

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: _____

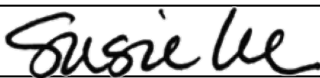
7. Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box*:
 - a. a completed *Sponsor Post-Travel Disclosure Form*;
 - b. the *Primary Trip Sponsor Form* completed by the trip sponsor **prior** to the trip, **including all** attachments **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: Center Forward

2. Travel Destination(s): London, England

3. Date of Departure: June 14, 2025 Date of Return: June 19, 2025

4. Name(s) of Traveler(s): Lauren Toy


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	\$5,300.51 (includes ground transportation)	\$1,740.00	\$628.00	\$20.00 (Personalized Underground Tube Sign)
Accompanying Family Member	\$0.00	\$0.00	\$0.00	\$0.00

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: Thursday, June 19, 2025

Name: Riley Kilburg Title: Executive Director

Organization: Center Forward

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

Address: 1214A Ingleside Ave, McLean, VA 22101

Telephone: (563) 542-6821 Email: riley@center-forward.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

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: Lauren Toy

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): Rep. Susie Lee (NV-03)

Office Address: 365 CHOB

Telephone Number: 2022253252

Email Address of Contact Person: lauren.toy@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: Lauren Toy
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Center Forward
3. City and State **OR** Foreign Country of Travel: London, U.K.
4. a. Date of Departure: Saturday, June 14, 2025 Date of Return: Thursday, June 19, 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.**

As Chief of Staff to Rep. Susie Lee on the Appropriations Committee, I advise the Congresswoman on policy including tech, labor, foreign affairs, trade, and more. With this background, I will both contribute to and learn from policy discussions with the various meeting participants and program participants.

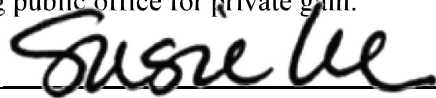
9. **Yes No Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, or arranging the trip?**

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: 5/6/25

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:

Center Forward

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 attachment.

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

6. Date of Departure: Saturday, June 14, 2025 Date of Return: Thursday, June 19, 2025

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

b. Destination(s): London, U.K.

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

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:
Please see attachment.
-
-

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): \$160 USD
 - 2) Provide the reason for selecting the location of the event or trip: Please see attachment.
-

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

Hotel Name: IHG London Park Lane City: London, U.K. Cost Per Night: \$400 USD
Reason(s) for Selecting: Please see attachment.

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	Approximately \$10,000 USD <input checked="" type="checkbox"/>	Approximately \$1,600 USD <input checked="" type="checkbox"/>	Approximately \$640 USD <input checked="" type="checkbox"/>
For each Accompanying Family Member	Approximately \$10,000 USD <input checked="" type="checkbox"/>	Approximately \$100 USD <input checked="" type="checkbox"/>	Approximately \$640 USD <input checked="" type="checkbox"/>


	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	\$0.00	N/A
For each Accompanying Family Member	\$0.00	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: Friday, May 2, 2025
 Name: Riley Kilburg Title: Executive Director
 Organization: Center Forward
 Address: 1214A Ingleside Avenue, McLean, VA 22101
 Email: riley@center-forward.org Telephone: (563) 542-6821

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

15.b - Hotel Selection

- Central location to our government meetings, business visits, and the availability of rooms required.

Private Sponsor Travel Certification Form: Supplemental

First	Last	Title	Affiliation	Reason
Brendan	Boyle	Member of Congress	Pennsylvania's 2nd Congressional District	As a Member of the House Ways and Means Subcommittee on Trade, Congressman Boyle will be able to share his perspectives on the shifting tariff dynamics between the United States and the United Kingdom, and their impact on jobs in the United States.
Nikki	Budzinski	Member of Congress	Illinois's 13th Congressional District	As a member of the House Agriculture Subcommittee on Commodity Markets, Digital Assets, and Rural Development, Congresswoman Budzinski can speak to the advancements in the committee's work on developing a functional framework for the digital assets ecosystem and its impact on international agricultural trade.
Earl "Buddy"	Carter	Member of Congress	Georgia 1st Congressional District	As a Member of the House Committee on Energy and Commerce, Congressman Carter can speak to the committee's work on data security with American allies.
Chris	Crawford	Chief of Staff	Office of Representative Earl "Buddy" Carter	In his role as Chief of Staff to a Member of the House Committee on Energy and Commerce, Mr. Crawford can speak to the committee's work on emerging technologies such as artificial intelligence.
Ryan	Dilworth	Chief of Staff	Office of Representative Beth Van Duyne	In his role as Chief of Staff to a Member of the House Committee on Ways and Means Subcommittee on Trade, Mr. Dilworth can speak to the actions of the committee on trade policy, including customs and international agreements.
Andrew	Garbarino	Member of Congress	New York's 2nd Congressional District	As a Member of the House Committee on Financial Services, Congressman Garbarino can speak to lessons learned from the use of stablecoin technologies within the financial sector in the United States and the United Kingdom.

Mary Gay	Scanlon	Member of Congress	Pennsylvania's 5th Congressional District	As a Member of the House Committee on the Judiciary, Congresswoman Scanlon can contribute to conversations on immigration policy and how the approach of the United States differs from that of the United Kingdom.
David	Joyce	Member of Congress	Ohio's 14th Congressional District	As a member of the House Appropriations Subcommittee on Defense, Congressman Joyce can speak to the evolving dynamics of global security and where the shared priorities are between the United States and the United Kingdom.
Susie	Lee	Member of Congress	Nevada's 3rd Congressional District	As a member of the House Appropriations Subcommittee on Defense, Congresswoman Lee will bring a diplomatic perspective to discussions with the United Kingdom's Foreign Office on our two nations' mutual interest in international peace and security.
John	Lee	Chief of Staff	Office of Representative Nikki Budzinski	In his role as Chief of Staff to a Member of the House Agriculture Committee, Mr. Lee can shed light on the flow of agricultural goods between the United States and the United Kingdom.
Gianluca	Nigro	Legislative Director	Office of Representative Brendan Boyle	In his role as Legislative Director to a Member of the House Committee on Appropriations Subcommittee on Trade, Mr. Nigro can provide policy-focused insights into the changing tariff framework between the United States and the United Kingdom and its implications for transatlantic trade relations.
Armita	Pedramrazi	Chief of Staff	Office of Representative Mary Gay Scanlon	In her role as Chief of Staff to a Member on the House Committee on the Judiciary, Ms. Pedramrazi can share her experience as it relates to enforcing pragmatic immigration programs.
Andrew	Renteria	Chief of Staff	Office of Representative David Valadao	In his role as Chief of Staff to a Member of the House Committee on Appropriations, Mr. Renteria can share his perspective on budget priorities in the United States and how they compare to the British process.

Deena	Tauster	Chief of Staff	Office of Representative Andrew Garbarino	As Chief of Staff to a Member of the House Financial Services Subcommittee on Oversight and Investigations, Ms. Tauster can offer valuable insights into the committee's work on combating cybersecurity threats in the financial sector and their broader implications for United States national security.
Lauren	Toy	Chief of Staff	Office of Representative Susie Lee	In her role as Chief of Staff to a Member of the House Committee on Appropriations, Ms. Toy can speak to federal initiatives aimed at funding ongoing technology research and the role that Congress can play in supporting the development of these innovation technologies.
David	Valadao	Member of Congress	California's 22nd Congressional District	As a Member of the House Committee on Appropriations, Congressman Valadao can provide insights into how labor regulations influence United States businesses and consider what the United States might learn from the United Kingdom's regulatory practices.
Beth	Van Duyne	Member of Congress	Texas's 24th Congressional District	As a Member of the House Committee on Small Business, Congresswoman Van Duyne can share her perspective on helping American small businesses remain competitive abroad.

12. Sponsor's interest in the subject matter and role in organizing the trip: Center Forward's International Issues Conference is being convened to bring together a bipartisan group of pragmatic policymakers and influencers from various industries and organizations to focus on common-sense solutions. Center Forward's organizational mission is to provide centrists the information they need to craft common-sense solutions and provide support in turning those ideas into results. Center Forward brings together Members of Congress, not-for profits, academic experts, trade associations, corporations, and unions to find common ground.

Center Forward is the sole organizer of the trip. Center Forward is planning the conference and is responsible for the organization and execution of the event logistics as well as the programming content. Discussion topics will include trade and foreign direct investment, healthcare, renewable energy, data privacy, and the strengthening of economic ties between the two countries' governments and business communities. Participants are expected to include policymakers, congressional staff, and advocate groups as well as business leaders and academic researchers.

15.b.2) Provide the reason for selecting the location of the event or trip: London, England was selected for this trip to provide United States lawmakers, policymakers, and business leaders an opportunity to engage with European business and political leaders on issues affecting both the American and United Kingdom economies. As the two countries remain deeply intertwined and each has undergone significant political shifts, England continues to be a major business hub with many major United States companies. This small, bipartisan delegation will focus on finding ways to increase shared economic growth and prosperity while attaining a greater understanding of how English leaders are addressing the challenges facing their nation, including the critical issue of regional security as further conflict arises in Europe. This visit will develop dynamic domestic and international programming to continue building the vital relationship that already exists between the two countries.



Center Forward International Issues Conference
London, England — June 15 - June 19, 2025
Conference Agenda

Center Forward Contact Information

Ryan McAlpin | (585) 857-1921 | ryan@center-forward.org
Riley Kilburg | (563) 542-6821 | riley@center-forward.org
Cori Kramer | (202) 550-0888 | cori@center-forward.org
Ava Bowman Thomas | (402) 889-7058 | ava@center-forward.org
Daniel Garza | (770) 827-0242 | daniel@center-forward.org
Justin Davey | (703) 216-5608 | justin@daveyconsultingdc.com

<p>Saturday, June 14, 2025</p>

10:20 pm EST

Members and staff depart from Washington Dulles International Airport (IAD)

UA Flight 924 | 7 h 20 min flight time

Sunday, June 15, 2025

BREAKFAST ON YOUR OWN

The breakfast buffet will be available from 6:30 am to 10:30 am and is located in the Theo Randall Restaurant on the ground floor

- 10:20 am GMT** Members and staff arrive at London Heathrow Airport (LHR)
- UA Flight 924 | 7 h 20 min flight time
- After collecting luggage and clearing customs, attendees will proceed to exit Terminal 2. The chauffeur and a member of the Center Forward staff will be on-site to transport attendees to the InterContinental London Park Lane.*
- 11:00 am - 11:45 am** Depart London Heathrow Airport en route to the InterContinental London Park Lane (45 min)
- 11:45 am - 2:00 pm** Hotel Check-In & Registration
- 2:00 pm - 3:00 pm** Welcome Remarks & Conference Overview
- Cori Kramer, CEO, Center Forward
- Cori Kramer will lead an overview of the agenda for conference participants and introduce the pressing issues that will be discussed over the next three days.*
- 3:00 pm - 3:30 pm** Security Debrief
- Faris Amra, Founder, RedCloud USA
- RedCloud USA Security Services will provide a debrief on the security situation in London and how they will operate throughout the conference to ensure the safety of all participants.*
- 3:30 pm - 4:00 pm** Depart InterContinental London Park Lane en route to Black Horse. While in transit, a member of the Center Forward team will brief conference participants on the work of the Tony Blair Institute for Global Change.

Black Horse | 6 Rathbone Place, London W1T 1HL | 0203 582 4137

4:00 pm - 6:00 pm

Meet & Greet with the Tony Blair Institute for Global Change

- Riley Kilburg, Executive Director, Center Forward
- Joni Smith, Director, Global Policy Engagement, Tony Blair Institute for Global Change
- Harry Summers, Senior Analyst, Tony Blair Institute for Global Change

Conference attendees will have the opportunity to meet with staff of the Tony Blair Institute for Global Change (TBI). TBI seeks to revitalize the political center through policies that address the challenges we face. Through an interactive discussion, attendees will learn about the real-life practices TBI implements and how leveraging innovative technology can lead to transformative change.

6:10 pm - 6:30 pm

Depart the Black Horse en route to Bocconcino Soho (20 min)

Bocconcino Soho | 59 Great Marlborough Street, London W1F 7JY, United Kingdom

6:30 pm- 8:30 pm

Welcome Dinner — A World Leader’s Perspective: Tony Blair on Building Consensus and Change

- The Hon. Tony Blair, Former Prime Minister, Great Britain and Northern Ireland

The Hon. Tony Blair, Former Prime Minister of Great Britain and Northern Ireland, and current Executive Chairman of the Tony Blair Institute for Global Change (TBI), will share his perspectives with conference attendees on the challenges and opportunities of leadership in today’s world. Drawing on his experience as a global statesman, Mr. Blair will discuss the importance of bipartisanship, innovation in governance, and building bridges in a time of political and social change.

8:30 pm - 8:45 pm

Depart Bocconcino en route to the InterContinental London Park Lane (15 min)

8:45 pm

Official programming concludes for the day

Monday, June 16, 2025

BREAKFAST ON YOUR OWN

The breakfast buffet will be available from 6:30 am to 10:30 am and is located in the Theo Randall Restaurant on the ground floor

****Business attire**

- 8:45 am - 9:15 am** Depart the InterContinental London Park Lane en route to NBCUniversal (30 min)
- NBCUniversal | 1 St Giles High Street, London WC2H 8NU, United Kingdom
- 9:15 am - 10:30 am** Fireside Chat — Media Perspectives from U.K. & E.U. Media Outlets
- Suzanne Lynch, Brussels Bureau Chief, Bloomberg
 - Chris Mason, Political Editor, BBC News
 - Caitriona Perry, Chief Presenter, BBC News Washington
- Through a self-moderated discussion, journalists from across the world will provide conference attendees with an overview of the political landscape in the U.K., with insights provided on the differences between U.S. and U.K. media, as well as the priorities of the new Labour government.*
- 10:30 am - 10:45 am** Depart NBCUniversal en route to 10 Downing Street (15 min)
- Office of the Prime Minister | 10 Downing Street, London SW1A 2AB, UK
- 10:45 am - 12:00 pm** Advancing Shared Interests: U.S. Congress at 10 Downing Street
- Mr. Morgan McSweeney, Chief of Staff, Office of the Prime Minister of the United Kingdom
- Members of the U.S. Congress will meet with senior officials from the Office of the Prime Minister at 10 Downing Street to discuss the enduring strength of the U.S.–U.K. relationship. The conversation will focus on shared priorities, including global security, economic cooperation, and democratic values.*

12:00 pm - 12:05 pm Depart 10 Downing Street en route to the Houses of Parliament via walking (5 min)

Houses of Parliament | Parliament Square, London SW1A 0PW,
United Kingdom

12:05 pm - 2:15 pm An Afternoon at Westminster: Exploring the House of Lords & House of Commons

- The Hon. Luke Akehurst, Member of Parliament, Labour Party
- The Hon. Peter Bedford, Member of Parliament, Conservative Party
- The Hon. Kirith Entwistle, Member of Parliament, Labour Party
- The Hon. Alan Mak, Member of Parliament, Conservative Party

Conference attendees will be guided through the historic House of Lords and House of Commons, gaining firsthand insight into the traditions and workings of the U.K. Parliament. Following the tours, guests will join Members of Parliament for a luncheon and discussion on the enduring ties between the United States and the United Kingdom, leaving with a deeper understanding of British governance.

2:15 pm - 2:30 pm Depart the Houses of Parliament en route to the Foreign, Commonwealth, and Development Office via walking (5 min)

The Foreign, Commonwealth, and Development Office | King Charles Street, London SW1A 2AH, United Kingdom

2:30 pm - 3:30 pm Meeting with the Minister for Foreign, Commonwealth, and Development Affairs

- The Hon. David Lammy, Secretary of State for Foreign and Commonwealth Affairs, United Kingdom

Conference attendees will meet with the Minister for Foreign, Commonwealth, and Development Affairs to discuss key global challenges and opportunities for strengthened U.S.–U.K. cooperation. Topics will include foreign policy priorities and international development efforts, aiming to deepen diplomatic ties between our two nations.

3:30 pm - 3:45 pm Depart the Minister for Foreign, Commonwealth, and Development Affairs en route to the InterContinental London Park Lane (15 min)

- 3:45 pm - 5:00 pm** Break
- 5:00 pm - 5:15 pm** Depart the hotel en route to the U.S. Embassy London
 - U.S. Embassy London | 33 Nine Elms Lane, Nine Elms, London SW11 7US, United Kingdom
- 5:15 pm - 6:45 pm** Roundtable Discussion & Reception at the U.S. Embassy London
 - The Hon. Warren Stephens, U.S. Ambassador to the U.K., Embassy London
 - Mr. Matthew Palmer, Deputy Chief of Mission, Embassy London

Members of Congress will join the Hon. Warren Stephens, U.S. Ambassador to the U.K., and Mr. Matthew Palmer, Deputy Chief of Mission at the U.S. Embassy in London, for a roundtable discussion on the current state of U.S.–U.K. relations. The conversation will explore the priorities of both nations’ new governments and examine how lawmakers perceive the challenges facing this longstanding partnership.

Following the roundtable, the U.S. Embassy in London will host a welcome reception for the delegation, providing an opportunity for networking and engagement with U.S. government officials and Members of the U.K. Parliament.

- 6:45 pm - 7:00 pm** Depart the U.S. Embassy London for dinner
- 7:00 pm - 8:45 pm** Capital Connections: Curated Small-Group Dinners

For the evening, conference attendees will be divided into multiple small, intimate dinner groups designed to foster informal conversation and relationship-building. These dinners will also provide an opportunity for participants to reflect on and discuss the conference programming to date. Each group will be moderated by a member of the Center Forward Advisory Board to strengthen professional networks and encourage greater collaboration among attendees.
- 8:45 pm - 9:30 pm** Depart dinner en route to the Tower of London (45 min)

Tower of London | London EC3N 4AB, United Kingdom

9:30 pm - 10:00 pm The Ceremony of the Keys

After dinner, conference attendees will have the opportunity to witness the Ceremony of the Keys, a ritual dating back over 700 years that is held every evening at the Tower of London. Attendees will learn about the history of this ceremony and its importance to British culture.

10:00 pm - 10:30 pm Depart the Tower of London en route to the InterContinental London Park Lane (30 min)

10:30 pm Official programming concludes for the day

Tuesday, June 17, 2025

BREAKFAST ON YOUR OWN

The breakfast buffet will be available from 6:30 am to 10:30 am and is located in the Theo Randall Restaurant on the ground floor

****Business casual attire for the day.**

8:30 am - 9:00 am Depart the InterContinental London Park Lane Hotel en route to Salesforce (30 min). While in transit, a member of the Center Forward team will brief conference participants on how government agencies around the world utilize the cloud services of companies like Salesforce to manage and improve services.

Salesforce | Heron Tower, 110 Bishopsgate, City of London, London EC2N 4AY, UK

9:00 am - 9:15 am Welcome Remarks

- Eric Huff, Chief Operating Officer, Salesforce UK & Ireland

9:15 am - 9:45 am Salesforce Innovation Center - Presentation

- Simon Collinson, UK & Ireland Public Sector Country Manager, Salesforce

While visiting the Salesforce Innovation Center, conference attendees will learn about the company's presence in the U.K. and how Salesforce approaches the innovation of AI.

9:45 am - 10:00 am Demonstration of Salesforce Agent Force Product

- Franny Hsiao, AI Architect, Salesforce

10:00 am - 10:30 am Question & Answer Session with Salesforce Leadership

10:30 am - 10:45 am Depart Salesforce en route to Guildhall via walking (15 min).

Guildhall | 71 Basinghall Street, London EC2V 7HH

10:45 am - 12:15 pm Fireside Chat: The Growth & Competitiveness of Digital Assets in the U.K.

- Janine Hirt, CEO, Innovate Finance
- Katie Ramsey, Head of Fintech, Department for Business and Trade

Ripple is a prominent voice in the global dialogue surrounding digital assets and cryptocurrency. This session will offer conference attendees insights into the benefits and real-world applications of digital assets, with a focus on how businesses in the U.K. and Europe are leveraging these technologies. Attendees will have the opportunity to engage with panelists in a discussion on how lawmakers can support the responsible growth of this sector to drive economic advancement.

12:15 pm - 12:45 pm Depart Guildhall en route to The Cinnamon Club via shuttle (30 min). While in transit, a member of the Center Forward team will brief conference participants on the career trajectory of Dame Karen Pierce and her influential role in shaping UK foreign policy on the global stage.

The Cinnamon Club | The Old Westminster Library, Great Smith Street, London SW1P 3BU, United Kingdom

12:45 pm - 2:30 pm Dame Karen Pierce: Reflections from the Frontlines of Diplomacy

- Dame Karen Pierce, Former British Ambassador to the United States

Over lunch, conference attendees will have the opportunity to hear from Dame Karen Pierce, former British Ambassador to the United States. During her remarks, Dame Pierce will share her perspectives on the importance of diplomacy, and its role in international affairs, Dame pierce will share candid insights into global affairs, transatlantic relations, and the evolving role of diplomacy in today's world.

2:30 pm - 3:00 pm Depart the Cinnamon Club en route to Apple (30 min). While in transit, a member of the Center Forward team will brief conference participants on the key issues facing technology companies in Europe, including the digital service tax and how companies like Apple navigate the complex nature of data privacy protection across borders.

Apple | 1 Battersea Power Station, Circus Road South, London,
SW11 8 BZ

3:00 pm - 4:30 pm

Advancements Toward A Global Regulatory Framework: A
Roundtable Discussion & Product Demonstration

- Matt Browne, Head of European Government Affairs & Global Insights, Apple
- Christopher Moser, Senior Director, Apple Services
- Leo Wyndham, Senior Director, Platoon

Conference attendees will learn about the regulatory issues facing tech companies such as Apple and how multinational companies navigate the different frameworks in the U.S. and the European markets. Attendees will also see a first-hand demonstration of Apple products and features, and how Apple is a leading developer in the technology space.

Afterwards, attendees will tour the historic Battersea Power Station and learn how this landmark was transformed from a place that formerly supplied over 1/5 of London's electricity to being a leading innovation hub.

4:30 pm - 5:00 pm

Depart Apple en route to the InterContinental London Park Lane (30 min)

5:00 pm

Official programming concludes for the day.

DINNER ON YOUR OWN

Wednesday, June 18, 2024

BREAKFAST ON YOUR OWN

The breakfast buffet will be available from 6:30 am to 10:30 am and is located in the Theo Randall Restaurant

****Business attire.**

8:00 am - 9:00 am Depart the InterContinental London Park Lane en route to Sky Group UK Headquarters (60 min). While in transit, a member of the Center Forward team will brief conference attendees on the global reach of Comcast NBCUniversal and Sky Studios, a major force in European media. The briefing will highlight how Sky Studios is adapting to shifting consumer habits and evolving media trends.

Sky Groups UK Headquarters | 7 Centaurs Business Centre Grant Way, Isleworth TW7 5QD

9:00 am - 9:30 am Welcome Remarks

- The Hon. Stephanie Peacock, Minister for Sport, Media, Civil Society and Youth, Government of the United Kingdom
- Stephen Lotinga, Group Director of Corp Affairs, Sky
- David Rhodes, Executive Chairman, Sky News
- Matt Ridsdale, Chief Corporate Affairs Officer, Sky

Conference attendees will be provided with an overview of Sky Studios. Mr. Matt Ridsdale will introduce attendees to the various departments under the Sky brand that they will visit, from Sky News and Sky Sports to initiatives like Sky Academy, which helps equip the next generation of talent and journalists with the skills needed to succeed in the industry.

9:30 am - 11:00 am Tour of Sky Group Studios

- Yath Gangakumaran, Executive Director, Commercial, Sky Sports
- Louise Hastings, Managing Editor, Sky News
- Nick Herm, Group Chief Operating Officer, Sky
- Steve Smith, Executive Director, Content, Sky Sports
- Cecily Thompson, Public Affairs Manager, Sky Studios

Through interactive tours at Sky Studios UK, conference attendees will learn first-hand how Sky Group approaches the research, vetting, and telecast of their news and sports departments, and how

state-of-the-art technology assists the company. Through a visit to the Academy Studios, conference attendees will also learn about the programs Sky Group provides to schools to educate students.

11:00 am - 12:00 pm Depart Sky Group UK Headquarters en route to lunch (60 min). While in transit, a member of the Center Forward team will brief conference participants on the Confederation of British Industry and their footprint in the U.K. business scene. Attendees will be briefed on the shared economic challenges and opportunities, including workforce development, innovation, trade, and regulatory alignment.

Address | Location TBD

12:00 pm - 1:45 pm Business on a Global Stage: A Luncheon with the Confederation of British Industry

- Erin Henwood, Global Policy Manager, Confederation of British Industry
- Sean McGuire, Director - Europe and International, Confederation of British Industry

Through this working lunch, conference attendees will have the opportunity to engage with leaders from the Confederation of British Industry (CBI) to discuss the deep interconnection between U.S. and U.K. businesses. As both countries navigate shared challenges in the global marketplace, attendees will explore how these industries can work together to overcome economic pressures and continue thriving in an increasingly complex environment, and strengthen transatlantic business ties.

1:45 pm - 2:30 pm Depart lunch en route to LOCATION (TBD min)

Address | Location TBD

2:30 pm - 3:45 pm The Crown: The Sovereign's Role in World Diplomacy

- Member of the Royal Family to be confirmed

Conference attendees will have the opportunity to engage with a member of the royal family and gain insight into the Crown's unique role in international diplomacy. They will learn how the monarchy supports global missions, fosters international relationships, and exercises soft power through ceremonial and cultural engagements.

- 3:45 pm - 4:15 pm** Depart the royal palace en route to the InterContinental London Park Lane (TBD min)
- 4:15 pm - 6:30 pm** Break
- 6:30 pm - 7:00 pm** Depart the InterContinental London Park Lane en route to farewell dinner
- Gaicho Charlotte Street | 60A Charlotte Street, London, W1T 2NU
- 7:00 pm - 9:00 pm** Farewell Dinner — Gaicho Charlotte Street
- Cori Kramer, CEO, Center Forward
- Cori Kramer, CEO of Center Forward and members of the Center Forward Advisory Board, will lead conference attendees through a discussion reflecting on what they have learned in London. Attendees will share their takeaways from their counterparts in business and government, and what solutions they can take back to Congress.*
- 9:00 pm - 9:30 pm** Depart Gaicho Charlotte Street en route to InterContinental London Park Lane (30 min)
- 9:30 pm** Official programming concludes for the day.

Thursday, June 19, 2025

BREAKFAST ON YOUR OWN

The breakfast buffet will be available from 6:30 am to 10:30 am and is located in the Theo Randall Restaurant

- 9:00 am - 9:45 am** Members and staff depart The InterContinental London Park Lane en route to London Heathrow Airport (LHR) via shuttle (45 min).
- London Heathrow Airport (LHR) | Hounslow, UK
- 9:45 am - 10:15 am** Members and staff complete check-in and security.
- 12:20 pm GMT** Members and staff depart London Heathrow Airport (LHR)
- United Airlines Flight 919 | 8 h 20 min flight time
- 3:30 pm EST** Arrive at Washington Dulles International Airport (IAD)

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>

June 10, 2025

Ms. Lauren Toy
Office of the Honorable Susie Lee
365 Cannon House Office Building
Washington, DC 20515

Dear Ms. Toy:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to United Kingdom,¹ scheduled for June 14 to 19, 2025, sponsored by Center Forward.

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.

¹ 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. 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,



Michael Guest
Chairman



Mark DeSaulnier
Ranking Member

MG/MD:eme