

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: Jack Long
2. a. Name of Accompanying Relative: _____ **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: 08/26/25 Return: 08/27/25
b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: Washington D.C. Destination: Fargo, ND Return City: Washington D.C.
5. Sponsor(s), Who Paid for the Trip: Red River Valley Sugarbeet Education Foundation
6. Describe Meetings and Events Attended: Participated in Sugarbeet Harvest, and got to witness up close harvesting, storage, and processing of sugarbeets into refined sugar
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: Jack Long Date: 09-03-25

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: Michelle Fischback Date: 09-03-25

Signature of Supervising Member: Michelle Fischback

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: Red River Valley Sugarbeet Education Foundation & Red River Valley Sugarbeet Growers

2. Travel Destination(s): Fargo, North Dakota

3. Date of Departure: 8/26/25 Date of Return: 8/27/25

4. Name(s) of Traveler(s): Jack Long

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	Flight + Van = \$623.36 + \$19 = \$642.36	\$110 + tax for 1 night of lodging	\$60.91 (1 supper, 1 breakfast, 1 lunch)	Meeting Room + AV Equipment: \$50.71
Accompanying Family Member				

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

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

Signature:  Date: 9/3/2025

Name: Harrison Weber Title: Secretary

Organization: Red River Valley Sugarbeet Education Foundation

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

Address: 1401 32nd st SW Fargo, ND 58102

Telephone: 701-239-4151 Email: hweber@rrvsga.com

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

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

COMMITTEE ON ETHICS

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:

Red River Valley Sugarbeet Education Foundation

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: _____

Red River Valley Sugarbeet Growers Association

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): _____

To learn about sugarbeet farming, harvesting, storage, processing and related science.

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

6. Date of Departure: 8.26.2025

Date of Return: 8.27.2025

7. a. City of departure: Washington, DC

b. Destination(s): Fargo, ND

c. City of return: Washington, DC

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 Red River Valley Sugarbeet Education Foundation organizes the activities for this event. We teach aspects of sugarbeet farming, harvesting, storage, processing & related science. The Red River Valley Sugarbeet Growers Association assists in planning & conducting the tour.

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): _____
\$62 per day. \$15 breakfast, \$19 Lunch, \$28 supper

2) Provide the reason for selecting the location of the event or trip: _____
The Red River Valley is the primary & largest growing region in the U.S. for sugarbeets.

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

Hotel Name: Radisson City: Fargo Cost Per Night: \$110 + tax
Reason(s) for Selecting: Location / convenience / meeting rooms for meals and meetings
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	\$623.36	\$110 + tax	\$62
For each Accompanying Family Member			


	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$62 / \$19	Meeting Room & AV / Local Van Transportation
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: 7.21.2025
 Name: Chad Leach Title: President
 Organization: Red River Valley Sugarbeet Education Foundation, Inc.
 Address: 1401 32nd Street SW Fargo, ND 58103
 Email: cleach9770@gmail.com Telephone: 7012394151

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

The below House staff were invited based on discussions and meetings with sugarbeet farmers and their interest in learning more about how sugarbeets are grown, harvested, stored, transported, processed, packaged, and the related science around modern agriculture production practices.

First Name	Last Name	District	Bosses Name	Party	Position	Email
Deidre	Alexander	MS-02	Representative Bennie Thompson	Democratic	Legislative Director	deidre.alexander@mail.house.gov
Jenn	Arnold	AZ-04	Representative Greg Stanton	Democratic	Legislative Counsel	jennifer.arnold@mail.house.gov
Bardia	Asefina	NC-02	Representative Deborah Ross	Democratic	Senior Legislative Assistant	bardia.asefina@mail.house.gov
Sarah	Banafe	TX-29	Representative Sylvia Garcia	Democratic	Staff Assistant	sarah.banafe@mail.house.gov
Lauren	Berry	NY-19	Representative Josh Riley	Democratic	Legislative Assistant	lauren.berry@mail.house.gov
Clint	Blaes	KS-02	Representative Derek Schmidt	Republican	Legislative Director	clint.blaes@mail.house.gov
Tynasha	Boomer	GA-02	Representative Sanford Bishop	Democratic	Senior Adviser, Agricultural Policy	tynasha.boomer@mail.house.gov
Jackie	Bossman	IA-03	Representative Zach Nunn	Republican	Legislative Director/Counsel	jackie.bossman@mail.house.gov
Nick	Bowser	IA-02	Representative Ashley Hinson	Republican	Legislative Director	nick.bowser@mail.house.gov
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Joe	Braiuca	CA-34	Representative Jimmy Gomez	Democratic	Tax Policy Adviser	joe.braiuca@mail.house.gov
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Georgia	Davies	OK-03	Representative Frank Lucas	Republican	Legislative Assistant	georgia.davies@mail.house.gov
Sofia	Deiro	OK-04	Representative Tom Cole	Republican	Assistant to Rep. Cole Legislative Director	sofia.deiro@mail.house.gov
Anna	Dodge	IL-08	Representative Raja Krishnamoorthi	Democratic	Legislative Assistant	anna.dodge@mail.house.gov
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Josh	Millard	OH-02	Representative Dave Taylor	Republican	Legislative Director	josh.millard@mail.house.gov
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Zoe	Wong	NY-03	Representative Tom Suozzi	Democratic Legislative Assistant	zoe.wong@mail.house.gov
Julianne	Young	SC-05	Representative Ralph Norman	Republican Legislative Assistant	julianne.young@mail.house.gov
Shaina	Zarkin-Scott	WA-03	Representative Marie Gluesenkamp Perez	Democratic Senior Legislative Assistant	shaina.zarkin-scott@mail.house.gov



1401 32nd Street SW - Fargo, North Dakota 58103 701.239.4151

Please join us for . . .

SUGAR 101: The Industry A - Z

Wednesday August 27th, 2025

**Live Sugarbeet Harvest
Piling Station / Storage
Processing Plant & Packaging
Interact With Actual Farmers**

Sponsored by the Red River Valley Sugarbeet Education Foundation
Point of Contact: Harrison Weber ♦ hweber@rrvsga.com ♦ 701.239.4151

- * Reasonable and necessary trip expenses are provided by the Red River Valley Sugarbeet Education Foundation
- ** Please reply to confirm your interest and intentions in attending our Educational Program in the Red River Valley

AGENDA: Red River Valley Sugarbeet Education Foundation Tour

Tuesday August 26, 2025

- 11:35 A.M. Jack Long, Josh Ricken, Ashlyn, Rockey, Joise McLaurin: Flight #DL 2958 Departs DCA - Washington, DC at 12:00 PM, Flight #DL 3834 arrives at FAR - Fargo, ND at 3:37 PM.
Thomas Newberry: Flight #UA5959 Departs BZN - Bozeman, MT at 10:37 AM, Flight #UA4629 arrives at FAR - Fargo, ND at 4:32 PM.
- 4:54 – 5:15 Harrison to pick participants up and bring to Radisson Hotel Fargo.
- 5:15 – 6:30 Check in to Hotel.
- 6:30 – 8:30 Working Supper – Radisson Hotel Fargo. The supper meeting will include a Welcome, and Introductions and presentations– Harrison Weber – Executive Director of RRV Education Foundation. Sugarbeet production overview presentation – The History of Sugarbeet Production in the RRV and how it has changed. – Tom Astrup – American Crystal Sugar Cooperative (ACSC) CEO. Harrison to lead a discussion about the industry following Tom’s presentation. Entire time is spent covering officially-connected activity.

Wednesday August 27, 2025

- 7:00 – 8:00 Working Breakfast – Radisson Hotel Fargo. The breakfast meeting will show the equipment participants will be seeing and riding in and explain what they are used for. We will go over safety requirements and provide a review of the events for the day as well as answering initial questions. Brent Baldwin – Grower, President RRVSGA Presenting. The entire time is spent covering officially-connected activity.
- 8:00 – 8:45 Depart hotel & drive to Chuck Johnson Farm Sugarbeet Field, Northwest of Ada, MN. Approximately 44 miles Northeast of Fargo, ND.
- 8:45 – 10:30 Arrive at Chuck Johnson Farm. Chuck and his family will be harvesting and delivering to the “Ada West”, an outside receiving station. Observe sugarbeet harvest operations. Ride along in a defoliator, a harvester, and a beet truck. Riding along in equipment shows participant each step of the sugarbeet harvesting process. It is vital to understand modern production practices farmers use and the challenges farmers face.
- 10:30 – 10:45 Depart/Travel to “Ada West” Receiving Station. Station is approximately Northeast of Fargo 44 miles.
- 10:45 – 11:00 Observe outside receiving station, storage and airflow related to Sugarbeet storage. It is important for participants to understand how many people it takes to safely operate these rural piling sites and how sugarbeets should be properly stored in order to make a high-quality product. – Joe Hastings – ACSC General Agronomist presenting on sugarbeet storage.
- 11:00 – 12:00 Depart / Travel to Moorhead Sugar Factory.
- 12:00 – 12:30 Working Lunch - Arrive at American Crystal Sugar Co. Sugar Factory, Moorhead, MN. Participants will watch a video giving a virtual processing plant tour overview, and the sugar packaging area and hear about the Technical Services Center. The 16 minute video can be viewed at https://rrvsga-my.sharepoint.com/:f/g/personal/hweber_rrvsga_com1/Es7OCggNWJplsKMVS-hsIA4B5aL591dSO5HbX4ju10R5_A Aaron Bjerke – Factory Manager will lead a discussion of the specific processing techniques and equipment used in the factory following the video for the remainder of the time. The entire time is spent covering officially-connected activity.
- 12:30 – 2:00 American Crystal Sugar Processing Plant Tour. Aaron Bjerke will lead a walkthrough tour of the sugar factory and sugar packaging plant. Participants will see where sugarbeets are processed into sugar, and how they are packaged into consumer sized bags. This is relevant to see because it will complete the circle from the farmer, to the processor, and onto the grocery store shelves. It also helps to learn about the logistical constraints that the industry needs to overcome to make sure consumers have access to sugar.
- 2:00 – 2:30 Depart / Travel to David Aarends Farm Field Site – Sugarbeet Grower, David Aarends and family farm northeast of Fargo approximately 30 miles.
- 2:00 – 2:30 Jack Long Depart / Travel to Fargo Airport. Flight DL 3834 departs at 4:18 PM from (FAR) Fargo, ND. Flight DL 2962 arrives in (DCA) Washington, DC at 10:01 PM.

- 2:30 – 4:45 Arrive at Aarends Family Field Site – David Aarends delivers directly to the Perley Receiving Station. Observe sugarbeet harvest operations. Opportunity to ride in different equipment than in the morning. Participants will ride in a different piece of equipment to fully understand the harvesting process and the challenges that farmers face when harvesting sugarbeets.
- 4:45 – 5:15 Depart back to Fargo.
- 5:15 – 6:00 Participants will want to freshen up after the day at hotel prior to supper. They will likely be muddy/dusty from being in the fields and riding in tractors.
- 6:00 – 6:15 Walk to supper venue.
- 6:15 – 8:00 Supper / Meeting –Blarney Stone, Fargo, ND. 101 Broadway North, Fargo, ND 58102. Recap the events of the tours and answer questions. Topics will include: soil conditions, harvest temperatures and weather-related impact, harvest equipment function, conditions and challenges relating to beet storage, consumer v.s. commercial sugar packaging. Several area sugarbeet farmers will be in attendance depending on weather and their own harvest status. Harrison Weber – Presenting. The entire time is spent covering officially-connected activity.

Thursday August 28, 2025

- 9:00 AM Check out of Radisson Hotel Fargo. Josh Ricken, Ashlyn, Rockey, Joise McLaurin: Flight #DL 3650 departs at 10:54 am from FAR - Fargo, ND. Flight #DL 2963 arrives at DCA - Washington, DC at 5:59 pm. Thomas Newberry: Flight #UA5371 departs at 10:55 AM from FAR - Fargo, ND. Flight #UA2306 arrives at DCA - Washington, DC at 5:01 PM.

Speakers noted above in order of appearance. Harrison Weber and possibly Joe Hastings will be along during transportation on bus. *

Harrison Weber – Executive Director of RRVSGA and RRV Education Foundation Executive Director
 Tom Astrup – President & CEO – American Crystal Sugar Company
 Brent Baldwin – Sugarbeet Grower and President – Red River Valley Sugarbeet Growers Association.
 Chuck Johnson – Sugarbeet Grower
 Aaron Bjerke – Moorhead Factory Plant Manager – American Crystal Sugar Company
 Joe Hastings – General Agronomist – American Crystal Sugar Company
 David Aarends – Sugarbeet Grower

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: Red River Valley Sugarbeet Education Foundation
2. Name of your organization: Red River Valley Sugarbeet Growers Association
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: Fargo, North Dakota on Date: 8.27.2025
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: 7.21.2025

Name: Brent Baldwin Title: President

Organization: Red River Valley Sugarbeet Growers Association

Address: 1401 32nd Street SW - Fargo, North Dakota 58103

Telephone: 7012394151 Email: baldwinfarmsinc@gmail.com

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

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: Jack Long

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): Michelle Fischbach

Office Address: 2229 Rayburn HOB Washington, DC 20515

Telephone Number: 660-221-6577

Email Address of Contact Person: jack.long@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: Jack Long
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Red River Valley Sugarbeet Education Foundation
3. City and State **OR** Foreign Country of Travel: Fargo North Dakota
4. a. Date of Departure: 08/26/2025 Date of Return: 08/27/2025
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.**
This trip is an indepth overview of sugarbeet production and what goes into harvest and storage of the crop. With Minnesota's 7th Congressional district being one of the largest producing Congressional districts for sugarbeets, participating on this trip is important I am also the agriculture legislative assistant, so participating is crucial.
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: 7/23/2025

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) 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:

Red River Valley Sugarbeet Education Foundation

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: _____

Red River Valley Sugarbeet Growers Association

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): _____

To learn about sugarbeet farming, harvesting, storage, processing and related science.

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

6. Date of Departure: 8.26.2025 Date of Return: 8.27.2025

7. a. City of departure: Washington, DC

b. Destination(s): Fargo, ND

c. City of return: Washington, DC

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 Red River Valley Sugarbeet Education Foundation organizes the activities for this event. We teach aspects of sugarbeet farming, harvesting, storage, processing & related science. The Red River Valley Sugarbeet Growers Association assists in planning & conducting the tour.

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): _____
 \$62 per day. \$15 breakfast, \$19 Lunch, \$28 supper
 - 2) Provide the reason for selecting the location of the event or trip: _____
 The Red River Valley is the primary & largest growing region in the U.S. for sugarbeets.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility: \$110 + tax

Hotel Name: Radisson City: Fargo Cost Per Night: _____

Reason(s) for Selecting: Location / convenience / meeting rooms for meals and meetings

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	\$623.36	\$110 + tax	\$62
For each Accompanying Family Member			

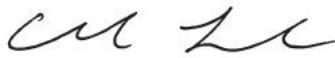
	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$62 / \$19	Meeting Room & AV / Local Van Transportation
For each Accompanying Family Member		

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: 7.21.2025
 Name: Chad Leach Title: President
 Organization: Red River Valley Sugarbeet Education Foundation, Inc.
 Address: 1401 32nd Street SW Fargo, ND 58103
 Email: cleach9770@gmail.com Telephone: 7012394151

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or 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: Red River Valley Sugarbeet Education Foundation
2. Name of your organization: Red River Valley Sugarbeet Growers Association
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: Fargo, North Dakota on Date: 8.27.2025
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: 7.21.2025

Name: Brent Baldwin Title: President

Organization: Red River Valley Sugarbeet Growers Association

Address: 1401 32nd Street SW - Fargo, North Dakota 58103

Telephone: 7012394151 Email: baldwinfarmsinc@gmail.com

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



1401 32nd Street SW - Fargo, North Dakota 58103 701.239.4151

Please join us for . . .

SUGAR 101: The Industry A – Z

Wednesday August 27th, 2025



**Live Sugarbeet Harvest
Piling Station / Storage
Processing Plant & Packaging
Interact With Actual Farmers**

Sponsored by the Red River Valley Sugarbeet Education Foundation
Point of Contact: Harrison Weber ♦ hweber@rrvsga.com ♦ 701.239.4151

- * Reasonable and necessary trip expenses are provided by the Red River Valley Sugarbeet Education Foundation
- ** Please reply to confirm your interest and intentions in attending our Educational Program in the Red River Valley

2025 RRV Education Foundation Participants ALL

Jack Long
Legislative Assistant
MN Congresswoman Michelle Fischbach
202-225-2165
jack.long@mail.house.gov

Josie McLaurin
Legislative Assistant
WA Congressman Dan Newhouse
202-225-5816
josie.mclaurin@mail.house.gov

Thomas Newberry
Policy Analyst
House Committee on Agriculture
202-225-2171
thomas.newberry@mail.house.gov

Josh Ricken
Legislative Assistant
SC Congressman Russell Fry
202-225-9895
josh.ricken@mail.house.gov

Dominick Porcella
Legislative Assistant
NY Congressman Andrew Garbarino
202-225-7896
dominick.porcella@mail.house.gov

Kian Rajaeian
Legislative Correspondent
AZ Congresswoman Yassamin Ansari
202-225-4065
kianrajaeian@mail.house.gov

Ashlyn Rockey
Staff Assistant
CO Congressman Jeff Hurd
771-223-7198
Ashlyn.rockey@mail.house.gov

AGENDA: Red River Valley Sugarbeet Education Foundation Tour

Tuesday August 26, 2025

- 12:00 PM Flight Departs Washington, DC 12:00 PM, Flight arrives in Fargo, ND at 3:37 PM.
- 4:00 – 4:30 Harrison to pick participants up and bring to Radisson Hotel Fargo.
- 4:30 – 6:00 Check in to Hotel.
- 6:00 – 8:30 Working Supper – Radisson Hotel Fargo. The supper meeting will include a Welcome, and Introductions and presentations– Harrison Weber – Executive Director of RRV Education Foundation. Sugarbeet production overview presentation – The History of Sugarbeet Production in the RRV and how it has changed. – Tom Astrup – American Crystal Sugar Cooperative (ACSC) CEO. Harrison to lead a discussion about the industry following Tom’s presentation. Entire time is spent covering officially-connected activity.

Wednesday August 27, 2025

- 7:00 – 8:00 Working Breakfast – Radisson Hotel Fargo. The breakfast meeting will show the equipment participants will be seeing and riding in and explain what they are used for. We will go over safety requirements and provide a review of the events for the day as well as answering initial questions. Neil Rockstad – Grower, President RRVSGA Presenting. The entire time is spent covering officially-connected activity.
- 8:00 – 8:45 Depart hotel & drive to RKO Farms Sugarbeet Field, West of Ada, MN. Approximately 44 miles Northeast of Fargo, ND.
- 8:45 – 10:30 Arrive at RKO Farm. Ryan and his family will be harvesting and delivering to the “Ada West”, an outside receiving station. Observe sugarbeet harvest operations. Ride along in a defoliator, a harvester, and a beet truck. Riding along in equipment shows participant each step of the sugarbeet harvesting process. It is vital to understand modern production practices farmers use and the challenges farmers face.
- 10:30 – 10:45 Depart/Travel to “Ada West” Receiving Station. Station is approximately Northeast of Fargo 44 miles.
- 10:45 – 11:00 Observe outside receiving station, storage and airflow related to Sugarbeet storage. It is important for participants to understand how many people it takes to safely operate these rural piling sites and how sugarbeets should be properly stored in order to make a high-quality product. – Joe Hastings – ACSC General Agronomist presenting on sugarbeet storage.
- 11:00 – 12:00 Depart / Travel to Moorhead Sugar Factory.
- 12:00 – 12:30 Working Lunch - Arrive at American Crystal Sugar Co. Sugar Factory, Moorhead, MN. Participants will watch a video giving a virtual processing plant tour overview, and the sugar packaging area and hear about the Technical Services Center. The 16 minute video can be viewed at https://rrvsga-my.sharepoint.com/:f/g/personal/hweber_rrvsga_com1/Es7OCggNWJplsKMVS-hslA4B5aL591dSO5HbX4ju10R5_A Aaron Bjerke – Factory Manager will lead a discussion of the specific processing techniques and equipment used in the factory following the video for the remainder of the time. The entire time is spent covering officially-connected activity.
- 12:30 – 2:00 American Crystal Sugar Processing Plant Tour. Aaron Bjerke will lead a walkthrough tour of the sugar factory and sugar packaging plant. Participants will see where sugarbeets are processed into sugar, and how they are packaged into consumer sized bags. This is relevant to see because it will complete the circle from the farmer, to the processor, and onto the grocery store shelves. It also helps to learn about the logistical constraints that the industry needs to overcome to make sure consumers have access to sugar.
- 2:00 – 2:30 Depart to Fargo Airport
- 2:30 – 10:01 Flight departs at 4:18 PM from Fargo. Flight arrives in Washington, DC at 10:01 PM. Participants will want to freshen up after the day at hotel prior to supper. They will likely be muddy/dusty from being in the fields and riding in tractors.

Speakers noted above in order of appearance. Harrison Weber and possibly Joe Hastings will be along during transportation on bus.

Harrison Weber – Executive Director of RRVSGA and RRV Education Foundation Executive Director

Tom Astrup – President & CEO – American Crystal Sugar Company

Brent Baldwin – Sugarbeet Grower and President – Red River Valley Sugarbeet Growers Association.

Ryan Olson – Sugarbeet Grower

Aaron Bjerke – Moorhead Factory Plant Manager – American Crystal Sugar Company

Joe Hastings – General Agronomist – American Crystal Sugar Company

AGENDA: Red River Valley Sugarbeet Education Foundation Tour

Tuesday August 26, 2025

- 11:35 A.M. Jack Long, Josh Ricken, Ashlyn, Rockey, Joise McLaurin: Flight #DL 2958 Departs DCA - Washington, DC at 12:00 PM, Flight #DL 3834 arrives at FAR - Fargo, ND at 3:37 PM.
Thomas Newberry: Flight #UA5959 Departs BZN - Bozeman, MT at 10:37 AM, Flight #UA4629 arrives at FAR - Fargo, ND at 4:32 PM.
- 4:54 – 5:15 Harrison to pick participants up and bring to Radisson Hotel Fargo.
- 5:15 – 6:30 Check in to Hotel.
- 6:30 – 8:30 Working Supper – Radisson Hotel Fargo. The supper meeting will include a Welcome, and Introductions and presentations– Harrison Weber – Executive Director of RRV Education Foundation. Sugarbeet production overview presentation – The History of Sugarbeet Production in the RRV and how it has changed. – Tom Astrup – American Crystal Sugar Cooperative (ACSC) CEO. Harrison to lead a discussion about the industry following Tom’s presentation. Entire time is spent covering officially-connected activity.

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- 2:00 – 2:30 Depart / Travel to Jimmie Nelson Field Site – Sugarbeet Grower, Jimmy farms Southeast of Fargo 5 miles.
- 2:00 – 2:30 Jack Long Depart / Travel to Fargo Airport. Flight DL 3834 departs at 4:18 PM from (FAR) Fargo, ND. Flight DL 2962 arrives in (DCA) Washington, DC at 10:01 PM.
- 2:30 – 4:45 Arrive at Jimmie Nelson Field Site – Jimmie Nelson delivers directly to the Moorhead Factory. Observe sugarbeet harvest operations. Opportunity to ride in different equipment than in the morning.

Participants will ride in a different piece of equipment to fully understand the harvesting process and the challenges that farmers face when harvesting sugarbeets.

4:45 – 5:15

Depart back to Fargo.

5:15 – 6:00

Participants will want to freshen up after the day at hotel prior to supper. They will likely be muddy/dusty from being in the fields and riding in tractors.

6:00 – 6:15

Walk to supper venue.

6:15 – 8:00

Supper / Meeting –The Boiler Room Restaurant, Fargo, ND. 210 Roberts Alley, Fargo, ND 58102. Recap the events of the tours and answer questions. Topics will include: soil conditions, harvest temperatures and weather-related impact, harvest equipment function, conditions and challenges relating to beet storage, consumer v.s. commercial sugar packaging. Several area sugarbeet farmers will be in attendance depending on weather and their own harvest status. Harrison Weber – Presenting. The entire time is spent covering officially-connected activity.

Thursday August 28, 2025

9:00 AM

Check out of Radisson Hotel Fargo. Josh Ricken, Ashlyn, Rockey, Joise McLaurin: Flight #DL 3650 departs at 10:54 am from FAR - Fargo, ND. Flight #DL 2963 arrives at DCA - Washington, DC at 5:59 pm. Thomas Newberry: Flight #UA5371 departs at 10:55 AM from FAR - Fargo, ND. Flight #UA2306 arrives at DCA - Washington, DC at 5:01 PM.

Speakers noted above in order of appearance. Harrison Weber and possibly Joe Hastings will be along during transportation on bus. *

Harrison Weber – Executive Director of RRVSGA and RRV Education Foundation Executive Director

Tom Astrup – President & CEO – American Crystal Sugar Company

Brent Baldwin – Sugarbeet Grower and President – Red River Valley Sugarbeet Growers Association.

Ryan Olson – Sugarbeet Grower

Aaron Bjerke – Moorhead Factory Plant Manager – American Crystal Sugar Company

Joe Hastings – General Agronomist – American Crystal Sugar Company

Jimmie Nelson – Sugarbeet Grower

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

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August 21, 2025

Mr. Jack Long
Office of the Honorable Michelle Fischbach
2229 Rayburn House Office Building
Washington, DC 20514

Dear Mr. Long:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Fargo, North Dakota, scheduled for August 26 to 27, 2025, sponsored by the Red River Valley Sugarbeet Education Foundation and the Red River Valley Sugarbeet Growers Association.

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:kjf