

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: Jacqueline Schmitz
2. a. Name of Accompanying Relative: _____ **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: September 14, 2025 Return: September 15, 2025
b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: Washington, DC Destination: Boston, MA Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: American Public Transportation Association
6. Describe Meetings and Events Attended: Opening keynote on transit industry updates; transit sector exhibits; panel on state of good repair project delivery; Congressional staff panel; remarks from FTA Administrator Molinaro
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: Jacqueline A. Schmitz Date: 9/29/25

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: RICK LARSEN Date: 9/29/25

Signature of Supervising Member: Rick Larsen

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: American Public Transportation Association (APTA)

2. Travel Destination(s): Boston, MA (BOS)

3. Date of Departure: Sunday, September 14, 2025 Date of Return: Monday, September 15, 2025

4. Name(s) of Traveler(s): Jackie Schmitz

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	\$504.86	\$389	\$20.32	N/A
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: Taria Barron Digitally signed by Taria Barron
Date: 2025.09.29 11:32:20 -04'00' Date: 09/29/2025

Name: Taria Barron Title: General Counsel

Organization: American Public Transportation Association (APTA)

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

Address: 1301 I Street NW, Suite 1200 East, Washington, DC 20005

Telephone: (202) 496-4808 Email: tbarron@apta.com

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

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

COMMITTEE ON ETHICS

TRAVELER FORM

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: Jacqueline Schmitz

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: Jacqueline A. Schmitz

Name of Signatory (if other than traveler): Jacqueline Schmitz

For Staff (name of employing Member or Committee): Committee on Transportation and Infrastructure

Office Address: 2164 Rayburn House Office Building

Telephone Number: 202-302-8713

Email Address of Contact Person: jackie.schmitz@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: Jacqueline Schmitz
2. Sponsor(s) who will be paying or providing in-kind support for the trip: American Public Transportation Association
3. City and State **OR** Foreign Country of Travel: Boston, MA
4. a. Date of Departure: Sunday, September 14, 2025 Date of Return: Monday, September 15, 2025
b. Yes No Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: _____
5. a. Yes No Will you be accompanied by a family member at the sponsor's expense? **If yes:**
(1) Name of Accompanying Family Member: _____
(2) Relationship to Traveler: Spouse Child Other(specify): _____
(3) Yes No Accompanying Family Member is at least 18 years of age?
6. a. Yes No Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?
b. **If yes, and you are requesting lodging for two nights, explain why the second night is warranted:**

7. Yes No *Primary Trip Sponsor Form* is attached, including agenda, invitation, invitee list, and any other attachments and Additional Sponsor Forms.

NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.

8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. **Staff should include their job title and how the activities on the itinerary relate to their duties.**
I will participate in a panel called "Congress and the Year Ahead for Infrastructure Investment." As Staff Director for the Subcommittee on Highways and Transit, the panel and conference events will allow me to hear from a wide array of stakeholders about how federal policies and programs are working. The will be particularly useful as the Committee is beginning work on the surface transportation reauthorization.

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: 8/12/25

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: _____

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 Addendum for list of invitees. Each invitee works for a committee or Member with purview over public transportation appropriations or authorizations.

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

6. Date of Departure: _____ Date of Return: _____

7. a. City of departure: _____

b. Destination(s): _____

c. City of return: _____

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:

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): _____

2) Provide the reason for selecting the location of the event or trip: _____

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

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

Reason(s) for Selecting: _____

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 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			
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		
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: Paul P. Skontelas Date: _____
 Name: _____ Title: _____
 Organization: _____
 Address: _____
 Email: _____ Telephone: _____

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

**AMERICAN PUBLIC TRANSPORTATION
ASSOCIATION**

2025 TRANSFORM CONFERENCE

US HOUSE OF REPRESENTATIVES STAFF INVITE LIST

NAME	TITLE	HOUSE COMMITTEE
House Committee on Appropriations, House Subcommittee on Transportation, Housing and Urban Development, and Related Agencies		
1. Christina Monroe	Democratic Clerk	Appropriations Committee Staff
2. Doug Disrud	Republican Staff Director and Clerk	Appropriations Committee Staff
3. Avery Pierson	Majority Professional Staff	Appropriations Committee Staff
House Committee on Transportation and Infrastructure, Subcommittee on Highways and Transit		
4. Jackie Schmitz	Democratic Staff Director	Authorizing Committee Staff
5. Mira Lezell	Republican Staff Director	Authorizing Committee Staff
6. Laney Allen	Majority Senior Professional Staff	Authorizing Committee Staff
House Committee on Transportation and Infrastructure, Subcommittee on Railroads, Pipelines, and Hazardous Materials		
7. Frances Bourne	Democratic Staff Director	Authorizing Committee Staff
8. Mark Ratto	Majority Professional Staff Member	Authorizing Committee Staff
Other House Offices		
9. Michelle Ortega	Policy Counsel	Member Staff
10. Valerie Bynog	Legislative Assistant	Member Staff

**AMERICAN PUBLIC TRANSPORTATION
ASSOCIATION**

2025 TRANSFORM CONFERENCE

CONGRESSIONAL STAFF ITINERARY

September 14 – September 15, 2025

DATE / TIME	ACTIVITY	DESCRIPTION
9/14/2025	Flight to Boston	Depart DCA/IAD: 1:00-5:00 pm Arrive BOS: 3:00-8:00 pm
	Arrive Omni Boston Hotel	3:30-8:30 pm
9/15/2025	Conference	
8:30 – 10:00 am	Opening Ceremony and Keynote Address with Bert Jacobs	<p>The opening session will feature an important and thought-provoking message from our keynote speaker, Bert Jacobs. The session will also feature APTA Leadership and the Massachusetts Bay Transportation Authority, setting the stage for the exciting content ahead.</p> <p>President's Welcome: Paul P. Skoutelas, President and CEO, American Public Transportation Association</p>

DATE / TIME	ACTIVITY	DESCRIPTION
10:00 – 11:00 am	Exhibit Hall Grand Opening/Coffee Break	<p>The latest in Public Transportation Products and Innovation – Attendance at the Showcase is voluntary.</p>
11:00 – 12:00 pm	Conference Sessions	<p>Session List:</p> <ul style="list-style-type: none"> • Next-Gen AI in Transit: Strategies, Simulations & Scenarios • Federal/State/Local Partnerships in Funding Transit Operating and Capital Programs • Climate Resiliency & Sustainability • Safe, Clean, Efficient Transit • Advocacy Comms/Economic Impact Storytelling • Breaking Barriers to Workforce Mobility
12:00 – 2:00 pm	Exhibit Hall	<p>Visit the Exhibit Hall Showcase. No other activities during this time and attendance is voluntary.</p>
2:00 – 3:00 pm	Congress and the Year Ahead in Federal Infrastructure Investment	<p style="text-align: center;">Congress and the Year Ahead in Federal Infrastructure Investment</p> <p>Hear from Congressional staff from key transportation committees and offices regarding the current status of major transportation-related legislation, including the pending FY 2026 appropriations, and plans in Congress for next year.</p> <p>Congressional Staff Panel (Note: This discussion is off the record and not for attribution.)</p>

DATE / TIME	ACTIVITY	DESCRIPTION
3:00 – 4:00 pm	Sweet Treats at the Showcase	
4:00 – 5:00 pm	General Session - Federal Partners Update	<p style="text-align: center;">General Session - Federal Partners Update</p> <p style="text-align: center;">General Session to learn about our Federal partners' current initiatives and priorities.</p>
5:30 pm	Adjourn	
9/15/2025	Flight to Washington	Depart BOS: 4:00 - 6:00 pm Arrive DCA/IAD: 6:00 - 8:00 pm

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>

September 12, 2025

Ms. Jacqueline Schmitz
Committee on Transportation and Infrastructure
2164 Rayburn House Office Building
Washington, DC 20515

Dear Ms. Schmitz:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Boston, Massachusetts, scheduled for September 14 to 15, 2025, sponsored by American Public Transportation Association. We remind you that, because the trip sponsor employs a federal lobbyist, you may participate in officially-connected activity on one calendar day only.

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:nl



**American
Public Transportation
Association**

July 10, 2025

Jackie Schmitz
Democratic Staff Director
House Committee on Transportation and Infrastructure
Subcommittee on Highways and Transit
2165 Rayburn House Office Building
Washington, DC 20515

Dear Ms. Schmitz:

The American Public Transportation Association (APTA) is a nonprofit international association of 1,600 public- and private-sector organizations that represent a \$79 billion industry that directly employs 430,000 people and supports millions of private-sector jobs. It is our pleasure to invite you to APTA's TRANSform Conference, September 14-September 17, 2025, to be held at the Boston Convention & Exhibition Center in Boston, Massachusetts.

Specifically, we invite you to participate in a Congressional staff session: Congress and the Year Ahead in Infrastructure Investment. This session is scheduled for Monday, September 15. This session will provide a great opportunity to discuss your Committee's priorities and initiatives and discuss the upcoming surface transportation authorization legislation. We also invite you to attend any of the other educational sessions at the Conference.

We expect thousands of public-sector and private industry transit professionals will join us at the Conference. The APTA TRANSform Conference serves as the premier gathering for public transportation experts to participate in workshops, undergo technical tours, and connect with peers. Distinguished speakers and informative sessions will explore state-of-the-art trends, revolutionary technology, workforce development, innovative financing, safety, security, and more.

APTA will provide you with hotel accommodations and meals, as well as roundtrip airfare between Washington, DC, and Boston, MA, in accordance with Congressional ethics rules. We will follow up with additional information as necessary to facilitate approval from the Committee on Ethics.

EXECUTIVE COMMITTEE

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Leanne Redden VICE CHAIR

Jeffrey Wharton SECRETARY-TREASURER

Michele Wong Krause IMMEDIATE PAST CHAIR

PRESIDENT AND CEO

Paul P. Skoutelas

1300 I Street NW | Suite 1200 East | Washington, DC 20005

(202) 496-4800 | APTA.COM

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Ms. Jackie Schmitz

July 10, 2025

Page 2

If you have any questions about the Conference, please contact Jared Bonina, Policy Analyst, Policy Development & Research, Government Affairs and Advocacy, at jbonina@apta.com or 202.496.4873.

Thank you in advance for considering this opportunity to discuss legislative issues of importance to APTA's members. We know our members would benefit greatly from your insights and the information you can share.

Sincerely,



Paul P. Skoutelas
President and CEO