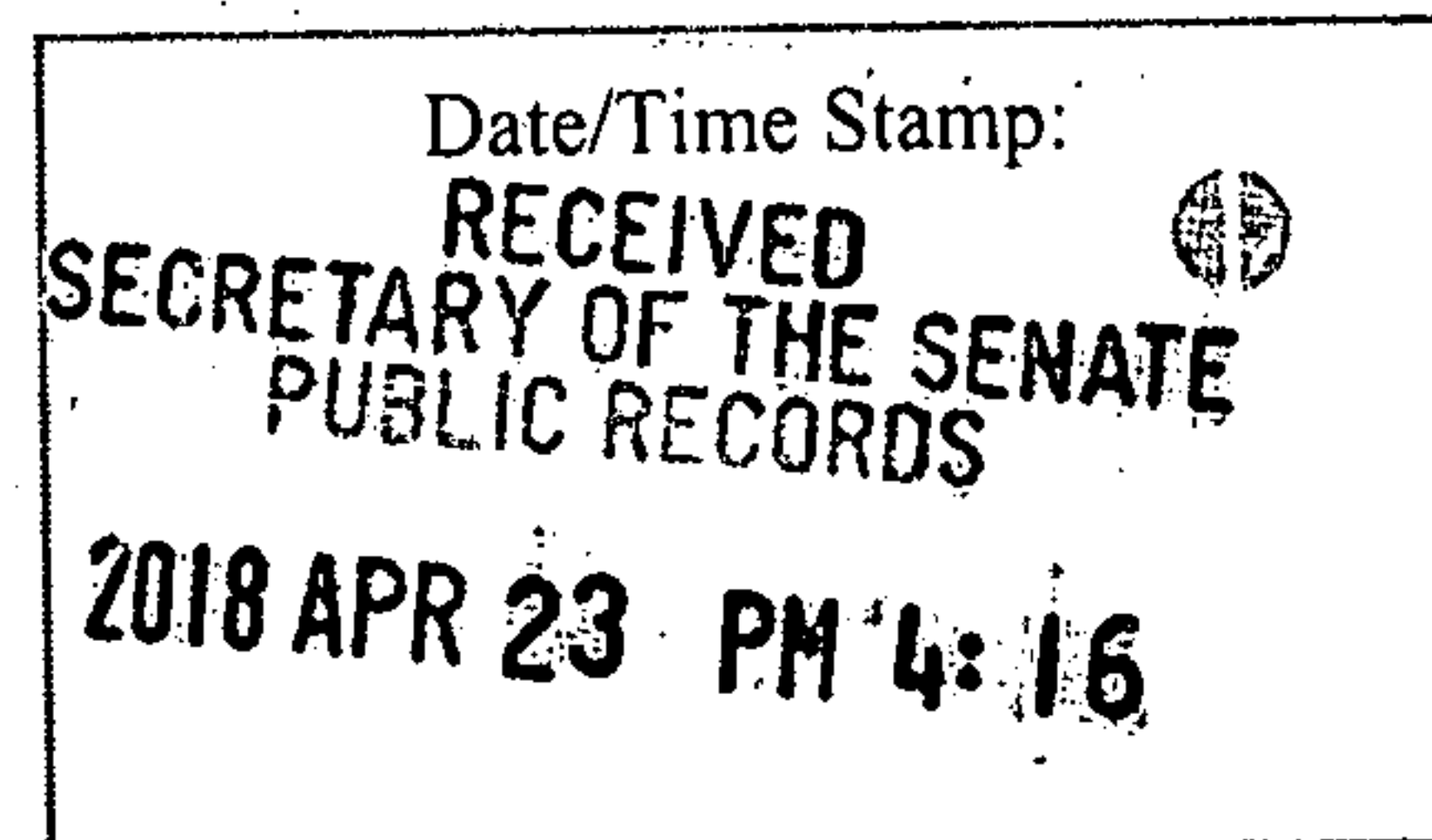


Employee Post-Travel Disclosure of Travel Expenses



Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
- ☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Foundation for Rural Service

Private Sponsor(s) (list all): _____

Travel date(s): Friday, April 13, 2018

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input checked="" type="checkbox"/> Actual Amount	\$203.83		\$34	Smoke Hole Cavern \$15

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): See attached

4/23/18
(Date)

Kara Van Stralen
(Printed name of traveler)

Kara Van Stralen
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

4/23/18
(Date)

Margaret Hass
(Signature of Supervising Senator/Officer)

Ethics – Van Stralen West Virginia Trip Notes:

- Mr. Brian Ford provided an overview of historical challenges to implementing rural broadband.
- Met with Hardy Telecommunications staff, including Mr. Scott Sherman (CEO) and Mr. Derek Barr (Director of Customer Service), provided us with an overview of what their company aims to do, and the regulatory and geographic barriers they face in connecting people to broadband. They described some of the federal programs they have been able to take advantage of as well including the Universal Service Fund.
- Mr. Derek Barr (Director of Customer Service, Hardy Telecom) led us on a tour of the Central Office of Hardy Telecom to see their Central Office
- Lunch Roundtable with Hardy County Community Leaders: We met with members of the Community to discuss how Hardy County is using its broadband service, for example for its first responders and to combat the opioid crisis.
- Went to Smoke Hole Caverns and learned from the owners about how a lack of broadband was once part of the appeal of the location, but now it is seriously hurting their business, and prohibiting them from doing simple things like take reservations online.
- We visited the Grant County 911 Center and learned about how the new partnership they are working on will enhance services to first responders.

Date/Time Stamp:

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Kara van Stralen

Employing Office/Committee: Senator Maggie Hassan

Private Sponsor(s) (list all): The Foundation for Rural Service

Travel date(s): Friday, April 13, 2017

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): Hardy County, WV and Grant County, WV

Explain how this trip is specifically connected to the traveler's official or representational duties:

I serve as senior policy advisor to Senator Hassan and this trip will help me advise her on technology and telecom policy by providing educational background on rural broadband issues. Senator Hassan is a member of the Senate Commerce Committee which has jurisdiction over broadband and telecom issues, so this trip will also aid me in staffing the Senator on the committee, and will help shed light on the economic and geographic challenges communities face in trying to implement rural broadband.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

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

3/19/18
(Date)

Kara Van Stralen
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Hassan hereby authorize Kara van Stralen
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

3-19-18
(Date)

Maggie Hassan
(Signature of Supervising Senator/Officer)

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.

1. Sponsor(s) of the trip (please list all sponsors):
Foundation for Rural Service
2. Description of the trip: Travel to West Virginia to meet with a rural broadband provider as well as community leaders to discuss challenges and successes of rural broadband in the state.
3. Dates of travel: April 13, 2018
4. Place of travel: West Virginia
5. Name and title of Senate invitees: LIST 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:

SEE ATTACHED

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

The mission of FRS is to sustain and enhance quality of life in America by advancing an understanding of rural issues. FRS educates the public on the benefits of rural broadband apps in health, education, ag, etc.

The trip will showcase the challenges of serving broadband to rural communities.

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

FRS has sponsored similar trips for congressional staff to Wyoming, Kentucky/TN, upstate New York and Montana.

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

FRS produces white papers and economic studies on rural broadband issues; hosts an annual youth tour for rural students; sponsors college scholarship and rural grant programs; offers educational events for third parties and Hill staffers like a Broadband 101, Smart Ag. Summit, etc.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$250/person	NONE	\$50	\$15 for visit to caverns

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:

All of the trip is planned specifically with regard to congressional participation.

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

Rural West Virginia highlights a wide variety of geographic challenges reflecting those faced by other areas of the US. The location is also possible to visit in a day-trip from Washington, DC.

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

NONE; DAY TRIP ONLY.

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

N/A

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:

The day's meals will be within the federal per diem rate of \$50 a day or less.

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:

FRS will hire a bus to take the staffers on the day trip.

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:

The staffers will be led on a tour of the Smoke Hole Caverns (Grant County) by the owner who will share about the effect of the lack of adequate broadband on their business, as well as emergency services.

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: _____

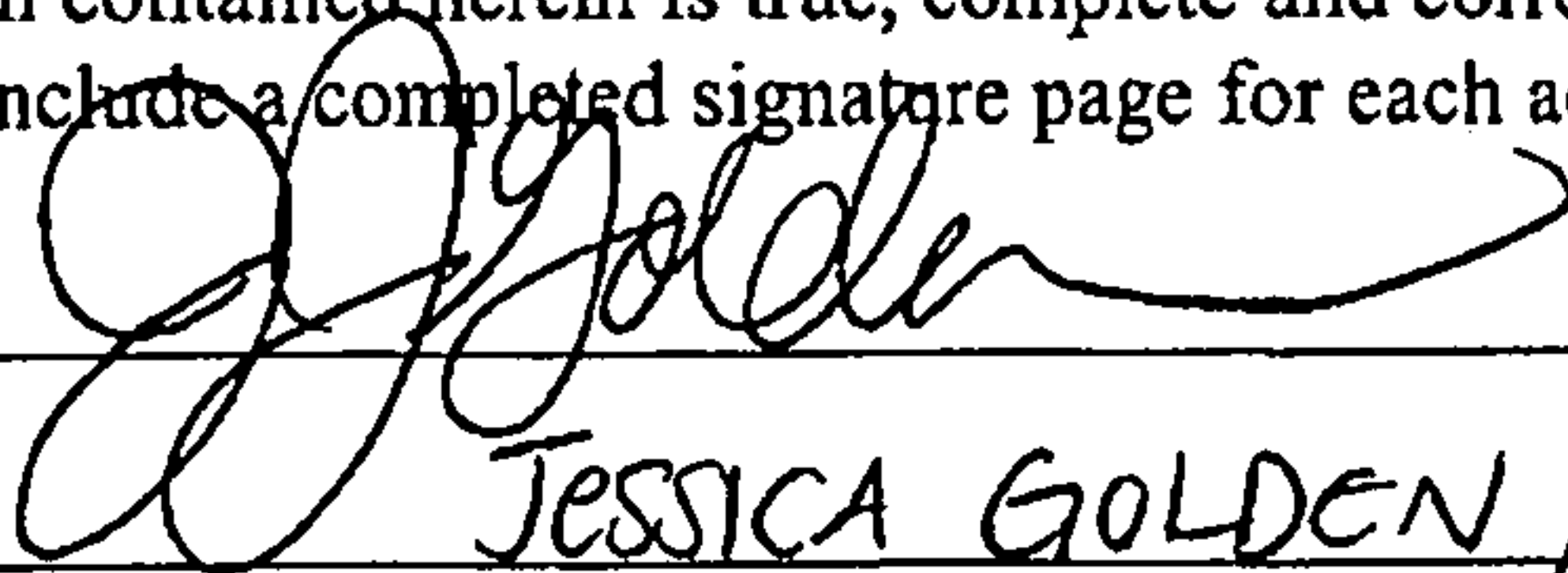
Name of Organization: _____

Address: _____

Telephone Number: _____

Fax Number: _____

E-mail Address: _____



Jessica Golden, Executive Director

Foundation for Rural Service

4121 Wilson Blvd., Suite 1000, Arlington, VA 22203

703-351-2044

jgolden@FRS.ORG

Foundation for Rural Service

April 13, 2018

FRS is the sole sponsor of the trip and will make all arrangements for travel (transportation and meals) and will incur all expenses. As a foundation, FRS receives donations from many different companies and individuals that make its programs possible. Some funding is given specifically for educational awareness activities and programming. It is up to FRS to decide how to use this funding—and we have done so for telehealth summits, broadband 101s and this trip, for example, all education on rural issues as per our mission—and there has been no direct, nor indirect, requirements on how to use our funding beyond for educational awareness on rural issues (as established in our mission).

10-10-68

00000002492

Staffers Invited on FRS Congressional Broadband Tour Day Trip to West Virginia 2018

First Name	Last Name	Congressional Office	House/Senate	Email
Samantha	Fay	Rep. Tim Ryan	House	Samantha.fay@mail.house.gov
Neel	Mandavilli	Rep. David Price	House	Neel.mandavilli@mail.house.gov
Emily	Duhovny	Rep. Tonko	House	Emily.duhovny@mail.house.gov
Jordan	Dickinson	Rep. Kildee	House	Jordan.dickinson@mail.house.gov
Svetlana	Matt	Rep. McNerney	House	Svetlana.matt@mail.house.gov
Alex	Demato	Rep. Matsui	House	Alex.damato@mail.house.gov
Elissa	McClerran	Rep. Jodey Arrington	House	elissa.mcclerran@mail.house.gov
RJ	Layher	Rep. Mike Bost	House	ri.layher@mail.house.gov
Dylan	Moore	Rep. Larry Bucshon	House	dylan.moore@mail.house.gov
Maggie	Moore	Rep. Steve Chabot	House	Maggie.Moore@mail.house.gov
Jon	Ferro	Rep. Doug Collins	House	Jon.Ferro@mail.house.gov
Jordan	Ballard	Rep. Bill Flores	House	jordan.ballard@mail.house.gov
Austin	Kramer	Rep. Vicky Hartzler	House	austin.kramer@mail.house.gov
Anna	Schratner	Rep. Jamie Herrera Butler	House	anna.schartner@mail.house.gov
Austin	Agrella	Rep. Will Hurd	House	austin.agrella@mail.house.gov
Michael	Mansour	Rep. Adam Kinzinger	House	Michael.Mansour@mail.house.gov
Davis	Pace	Rep. John Ratcliffe	House	davis.pace@mail.house.gov
Brian	Looser	Rep. John Shimkus	House	brian.looser@mail.house.gov
Katie	Moore	Rep. Roger Marshall	House	Katie.moore@mail.house.gov
Kayla	Dolan	Rep. Richard Hudson	House	Kayla.Dolan@mail.house.gov
Alexah	Rogge	Rep. Rod Blum	House	Alexah.Rogge@mail.house.gov
Richard	Stern	Rep. Tom McClintock	House	Richard.Stern@mail.house.gov
Michael	Weglein	Rep. Brian Mast	House	Michael.Weglein@mail.house.gov
Tanner	Tempel	Rep. Ron Estes	House	Tanner.tempel@mail.house.gov
Ryan	Nelson	Rep. Kevin Cramer	House	Ryan.Nelson@mail.house.gov
Laura	Wilson	Rep. Bill Johnson	House	Laura.Wilson@mail.house.gov
Greg	Watson	Rep. Steve Scalise	House	Greg.Watson@mail.house.gov
Tamir	Elnabarawy	Rep. Peterson	House	Tamir.Elnabarawy@mail.house.gov
Scott	Stockwell	Rep. Loeb sack	House	scott.stockwell@mail.house.gov
Travis	Krogman	Rep. Kuster	House	travis.krogman@mail.house.gov
Ethan	Holmes	Rep. Ron Kind	House	ethan.holmes@mail.house.gov
Justin	Sok	Rep. Jason Smith	House	justin.sok@mail.house.gov

Mimi	Strobel	Rep. Susan Brooks	House	mimi.strobel@mail.house.gov
Sarah	Rusciano	Rep. Adrian Smith	House	sarah.rusciano@mail.house.gov
Matt	Karvelas	Rep. French Hill	House	matt.karvelas@mail.house.gov
Andrew	Giacini	Rep. Jason Lewis	House	andrew.giacini@mail.house.gov
Melissa	Jung	Rep. Nydia Velazquez	House	melissa.jung@mail.house.gov
Kara	Van Stralen	Senator Maggie Hassan	Senate	Kara_VanStralen@hassan.senate.gov
Adam	Lachman	Sen. King	Senate	Adam_Lachman@king.senate.gov
Flynn	Rico-Johnson	Sen. Klobuchar	Senate	Flynn_Rico-Johnson@klobuchar.senate.gov
Jennifer	Humphrey	Sen. Boozman	Senate	Jennifer_Humphrey@boozman.senate.gov
Brendon	Dorgan	Sen. Heitkamp	Senate	Brendon_Dorgan@heitkamp.senate.gov
Victoria	Flood	Sen. Capito	Senate	victoria_flood@capito.senate.gov
Zahava	Urecki	Sen. Manchin	Senate	Zahava_urecki@manchin.senate.gov
Jackson	Cosko	Sen. Hassan	Senate	Jackson_cosko@hassan.senate.gov
Devin	Parsons	Sen. Peters	Senate	Devin_parsons@peters.senate.gov
Virginia	Lenahan	Sen. Casey	Senate	Virginia_lenahan@casey.senate.gov
Becky	McNaught	Sen. Shaheen; Senate Small Bus	Senate	Becky_mcnaught@sbc.senate.gov
Andrew	Lock	Sen. Roy Blunt	Senate	andrew_lock@blunt.senate.gov
Joshua	Sizemore	Sen. Daines	Senate	Joshua_Sizemore@daines.senate.gov
Saat	Alety	Sen. Scott	Senate	saat_alety@scott.senate.gov
Michael	Farr	Sen. Joni Ernst	Senate	Michael_Farr@ernst.senate.gov
Mary Katie	Munro	Sen. Joni Ernst	Senate	MaryKate_Munto@ernst.senate.gov
Ali	Aafedt	Sen. John Hoeven	Senate	alexis_aafedt@hoeven.senate.gov
Sam	Mulopulos	Sen. Rob Portman	Senate	Sam_Mulopulos@portman.senate.gov
Ben	Merkel	Sen. Patty Murray	Senate	ben_merkel@murray.senate.gov
Morgan	Carter	Sen. Richard Shelby	Senate	morgan_carter@shelby.senate.gov
Trevor	Jones	Sen. Wyden	Senate	trevor_jones@wyden.senate.gov



FOUNDATION FOR
RURAL SERVICE

Itinerary for FRS Congressional Broadband Day Trip to West Virginia *April 13, 2018*

The Foundation for Rural Service (FRS) is a 501c3 non-profit dedicated to enhancing quality of life in America by promoting a better understanding of rural issues. The vision of FRS is to harness the power of the rural communications industry to enrich lives in America.

The purpose of this trip is to educate Hill staff on the geographic and financial challenges of providing robust broadband service to remote rural areas, as well as to highlight the role rural telecom companies play in providing these essential services that support education, agriculture, health, and public safety. Attendees will visit Hardy Telecommunications, a small, rural telecommunications cooperative in West Virginia. The group will also visit with rural community leaders and discuss ways in which the state has been enhanced by broadband applications. Drive times through West Virginia will give FRS staff an opportunity to provide educational sessions on the bus, as well as illustrate the difficulty of serving "last mile" areas in a highly rural state.

Per the Ethics rules, no registered lobbyists will attend this trip. All expenses will be paid in full by the Foundation for Rural Service (FRS) and will be subject to the daily per diem allowances for Senate and House employees—in other words, all meals and transportation for staffers will be covered by FRS within these allowance rates. We will ensure that there are at least 6 hours of educational content on the trip for the full day.

Friday, April 13, 2018

7:00AM Meet to board the bus (*Rayburn House Office Building*)

Coffee and bagels will be provided.

7:30AM Depart Washington, D.C. (*Rayburn House Office Building*)

On the two-hour drive, Brian Ford of NTCA—The Rural Broadband Association will give staffers an overview of rural broadband history in the U.S., including a regulatory overview, an explanation of the development of the Universal Service Fund and answer any questions the staffers might have.

9:30AM Arrive at Hardy Telecommunications (*2255 Kimseys Run Road, Lost River, WV*)

Hardy Telecom staff will provide a "Welcome to West Virginia" presentation for staff, including an introduction to the state's history of broadband buildout, the unique challenges that the

development of telecommunications services has faced in the state, and regulatory updates unique to the company and state.

10:30AM Staffers will be led on a tour of the Central Office of Hardy Telecom

Hardy staff will lead the staffers on a tour of their Central Office: see the company's switch and hear from staff members on the technical components of the network.

11:15AM Drive to Moorefield (*30 minutes*)

11:45AM Lunch Roundtable with Hardy County Community Leaders (*Rural Development Authority; 223 N. Main Street #102, Moorefield, WV*)

Staffers will be joined by community leaders representing local government, rural development, industry, education, public safety, and other areas to hear about how collaborations have led to successful broadband projects, and the many ways Hardy County is benefiting from a modern broadband network. Also discussed will be the unique position that NTCA member Hardy Telecom, a non-profit cooperative, holds in the community in terms of keeping the county competitive with surrounding counties that don't have a similar provider.

1:15PM Drive to Smoke Hole Caverns in Grant County (*8290 N. Fork Hwy Cabins, WV 26855*)

Staffers will get a tour of one of the most scenic caverns in the eastern United States and meet with the owner, who will discuss how the lack of adequate broadband adversely affects her business.

3:15PM Visit Local 911 Call Center/Data Center in Grant County (*155 Technology Lane, Petersburg, WV*)

Staffers will visit the Grant County 911 Center in the Grant County Industrial Park to hear about how an ongoing broadband project with Hardy Telecommunications will greatly enhance the emergency safety operations at the center, and how the broadband connection with the adjoining Data Center will bring new business opportunities to Grant County.

4:00PM Tour Ends, Drive Back to DC

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