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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: Julie Klein

Employing Office/Committee: Homeland Security and Governmenals Affairs Committee

Travel Expenses Paid by (List all sources): The Software Education Foundation d.b.a. Software.org

Travel Date(s): October 22, 2018 - October 24, 2018

Description/Title of Attached Forms: Final trip invitation and Final Private Sponsor Travel Certification form

Purpose of Amendment (describe the reason for amending original submission):
The versions i submitted earlier were not the finalized versions.

06-24-19
(Date)

(Signature of Traveler)

(Revised 4/19/2010)

software.org
BSA Foundation

20 F Street, NW, Suite 800 Washington, DC 20001
202 872 5500 www.software.org

Ms. Julie Klein
Committee on Homeland Security and Governmental Affairs
United States Senate
442 Hart Senate Office Building
Washington, DC 20510

Re: Staff Delegation Trip to San Francisco Bay Area, Oct. 22-24

Dear Julie Klein,

Software.org is headed to the San Francisco Bay Area for a series of nuanced conversations with cybersecurity experts and the U.S. DoD Defense Innovation Unit. I'm writing to invite you to join us for this Oct. 22-24 congressional staff delegation trip focused on key cybersecurity issues.

Agenda

The trip will begin with a morning flight on Monday, Oct. 22, with company visits to follow Monday and Tuesday. On Wednesday, the trip will continue with company visits before our afternoon return.

Ethics/Costs

Software.org will cover all approved costs associated with this trip including airfare, hotel expenses, and group meals. This trip has been structured to comply with House and Senate ethics rules. For your convenience, Software.org will provide necessary paperwork for submission before the 30-day House and Senate ethics deadline.

Sincerely,

Chris Hopfensperger
Executive Director, Software.org

About Software.org

Software.org: the BSA Foundation is an independent, nonpartisan, international 501(c)(3) research organization established to help people better understand the impact software has on our lives, our economy, and our society. Headquartered in Washington, DC, the foundation publishes studies that examine the intersection of software and society, and it engages with policymakers and the public to inform policies that can stay ahead of cutting-edge technologies. The foundation also works directly to empower the workforce of tomorrow by encouraging a diverse community of young coders and working to increase opportunities for training and skills. Follow Software.org at @BSA_Foundation.

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 Software Education Foundation d.b.a Software.org: the BSA Foundation ("Software.org")

2. Description of the trip: An educational visit to software companies to provide a better understanding of the software industry's approach to cybersecurity

3. Dates of travel: October 22, 2018 - October 24, 2018

4. Place of travel: Sunnyvale and Oakland, CA (with site visits throughout the San Francisco Bay Area)

5. Name and title of Senate invitees: See attachment

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:

Software.org is the sole sponsor and organizer for this trip.

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

See attachment

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

This is Software.org's sixth trip for Congressional staff. Software.org co-sponsored a trip in 2018 for Senate staff. This is the first trip for Senate staff for which Software.org is the sole sponsor.

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

Software.org educates policymakers, stakeholders, and the general public through meetings and briefings and by developing and publishing studies and papers that explain policy, new technologies, and other topics of the interest to the software industry.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
☒ Good Faith estimate ☐ Actual Amounts	$815.15 ($440.15, airfare; $375, coach bus transportation)	$367 ($208 Sunnyvale; $159 Oakland)	$190.00	None

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 involves events that are arranged and organized specifically with regard to congressional participation.

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

Software.org chose San Francisco due to the number of software companies with major offices located in close proximity, allowing Software.org to better showcase the industry's approach to cybersecurity.

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

Holiday Inn Sunnyvale, 852 W. El Camino Real, Sunnyvale, CA 94087

Inn at Temescal, 3720 Telegraph Ave., Oakland, CA 94609

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

The locations were chosen because their rates met the daily per diem rates for the jurisdictions in which they are located.

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 daily expenses for lodging and meals will be below the daily per diem rates for Sunnyvale and Oakland, California.

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:

Round-trip coach airfare from Washington, DC (DCA) to San Francisco (SFO); ground transportation will be provided by coach class charter bus.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities 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. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor: _____

Name and Title: Chris Hoffensperger, Executive Director

Name of Organization: The Software Education Foundation d/b/a Software.org: the BSA Foundation

Address: 20 F Street, NW, 8th Floor, Washington, DC 20001

Telephone Number: 202-530-5135

Fax Number: _____

E-mail Address: chris@software.org

US Senate

Committee on Ethics

Attachment to Private Sponsor Travel Certification Form

Question #5 – Name and title of Senate invitees.

Name	Title	Affiliation
Michaek Kulken	National Security Advisor	Senate Minority Leader Charles Schumer
Robert Leonard	National Security Advisor	Senate Minority Whip Richard Durbin
Patrick Day	Counsel	Senate Judiciary Committee
Dan Lips	Policy Director	Senate Homeland Security and Government Affairs Committee
Julie Klein	Professional Staff Member	Senate Homeland Security and Government Affairs Committee
Chris Cook	Professional Staff Member for Subcommittee on Homeland Security	Senate Appropriations Committee
Andy Olson	Senior International Finance Advisor	Senate Foreign Relations Committee
Peter Feldman	Counsel	Senate Commerce Committee
Melissa Brickell	Professional Staff Member	Senate Commerce Committee
Christian Fjeld	Chief Counsel	Senate Commerce Committee
Richard DiZinno	Chief Counsel	Senate Judiciary Committee
Drenan Dudley	Professional Staff Member	Senate Appropriations Committee
Arjun Ravindra	Unknown	Senate Select Committee on Intelligence
Arthur Tellis	Staff Assistant	Senate Armed Services Committee
Mark Montgomery	Policy Director	Senate Armed Services Committee
Chad Kreikemeier	Professional Staff Member	Senate Select Committee on Intelligence
Jorie Feldman	Professional Staff Member	Senate Armed Services Committee
Thomas McConnell	Lead Professional Staff Member	Senate Armed Services Committee
Arun Seraphin	Professional Staff Member	Senate Armed Services Committee
Damian Murphy	Senior Professional Staff Member	Senate Foreign Relations Committee
Tom Hawkins	National Security Advisor	Office of the Senate Majority Leader
Chad Tanner	Professional Staff Member	Senate Select Committee on Intelligence
Daniel Lemer	Professional Staff Member	Senate Armed Services Committee
John Matchison	Analysis Director	Senate Select Committee on Intelligence

Question # 13 – Description of stated mission of sponsor and how purpose of trip relates

Software.org: the BSA Foundation is an independent and nonpartisan international research organization that educates policymakers and the broader public about the hugely positive impact that software has on our lives, our economy, and our society. Software.org works to empower the workforce of the future and

to help policymakers, stakeholders, and the technology industry look forward and prepare for the world of tomorrow.

The trip to California will include unique visits to several global software companies. Participants will gain greater insight into how the software industry is securing digital assets, innovating to adapt to the modern threat environment, and learn how public policy can play a role in enhancing our country's cybersecurity programs.

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