# 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:** _____

*last updated 7/2023*

# 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: _____

_____

2. Travel Destination(s): _____
3. Date of Departure: _____ Date of Return: _____
4. Name(s) of Traveler(s): _____

   ***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 | | | | |
| 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:** _____

**Name:** _____ **Title:** _____

**Organization:** _____

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

**Address:** _____

**Telephone:** _____ **Email:** _____

***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.**

*last updated 7/2023*

# 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: _____

**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): _____

Office Address: _____

Telephone Number: _____

Email Address of Contact Person: _____

☐ 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: _____

2. Sponsor(s) who will be paying or providing in-kind support for the trip: _____

_____

3. City and State **OR** Foreign Country of Travel: _____

4. a. Date of Departure: _____ Date of Return: _____

   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 handle health and tax policy as the LD for a member of the Ways and Means Committee. In addition to handling energy and telecommunicatons policy, I would learn about innovation and development in the technology sector that will help me better understand the role of the federal government (and importantly Congress) in our relationship to create more economic growth.

_____

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:** _____

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): _____

   _____
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:**

| ☐ Actual Amounts<br>☐ 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: _____ 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.

**Private Sponsor Travel Certification Form: Supplemental**

**4.**

| First | Last | Title | Affiliation | Reason |
|---|---|---|---|---|
| Selene | Ceja | Deputy Legislative Director | Office of Representative Ro Khanna | As a Deputy Legislative Director for a member of the Committee on Oversight and Accountability, Ms. Ceja can provide insight on the government acquisition and use of artificial intelligence and emerging technologies and public cybersecurity precautions. |
| Robin | Cheung | Policy Advisor | Office of Representative Dan Goldman | As a Policy Advisor for a Member of the Committee on the Judiciary, Mr. Cheung can speak on federal privacy protections and regulations as they relate to technology and artificial intelligence. |
| Jack | Dent | Legislative Aide | Office of Representative Julia Letlow | As a Legislative Aide for a Member of the Committee on Appropriations, Mr. Dent can speak to federal grant funding for universities researching cutting edge technologies. |
| Luke | Dube | Legislative Director | Office of Representative Marc Veasey | As the Legislative Director for a Member of the Committee on Energy and Commerce, Mr. Dube can contribute to conversations about federal policy supporting nuclear and renewable energy generation. |
| Natalie | Hellmann | Professional Staff Member | House Committee on Energy and Commerce | As a Professional Staff Member for the Committee on Energy and Commerce, Ms. Hellmann can share insights on how content generated by artificial intelligence could be subject to name, image, and likeness protections. |
| Dylan | Irlbeck | Policy Advisor | Office of Representative Lori Trahan | As a Policy Advisor for a Member of the Committee on Energy and Commerce, Mr. Irlbeck can share insights on negotiations for federal regulatory frameworks governing frontier artificial intelligence. |
| Monica | Luna | Senior Policy Advisor | Office of Representative Sarah McBride | As a Senior Policy Advisor for a Member of the Committee on Foreign Relations, Ms. Luna can share insights on federal diplomacy and efforts to contain security threats posed by malicious actors with access to artificial intelligence and other cutting edge technologies. |
| Alan | McQuinn | Professional Staff Member | House Committee on Science, Space, and Technology | As a Professional Staff member for the Committee on Science, Space, and Technology, Mr. McQuinn can offer insights on possible applications for artificial intelligence within the federal government. |
| Dan | Miller | Professional Staff Member | House Committee on Energy and Commerce | As a Professional Staff Member for the Committee on Energy and Commerce, Mr. Miller can speak on federal regulations of wireless carriers and telecommunications infrastructure. |
| Kevin | Orellana | Legislative Assistant | Office of Representative Vince Fong | As a Legislative Assistant for a Member of the Committee on Transportation and Infrastructure, Mr. Orellana can speak to regulatory frameworks and safety measures for autonomous vehicles and AI-enabled transportation technologies. |

**Private Sponsor Travel Certification Form: Supplemental**

**4.**

| First | Last | Title | Affiliation | Reason |
|---|---|---|---|---|
| Selene | Ceja | Deputy Legislative Director | Office of Representative Ro Khanna | As a Deputy Legislative Director for a member of the Committee on Oversight and Accountability, Ms. Ceja can provide insight on the government acquisition and use of artificial intelligence and emerging technologies and public cybersecurity precautions. |
| Robin | Cheung | Policy Advisor | Office of Representative Dan Goldman | As a Policy Advisor for a Member of the Committee on the Judiciary, Mr. Cheung can speak on federal privacy protections and regulations as they relate to technology and artificial intelligence. |
| Jack | Dent | Legislative Aide | Office of Representative Julia Letlow | As a Legislative Aide for a Member of the Committee on Appropriations, Mr. Dent can speak to federal grant funding for universities researching cutting edge technologies. |
| Luke | Dube | Legislative Director | Office of Representative Marc Veasey | As the Legislative Director for a Member of the Committee on Energy and Commerce, Mr. Dube can contribute to conversations about federal policy supporting nuclear and renewable energy generation. |
| Natalie | Hellmann | Professional Staff Member | House Committee on Energy and Commerce | As a Professional Staff Member for the Committee on Energy and Commerce, Ms. Hellmann can share insights on how content generated by artificial intelligence could be subject to name, image, and likeness protections. |
| Dylan | Irlbeck | Policy Advisor | Office of Representative Lori Trahan | As a Policy Advisor for a Member of the Committee on Energy and Commerce, Mr. Irlbeck can share insights on negotiations for federal regulatory frameworks governing frontier artificial intelligence. |
| Monica | Luna | Senior Policy Advisor | Office of Representative Sarah McBride | As a Senior Policy Advisor for a Member of the Committee on Foreign Relations, Ms. Luna can share insights on federal diplomacy and efforts to contain security threats posed by malicious actors with access to artificial intelligence and other cutting edge technologies. |
| Alan | McQuinn | Professional Staff Member | House Committee on Science, Space, and Technology | As a Professional Staff member for the Committee on Science, Space, and Technology, Mr. McQuinn can offer insights on possible applications for artificial intelligence within the federal government. |
| Dan | Miller | Professional Staff Member | House Committee on Energy and Commerce | As a Professional Staff Member for the Committee on Energy and Commerce, Mr. Miller can speak on federal regulations of wireless carriers and telecommunications infrastructure. |
| Kevin | Orellana | Legislative Assistant | Office of Representative Vince Fong | As a Legislative Assistant for a Member of the Committee on Transportation and Infrastructure, Mr. Orellana can speak to regulatory frameworks and safety measures for autonomous vehicles and AI-enabled transportation technologies. |

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|---|---|---|---|---|
| August | Perry | Legislative Assistant | Office of Representative John Rutherford | As a Legislative Assistant for a Member of the Committee on Appropriations, Mr. Perry can speak to government funding for airports and public transportation infrastructure. |
| Donald | Pollard | Legislative Director | Office of Representative Jennifer McClellan | As a Legislative Director for a Member of the Energy and Commerce Committee, Mr. Pollard can share insights on federal energy policy and building the grid capacity to support artificial intelligence development. |
| Reed | Powell | Legislative Director | Office of Representative Greg Steube | As the Legislative Director for a Member of the Committee on Ways and Means, Mr. Powell can speak to federal tax incentives to support research and development. |
| Niel | Schrage | Senior Policy Advisor | Office of Representative Erin Houchin | As a Senior Policy Advisor to a Member of the Committee on Energy and Commerce, Mr. Schrage can add to discussions around online protections and privacy guardrails for minors. |
| Sophia | Warner | Legislative Assistant | Office of Representative Dale Strong | As a Legislative Assistant for a Member of the Committee on Appropriations, Ms. Warner can share insights on government grants and public-private partnerships to implement emerging technologies in the national security apparatus. |
| Colin | Witman | Senior Legislative Assistant | Office of Representative Nick Langworthy | As a Senior Legislative Assistant for a Member of the Committee on Energy and Commerce, Mr. Whitman can speak on legal protections and accountability against for deepfake content generated by artificial intelligence. |
| Annaliese | Yukawa | Senior Policy Advisor | Office of Representative Suzan DelBene | As a Senior Policy Advisor for a Member of the Committee on Ways and Means, Ms. Yukawa can speak on digital trade policy and data soverignty across borders. |
| Joe | Zanoni | Legislative Counsel | Office of Representative Zoe Lofgren | As Legislative Counsel to a Member of the Committee on the Judiciary, Mr. Zanoni can share insights on federal intellectual property policy and copyright protections for content used to train artificial intelligence or generated by artificial intelligence. |
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12. Sponsor’s interest in the subject matter and role in organizing the trip:
Center Forward's Innovation Conference is being convened to bring together a bipartisan group of senior legislative staffers from the House of Representatives to discuss innovation and development in America's technology sector and applications of emerging technologies in critical industries, and how the federal government can foster business growth and further scientific progress. Center Forward’s organizational mission is to provide pragmatic policymakers the information they need to craft common-sense solutions and provide support in turning those ideas into results. Center Forward brings together Members of Congress, their staffs, not-for profits, academic experts, trade associations, corporations, and unions to find common ground.

Center Forward is the sole organizer of the trip. Center Forward is planning the conference and is responsible for the organization and execution of the event logistics as well as the programming content. Discussion topics will include frontier artificial intelligence development, artificial intelligence applications in research and commercial operations, telecommunications infrastructure and wireless network infrastructure, renewable energy generation and grid management, automation in sensitive manufacturing and supply chain sectors, transportation safety regulations, and health and consumer safety for artificial intelligence. Conference attendees will be senior legislative staffers from House member offices, and will speak with researchers, engineers, business leaders, and startup founders in the Seattle area.

| | | | | |
|---|---|---|---|---|
| 15.b.2) Provide the reason for selecting the location of the event or trip:<br>Seattle, Washington was selected as the location for the location of this conference to give attendees an on-the-ground experience in one of America's largest innovation hub cities. The Greater Seattle area is the birthplace of some of the most innovative, successful, and wide reaching companies in the United States and is a major hub for multiple industries, including technology, manufacturing, energy, and transportation. Coupled with a world-class university and a remarkable highly-skilled talent pool, Seattle remains a powerful center for business growth and cutting-edge research. Throughout the conference, attendees will see the results of investment in these industries and learn about the unique culture that attracts business growth and talent from across the country. | | | | |

Center Forward Innovation Conference Agenda
Seattle, Washington
Wednesday, July 29, 2026 - Saturday, August 1, 2026

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Center Forward Contact Information
Eddie Huck | (317) 979-1185 | eddie@center-forward.org
Ava Bowman Thomas | (402) 889-7058 | ava@center-forward.org
Joleena Mundy | (765) 631-9064 | joleena@center-forward.org
Cori Kramer | (202) 550-0888 | cori@center-forward.org


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## Wednesday, July 29, 2026

***Suggested Attire: Business Casual***

*Please note that we cannot guarantee all hotel rooms will be available upon arrival, so please have a change of clothes easily accessible if desired.*

| | |
|---|---|
| **8:00 am ET** | Staff depart Reagan National Airport (DCA)<br>Alaska Airlines Flight 1 \| 5h 58m flight time |
| **10:58 am PT** | Staff arrive at Seattle-Tacoma International Airport (SEA)<br><br>*Center Forward staff members will greet you at baggage claim. After everyone has gathered, the shuttle will depart the airport.* |
| **11:00 am - 11:30 am** | Depart Seattle-Tacoma International Airport for the Lotte Hotel Seattle via shuttle (30 min). In transit, Eddie Huck and Cori Kramer will share opening remarks, welcoming guests to the conference and outlining the programming and discussion topics for the week ahead.<br><br>Lotte Hotel Seattle \| 809 5th Avenue, Seattle, WA 98104 |
| **11:30 pm - 1:30 pm** | Hotel Check-In, Conference Registration, and Lunch on Your Own |
| **1:30 pm - 1:45 pm** | Depart the Lotte Hotel Seattle for CoMotion Labs via shuttle (15 min) |

University of Washington Startup Hall | 1100 NE Campus Parkway, Seattle, WA 98105

**1:45 pm - 3:30 pm** Tour and Presentation at CoMotion Labs

*The University of Washington hosts CoMotion Labs, a multi-industry incubator for startups in the greater Seattle area and the UW community. CoMotion features shared workspaces, research labs, and building equipment, with designated spaces for hardware and tough tech, software, life sciences, and energy and environmental innovators.*

*Attendees will meet with resident founders, learn about their cutting-edge innovations, and discuss how incubators help startups through critical early growth phases. Conversation topics will include federal grant funding, technology transfer, and intellectual property policy.*

Speakers include:

- Ashlee Esteban, Director, CoMotion Labs
- Caroline Hansen, Manager, CoMotion Labs Tech+ Incubator
- Siri Vimolchalao, Manager, CoMotion Labs Hardware Incubator

**3:30 pm - 3:50 pm** Depart CoMotion Labs for Lotte Hotel Seattle via shuttle (20 min)

Lotte Hotel Seattle | 809 5th Avenue, Seattle, WA 98104

**3:50 pm - 4:50 pm** Break

**4:50 pm - 5:00 pm** Depart the Lotte Hotel Seattle for Wild Ginger Kitchen walking (10 min)

Wild Ginger Kitchen | 1401 3rd Avenue, Seattle, WA 98101

**5:00 pm - 7:00 pm** Welcome Dinner

*Center Forward leadership will provide welcome remarks and walk through the conference agenda. The discussion will cover the themes and goals of the conference, the results of prior Center Forward conferences, and how conference takeaways can apply to work in D.C. Remarks will also focus on the mission of Center Forward and the importance of bipartisanship and pragmatic governing to lasting policy results.*

Speakers include:

- Cori Kramer, Chief Executive Officer, Center Forward

**7:00 pm - 7:10 pm** Depart Wild Ginger Kitchen en route to the Lotte Hotel Seattle walking (10 min)

Lotte Hotel Seattle | 809 5th Avenue, Seattle, WA 98104

## Thursday, July 30, 2026

**BREAKFAST IN THE CHARLOTTE RESTAURANT**

Breakfast is available in the Charlotte Restaurant lounge on the 16th floor starting at 7:00 am

*****Business Casual attire. Closed-toed shoes and long pants will be required. Please bring a government ID.***

| | |
|---|---|
| **9:00 am** | Attendees meet in the hotel lobby to depart for Salesforce. |
| **9:00 am - 9:15 am** | Depart the Lotte Hotel Seattle en route to Salesforce via shuttle (15 min). In transit, the Center Forward staff will share a brief overview of agentic AI systems, how industry is implementing autonomous systems, and proposed regulatory frameworks for agentic technologies.<br><br>Salesforce \| 744 N 34th Street, Seattle, WA 98103 |
| **9:15 am - 11:00 am** | Fireside Chat and Demonstration: Agentic Decision Making and Future AI with Salesforce<br><br>*Salesforce is a global leader in enterprise technology applications, using agentic AI to help businesses and governments solve problems and unlock efficiencies. In a discussion with Ashkay Vajpayee, attendees will learn how agentic systems intake prompts and information, store memory, and make decisions. Through the discussion, attendees will learn about agentic system capabilities for the public sector, Congress's role in establishing guardrails to keep humans in the decision loop, and accountability for agentic outputs.*<br><br>Speakers include:<br>- Ashkay Vajpayee, Vice President of Marketing Strategy, Salesforce<br>- Rob Katz, Vice President of Product for Responsible AI, Salesforce |
| **11:00 am - 11:30 am** | Depart Salesforce en route to T-Mobile Global Headquarters via shuttle (30 min). In transit, Center Forward staff will brief attendees on how wireless networks are both using AI to improve service |

efficiencies and consistency and expanding 6G network infrastructure to support high-compute AI applications for everyday consumer and commercial use.

T-Mobile | 1705 136th Place NE, Bellevue, WA

**11:30 am - 1:15 pm** Tour and Presentation at T-Mobile Global Headquarters

*In a visit to T-Mobile's global headquarters and Innovation Center, participants get an immersive look at how next-generation networks are built and deployed. The tour will showcase real-time advancements in 5G and the path to 6G, with live demonstrations of network slicing through T-Priority and the convergence of T-Satellite, T-Fiber, and AI-driven capabilities – all underpinned by security designed into the network from the ground up. Discussion topics will include spectrum management, cybersecurity, and infrastructure deployment to support AI and high-compute applications.*

Speakers include:

- Grant Castle, Senior Vice President of Radio Access Network Engineering and Emerging Technologies, T-Mobile

**1:15 pm - 2:00 pm** Depart T-Mobile en route to Helion Energy via shuttle (45 min). In transit, Andrew Proffitt from Helion Energy will provide attendees with an overview of nuclear fusion energy, recent industry developments, and Helion's proprietary fusion technology.

Helion Energy | 1415 75th Street SW, Everett, WA 98203

**2:00 pm - 3:45 pm** Tour of Helion Energy Headquarters

*Helion Energy is a nuclear fusion company based in Everett, WA. Participants will tour the Helion headquarters, where the company manufactures its reactors and component parts. During the visit, attendees will get a first-hand look at Helion's research and development efforts and learn about current challenges to deploying fusion technology. Helion has several power purchase agreements with frontier AI developers to power data centers in the coming years. Helion's leadership will discuss the federal energy policy issues and how they relate to next-generation power demands. Key*

*topics will include funding mechanisms for high-risk, high-reward research projects, permitting frameworks, and grid infrastructure.*

Speakers include:
- Dr. Michael Hua, Director of Radiation Safety, Helion Energy
- Dr. David Kritley, Founder and CEO, Helion Energy
- Andrew Proffitt, Regulatory Policy Lead, Helion Energy

**3:45 pm - 4:30 pm** Depart Helion Energy for Lotte Hotel Seattle via shuttle (45 min)

Lotte Hotel Seattle | 809 5th Avenue, Seattle, WA 98104

**4:30 pm - 5:55 pm** Break

**5:55 pm - 6:00 pm** Depart Lotte Hotel Seattle en route to Elysian Fields Brewing Company via shuttle (5 min)

Elysian Fields Brewing Company | 542 1st Avenue South, Seattle, WA 98104

**6:00 pm - 8:00 pm** Tour and Dinner at Elysian Fields Brewing

*Elysian Brewing has been a fixture of the Seattle community for over thirty years. As the technology industry has reshaped the Seattle area in recent decades, Elysian has had a firsthand, on-the-ground view of how the community has grown and changed with it. Representatives from Elysian will welcome attendees with a historic tour of their facility. In small groups, guests will get a firsthand look at on-site brewing operations and learn about the entrepreneurship and local impact of the craft beer industry and the challenges they face through supply chains, workforce challenges, and small business regulations.*

Speakers include:
- Auggie Katzer, Sales Director, Elysian Brewing
- Chris Murakami, Brewmaster, Elysian Brewing

**8:00 pm - 8:10 pm** Depart Elysian Brewing for the Lotte Hotel Seattle via shuttle (10 min)

Lotte Hotel Seattle | 809 5th Avenue, Seattle, WA 98104

## Friday, July 31, 2026

**BREAKFAST IN CHARLOTTE RESTAURANT**

Breakfast is available in the Charlotte Restaurant lounge on the 16th floor starting at 7:00 am

*****Business casual attire for the day. Government ID required. Long pants and closed-toed shoes are required.***

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| **8:35 am** | Attendees meet in the hotel lobby to depart for Ash Grove Cement Company. |
| **8:45 am - 9:00 am** | Depart the Lotte Hotel Seattle en route to Ash Grove Cement Company (15 min). In transit, Andy White from Ash Grove Cement will brief attendees on the processes used to make cement and concrete, their differences, and the industry's wide-reaching impact on the U.S. economy.<br><br>Ash Grove Cement Company \| 3801 E Marginal Way South, Seattle, WA 98134 |
| **9:00 am - 10:45 am** | Tour and Discussion at Ash Grove Cement Company Plant<br><br>*Ash Grove is a working, urban cement plant. A tour of the facility will offer a firsthand look at the intricate process of cement production, from raw materials to final product. Throughout the tour, attendees will hear from operators and management at the plant about the challenges the industry faces and how Ash Grove is innovating to help restore American infrastructure from coast to coast. As the concrete and construction industries grapple with workforce shortages and environmental challenges, Ash Grove is using autonomous robots to streamline plant operations and alternative fuels to mitigate carbon emissions.*<br><br>*Discussions will explore the role Congress plays in advancing technology and workforce policies that help address critical labor shortages, as well as designing effective incentives to support emissions reductions in carbon-intensive industries such as construction.* |

Speakers include:

- Mike Beagley, Engineering Manager, Ash Grove Cement Company
- Marty Johnson, Environmental Manager, Ash Grove Cement Company
- Andy White, Plant Manager, Ash Grove Cement Company

**10:45 am - 11:00 am** Depart Ash Grove en route to Amazon Prime Air via shuttle (15 min)

Amazon Prime Air | 300 South Front Street, Seattle, WA 98108

**11:00 am - 12:30 pm** Tour and Demonstration at Prime Air Headquarters

*Prime Air operates a fleet of tens of thousands of high-speed delivery drones available to customers in the Phoenix, Dallas, Waco, San Antonio, Houston, Detroit, Tampa, and Kansas City metro areas, with plans to expand to more communities in 2026 and beyond. In a tour of the Prime Air Headquarters, attendees will get a firsthand look at the drone R&D labs and manufacturing line. Prime Air will also offer a contained demonstration of the drones' carrying strength and flight capabilities.*

*Discussion topics will center on supply chain management, workforce shortages, affordability for consumer goods, and safety frameworks for operating drones in highly populated areas.*

Speakers include:

- Jason Patrao, Director of Engineering, Science, and Technology, Amazon Prime Air
- Chris Preston, Director of Operations, Amazon Prime Air

**12:30 pm - 12:45 pm** Depart Prime Air en route to Uber via shuttle (15 min)

Uber | 1191 2nd Avenue, Seattle, WA 98101

**12:45 pm - 2:15 pm** Lunch and Presentation at Uber

*Uber is a multinational company offering a wide range of ride-hailing, delivery, and business services. During this visit, attendees receive a presentation from senior staff providing a firsthand look into how Uber uses its technology to protect drivers and riders. The discussion will focus on key advancements in road safety telematics, autonomous vehicle (AV) integration, and personal safety features. This session offers a unique opportunity to learn how the company scales its safety frameworks globally while navigating new transportation technologies.*

Speakers include:

- Ashu Manohar, Director for Product Safety, Uber
- Kristin Smith, Head of Global Road Safety Policy, Uber

**2:15 pm - 2:45 pm** Depart Uber en route to Boeing Renton Factory via shuttle (30 min). In transit, Center Forward staff will brief attendees on the production programs at Boeing's Renton facility, manufacturers' role in the air travel ecosystem, and how companies are harnessing emerging technology.

Boeing Renton Factory | 635 Park Avenue N, Renton, WA 98057

**2:45 pm - 4:30 pm** Tour of Boeing Renton Factory

*Boeing's Renton facility houses the 737 program, its highest-volume production line, producing 47 airplanes per month. In a tour of the factory, attendees will see the production line from start to finish, observe quality control checks and advanced manufacturing processes along the way, and learn about the history of the 737 production.*

*Following the tour, leaders from Boeing will host a presentation and Q&A to showcase Boeing's innovations in wing designs, hybrid construction materials, supply chain management, and process efficiencies. The discussion will also cover how Boeing is using AI and advanced technologies to improve safety standards in response to recent incidents in the air travel industry.*

Speakers include:

- John Ennis, 737 Program Business Manager, Boeing
- Chris Parent, 737 Program Production Manager, Boeing
- Rich White, State and Local Government Affairs Manager, Boeing

**4:30 pm - 4:45 pm** Depart Boeing en route to the Lotte Hotel Seattle via shuttle (15 min)

Lotte Hotel Seattle | 809 5th Avenue, Seattle, WA 98104

**4:45 pm - 6:30 pm** Break

**6:30 pm - 6:45 pm** Depart the Lotte Hotel Seattle for Elliot's Oyster House walking (15 min)

Elliot's Oyster House | 1201 Alaskan Way Seattle, WA 98101

**6:45 pm - 8:30 pm** Closing Dinner

*Cori Kramer and Eddie Huck will share reflections on the programming for the week prior and how participants can take what they learned through the conference and the new connections they made into their work back in Congress.*

**8:30 pm - 8:45 pm** Depart Elliot's Oyster House en route to the Lotte Hotel Seattle walking (15 min)

Lotte Hotel Seattle | 809 5th Avenue, Seattle, WA 98104

**10:43 pm** Luke Dube departs Seattle-Tacoma International Airport (SEA)
Alaska Flight 367 | 4h 56m flight time

## Saturday, August 1, 2026

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| **6:39 am ET** | Luke Dube arrives at Dulles International Airport (IAD) |
| **7:15 am - 7:35 am** | Staff departs Lotte Hotel Seattle en route to Seattle-Tacoma International Airport (SEA) via shuttle (20 min)<br><br>Seattle-Tacoma International Airport (SEA) \| 17801 International Boulevard, Seattle, WA 98158 |
| **9:13 am PT** | Staff depart Seattle-Tacoma International Airport (SEA)<br>Alaska Airlines Flight 737 \| 4h 58m flight time |
| **5:11 pm ET** | Staff arrive at Washington Dulles International Airport (IAD) |

## Sunday, August 2, 2026

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| **9:13 am PT** | Dylan Irlbeck departs Seattle-Tacoma International Airport (SEA)<br>Alaska Airlines Flight 737 \| 4h 58m flight time |
| **5:11 pm ET** | Dylan Irlbeck arrives at Washington Dulles International Airport (IAD) |

## Monday, August 3, 2026

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| **9:13 am PT** | Jack Dent and Monica Luna depart Seattle-Tacoma International Airport (SEA)<br>Alaska Airlines Flight 737 \| 4h 58m flight time |
| **5:11 pm ET** | Jack Dent and Monica Luna arrive at Washington Dulles International Airport (IAD)<br><br>Sophia Warner and Annaliese Yukawa extend travel on personal expense. |

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

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Telephone: (202) 225–7103
https://Ethics.House.gov

July 22, 2026

Mr. Robert Powell
Office of the Honorable W. Gregory Steube
2457 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Powell:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Seattle, Washington, scheduled for July 29 to August 1, 2026, sponsored by Center Forward.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than $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