

# 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: \_\_\_\_\_
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: Samantha Wilkerson 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: Robert C. "Bobby" Scott Date: 8/14/2025

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: Postsecondary National Policy Institute

2. Travel Destination(s): Warrenton, VA

3. Date of Departure: August 5, 2025 Date of Return: August 6, 2025

4. Name(s) of Traveler(s): Amaris Benavidez, Isaiah Knox, Chaston Pfingston, Samantha Wilkerson, Tonia Wu

*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	\$42.67	\$110	\$92	\$210 (conference fee, WiFi, AV)
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: MaryEllen McGuire Date: 8/7/2025

Name: MaryEllen McGuire Title: President & Founder

Organization: Postsecondary National Policy Institute

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

Address: 1828 L Street NW, Suite 300-E, Washington, D.C. 20036

Telephone: 202-407-3172 Email: pmpi@pmpi.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

1. Name of Traveler: Samantha Wilkerson
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Postsecondary National Policy Institute
3. City and State OR Foreign Country of Travel: Warrenton, VA
4. a. Date of Departure: August 5, 2025 Date of Return: August 6, 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 a Professional Staff Member covering part of the higher education portfolio this trip allows me to further my understanding of key issue areas within that space.  
\_\_\_\_\_  
\_\_\_\_\_
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: 7/1/25

# 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:

Postsecondary National Policy Institute

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

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

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

If "c" is checked, list the names of the additional sponsors: Gates Foundation; Lumina Foundation; Strada Education Foundation; and Kresge Foundation

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

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

6. Date of Departure: August 5, 2025 Date of Return: August 6, 2025

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

b. Destination(s): Warrenton, VA

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

8. **Check only one.** I represent that

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

9. **Check only one of the following.**

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

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

11. **Check only one of the following.**

- a.  I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify the statement is true by clicking the box;* **OR**
- b.  *Not Applicable.* Trip sponsor is a U.S. institution of higher education.

12. For *each* sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip *and* its role in organizing and/or conducting the trip:

See attached.

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

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

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

15. **Check only one.** I represent that either:

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

1) Detail the cost *per day* of meals (approximate cost may be provided): \$52 (August 5th); and \$40 (August 6th)

2) Provide the reason for selecting the location of the event or trip: There is lodging available on property with meeting space.

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

Hotel Name: Airlie Conference Center City: Warrenton, VA Cost Per Night: \$110

Reason(s) for Selecting: It is reasonable distance from D.C. and meeting space and lodging are both on site.

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 <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	\$109	\$110	\$92
For each Accompanying Family Member	N/A	N/A	N/A


	<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	\$210	conference fee, Wi-Fi, AV
For each Accompanying Family Member	N/A	N/A

19. **Check only one:**

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

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

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

Signature:  Date: 6/26/2025  
4E6B30068EBE41E...  
 Name: MaryEllen McGuire Title: President  
 Organization: Postsecondary National Policy Institute  
 Address: 1828 L Street NW; Washington, D.C. 20036  
 Email: pnpi@pnpi.org Telephone: 202-407-3172

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

**ATTACHMENT:**  
**House Private Sponsor Travel Certification Form**

**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):**

**Amaris Benavidez**

[amaris.benavidez@mail.house.gov](mailto:amaris.benavidez@mail.house.gov)

**Amy Jones**

[Amy.jones@mail.house.gov](mailto:Amy.jones@mail.house.gov)

**Isaiah Knox**

[Isaiah.knox@mail.house.gov](mailto:Isaiah.knox@mail.house.gov)

**Aashi Parekh**

[aashi.parekh@mail.house.gov](mailto:aashi.parekh@mail.house.gov)

**Allie Pearce**

[allie.pearce@mail.house.gov](mailto:allie.pearce@mail.house.gov)

**Chaston Pfingston**

[Chaston.pfingston@mail.house.gov](mailto:Chaston.pfingston@mail.house.gov)

**Chance Russell**

[chance.russell@mail.house.gov](mailto:chance.russell@mail.house.gov)

**Samantha Wilkerson**

[Samantha.wilkerson@mail.house.gov](mailto:Samantha.wilkerson@mail.house.gov)

**Tonia Wu**

[tonia.wu@mail.house.gov](mailto:tonia.wu@mail.house.gov)

All staff were invited due to their employment with the House Committee on Education and Workforce.

**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:**

PNPI has designed the event to deepen participants' understanding of federal student loan debt and repayment. PNPI created the agenda, developed the invitation list, and is managing all event logistics. None of PNPI's funders, the Gates Foundation, Lumina Foundation, the Kresge

Foundation, or the Strada Education Foundation have played a role in organizing the referenced Congressional trip or in the selection of, or inviting of, travel participants. Decisions regarding travel participants were controlled by and remained under the sole discretion of PNPI at all times.

The Gates Foundation is interested in expanding opportunities for all students to be able to complete a high-quality, affordable postsecondary education that leads to a sustaining career. Toward that end, it is important to help policymakers better understand the role that student debt plays in students' completion of credentials.

The Kresge Foundation is interested in increasing postsecondary education attainment, including through the support of activities that ensure students, policymakers and other stakeholders deepen their understanding of the complexities of student debt and loan repayment processes.

Lumina Foundation is interested in increasing postsecondary education attainment, including through the support of activities that ensure students, policymakers, and other stakeholders deepen their understanding of the complexities of the student debt and repayment system.

Strada Education Foundation is committed to expanding opportunities of education to work for all students. To do so, students need quality and affordable postsecondary education opportunities and various pathways to work experiences that lead to successful futures. Policy makers need to be well informed of work being conducted in this space, have access to quality data and research from the field to properly assess impact for students and families.



***Debt & Repayment Seminar***  
***August 5-6, 2025***

**Location:** Airlie Conference Center, Warrenton, VA

**AGENDA**

***Tuesday, August 5, 2025***

**9:00-10:15 am**                      **Travel from Washington, D.C. to Warrenton, VA**

**10:15-10:30 am**                      **Check In & Registration**

**10:30 am-12:00 pm**                      **Welcome & Overview of Debt & Default**

**Speakers:** MaryEllen McGuire, Postsecondary National Policy Institute (PNPI); Betsy Prueter, Postsecondary National Policy Institute (PNPI); and Rajeev Darolia, University of Kentucky

*This session will review trends in student borrowing, how borrowing and debt patterns vary across demographics, what happens to borrowers when they are in delinquency and/or default, and gaps that exist in data on student debt and default.*

**12:00-12:45 pm**                      **Working Lunch**

*This session will provide participants with an opportunity to ask additional questions of the morning's presenters.*

**12:45-2:00 pm**                      **Family Wealth, Student Debt, & Student Demographics**

**Speaker:** Laura Hamilton, University of California-Merced

*This session will review how family assets and wealth influence student borrowing patterns, as well as their impact on the likelihood of delinquency and default.*

**2:00-2:15 pm**                      **Break**

**2:15-3:15 pm**                      **Default Mitigation & Prevention**

**Speakers:** Scott Giles, Vermont Student Assistance Corporation and Misty Wild, Southern New Hampshire University

*This session will consider the role institutions and loan servicers play in default mitigation and prevention, as well as the types of support that are most likely to help borrowers manage their debt.*

**3:15-3:30 pm**                      **Break**

**3:30-4:30 pm**                      **Student Perspectives on Debt & Repayment**

**Speakers:** Students TBD

*This session will feature student borrowers sharing their perspectives on managing their debt and navigating the student loan repayment process.*

**4:30-6:00 pm**                      **Break**

**6:00-7:00 pm**                      **Dinner**

*Dinner will provide an opportunity for PNPI to review the agenda for Wednesday and to answer any remaining questions about the topics covered earlier in the day.*

***Wednesday, August 6, 2025***

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**8:15-9:00 am**                      **Breakfast**

**9:00-10:45 am**                      **Welcome, Repayment Overview & Simulation**

**Speakers:** Betsy Prueter, PNPI; MaryEllen McGuire, PNPI; Brian Denten, Pew Charitable Trusts; and Ama Takyi-Laryea, Pew Charitable Trusts

*This session will review the various federal repayment plans, including how they work, how borrowers qualify for them, and the frequency with which the plans are used.*

**10:45-11:00 am**                      **Break**

**11:00-12:00 pm**                      **Public Service Loan Forgiveness (PSLF)**  
**Speaker:** TBD

*This session will provide an overview of the PSLF program.*

**12:00-1:00 pm**                      **Working Lunch**

*This session will provide participants with an opportunity to engage further with the day's speakers.*

**1:00-2:15 pm**                      **The Cost of Federal Student Loan Repayment Programs**

**Speakers:** Noah Mann, Office of Management & Budget and Katherine Sydor, Office of Management & Budget

*This session will review the costs of the federal student repayment system to the federal government.*

**2:15-2:30 pm**                      **Break**

**2:30-3:00 pm**                      **Wrap Up & Close**

**Speakers:** Betsy Prueter, PNPI and MaryEllen McGuire, PNPI

*This session will provide an opportunity for staff to formally debrief on all sessions, share their final takeaways, and ask any remaining questions they have about debt and repayment.*

**3:00-4:30 pm**                      **Travel from Warrenton, VA to Washington D.C.**

# COMMITTEE ON ETHICS

## ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. **Provide a copy of your completed form to the primary sponsor of the trip.**

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee’s Travel Regulations may also lead to the denial of permission to sponsor future trips. Signatures must comply with section 104(bb) of the Travel Regulations.**

1. Name of Primary Trip Sponsor for this trip: Postsecondary National Policy Institute

2. Name of your organization: Strada Education Foundation

3. Yes  No  Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?

4. Yes  No  Does your organization receive funding from any foreign government or multinational organization?

5. **Check one.** I certify that my organization:

a.  Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**

b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
Destination: \_\_\_\_\_ on Date: \_\_\_\_\_  
that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**

c.  Has provided in-kind support to the above-named Primary Trip Sponsor (e.g., meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).

6. **Check only one:**

a.  My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**

b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.

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

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

Signature: Gabriela Gomez Date: 6/26/2025

Name: Gabriela Gomez Title: EVP, Policy, Advocacy, and Commun

Organization: Strada Education Foundation

Address: 2001 Pennsylvania NW Suite 1100 Washington DC 20006

Telephone: 317-806-1200 Email: gabriella.gomez@stradaeducation.org

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

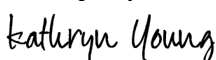
# COMMITTEE ON ETHICS

## ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. **Provide a copy of your completed form to the primary sponsor of the trip.**

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee’s Travel Regulations may also lead to the denial of permission to sponsor future trips. Signatures must comply with section 104(bb) of the Travel Regulations.**

1. Name of Primary Trip Sponsor for this trip: Postsecondary National Policy Institute
2. Name of your organization: Gates Foundation
3. Yes  No  Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?
4. Yes  No  Does your organization receive funding from any foreign government or multinational organization?
5. **Check one.** I certify that my organization:
  - a.  Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**
  - b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
Destination: \_\_\_\_\_ on Date: \_\_\_\_\_  
that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**
  - c.  Has provided in-kind support to the above-named Primary Trip Sponsor (e.g., meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).
6. **Check only one:**
  - a.  My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
  - b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
7. **I certify by my signature that**
  - a. I read and understand the Committee’s Travel Regulations;
  - b. I am not a registered federal lobbyist or registered foreign agent;
  - c. I am an officer of this organization and am duly authorized to sign this form; and
  - d. The information on this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 6/17/2025  
724D86038FA044D...  
 Name: Kathryn Young Title: Senior Program Officer

Organization: Gates Foundation

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

Telephone: (202) 662-8130 Email: kathryn.Young@gatesfoundation.org

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

# COMMITTEE ON ETHICS

## ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. **Provide a copy of your completed form to the primary sponsor of the trip.**

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee’s Travel Regulations may also lead to the denial of permission to sponsor future trips. Signatures must comply with section 104(bb) of the Travel Regulations.**

1. Name of Primary Trip Sponsor for this trip: Postsecondary National Policy Institute

2. Name of your organization: Kresge Foundation

3. Yes  No  Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?

4. Yes  No  Does your organization receive funding from any foreign government or multinational organization?

5. **Check one.** I certify that my organization:

a.  Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**

b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
Destination: \_\_\_\_\_ on Date: \_\_\_\_\_  
that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**

c.  Has provided in-kind support to the above-named Primary Trip Sponsor (e.g., meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).


6. **Check only one:**

a.  My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**

b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.

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

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

Signature:  Date: 6/27/2025  
9E947876F16746E...  
Name: Reuben Kapp Title: Program Officer

Organization: The Kresge Foundation

Address: 3215 W Big Beaver Road, Troy, MI 48084

Telephone: 248-643-9630 Email: rckapp@kresge.org

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

# COMMITTEE ON ETHICS

## ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. **Provide a copy of your completed form to the primary sponsor of the trip.**

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee’s Travel Regulations may also lead to the denial of permission to sponsor future trips. Signatures must comply with section 104(bb) of the Travel Regulations.**

1. Name of Primary Trip Sponsor for this trip: Postsecondary National Policy Institute

2. Name of your organization: Lumina Foundation

3. Yes  No  Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?

4. Yes  No  Does your organization receive funding from any foreign government or multinational organization?

5. **Check one.** I certify that my organization:

a.  Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**

b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
Destination: \_\_\_\_\_ on Date: \_\_\_\_\_  
that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**

c.  Has provided in-kind support to the above-named Primary Trip Sponsor (e.g., meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).

6. **Check only one:**

a.  My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**

b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.

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

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

Signature: Michelle Asha Cooper Date: 6/26/2025

Name: Michelle Asha Cooper Title: VP of Public Policy and Executive

Organization: Lumina Foundation for Education, Inc.

Address: 1730 M Street NW, Suite 410

Telephone: 202-369-3670 Email: mcooper@luminafoundation.org

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

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  
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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>

August 4, 2025

Ms. Samantha Wilkerson  
Committee on Education and Labor  
2101 Rayburn House Office Building  
Washington, DC 20515

Dear Ms. Wilkerson:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Warrenton, Virginia, scheduled for August 5 to 6, 2025, sponsored by Postsecondary National Policy Institute, Bill & Melinda Gates Foundation, the Kresge Foundation, and Lumina Foundation for Education, Inc.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$480 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

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

Sincerely,

Michael Guest  
Chairman

Mark DeSaulnier  
Ranking Member

MG/MD:mc