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COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

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: Rob Portman

Employing Office/Committee: Senator Rob Portman's Office

Travel Expenses Paid by (List all sources): AEI

Travel Date(s): March 8 - 11, 2018

Description/Title of Attached Forms:
Private Sponsor Certification Form

Purpose of Amendment (describe the reason for amending original submission):
Including the final version and addendum of the Private Sponsor Certification Form

5/29/2018
(Date)

(Signature of Traveler)

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(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): The American Enterprise Institute

2. Description of the trip: World Forum focuses on creative and forward-looking ideas in pursuit of independent and innovative policy solutions with real-world impact.

3. Dates of travel: March 8-11, 2018

4. Place of travel: Sea Island, Georgia

5. Name and title of Senate invitees: Sen. Rob Portman, and the attached list of invitees.

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:

AEI organizes the trip and plans the agenda, while AEI scholars lead panel discussions on policy issues. AEI is responsible for all the logistical aspects of getting the Senator to and from the conference.

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

AEI is a non-profit, tax-exempt, public policy research organization. The World Forum seeks to encourage frank and free-ranging conversations over a number of public policy issues important to today's world. AEI expects the Forum to inspire ideas that expand human dignity and human potential at home and abroad.

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

This is the 36th year of the World Forum. Each Forum, AEI invites a number of public officials to join the conversation. Members from both the House and the Senate regularly attend.

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

AEI hosts around 250 public events each year. In addition to distributing other educational materials via online resources, including the AEI website and emails. These products cover a number of topics and seek to encourage the competition of ideas.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
☒ Good Faith estimate ☐ Actual Amounts	$740 ($320 airfare, $420 ground transportation) - ground transportation is only charged once per couple	MAX: $1345.38 ($448.46/night) - only charged once per couple	MAX: $267.00 (3 Breakfst, $27) (2 Lunch, $33) (3 Dinner, 40)	N/A

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:

This trip is arranged without regard to congressional participation.

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

The hotel is in close proximity to East Coast and easily accessible by multiple airports.

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

The Cloister at Sea Island

100 Cloister Drive, Sea Island, Georgia 31561

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

The hotel is in close proximity to East Coast and easily accessible by multiple airports.

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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:

Please see attached.

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:

Commercial air travel - economy class

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:

N/A

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: Jessica Browning, Director of Conferences

Name of Organization: The American Enterprise Institute

Address: 1789 Massachusetts Ave NW

Telephone Number: 202.862.5853

Fax Number: N/A

E-mail Address: jbrowning@aei.org

AEI WORLD FORUM, March 8-11, Sea Island, Georgia

ADDENDUM: Question 21:

The lodging cost per day ($448.46/night) is higher than the per diem rate of the area. Senate participants will be placed in standard rooms. Since this is a large conference, this was the lowest cost and closest to the per diem rate that AEI could secure, given the hotel's prices. The cost of meals ($27/breakfast, $33/lunch, $40/dinner) reflects the catering cost charged to AEI by the hotel. Alcohol is not included. This trip was arranged without regard to congressional participation, and we verify that no special treatment was given to members in either lodging or food.

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