to foster a democratic, secure, and prosperous Western Balkans firmly integrated into the transatlantic community. Our work seeks to reinvigorate US engagement in the region, promote more effective US-European cooperation on issues impacting the Western Balkans, foster dialogue among key actors across the region, and cultivate a new generation of decision-makers and experts.

This staff delegation will take congressional staffers to the Western Balkans where they will meet with senior government officials, civil society, and private sector leaders. Meetings will focus on US policy, regional security, economic development, crime and corruption, judicial reform, and law enforcement issues in the region. The mission of this trip is to build greater awareness and understanding among congressional policymakers of the challenges and opportunities facing the Western Balkans and support informed US policy toward the region.

We hope that you can join this timely trip. Should you have any questions or require any additional information, please do not hesitate to contact me, or my colleague Lisa Homel ([lhommel@atlanticcouncil.org](mailto:lhommel@atlanticcouncil.org)).

Best,

A handwritten signature in blue ink that reads "Jörn Fleck". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jörn Fleck  
Senior Director, Europe Center  
Atlantic Council

## US House of Representatives

Committee on Ethics

Atlantic Council of the US, Inc.

Europe Center trip to the Western Balkans

### Primary Trip Sponsor Form supplemental documentation

Question 15b: Provide the reason for selecting the location of the event or trip:

*Insights from Sarajevo, Belgrade, Pristina, and Tirana are key to Western policy towards the Western Balkans aimed at keeping the region aligned on a Euro-Atlantic path.*

- **Sarajevo:** Given the 30<sup>th</sup> anniversary of the Dayton Accords taking place this year, Bosnia is top-of-mind for Congressional Staffers and visiting Sarajevo will give them an on-the-ground understanding of the ongoing political tensions in Bosnia which will provide helpful context for understanding the many Dayton Anniversary related engagements taking place on the Hill this year.
- **Belgrade:** As the economic powerhouse of the Western Balkans, visiting this capital will provide the staffer's important insights to the region's largest, and most powerful, country. Moreover, Serbia played a central role in the former Yugoslavia and our engagements in Belgrade will help the staffers understand the evolution of the former Yugoslavia into the modern Western Balkans.
- **Tirana:** The countries of the Western Balkans have made varying levels of progress towards their goals of EU membership. Albania is one of the countries which has made the most progress towards this goal and visiting its capital will provide an opportunity for the staffers to understand this dynamic within the region.
- **Pristina:** The most well-known topic regarding the Western Balkans is the ongoing Belgrade-Pristina dialogue. In order to provide the staffers with a balanced understanding of this hot-button issue, this trip will visit both capitals so the group can hear both perspectives on this issue.

## US House of Representatives

Committee on Ethics

Atlantic Council of the US, Inc.

Europe Center trip to the Western Balkans

### Primary Trip Sponsor Form supplemental documentation

Question 4: House employees invited:

1. **Daman, Alec**

- a. *Senior Legislative Assistant, Office of Rep. Bill Huizenga (MI-04)*
- b. Reason for inviting: The Western Balkans is a region of strategic importance to the United States and Europe which are both committed to keeping the region aligned on a Euro-Atlantic trajectory. These individual countries and the Western Balkans region as a whole are relevant to Mr. Daman's official professional portfolio in the House of Representatives, given his Member's role on the House Foreign Affairs Committee.

2. **Dierksheide, Madeleine**

- a. *Legislative Assistant, Office of Rep. French Hill (AR-02)*
- b. Reason for inviting: The Western Balkans is a region of strategic importance to the United States and Europe which are both committed to keeping the region aligned on a Euro-Atlantic trajectory. These individual countries and the Western Balkans region as a whole are relevant to Ms. Dierksheide's official professional portfolio in the House of Representatives, given her Member's role on the House Permanent Select Committee on Intelligence.

3. **Valente, Joe**

- a. *Senior Legislative Assistant, Office of Rep. Jake Auchincloss (MA-04)*
- b. Reason for inviting: The Western Balkans is a region of strategic importance to the United States and Europe which are both committed to keeping the region aligned on a Euro-Atlantic trajectory. These individual countries and the Western Balkans region as a whole are relevant to Mr. Valente's official professional portfolio in the House of Representatives, given his Member's role on the Committee on Energy and Commerce.

Michael Guest, Mississippi  
*Chairman*  
Mark DeSaulnier, California  
*Ranking Member*

John H. Rutherford, Florida  
Andrew R. Garbarino, New York  
Ashley Hinson, Iowa  
Nathaniel Moran, Texas

Deborah K. Ross, North Carolina  
Glenn F. Ivey, Maryland  
Sylvia R. Garcia, Texas  
Suhas Subramanyam, Virginia



ONE HUNDRED NINETEENTH CONGRESS

**U.S. House of Representatives**

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

Jordan Downs  
*Chief of Staff to the Chairman*

David Arrojo  
*Counsel to the Ranking Member*

1015 Longworth House Office Building  
Washington, D.C. 20515-6328  
Telephone: (202) 225-7103  
<https://Ethics.House.gov>

May 20, 2025

Ms. Madeleine Dierksheide  
Office of the Honorable J. French Hill  
1533 Longworth House Office Building  
Washington, DC 20515

Dear Ms. Dierksheide:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Bosnia, Serbia, Albania, and Kosovo,<sup>1</sup> scheduled for May 24 to 31, 2025, sponsored by Atlantic Council of the United States, 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.

Because the trip may involve meetings with foreign government representatives, we note that House employees may accept, under the Foreign Gifts and Decorations Act (FGDA), gifts "of minimal value [currently \$480] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of minimal value received from a foreign government must, within 60 days of acceptance, be disclosed on a Form for Disclosing Gifts from Foreign Governments and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.

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<sup>1</sup> Please be aware that the Committee's review of the proposed trip does not extend to either the security situation in the destination country or security related to foreign travel in general. We recommend you contact the Office of House Security (OHS) for a safety and security briefing prior to your departure. OHS may be reached at (202) 226-2044 or [ohsstaff@mail.house.gov](mailto:ohsstaff@mail.house.gov). House travelers should also register for the U.S. State Department's Smart Traveler Enrollment Program at <https://step.state.gov>.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Handwritten signature of Michael Guest in blue ink.

Michael Guest  
Chairman

Handwritten signature of Mark DeSaulnier in blue ink.

Mark DeSaulnier  
Ranking Member

MG/MD:eme