

COMMITTEE ON ETHICS

EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

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

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

1. Name of Traveler: _____
2. a. Name of Accompanying Relative: _____ **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: _____ Return: _____
b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: _____ Destination: _____ Return City: _____
5. Sponsor(s), Who Paid for the Trip: _____
6. Describe Meetings and Events Attended: _____

7. Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box*:
 - a. a completed *Sponsor Post-Travel Disclosure Form*;
 - b. the *Primary Trip Sponsor Form* completed by the trip sponsor **prior** to the trip, **including all** attachments **and** the *Additional Sponsor Form(s)*;
 - c. page 2 of the completed *Traveler Form* submitted by the employee; **and**
 - d. the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda. *Signify statement is true by checking the box.*
b. If not, explain: _____

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

Signature of Traveler: _____ Date: _____

I authorized this travel in advance. I have determined that all of the expenses listed on the attached *Sponsor Post-Travel Disclosure Form* were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

Name of Supervising Member: _____ Date: _____

Signature of Supervising Member: *Katherine M. Clark*

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: Global Women's Innovation Network "GlobalWIN"

2. Travel Destination(s): New York City, NY

3. Date of Departure: Monday, March 30, 2026 Date of Return: Tuesday, March 31, 2026

4. Name(s) of Traveler(s): Kaitlin Makuski, Lisa Mortier, Taylor Smith, Kristen Sonderegger, Deena Tauber

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	\$548.16	\$281.00	\$164.27	
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: April 6, 2026

Name: Helen Milby Title: Co-Founder & President

Organization: Global Women's Innovation Network "GlobalWIN"

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

Address: 600 Pennsylvania Avenue SE | Suite 410 | Washington, DC 20003

Telephone: 301-518-6336 Email: andrea@mietusevents.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

1. Name of Traveler: Taylor Smith
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Global Women's Innovation Network "GlobalWIN"
3. City and State **OR** Foreign Country of Travel: New York City, New York
4. a. Date of Departure: 3/30/26 Date of Return: 3/31/26
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 work on tax, trade, and financial services policy issues for the Congresswomen. I will be meeting with financial institutions and companies to discussed financial regulation and other key industry issues.

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: 2/26/26

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:
Global Women's Innovation Network "GlobalWIN"
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): Please see attached.
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of Departure: Monday, March 30, 2026 Date of Return: Tuesday, March 31, 2026
7. a. City of departure: Washington, DC
b. Destination(s): New York City, NY
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:
Please 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): \$69.00 based on the per diem allotted on day two following a full day of programming before departing NYC.
 - 2) Provide the reason for selecting the location of the event or trip: New York City remains an exceptional hub where each visit allows for meaningful dialogue and fresh insights across workforce development, financial services, AI, female leadership, and technological innovation.

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

Hotel Name: The Ned NoMad City: New York City, NY Cost Per Night: \$281.00
 Reason(s) for Selecting: Located close to the Monihan train station and midtown

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	\$750.00	\$281.00	\$165.00
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:  Date: February 17, 2026
 Name: Helen Milby Title: Co-Founder & President
 Organization: Global Women's Innovation Network "GlobalWIN"
 Address: 600 Pennsylvania Avenue, SE | Suite 410 | Washington, DC 20003
 Email: andrea@mietusevents.com Telephone: 3015186336

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

GlobalWIN #4

To the start of 2026, GlobalWIN will host a two-day program in New York City on March 30–31, convening 10–15 senior female congressional staff members from both Republican and Democratic offices in the United States Senate and the United States House of Representatives. This two-day trip will feature a curated series of meetings and site visits focused on key issues at the intersection of financial regulation, technological innovation, AI, and workforce development. The New York program is designed to integrate all tiers of GlobalWIN’s leadership and professional development programming, providing participants with a unique opportunity to engage directly with industry thought leaders and explore emerging trends shaping the innovation-driven economy.

Through this bipartisan convening, GlobalWIN will bring together a distinguished cohort of senior women staffers—professionals with diverse, high-impact portfolios who play a critical role in advancing policy priorities and fostering innovation across sectors.

First	Last	Title	Office/Committee
Jude	Al Hmoud	Deputy Chief of Staff	Office of Rep. Ashley Hinson (IA-02)
Liz	Amster	Chief of Staff	
Hillary	Beard	Chief of Staff	Office of Rep. Terri Sewell (AL-07)
Caroline	Bender	Chief of Staff	Office of Rep. Erin Houchins (IN-09)
Brooke	Bennett	Chief of Staff	Office of Rep. French Hill (AR-02)
Savannah	Bolender	Legislative Director	Office of Rep. Michelle Fischbach (MN-07)
Lorissa	Bounds	Chief of Staff	Office of Rep. Jay Obernolte (CA-23)
Lacey	Bowersox	Legislative Director	Office of Rep. Mike Bost (IL-12)
Cara	Camacho	Chief of Staff	Office of Rep. Jim Himes (CT)
Emma	Campbell	Operations Director	Office Of Representative Steny Hoyer
Monika	Conrad	Legislative Director	Office of Rep. Chuck Edwards (NC-11)
Laura	Cottrell	Chief of Staff	Office of Rep. Angie Craig (MN-02)
Michelle	Dorothy	Chief of Staff	Office of Rep. Chrissy Houlahan (PA-06)
Laura	Engquist	Chief of Staff	Office of Rep. Troy Balderson
Perry	Hamilton	Deputy Member Services and Outreach Director	House Committee on Energy and Commerce
Molly	Harper	Deputy Chief of Staff	Office of Sen. Bernie Moreno (OH)
Molly	Harris-Stevens	Molly.Harris@mail.house.gov	Office Rep. Jake Ellzey (TX-06)
Maeve	Healy	Chief of Staff	Office of Grace Meng (NY-06)
Leighton	Huch	Policy Director	NewDem Coalition
Chloe	Hunt	Chief of Staff	Office of Rep Sean Casten (IL-06)
Megan	Jackson	Staff Director	House Committee on Energy and Commerce

Robin	Juliano	Policy Director	Office of Whip Katherine Clark (MA-05)
Kate	Kenworthy	Chief of Staff	Office of Rep. Kevin Mullin (CA-15)
Yujin	Lee	Chief of Staff	Office of Rep. Rob Menendez (NJ-08)
Kaitlin	Makuski	Coalitions Coordinator	Office of House Speaker Rep. Mike Johnson (R-LA)
Margaret	McInnis	Staff Director	Office of Rep. Marcy Kaptur (OH-09)
Lisa	Mortier	Senior Advisor	Office of House Committee on Oversight and Accountability/ Office of Rep. James Comer (KY-01)
Brooke	Oliver	Personal Office Chief of Staff	Office of Rep. August Pfluger (TX-11)
Louise	O'Rourke	Chief of Staff	Office of Rep. Kim Schrier (WA-08)
Armita	Pedramrazi	Chief of Staff	Office of Rep. Mary Gay Scanlon (PA-07)
Jessica	Proud	Chief of Staff	Office of Rep. Nick Langworthy (NY-23)
Becky	Salay	Chief of Staff	Office of Rep. Rosa L. DeLauro (CT-03)
Sophie	Seid	Communications Director	Office of Rep. Ashley Hinson
Taylor	Smith	Policy Advisor	Office of Whip Katherine Clark (MA-05)
Hannah	So	Legislative Director	Office of Rep. Laurel Lee (FL-15)
Amy	Soenksen	Chief of Staff	Office of Rep. Morgan McGarvey (KY-03)
Kristen	Sonderegger	Director of Operations	Office of Rep. Jen Kiggans (VA-02)
Hannah	Spengler	Chief of Staff	Office of Rep. Donald Davis (NC-01)
Jo	Stiles	Chief of Staff	Office of Rep. Joe Morelle (NY-25)
Deena	Tauster	Chief of Staff	Office of Rep. Andrew Garbarino (NY-02)
Kirby	Tidmore	Policy Director	Republican Policy Committee
Jessica	Vaughn	Chief of Staff	Office of Rep. Seth Magaziner
Blakely	Wall	Chief of Staff	Office of Rep. Janelle Bynum (OR-05)
Kayla	Williams	Chief of Staff	Office of Rep. Gregory W. Meeks (NY-05)



2026 NYC Bicameral Staff Delegation Trip Itinerary Monday March 30th-Tuesday, March 31st

Monday, March 30, 2026

7:20 AM Meet at Washington Union Station

8:00 AM Depart Washington Union Station (WAS) for New York
Acela #2104

11:01 AM Arrival in NYC Moynihan Train Hall (NYP)

11:15 AM *[30-minute drive to Uber]*

11:45 AM

12:00 PM Commitment to Safety Conversation and Lunch at Uber

1:30 PM **Location:** 175 Greenwich St – (Lunch costs will be covered by GlobalWIN)

Overview: Congressional staff will visit with executives who will talk about Uber's commitment to safety, their safety tools and their women's preference feature.

Featured Speakers: Yifan Shen, Lead Product Manager, Safety, Uber; Hannah Nilles, Global Head of Safety Operations, Uber

1:40 PM *[5-minute walk to 9/11 Memorial & Museum Tour]*

1:45 PM

2:00 PM 9/11 Memorial & Museum Tour

3:30 PM **Location:** 180 Greenwich St

Overview: Congressional staff will visit the National September 11th Memorial & Museum for a discussion on how public institutions, policy leadership, and civic partnerships helped establish and sustain one of the nation's most significant memorial and educational initiatives. GlobalWIN will be provided a guided tour by Executive Director Chris Mendoza who will share the story of the Foundation and update on the continued growth and impact of this Memorial and Museum.

Featured Speaker & Guide: Chris Mendoza, Executive Director, National September 11 Memorial & Museum

3:30 PM *[30-minute drive to The Ned Nomad]*

4:00 PM

4:00 PM Doors Open for Madrigal Panel

4:30 PM **Madrigal Executive Healthcare Panel**

5:30 PM **Location:** *The Ned Nomad: The RWB Room*

Congressional staff will meet with the founder of Madrigal Pharmaceuticals, Rebecca Taub, along with top female executives who are leading the company's strong, women-forward presence in the pharmaceutical industry. During the meeting, they will share the company's beginnings in 2011, when Madrigal was women led at the top. They will discuss how that early leadership helped shape the company's mission, culture, and commitment to innovation in developing treatments for serious diseases.

Featured Speakers: Becky Taub, Madrigal Founder; Mardi Dier, Chief Financial Officer, Madrigal; Carole Huntsman, Chief Commercial Officer, Madrigal; Shannon Kelley, General Counsel, Madrigal

6:15 PM *[30-minute drive or 11-minute subway ride to The Quality Bistro]*

6:45 PM

7:00 PM **GlobalWIN Keynote Dinner joined by GlobalWIN Allies and Friends**

9:00 PM **Address:** *Quality Bistro: 120 W 55th St*

Stellene Volandes is known for encouraging women to lead with both confidence and purpose, emphasizing the importance of using their voices in high-stakes decision-making environments. Drawing from her unique path in medicine and media, she highlights the value of clear communication, empathy, and storytelling in shaping policy and influencing others. She is a strong example of what GlobalWIN strives for, stressing the importance of mentorship, resilience, and supporting other women, and reminding them that leadership is not just about position, but about impact, integrity, and the courage to speak up and drive meaningful change. Other guests joining us are speakers from Monday's and Tuesday's programming and other allies and friends that are a part of the GlobalWIN community that are based in NY and the surrounding areas.

Featured Speaker: Stellene Volandes, Editor-in-Chief, Town & Country Magazine

Tuesday, March 31, 2026

7:15 AM Breakfast available at the Ned

8:00 AM Depart The Ned

8:00 AM *[20-minute drive to Target]*

8:20 AM

8:30 AM **Concept Store Tour and Conversation at Target**

10:30 AM **Location:** *600 Broadway*

Overview: Congressional staff will visit the Target SoHo concept store, a purpose-built space designed to explore the future of retail and customer engagement. The store serves as a living laboratory for Target's approach to innovation, combining fashion, beauty, home, and lifestyle in integrated, concept-driven zones. Rather than a traditional retail experience, the space highlights the company's experiments with design, seasonal merchandising strategies, and trend curation, providing insight into how Target translates emerging consumer behaviors into actionable concepts. The visit will offer a behind-the-scenes look at how Target is testing new ideas, elevating experiences, and shaping the evolution of the brand in an increasingly dynamic and competitive retail landscape. Gigi will share the importance that innovation thrives when diverse voices are empowered to experiment and collaborate. These stores are more than retail—they are platforms for testing new ideas, shaping the future of the brand, and creating opportunities for women to lead and influence at every level.

Featured Speaker: GiGi Guerra, Vice President of Marketing, Target

10:30 AM [20-minute drive to BNY]

10:50 AM

11:00 AM Program and Lunch at BNY

1:00 PM Location: 240 Greenwich Street (**Lunch costs will be covered by GlobalWIN**)

Overview: Congressional staff will visit the headquarters of America's oldest bank, BNY, view artifacts from the bank's founder, Alexander Hamilton, and tour their Cyber, Technology and Operations Center. Participate in an AI-teach in and fireside chat with Leigh-Ann Russell, Chief Information Officer and Global Head of Engineering and Shannon Hobbs, Chief People Officer.

Featured Speakers: Leigh-Ann Russell, Chief Information Officer and Global Head of Engineering, BNY; Shannon Hobbs, Chief People Officer, BNY

1:00 PM [30-minute drive to JPMorgan Chase]

1:30 PM

1:30 PM AI Discussion at JPMorgan Chase

3:30 PM Location: 270 Park Ave

Overview: Congressional staff will receive an exclusive tour of JPMorgan Chase's technology centers and engage with senior executives discussing the firm's AI strategy.

Featured Speaker: Terah Lyons, Head of AI Policy, JPMC

3:40 PM [25-minute drive to Moynihan Train Hall]

4:05 PM

5:00 PM Depart NYC Moynihan Train Hall (NYP)

Acela #2167

NOTE: We will order dinner for the train ride back

7:56 PM Arrive Washington Union Station (WAS)

NYC Programming End

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GlobalWIN highlights the critical role of women in innovation through robust, year-round programming. Each year, GlobalWIN hosts more than 50 in-person and virtual panels, salon dinners, workshops, receptions, and delegations centered around three core pillars: Innovation Events, Career Development, and Global Partnership Building.

Through its upcoming delegation to New York, NY, GlobalWIN will highlight all three programming pillars by convening a bipartisan group of Senate and House staff working on workforce development, financial services, and technology innovation policy. During the two days of programming, participants will engage in roundtables, expert panels, and industry briefings focused on the policy implications of rapidly evolving technology and innovation.

The delegation will meet with companies at the forefront of innovation, female industry leaders, and senior executives while fostering bipartisan collaboration, cross-sector relationship building, and meaningful policy dialogue.

GlobalWIN is organizing and financially supporting all aspects of the delegation, including travel logistics, programming, meetings, speakers, and panel discussions.

Michael Guest, Mississippi
Chairman
Mark DeSaulnier, California
Ranking Member

Andrew R. Garbarino, New York
Ashley Hinson, Iowa
Nathaniel Moran, Texas
Brad Knott, North Carolina

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>

March 27, 2026

Ms. Taylor Smith
Office of the Honorable Katherine Clark
2368 Rayburn House Office Building
Washington, DC 20515

Dear Ms. Smith:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to New York, New York, scheduled for March 30 to 31, 2026, sponsored by the Women's Innovation Network (GlobalWIN).

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 \$525 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