# COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

Date/Time Stamp

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2018 DEC -7 AM 10: 53

**Instructions:** Use this form as a cover sheet for any paperwork you may need to submit to the **Office of Public Records** in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. **Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.**

SUBMIT DIRECTLY TO THE **OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING**

Name of Traveler: Kelsey Magill

Employing Office/Committee: Sen. Chris Coons

Travel Expenses Paid by (List all sources): United Nations Foundation

Travel Date(s): Oct. 18 - Oct 19, 2018

Description/Title of Attached Forms: Updated final itinerary, updated final private sponsor travel certification form

Purpose of Amendment (describe the reason for amending original submission): Previous submission was not final approved version.

12/7/18
(Date)

(Signature of Traveler)

(Revised 4/19/2010)

# PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

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1. Sponsor(s) of the trip (please list all sponsors): United Nations Foundation (UNF)

2. Description of the trip: UN Foundation Congressional Staff Learning Trip to the United Nations

3. Dates of travel: Thursday, October 18, 2018 - Friday, October 19, 2018

4. Place of travel: New York, NY

5. Name and title of Senate invitees: Please see attached.

6. I *certify* that the trip fits one of the following categories:

   ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

   – OR –

   ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) *(see question 9)*.

7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.

   – AND –

   ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.

8. I *certify* that:

   ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.

   – AND –

   ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**
I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10).*

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**
If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

UNF is the sole sponsor of this trip, organizing and conducting all aspects of the program and logistics. UNF handles all outreach to to congressional offices and is the contact for planning purposes.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

UNF works to educate all Americans, including the U.S. Congress, on the importance of a strong U.S.-UN relationship. This learning trip provides an opportunity for congressional staff to visit the UN and take part in meetings with UN officials to learn more about how the UN is providing protection and access to health care to women in dire humanitarian and development settings worldwide.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

UNF regularly sponsors a mix of domestic and international congressional trips focused on UN issues. Between 2011 and 2017, for example, UNF organized staff/Member trips to Atlanta, New York, Tanzania, Cameroon, Liberia, Rwanda, Honduras, Haiti, South Sudan, DR Congo, and the Central African Republic.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

UNF regularly hosts/sponsors Capitol Hill briefings, forums, and related events to educate policymakers businesses, NGOs, and the general public on the UN's role in advancing American interests abroad.

16. Total Expenses for Each Participant:

| | Transportation Expenses | Lodging Expenses | Meal Expenses | Other Expenses |
|---|---|---|---|---|
| ☒ Good Faith estimate<br>☐ Actual Amounts | $500.00 ($485-Roundtrip train fare from Washington DC to New York, and $15 shuttle service to and from train station and hotel) | $288.00<br>One night stay at hotel | $111.00<br>$55.00 Dinner, $19.00 Breakfast and, $37.00 Lunch | $20.00<br>Fee for UN Guided tour and Lecture Briefing |

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves an event that is arranged or organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

This trip will bring participants to the UN Headquarters, which is located in New York, NY.

19. Name and location of hotel or other lodging facility:

Millennium Hilton New York One UN Plaza Hotel, One UN Plaza, New York, NY 10017

20. Reason(s) for selecting hotel or other lodging facility:

This hotel was chosen because of favorable cost and location. All attendees will be staying at this hotel.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Lodging expenses will be equal to GSA per diem ($288.00). Food expenses will be equal to GSA per-diem ($74.00).

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Roundtrip transportation between Washington DC and NY will be on Amtrak Acela and shuttles to/from NY Penn Station and hotel. UNF will provide roundtrip business class tickets. Amtrak Acela is a business class train, basic fare is business.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: _____

Name and Title: Peter Yeo, Senior Vice President

Name of Organization: United Nations Foundation

Address: 1750 Pennsylvania Ave, NW, Suite 300, Washington, DC 20006

Telephone Number: 202-887-9040 (ask for Troy Wolfe)

Fax Number: 202-887-9021

E-mail Address: twolfe@unausa.org

Answer to Question 5

**Senate Invitee List for United Nations Foundation**
**Congressional Staff Learning Trip to the United Nations**
**Thursday, October 18, 2018 – Friday, October 19, 2018**

This learning trip is designed to examine the United Nations' efforts to provide protection and access to health care to women in dire humanitarian and development settings worldwide. The following staff have been invited to participate because they are responsible for issues related to foreign policy, global health, and/or women's and gender issues.

- R. Chris Farrar, Legislative Assistant
  Sen. John Boozman (AR-R) Senate Appropriations Committee

- Anna Dietderich, Legislative Correspondent
  Sen. Lisa Murkowski (AK-R) Senate Appropriations Committee

- Jessica Elledge, Legislative Assistant
  Sen. Christopher Murphy (CT-D), Senate Appropriations Committee

- Kelsey Magill, Legislative Correspondent
  Sen. Chris Coons (DE-D) Senate Appropriations Committee

- Tom Mancinelli, Foreign Policy Legislative Assistant
  Sen. Chris Coons (DE-D) Senate Appropriations Committee

- Ryan Evans, Foreign Policy Legislative Assistant
  Sen. Johnny Isakson (GA-R) Senate Foreign Relations Committee

- Afreen Akhter, National Security and Foreign Affairs Adviser
  Sen. Chris Van Hollen (MD-D), Senate Appropriations Committee

- John-Paul Mantone, Defense Fellow
  Sen. Susan Collins (ME-R) Senate Appropriations Committee

- Mike Wakefield, Legislative Counsel
  Sen. Susan Collins (ME-R) Senate Appropriations Committee

- Daisy Bledsoe-Herring, Foreign Policy Legislative Assistant
  Sen. Jeanne Shaheen (NH-D) Senate Appropriations Committee

- Naz Durakoglu, Foreign Policy Legislative Assistant
  Sen. Jeanne Shaheen (NH-D) Senate Appropriations Committee

- Sarah Arkin, Policy Director, Minority
  Senate Foreign Relations Committee

- Laura Updegrove, Foreign Policy Advisor
  Sen. Jeff Merkley (OR-D) Senate Appropriations Committee

- Laurel Sakai, Counsel – Health, Minority
  Senate Health, Education, Labor and Pensions Committee

- Emily Farnell, Foreign Policy Legislative Assistant
  Sen. Joe III Manchin (WV-D) Senate Committee on Appropriations

- Leigh Maiden, Legislative Correspondent
  Sen. Joe III Manchin (WV-D) Senate Committee on Appropriations

- Charlotte Oldham, Senior Professional Staff Member
  Senate Foreign Relations Committee

# UNITED NATIONS FOUNDATION

**AGENDA FOR:**
**United Nations Foundation's**
**Congressional Staff Learning Trip to UN Headquarters**
**October 18 & 19, 2018**

**Thursday, Oct. 18, 2018**

| | |
|---|---|
| 3:50 PM – 6:46 PM | **Depart Washington, D.C. via Amtrak Acela # 2172**<br>*Location: Union Station* |
| 6:46 PM – 7:00 PM | **Transfer to Hilton Millennium New York One UN Plaza Hotel** |
| 7:00 PM – 7:45 PM | **Check in at Hilton Millennium New York One UN Plaza Hotel and prepare for dinner**<br>*Location: One UN Plaza, New York, NY 10017* |
| 7:45 PM – 8:00 PM | **Transfer to Amali Restaurant for dinner**<br>*Location: 115 E 60th St, New York, NY 10022* |
| 8:00 PM – 9:30 PM | **Welcome Dinner with the Delegation Participants**<br>Remarks by ***Klaus Simoni Pedersen, UNFPA; Sharon Grobeisen, UN Women; Dr. Stefan Peterson, UNICEF***<br>*Location: Amali Restaurant, 115 E 60th Street, New York, New York*<br><br>*Briefing focus: To discuss the UN humanitarian system's coordination and challenges of ongoing programs to protect and ensure access to health care for women in dire humanitarian and developing settings worldwide.* |

**Friday, Oct. 19, 2018**

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| 7:30 AM – 7:45 AM | **Hotel check-out. Please leave your luggage with the porter and meet in the lobby for departure to the United Nations**<br>*Location: Hilton Millennium New York One UN Plaza, One UN Plaza, New York, NY 10017* |
| 7:45 AM – 8:15 AM | **Travel to United Nations Headquarters** |
| 8:15 AM – 9:00 AM | **Working Breakfast: Regional Case Study – UN's unified response for women and children in Rohingya Crisis in Bangladesh *with Ramiz Alakbarov, UNFPA; Nabila Zaka, UNICEF; and Dan Seymour, UN Women***<br>*Location: UNHQ- Private Dining Room 1-3*<br><br>*Briefing focus: How UN agencies are coordinating to meet the unique needs of Rohingya girls, women, and children displaced in Bangladesh.* |
| 9:00 AM – 10:00 AM | **Regional Case Study - Providers of Last Resort – How the UN reaches the hardest-to-reach girls, women, and their babies in Yemen *with Ann Erb Leoncavallo, UNFPA Humanitarian Specialist; Sara Bordas Eddy, UNICEF***<br>*Location: UNHQ- Private Dining Room 1-3*<br><br>*Briefing focus: To discuss the ongoing work of the UN in humanitarian settings, specifically in response to the ongoing humanitarian crises in Yemen.* |
| 10:00 AM – 10:15 AM | **Transfer to UN Guided Tour** |

# UNITED NATIONS FOUNDATION

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|---|---|
| 10:15 AM – 11:00 AM | **United Nations Guided Tour and Briefing**<br>*Location: United Nations Headquarters*<br><br>*Briefing Focus: UN expert-led tour including in-depth daily briefing, historic overview, and chamber-specific briefings on Security Council, General Assembly, Economic and Social Council, and Trusteeship Council.* |
| 11:00 AM – 11:15 AM | **Return to Private Dining Room 1-3** |
| 11:15 AM – 12:00 PM | **Regional Case Study: Insecurity in the Sahel – How the UN is empowering girls and women to combat insecurity *with Gifty Addico, UNFPA; Sarah Douglas, UN Women***<br>*Location: UNHQ, Private Dining Room 1-3*<br><br>*Briefing focus: To discuss the UN's programs and efforts to foster peace and security through the health and empowerment of women and girls in the region, with a special focus on the UN response to the captured girls from Chibok.* |
| 12:00 PM – 12:15 PM | **Transfer to Private Dining Room** |
| 12:15 PM – 2:00 PM | **Working Lunch & Feedback Session: What's New at the UN? Applying private sector thinking at the UN with; *Burak Cakmak of Parson's School of Design to discuss sustainable garments in humanitarian settings with UNFPA; Theresia Thylin, Humanitarian Programme Specialist, UN Women to discuss blockchain in humanitarian settings***<br>*Location: UNHQ, Private Dining Room 6*<br><br>*Briefing focus: To discuss the role of private sector partnerships and new innovations led by the UN in humanitarian and developing country settings.* |
| 2:00 PM – 2:30 PM | **Depart United Nations HQ for Hilton Millennium New York One UN Plaza Hotel** |
| 2:30 PM – 4:02 PM | **Depart Hilton Millennium New York One UN Plaza Hotel for New York Penn Station** |
| 4:02 PM – 7:00 PM | **Depart NYC via Amtrak Acela #2165**<br>*Location: New York Penn Station* |