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: Thatcher Townsend
2. a. Name of Accompanying Relative: _____ ***OR*** ■ None
   b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. Dates: Departure: 8/25/26 Return: 8/27/26
   b. Dates at Personal Expense, if any: _____ ***OR*** ■ None
4. Departure City: Washington, DC Destination: Grand Rapids, MI Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Jobs for the Future
6. Describe Meetings and Events Attended: We attended a variety of site visits, panels, and meetings with workforce development stakeholders (training providers, workforce board, educational institutions).
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: Thatcher Townsend Digitally signed by Thatcher Townsend Date: 2026.09.09 10:13:12 -04'00' **Date:** 9/9/26

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: Alma S Adams **Date:** 9/9/26

Signature of Supervising Member: Alma S Adams

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: Jobs for the Future
2. Travel Destination(s): Grand Rapids, Michigan
3. Date of Departure: 08/25/2026 Date of Return: 08/27/2026
4. Name(s) of Traveler(s): Jorge Ambriz, Rashage Green, Jannie Kamara, Chaston Pfingston, Thatcher Townsend, & Tonia Wu

   Note: You may list more than one traveler on a form only if ***all*** information is ***identical*** for each person listed.
5. **Actual amount** of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

	Total **Transportation** Expenses	Total **Lodging** Expenses	Total **Meal** Expenses	Total **Other** Expenses (dollar amount per item and description)
Traveler	$640	$238	$200	None
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: Maria K. Flynn **Date:** 8/31/2026

Name: Maria Flynn **Title:** President and CEO

Organization: Jobs for the Future

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

Address: 50 Milk St, 17th Floor, Boston, MA 02109

Telephone: mflynn@jff.org **Email:** (617) 728-4446

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: Thatcher Townsend

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: Thatcher Townsend Digitally signed by Thatcher Townsend Date: 2026.07.27 12:06:20 -04'00'

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): Alma S Adams, PhD

Office Address: 2436 Rayburn House Office Building Washington, DC 20515

Telephone Number: 202-225-1510

Email Address of Contact Person: srodrigue@jff.org

☐ 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*.

last updated 7/2023

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Thatcher Townsend
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Jobs for the Future
3. City and State **OR** Foreign Country of Travel: Grand Rapids, MI
4. a. Date of Departure: 08/25/2026 Date of Return: 08/27/2026

   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.**

   The purpose of this trip is to learn from both public and private stakeholders about WIOA funded projects in west Michigan. As a legislative staffer covering workforce development, seeing innovative uses of WIOA funds first hand will be invaluable to my work. I am currently the Legislative Correspondent in Congresswoman Adams' office and handle workforce development policy in the office.
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: Alma Adams **Date:** 7-27-26

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:

   Jobs for the Future

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

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

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

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 attachments for details.

5. Yes ☐ No ☒ Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of Departure: 08/25/2026 Date of Return: 08/27/2026
7. a. City of departure: Washington, DC
   b. Destination(s): Grand Rapids, MI
   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:
   JFF selected sites because they exemplify evidence-based approaches for serving jobseekers, learners, and workers. Featured programs and initiatives will shed light on federal K-12, ostsecondary education, and workforce development policy. See attachments for more detail.

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:
   N/A

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): See attachments for more detail; costs are in line with GSA per diem rates.
      2) Provide the reason for selecting the location of the event or trip: See attachments for detailed response.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
   Hotel Name: Canopy by Hilton Grand Rapids Downtown City: Grand Rapids, MI Cost Per Night: $119
   Reason(s) for Selecting: Location and hotel offered GSA per diem rate for lodging in Grand Rapids, Michigan.
   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 ☒ Good Faith Estimates	Total **Transportation** Expenses per Participant	Total **Lodging** Expenses per Participant	Total **Meal** Expenses per Participant
For each Member, Officer, or Employee	$640	$238	$200
For each Accompanying Family Member	N/A	N/A	N/A

	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	None	N/A
For each Accompanying Family Member	None	N/A

19. ***Check only one:***
   a. ☒ I certify that I am an officer of the organization listed below; **OR**
   b. ☐ *Not Applicable.* Trip sponsor is an individual or a U.S. institution of higher education.

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

Signature: Maria K. Flynn Date: 7/14/2026

Name: Maria Flynn Title: President & CEO

Organization: Jobs for the Future

Address: 50 Milk Street, 17th Floor, Boston, MA 02109

Email: mflynn@jff.org Telephone: (617) 728-4446

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

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

August 19, 2026

Mr. Thatcher Townsend
Office of the Honorable Alma S. Adams
2436 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Townsend:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Grand Rapids, Michigan, scheduled for August 25 to 27, 2026, sponsored by Jobs for the Future, Gates Foundation, and Lumina Foundation.

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:rp

COMMITTEE ON ETHICS

ADDITIONAL TRIP SPONSOR FORM

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

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

1. Name of Primary Trip Sponsor for this trip: Jobs for the Future

2. Name of your organization: Gates Foundation

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

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

5. ***Check one***. I certify that my organization:
   a. ☒ Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**
   b. ☐ Has had a direct role in the organizing, planning, or conducting of a trip to
   Destination: _____ on Date: _____
   that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**
   c. ☐ Has provided in-kind support to the above-named Primary Trip Sponsor (*e.g.,* meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).

6. ***Check only one:***
   a. ☒ My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
   b. ☐ My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.

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

Signature: Kathryn Young Digitally signed by Kathryn Young Date: 2026.07.07 13:50:14 -04'00' Date: 07/07/2026

Name: Kathryn Young Title: Interim Deputy Director

Organization: Gates Foundation

Address: 1300 I St, NW, Suite 300, Washington, DC 20005

Telephone: 206.709.3400 Email: kathryn.young@gatesfoundation

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

last updated 7/2023

Docusign Envelope ID: DC18A666-CA23-8CF6-8157-C729F9CBBC1E

COMMITTEE ON ETHICS

ADDITIONAL TRIP SPONSOR FORM

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

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

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

Signature: DocuSigned by: Michelle Asha Cooper 1EECB5201DD441D... Date: 7/2/2026 | 12:01 PM EDT

Name: Michelle Asha Cooper Title: Vice President, Public Policy

Organization: Lumina Foundation

Address: 1730 M Street NW, Washington, DC, 20036

Telephone: 800.834.5756 Email: mcooper@luminafoundation.org

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

last updated 7/2023

Attachments

Congressional Staff Network Site Visit to Grand Rapids, Michigan
August 25—27, 2026

Question #4 House Invitees:

Jorge Ambriz
Legislative Assistant
Rep. Adelita S. Grijalva

Maren Emmerson
Legislative Assistant
House Committee on Education & Workforce

Rashage Green
Legislative Counsel
House Committee on Education & Workforce

Amy Jones
Education and Human Services Policy Director
House Committee on Education & Workforce

Jannie Kamara
Legislative Assistant
Rep. Jennifer McClellan

Hannah Marsh
Legislative Assistant
Rep. Hillary Scholten

John Myron
Policy Adviser
Rep. Rosa DeLauro

Yusuf Nekzad
Legislative Director
Rep. Nikki Budzinski

Chaston Pfingston
Legislative Assistant
Rep. Lloyd Smucker

Isabel Soto

Professional Staff Member
House Committee on Education & Workforce

Thatcher Townsend
Legislative Correspondent
Rep. Alma Adams

Gillian Villarroel
Assistant
Congressional Labor Caucus

Tonia Wu
Policy Advisor
Rep. Hakeem Jeffries

House staff were invited because of their work on education, workforce development, economic development, and social welfare issues. All have responsibility for these federal issues in their offices. The site visit will highlight the successes and challenges of education, workforce and economic development, and human services programs and initiatives in western Michigan.

Question #12 Interest and Role of Sponsors:

Jobs for the Future (JFF) identifies sites of interest and priority topics for site visit programming, including featured programs and initiatives, based on their evidence base, scalability, and quality. JFF develops and executes the agenda, coordinates logistics for the trip, and serves as the point of contact for staff. JFF will use grant funding from the Gates Foundation and the Lumina Foundation to support the Congressional Staff Network and this site visit.

The Gates Foundation is based in Seattle, Washington and has a mission to create a world where every person has the opportunity to live a healthy, productive life. The Lumina Foundation is based in Indianapolis, Indiana, and its mission is to prepare people for informed citizenship and success in a global economy.

Each sponsor's work is informed by research, analysis, and best practice. The missions of JFF, the Gates Foundation, and the Lumina Foundation support the purpose of the trip: highlighting innovative, evidence-based programs and policies that drive economic mobility. House attendees will learn about strategies that leaders in Grand Rapids are implementing to meet the region's talent needs; they will engage with economic development and workforce practitioners, educators, employers, and workers and learners who are involved in these programs.

JFF identifies sites of interest and priority topics for site visit programming, including featured programs and initiatives, based on their evidence base, scalability, and quality. JFF develops and executes the agenda, coordinates logistics for the trip, and serves as the point of contact for staff. The Gates Foundation and the Lumina Foundation fund the Congressional Staff Network and its site visits.

Question #15 (B) Part 2, Explanation of Location Choice:

JFF selected the Grand Rapids area for this site visit because of the innovative workforce training, economic development, and education efforts underway on the ground, as well as the challenges that the region faces in terms of economic mobility, educational attainment, and labor shortages in critical industries.

The site visit will highlight western Michigan's exemplary workforce system – which is a national leader in developing strong industry partnerships and driving cross-sector collaboration – its strong Career Technical Education pathways, and its innovative institutions of higher education. Panels and site visits will explore the impact of regional partnerships to develop strong talent pipelines in high-demand and growing sectors. Specifically, attendees will see how integrating human services and workforce development program delivery improves outcomes for individuals who are un- and under-employed; how public-private partnerships create pathways to economic mobility for incumbent workers; and how expanding childcare access enables workforce participation and strengthens communities.

Staff will also learn about several education initiatives that offer a model for other states and regions facing similar challenges to consider. Among them, a comprehensive regional effort to scale high-quality career exploration and navigation activities for young people; a successful effort to expand access to CT programs; and, at the institution level, a model for braiding federal funds across programs to expand industry mentorship opportunities, hands-on learning, and personalized career coaching

During each session, speakers and staff will reflect on how federal policy can help scale, replicate, and better support these impactful regional and local initiatives. Programming will shed light on federal levers to foster strong and resilient regional economies.

Question #18 Total Expenses for Each House Participant (Good Faith Estimates):

Transportation: Round trip economy class airfare from Baltimore, MD's Thurgood Marshall International Airport (BWI) to Gerald R. Ford International Airport (GRR) = $430 per person. On the ground transportation via chartered coach bus in Grand Rapids = $210 per person. Total transportation expenses = **$640 per person**.

Lodging: Lodging at the Canopy by Hilton Grand Rapids Downtown for two nights = **$238.00 per person** (in line with the U.S. General Services Administration (GSA) per diem rate of $119/night for Grand Rapids, MI in August 2026).

Meals: Meals for the three-day trip = **$200 total** (in line with GSA per diem rates for Grand Rapids, MI.

Jobs for the Future

Tuesday June 9, 2026

Good morning,

On behalf of Jobs for the Future, I'm writing to invite you to an upcoming Congressional Staff Network (CSN) site visit to Grand Rapids, Michigan, from Tuesday, August 25 through Thursday, August 27, 2026.

This site visit will provide Hill staff with an opportunity to explore how Michigan built a highly coordinated workforce and education ecosystem to align resources, better meet labor market demand, and improve outcomes for workers and learners.

Throughout the visit, participants will engage with leaders from the Michigan Department of Labor and Economic Opportunity (LEO), West Michigan Works!, community colleges, employers, and other regional leaders. Sessions will examine how workforce, postsecondary, and economic development partners are collaborating to address regional talent needs; the role of Grand Rapids' local workforce board in convening these partners and driving high-quality training and career services; the expansion of sector-based and employer-driven strategies, including apprenticeship pathways; and how the region is balancing support for longstanding industries while diversifying into emerging sectors.

Staff will also have the opportunity to visit a one-stop career center and training sites, hear directly from employers and apprentices, and learn how Michigan is addressing barriers to employment through its innovative Tri-Share Childcare program, integrated service delivery across human services and workforce systems, and other workforce retention strategies. Together, these conversations will offer practical insights into the implementation of federal workforce and education investments on the ground, and opportunities for reform.

Please confirm your participation by Wednesday, July 8. Once you confirm your plans to participate, our team will share further information for the trip, including the agenda and the necessary ethics documentation.

Best,

Taylor Maag
Director, Workforce Policy
Jobs for the Future

AGENDA

Congressional Staff Network Site Visit to Grand Rapids, MI

Tuesday, August 25 – Thursday, August 27, 2026

Tuesday August 25, 2026

11:20 – 1:00 PM

Flight: BWI to GRR

Southwest Airlines Flight # WN 4076

THURGOOD MARSHALL AIRPORT

7050 Friendship Rd
Baltimore, MD 21240

1:00 – 2:15 PM

Travel to West Michigan Works!

2:15 – 3:30 PM

Lunch & Panel: Understanding Michigan's Integrated Service Delivery Model & Key Programs

GRAND RAPIDS SE SERVICE CENTER

121 Martin Luther King Jr St SE
Grand Rapids, MI 49507

Speakers will welcome staffers to Michigan and provide an overview of major themes for the visit: the role and impact of high-performing workforce systems, what it means to center a system on demand-driven training, and the integration of workforce and human services programs. State leaders will also share key context for understanding the unique structure and functions of Michigan's workforce system. The state has centralized workforce programs within one agency and system, which administers all core WIOA titles alongside the Perkins V postsecondary program, the employment and training components of the federal Temporary Assistance for Needy Families (TANF) program and Supplemental Nutrition Assistance Program (SNAP), among other key federal workforce programs. Speakers will break down how this state-level coordination translates to more effective, comprehensive service delivery on the ground.

- **Stephanie Beckhorn**, Deputy Director, Employment and Training, Michigan Department of Labor and Economic Opportunity (LEO)
- **Ryan Hundt**, Chief Executive Officer, Michigan Works! Association
- **Jacob Maas**, Chief Executive Officer, West Michigan Works! (WMW)
- **Susannah Rodrigue**, Senior Manager, JFF *(moderator)*

Congressional Staff Network (CSN) Site Visit to Grand Rapids, Michigan

Jobs for the Future

Tuesday, August 25 – Thursday, August 27, 2026

3:30 – 4:30 PM

One-stop Tour: The Public Workforce System in Action

GRAND RAPIDS SE SERVICE CENTER

121 Martin Luther King Jr St SE
Grand Rapids, MI 49507

During this walking tour of the Grand Rapids Southeast Service Center (a one-stop career center), staff will learn about key programs like Reemployment Services and Eligibility Assessment (RESEA) and how Michigan's workforce system engages WIOA core partners. Participants will have a chance to meet with one-stop center staff, learn more about their roles, and discuss what they're seeing on the ground in terms of caseloads, common barriers to employment, and effective service delivery strategies.

- **Vanessa Amon**, Assistant Manager, WMW
- **Tawana Brown**, Talent Solutions Manager, WMW
- **Dan Langworthy**, Assistant Manager, WMW
- **Juan Rosario,** Talent Solutions Manager, WMW
- **Justin Schnurer**, Talent Development Instructor, WMW

4:30 – 5:30 PM

WIOA & Beyond: Service Delivery through West Michigan Works!

GRAND RAPIDS SE SERVICE CENTER

121 Martin Luther King Jr St SE
Grand Rapids, MI 49507

Leaders from West Michigan Works! will debrief the tour with their one-stop center staff, who will expand on how the region is integrating services to ensure eligible Michiganders have easier access to benefits and training services.

- **Angie Barksdale**, Chief Operating Officer, WMW
- **Tasha Evans**, Director of Talent Solutions, WMW
- **Amy Lebednick**, Business Solutions Director, WMW
- **Chad Patton**, Director of Development and Innovation, WMW

5:30 – 6:00 PM

Travel to Dinner

6:00 – 8:00 PM

Introduction to West Michigan, its Labor Market, and Local Implementation

FOUNDERS BREWERY

235 Cesar E. Chavez Ave SW
Grand Rapids, MI 49503

Leaders from The Right Place and West Michigan Works! will share how the state-level vision and structure translates to operation on the ground. Speakers will orient staffers to the Western MI region, providing context around key economic and demographic trends: growth industries, average wage vs. cost of living, the "supply" of trained workers versus current and projected hiring demand,and labor force participation rates.

- **Angie Barksdale**, Chief Operating Officer, WMW
- **TaRita Johnson,** Senior Vice President of Talent and Diversity, The Right Place
- **Taylor Maag**, Director, Workforce Policy, JFF *(moderator)*
- **Randy Thelen,** President and CEO, The Right Place

Congressional Staff Network (CSN) Site Visit to Grand Rapids, Michigan

Jobs for the Future

Tuesday, August 25 – Thursday, August 27, 2026

8:00 – 8:30 PM **Travel to Hotel**

8:30 PM **Check in to Hotel**

CANOPY BY HILTON GRAND RAPIDS DOWNTOWN

131 Ionia Ave SW
Grand Rapids, MI 49503

Wednesday August 26, 2026

8:15 – 8:45 AM **Travel to Grand Rapids Community College (GRCC)**

8:45 – 9:30 AM **Welcome from GRCC: The Role of the Community College in Driving Regional Economic Opportunity**

GRCC APPLIED TECHNOLOGY CENTER

Secchia Piazza
151 Fountain Street NE
Grand Rapids, MI 49503

GRCC leadership will provide a brief overview of GRCC and critical workforce development efforts happening at the college - touching on statewide initiatives like Michigan Reconnect and locally-driven programs like the FutureTech Program, which braids U.S. DOL Strengthening Community Colleges Training Grant (SCCTG-4) together with U.S. NSF funds.

- **Kathryn Rogalski**, President, Grand Rapids Community College (GRCC)
- **John VanElst**, Dean of the School of Workforce Training, GRCC
- **Kristi Haik,** Dean of the School of STEM, GRCC

9:30 – 9:45 AM **Break**

9:45 – 11:00 AM **The Importance of Cross-Sector Partnership in Western Michigan**

GRCC APPLIED TECHNOLOGY CENTER

Secchia Piazza
151 Fountain Street NE
Grand Rapids, MI 49503

This session will highlight West Michigan's unique collaboration locally, specifically how public partners across secondary and postsecondary systems work together to advance critical education and workforce interventions. Speakers will dive into the systematic alignment that they have been able to drive regionally, what policies/programs have encouraged this partnership and some specific examples of success, including WMW's industry councils and sector-based talent development strategies and flagship activities like the region-wide MiCareerQuest career exploration initiative.

- **Angie Barksdale**, Chief Operating Officer, WMW
- **TaRita Johnson**, Senior Vice President of Talent and Diversity,

The Right Place
- **Taylor Maag**, Director, Workforce Policy, JFF *(moderator)*
- **Kathryn Rogalski**, President, Grand Rapids Community College (GRCC)
- **Joe Lienesch**, Director of Career & Technical Education, Kent ISD

11:00 – 12:00 PM

Tour: GRCC Applied Technology Center

GRCC APPLIED TECHNOLOGY CENTER

Secchia Piazza
151 Fountain Street NE
Grand Rapids, MI 49503

John VanElst will lead staff on a tour of GRCC's Applied Technology Center, where students receive hands-on training to prepare for careers in industrial maintenance, mechatronics, HVACR, and other in-demand occupations.

- **John VanElst**, Dean of the School of Workforce Training, GRCC

12:00 – 1:30 PM

Lunch & Session: Apprenticeship Pathways

GRCC APPLIED TECHNOLOGY CENTER

Secchia Piazza
151 Fountain Street NE
Grand Rapids, MI 49503

This session will dive into registered apprenticeship in West MI. Staff will hear from industry leaders across healthcare, landscaping and agriculture that are sponsoring registered apprenticeship programs (RAPs) and how they are partnering with the community college and workforce board to design and deliver these programs - including division of roles and responsibilities such as providing Related Technical Instruction versus holding apprenticeship standards. Speakers will highlight WMW's partnership with GRCC, including the first medical assistant RAP registered with U.S. DOL in 2014 which now operates in partnership with three local community colleges. Staff will also have an opportunity to hear from current apprentices about their experience.

- **Jan Harrington Davis**, Senior Vice President, Talent Acquisition, Corewell Health
- **Joel Elsenborek,** Project Manager, Business Solutions, WMW
- **Stephanie Kempa**, Chief Human Resources Officer, Herbruck's Poultry Ranch, Inc.
- **Taylor Maag**, Director, Workforce Policy, JFF *(moderator)*
- **Jina Rockwell**, President, Rockwell Earthworks LLC
- **John VanElst**, Dean of the School of Workforce Training, GRCC
- ***Current Program Apprentices***

1:30 – 2:00 PM

Travel to Wolverine Coil Spring

2:00 – 3:30 PM

Employer Site Visit & Session: Small Business and Advanced Manufacturing

WOLVERINE COIL SPRING

818 Front Ave NW
Grand Rapids, MI 49504

Staff will have a chance to tour Wolverine Coil Spring, a small family-owned manufacturer located on the Grand River in Grand

Rapids, and learn more about advanced manufacturing in western Michigan. Leaders from Wolverine Coil Spring will show staff their facilities and speak to their partnership with public sector entities like WMW to advance career exposure for secondary students and their workforce development efforts including job fairs/shadows, apprenticeships, and internships.

- **Jay Dunwell,** President, Wolverine Coil Spring

3:30 – 5:00 PM

Walking Session: Grand River Restoration in Western MI and How It's Driving Regional Economic Development

RIVERWALK AH NAB AWEN PARK

290 Michigan St NW
Grand Rapids, MI 49504

After the employer site visit, leaders from Downtown Grand Rapids, Inc. (DGRI) will lead a walking session along the Grand River. The DGRI team will share insights on the state's Grand River restoration initiative, how the project serves as a proof point for a promising economic developing strategy, and other workforce implications for the region.

- **Mark Miller,** Director of Planning and Design, DGRI
- **James Peacock III**, Economic Opportunity Program Manager, DGRI

5:00 – 6:00 PM

Talent Development Efforts in the Hospitality & Tourism Sector

EXPERIENCE GRAND RAPIDS

171 Monroe Ave NW
#545
Grand Rapids, MI 49503

This session will highlight workforce development efforts in western Michigan's hospitality and tourism industries, including how Experience Grand Rapids partners with WMW's Explore Hospitality Industry Council to coordinate career exposure, recruitment, and training activities.

- **Qi'Shaun Coyle**, Workforce Development Manager, Experience Grand Rapids
- **Gemhyl Kelley**, Program Engagement Manager, Experience Grand Rapids
- **Brittany Gray**, Industry Council Lead, WMW
- **Doug Small**, President, Experience Grand Rapids

6:00 – 6:15 PM

Travel to Dinner

6:00 – 8:00 PM

Informal Dinner & Discussion

LUNA

64 Ionia Ave SW #100
Grand Rapids, MI 49503

Over dinner, Hill staff will sit down with practitioners to reflect further on the implications of the day's sessions for federal policy. Specifically, conversations will focus on strategies to expand apprenticeship opportunities, expand the workforce system's capacity to support small- and mid-size employer talent needs, and equip community colleges to

serve as engines of regional economic prosperity.

- **Angie Barksdale**, Chief Operating Officer, WMW
- **TaRita Johnson**, Senior Vice President of Talent and Diversity, The Right Place
- **Jacob Maas**, Chief Executive Officer, WMW

8:15 – 8:30 PM

Travel to Hotel

CANOPY BY HILTON GRAND RAPIDS

131 Ionia Ave SW
Grand Rapids, MI 49503

Thursday August 27, 2026

8:20 AM

Meet in Lobby, Check-out

CANOPY BY HILTON GRAND RAPIDS

131 Ionia Ave SW
Grand Rapids, MI 49503

8:20 – 8:45 AM

Travel to Kent ISD Conference Center

8:45 – 10:15 AM

Breakfast & Session: Career Exploration/K-12 Career Pathways

KENT ISD CONFERENCE CENTER

2930 Knapp St NE
Grand Rapids, MI 49525

Staff will arrive at Kent ISD to learn about how the regional high school is working on key career exposure, work readiness, and experiential learning activities. Discussion will center on what high-quality career exploration looks like, including the district's CareerPrep 2030 vision to expand Career and Technical Education (CTE) and work-based learning access and the role of the MEERA Lab. Speakers will also highlight Kent ISD and WMW's partnership to pilot a pre-apprenticeship in automotive tech with Fox Motor, and engagement with key regional employers.

- **Ryan Graham,** Director of Workforce Development, Kent ISD
- **Joe Lienesch**, Director of Career & Technical Education, Kent ISD
- **Craig Weigel,** Principal, Kent Career Tech Center

10:15 - 11:25 AM

Tour of Kent ISD's MEERA Lab and Kent Career Tech Center (KCTC) - West

KENT ISD MEERA REGIONAL TRAINING CENTER

2930 Knapp St NE
Grand Rapids, MI 49525

Staff will tour Kent ISD's Manufacturing and Engineering Education Reimagined for All (MEERA) Lab, a K-12 manufacturing education program designed to inspire and train the next generation of

manufacturing workforce, starting in grades 6-8. By working with students, parents, schools, and local employers, MEERA is creating a pipeline for in-demand workers and addressing the growing skills gap. MEERA also has a Regional Teacher Training Center at Kent ISD, where teachers from Kent, Ottawa and Muskegon Counties are being trained to bring this opportunity to west Michigan students.

Following the MEERA tour, staff will visit Kent ISD's KCTC campus for Advanced Manufacturing. KCTC equips high school students with valuable skills, allows them to explore careers, make business connections, earn college and high school credit, and start their futures.

- **Jennifer Soukhome**, MEERA Teacher Trainer, Kent ISD
- **Cary Stamas**, Director of Career Readiness, Kent ISD

11:25 – 12:00 PM

Travel to Rapid Central Station

12:00 – 1:30 PM

Lunch & Session: Child Care as a Critical Workforce Strategy

RAPID CENTRAL STATION

250 Grandville Ave SW
Grand Rapids, MI 49503

This panel discussion will highlight West Michigan's approach to child care as core economic infrastructure. Specifically, speakers will share lessons from developing solutions to three different aspects of the childcare crisis: the MI Tri-Share Child Care Program, a public-private cost-sharing model that launched as a pilot in Grand Rapids and has since been scaled both statewide and across the country; the Central Station Early Childhood Center, one of the first childcare centers co-located in a transit hub in the nation, which opened recently after from years of committed, cross-sector collaboration to overcome regulatory hurdles; and WMW's experience developing and launching an Early Childhood Professional apprenticeship pathway.

- **Jeanette Hoyer,** President and CEO, Goodwill Industries of West Michigan, Inc.
- **Scott Lewis,** President and CEO, YMCA of Greater Grand Rapids
- **Susannah Rodrigue**, Senior Manager, JFF *(moderator)*
- **Kelly Tang**, Project Manager, WMW
- **Zachary Verhulst,** Founder and CEO, Pure Architects

1:30 – 2:00 PM

Travel to Airport: Wrap Up & Reflection

EN ROUTE TO AIRPORT

Informal discussion with staff about key takeaways from the trip – reflecting on learnings and ways that federal policymakers can assist states and localities to improve systems alignment, programming, and worker and learner outcomes.

- **Taylor Maag**, Director, Workforce Policy, JFF

Congressional Staff Network (CSN) Site Visit to Grand Rapids, Michigan

Tuesday, August 25 – Thursday, August 27, 2026

2:00 – 3:30 PM **Flight Check in**

3:30 – 5:15 PM **Flight: GRR to BWI**

Southwest Airlines Flight # WN 590

GERALD R. FORD INTERNATIONAL AIRPORT

5500 44th St SE
Grand Rapids, MI 49512

PARTICIPANT LIST

Congressional Staff Network Site Visit to Grand Rapids, MI

Tuesday, August 25 – Thursday, August 27, 2026

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