

U.S. House of Representatives
Committee on Ethics

LEGISLATIVE RESOURCE CENTER

EMPLOYEE POST-TRAVEL DISCLOSURE FORM

2013 SEP 20 PM 3:32

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 29, clause 5, you must complete this form and file it with the Clerk of the House, B-106 Cannon House Office Building, 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: Stacey Johnson
2. a. Name of accompanying relative: James Hutchinson *or* None
 b. Relationship to Traveler: Spouse Child Other (specify): significant other
3. a. Dates of departure and return: Departure: 9/6/13 Return: 9/8/13
 b. Dates at personal expense (if any): _____ *or* None
4. Departure city: Washington, DC Destination: Cambridge, MD Return city: DC
5. Sponsor(s) (who paid for the trip): Main Street Partnership
6. Describe meetings and events attended: Policy discussions and round tables re: tax, energy, health care, etc, reception and dinner
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 Grantmaking or Non-Grantmaking Sponsor Forms;
 - 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 that statement is true by checking 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: Stacey Johnson DATE: 9/20/13

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: Erik Paulsen DATE: 9/20/13

SIGNATURE OF SUPERVISING MEMBER: Erik Paulsen

U.S. House of Representatives
Committee on Ethics

SPONSOR POST-TRAVEL DISCLOSURE FORM

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 on 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 for the trip): Main Street Partnership

2. Travel Destination(s): Hyatt Regency Chesapeake Bay - Cambridge, MD

3. Date of Departure: September 6, 2013 (9/6/13) Date of Return: September 8, 2013 (9/8/13)

4. Name(s) of Traveler(s): Stacey Johnson, Todd Mitchell, Brian Schubert, Brian Worth
(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 response to Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Other Expenses (dollar amount per item and description)
Traveler	NA	\$587.94	\$238.23	NA
Accompanying Relative	NA	NA	\$180.23	NA

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: 

Name: David Thomas Title: Executive Director

Organization: Main Street Partnership

I am an officer of the above-named organization (signify statement is true by checking box):

Address: 325 7th Street, NW, Suite 610
Washington, DC 20004

Telephone number: 202-393-4353

Email Address: david@rmsp.org

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.

U.S. House of Representatives
Committee on Ethics

TRAVELER FORM

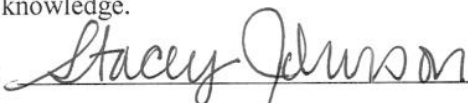
This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, 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. *Form (and any attachments) may be faxed to the Committee at (202) 225-7392, sent or delivered to the Committee at 1015 Longworth, or e-mailed to 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: Stacey Johnson

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: Paulsen (MN-03)

Office address: 127 Cannon HOB, Washington, DC

Telephone number: 202-281-8431

Email address of contact person: stacey.johnson@mail.house.gov

- Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.

KEEP A COPY OF THIS FORM. Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

If there are any questions regarding this form please contact the Committee:

Committee on Ethics
1015 Longworth House Office Building
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)
Travel email: travel.requests@mail.house.gov

U.S. House of Representatives
Committee on Ethics

TRAVELER FORM

1. Name of Traveler: Stacey Johnson
2. Sponsor(s) (who will be paying for the trip): Main Street Partnership
3. Travel destination(s): Cambridge, MD
4. a. Date of departure 9/6/13 Date of return: 9/8/13
b. Will you be extending the trip at your personal expense? Yes No
If yes, dates at personal expense: _____
5. a. Will you be accompanied by a relative at the sponsor's expense? Yes No
b. If yes:
(1) Name of accompanying relative: _____
(2) Relationship to traveler: Spouse Child Other (specify): _____
(3) Accompanying relative is at least 18 years of age: Yes No
6. a. Did the trip sponsor answer "yes" to Question 9(d) on the Primary Trip Sponsor Form (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or foreign agent and you are requesting lodging for two nights)? Yes No
b. If yes, explain why the second night of lodging is warranted:

7. Primary Trip Sponsor Form is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: Yes No
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.
Relevant policy discussions focused on health care, tax, energy, etc, issues relate directly to my duties in the office. Stacey Johnson - Deputy Chief of Staff.
9. Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, and/or arranging the trip? Yes No

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.

Date: _____


Signature of Employing Member

U.S. House of Representatives
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 Web site (ethics.house.gov) provides detailed instructions for filling out the form.

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.

1. Sponsor (who will be paying for the trip): _____
Main Street Partnership
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 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):
List attached.
5. Is travel being offered to an accompanying relative of the House invitee(s)? Yes No
6. Date of departure: September 8, 2013 Date of return: September 8, 2013
7. a. City of departure: Washington, DC
b. Destination(s): Cambridge, MD
c. City of return: Washington, DC
8. I represent that (check one of the following):
 - 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 one of the following:
 - a. I checked 8(a) or (b) above:
 - b. I checked 8(c) above but am not offering any lodging:
 - 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 "d" is checked, explain why the second night of lodging is warranted: _____

10. Attached is a detailed agenda of the activities the 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 one:

- 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 that the statement is true by checking box): or
b. N/A - 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:

This event is a policy summit in which Main Street Partnership members will have the opportunity to collaborate and discuss issues facing the 113th Congress.

13. Answer parts a and b. Answer part c if necessary.

- a. Mode of travel: Air Rail Bus Car Other (Specify: Personal vehicles.)
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. I represent that either (check one of the following):

- 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): _____
Approximate cost of \$50 per day.

2) Provide reason for selecting the location of the event or trip: _____
The hotel is close enough to Washington DC so that all attendees can drive to the location.
Reasonably priced while still offering sufficient facilities for the policy discussion events.

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

Hotel name: Hyatt Regency Chesapeake Bay City: Cambridge, MD Cost per night: \$225

Reason(s) for selecting: Proximity to DC

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 box):

18. **TOTAL EXPENSES FOR EACH PARTICIPANT:**

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or employee	NA	\$450	\$150
For each accompanying relative	NA	\$0	\$150

	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	NA	NA
For each accompanying relative	NA	NA

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

19. Check one:

- a. I certify that I am an officer of the organization listed below. *or*
 b. N/A – sponsor is an individual or a U.S. institution of higher education.

20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.

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

Signature: David Thomas

Name: David Thomas

Title: Executive Director

Organization: Main Street Partnership

Address: 325 7th Street, NW, Suite 610 - Washington, DC 20004

Telephone number: 202-393-4353

Email address: david@rmsp.org

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Ethics
 U.S. House of Representatives
 1015 Longworth House Office Building
 Washington, DC 20515
 (202) 225-7103 (phone)
 (202) 225-7392 (general fax)

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Chairman
Linda T. Sánchez, California
Ranking Member



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Patrick Meehan, Pennsylvania
Trey Gowdy, South Carolina
Susan W. Brooks, Indiana

Pedro R. Pierluisi, Puerto Rico
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ONE HUNDRED THIRTEENTH CONGRESS

U.S. House of Representatives

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1015 Longworth House Office Building
Washington, D.C. 20515-6328
Telephone: (202) 225-7103
Facsimile: (202) 225-7392

August 12, 2013

Ms. Stacey Johnson
Office of the Honorable Erik Paulsen
127 Cannon House Office Building
Washington, DC 20515

Dear Ms. Johnson:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Cambridge, Maryland, scheduled for September 6 to 8, 2013, sponsored by the Main Street Partnership. We note that you will not be reimbursed for transportation expenses.

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 \$350 from a single source on Schedule VII of that statement.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

K. Michael Conaway
Chairman

Linda T. Sánchez
Ranking Member

KMC/LTS:wfs

MSP Policy Retreat Invite List

MEMBER OF CONGRESS	CHIEF OF STAFF	LEGISLATIVE DIRECTOR
Susan Brooks	<i>Mel Raines</i>	<i>Megan Savage</i>
Larry Bucshon	<i>Jon Causey</i>	<i>Teresa Buckley</i>
Ken Calvert	<i>Dave Ramey</i>	<i>Rebecca Keightley</i>
Dave Camp	<i>Jim Brandell</i>	<i>Adam Pradko</i>
Shelley Moore Capito	<i>Joel Brubaker</i>	<i>Adam Tomlinson</i>
Tom Cole	<i>Sean Murphy</i>	-
Chris Collins	<i>Chris Grant</i>	<i>Eugene Patrone</i>
Paul Cook	<i>John Sobel</i>	<i>Justin Landon</i>
Rodney Davis	<i>Jen Daulby</i>	<i>Bobby Frederick</i>
Jeff Denham	<i>Jason Larrabee</i>	<i>Bret Manley</i>
Charlle Dent	<i>George McElee</i>	<i>Kristin Dini</i>
Marlo Diaz-Balart	<i>Cesar Gonzalez</i>	<i>Miguel Mandoza</i>
Sean Duffy	<i>Pete Meachum</i>	<i>Bryan Blom</i>
Mike Fitzpatrick	<i>Athan Koutsouroumbas</i>	<i>Kyle Whatley</i>
Jeff Fortenberry	<i>Margaux Matter</i>	<i>Alan Feyerherm</i>
Rodney Frellinghuysen	<i>Nancy Fox</i>	<i>Kathleen Hazlett</i>
Jim Gerlach	<i>Annie Fultz</i>	<i>Lauryn Schothorst</i>
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Michael Grimm	<i>Chris Bernardini</i>	<i>Aaron Ringel</i>
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David McKinley	<i>Mike Hamilton</i>	<i>Devon Seibert</i>
Cathy McMorris Rodgers	<i>George Poulos</i>	<i>Melanie Steele</i>
Pat Meehan	<i>Brian Schubert</i>	<i>Michael Kirlin</i>
Tim Murphy	<i>Susan Mosychuk</i>	<i>Brad Grantz</i>
Erik Paulsen	<i>Laurie Esau</i>	<i>Noah Jacobson</i>
Erik Paulsen	<i>Stacey Johnson (Deputy COS)</i>	-
Tom Petri	<i>Debbie Gebhardt</i>	<i>Debbie Gebhardt</i>
Tom Reed	<i>Tim Kolpien</i>	<i>Steve Pfrang</i>
Dave Reichert	<i>Jeff Harvey</i>	<i>Zach Rudisill</i>
Jim Renacci	<i>James Slepian</i>	<i>Jake Menefee</i>
Scott Rigell	<i>Chris Connelly</i>	<i>John Thomas</i>
Jon Runyan	<i>Stacy Barton</i>	<i>Joe Heaton</i>
Aaron Schock	<i>Steven Shearer</i>	<i>Mark Roman</i>
Mike Simpson	<i>Lindsay Slater</i>	<i>Nathan Greene</i>
Steve Stivers	<i>Adam Kuhn</i>	<i>Jesse Walls</i>

MSP Policy Retreat Invite List

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Pat Tiberi
Mike Turner
Fred Upton
David Valadao
Greg Walden
Ed Whitfield
Frank Wolf
Todd Young

Mark Anderson
Mark Bell
Adam Howard
Joan Hillebrands
Tal Eslick
Brian MacDonald
Corey Hicks
Dan Scandling
John Connell

A.D. Johnson
Brad Bailey
Vincent Erfe
Mark Ratner
Chris Marklund
Jillian Wheeler
Taylor Booth
Tom Culligan
Emily Mueller

Other Offices

House Committee on Financial Services
House Committee on Ways and Means
House Majority Whip
Senate Energy Committee
Senator John Cornyn

Shannon McGahn
Brian Sutter
Brian Worth
Pasha Majidi
Jerr Rosenbaum

Staff Director
Subcommittee Staff Director
Coalitions Director
Legislative Assistant
Legislative Director

Main Street Partnership
Congressional Policy Retreat
September 6-8, 2013

Hyatt Regency Chesapeake Bay
100 Heron Boulevard
Cambridge, MD 21613
(410) 901-1234

Friday, September 6

Dress Resort Casual (no tie or jacket required)

7:00 p.m. **Welcome Reception** (guests welcome)

Saturday, September 7

Dress Resort Casual (no tie or jacket required)

8:00 a.m. **Continental Breakfast**

8:15 a.m. **Welcome and Conference Overview**

9:00 a.m. **Legislative Outlook, What is Possible This Year and Beyond**

10:00 a.m. **Health Care Policy Discussion**

11:00 a.m. **Energy Policy Discussion**

12:00 p.m. **Lunch on your own**

1:00 p.m. **Regulatory Reform Roundtable**

3:00 p.m. **Networking Break**

6:00 p.m. **Reception** (guests welcome)

7:00 p.m. **Buffet Dinner** (guests welcome)

Sunday, September 8

Dress Resort Casual (no tie or jacket required)

8:00 a.m. **Continental Breakfast**

8:30 a.m. **Tax/Entitlement Reform Outlook**

10:00 a.m. **Financial Services Policy Discussion**

11:00 a.m. **Policy Retreat Concludes**

12:00 p.m. **Hotel Checkout**