COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

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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: Marisa Morin

Employing Office/Committee: Senate Finance Committee

Travel Expenses Paid by (List all sources): The Aspen Institute (Education & Society)

Travel Date(s): Oct 2-3, 2019

Description/Title of Attached Forms: Form RE-2, final invitation from the sponsor, and final list of Senate invitees

Purpose of Amendment (describe the reason for amending original submission): The Select Committee on Ethics informed me that I had submitted incorrect versions of necessary paperwork and that my RE-2 form was incomplete. This amendment is to submit the necessary corrected documents to close out my file.

11/19/19
(Date)

Marisa Morin
(Signature of Traveler)

(Revised 4/19/2010)

Date/Time Stamp:

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.)

Private Sponsor(s) (list all): The Aspen Institute (Education & Society)

Travel date(s): Oct. 2-3, 2019

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)
☒ Good Faith Estimate ☐ Actual Amount	$453	$150	$229	N/A

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

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate ☐ Actual Amount	N/A	N/A	N/A	N/A

Provide a description of all meetings and events attended. *See* Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): I toured and met with residents from the Renaissance West Community Initiative, toured the Community Culinary School of Charlotte and met with students in the program to discuss how and met with Aspen faculty who discussed recommendations for supporting affordable housing and mobility, building social capital, and next steps on Charlotte's Leading to Opportunity Initiative.

11/19/19 — *(Date)*
Marisa Morin — *(Printed name of traveler)*
Marisa Morin — *(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.

11/19/19 — *(Date)*
(Signature of Supervising Senator/Officer)

(Revised 1/3/11)

Form RE-2

THE ASPEN INSTITUTE

EDUCATION & SOCIETY PROGRAM

August 22, 2019

Dear Senate Colleague,

We are writing to invite you to participate in an upcoming retreat: "***One Community's Efforts to Increase Mobility with a Focus on Housing and Social Capital***" for the Aspen Senior Congressional Staff Network on Mobility from Poverty. The retreat starts on **Wednesday, October 2nd, 2019** at the The Renaissance West Community Initiative at 11:30 AM. The retreat will conclude on **Thursday, October 3rd** at 4:00 PM.

In addition to a site visit to the Renaissance West Community Initiative, we will be joined by interdisciplinary and diverse panels of policy experts and practitioners for facilitated discussions of issues related to mobility from poverty. This convening will provide staff with an off-the-record opportunity to learn about and discuss a set of issues related to mobility from poverty with a focus on the Charlotte community's efforts to understand and address structural and intergenerational barriers to escaping poverty, including the roles of affordable housing and social capital. In addition, senior staffers will have the opportunity to engage in active learning and build working relationships with scholars and practitioners in the field, with state and local officials, and with colleagues from different parties and chambers. Staff will also have time to explore potential roles for Congress and Executive Branch agencies in increasing mobility from poverty.

We are committed to working with you and the Senate Ethics Committee to ensure compliance with the Senate rules regarding privately-funded sponsored travel. Enclosed you will find all the forms necessary for filing the trip with the Ethics Committee:

- A detailed agenda listing discussion sessions
- A completed Private Sponsor Travel Certification Form and appendix
- A list of invited Senate staffers
- A blank Employee Pre-Travel Authorization form

You must complete the Traveler Form and submit it with the enclosed agenda, list of invited staffers, and Primary Trip Sponsor Form directly to the Senate Ethics Committee on Ethics (220 Hart) no later than **Friday, August 30, 2019**. After receiving the completed travel package, the Ethics Committee will review and issue an approval to you or your sponsoring Member. After the trip, you will need to complete a post-travel form that we will email to you after the site visit.

Attendance is by invitation only, with no outside observers or lobbyists. Funding is provided solely by grants from established foundations; no government, individual, foreign, corporate, or special interest money is accepted. The Network is supported by The Bill & Melinda Gates Foundation. The Aspen Education & Society Program maintains autonomy over retreat invitations, materials, and agenda.

If you have any questions in advance of the retreat, please do not hesitate to contact Doug Mesecar at (703) 887-3738. The retreat promises to be productive and informative. We look forward to seeing you in Charlotte, NC on Wednesday, October 2nd.

Warm regards,

Ross Wiener

Doug Mesecar

THE ASPEN INSTITUTE
EDUCATION & SOCIETY PROGRAM

Aspen Retreat for Senior Congressional Staff Network on Mobility from Poverty

One Community's Efforts to Increase Mobility with a Focus on Housing and Social

Omni Hotel
132 E. Trade St.
Charlotte, NC 28202

October 2-3, 2019

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