

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): Casey Family Programs

Travel date(s): February 18-19, 2020

Name of accompanying family member (if any): None

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	\$469.38 total	\$157.00	\$74.84/person for 2 days	n/a
<input checked="" type="checkbox"/> Actual Amount	\$344.38 flights and \$125.00 ground transportation			

### 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	n/a	n/a	n/a	n/a
<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.):

Visit and discussion about entries in foster care with Judge Gray at Orleans Parish Juvenile Court; tour and discussion about services for at risk youth at Covenant House New Orleans; discussion about the court improvement plan (CIP) and prevention services with the Pelican Center for Children and Families; discussion about child welfare in the state and innovations with the Louisiana Department of Children and Family Services; and a provider and constituent panel discussion about the Quality Parenting Initiative.

6/8/20

(Date)

Rachel Green

(Printed name of traveler)

Rachel Green

(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.

6/8/20

(Date)

Steve Dain

(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): Casey Family Programs
  2. Description of the trip: a 1 day/1 night visit to New Orleans, LA to learn about approaches to prevent unnecessary placement of children in foster care and strengthen families
  3. Dates of travel: February 18-19, 2020
  4. Place of travel: New Orleans, Louisiana
  5. Name and title of Senate invitees: list attached of Senate staff working on child welfare issues
  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:

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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:

Casey Family Programs is the sole sponsor and is organizing the educational visit to provide staff with a better understanding of different approaches to preventing unnecessary placements of children into foster care and to strengthen families.

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

Casey Family Programs is the nation's largest private operating foundation focused exclusively on safely reducing the need for foster care and improving outcomes for children and families. The visit will examine different approaches to prevent unnecessary placement of children in foster care and outcomes.

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

Casey Family Programs has sponsored previous educational trips for staff to highlight model programs, promising practices and to allow staff to talk with local and state officials in addition to child welfare practitioners and other experts to understand how federal programs and policies impact them.



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

Casey Family Programs sponsors educational briefings. It produces reports and policy briefs on child welfare and it provides data, research, and analysis on ways to safely reduce foster care and improve outcomes for children and families.

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	Total \$504.29  r/t economy flights to/from DC area to New Orleans \$379.29  \$125 coach bus in New Orleans	\$157	\$71 per day	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 is arranged/organized specifically with regard to congressional participation to learn about the work of New Orleans courts, and state/community programs providing support to children and families.

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

Since 2011 New Orleans has seen a significant decrease in the number of children in care compared to other areas. Staff will learn how different approaches to entry may help support children and families.

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

Courtyard by Marriott, New Orleans

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

Proximity to meeting locations and the cost is near the per diem rate for New Orleans.



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 expense for lodging for participants is equal to the per diem rate of the Federal government.

The daily expense for meals provided is equal to the daily per diem rate of the Federal government.

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:

Economy class airfare round trip from the DC area to New Orleans and return, and coach bus ground transportation in New Orleans will be provided.

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:

No entertainment will be provided.

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: David Sanders, Executive Vice President- Systems Improvement

Name of Organization: Casey Family Programs

Address: 1200 17th Street NW, Suite 410, Washington, DC 20036

Telephone Number: 202-728-2001

Fax Number: 202-467-4499

E-mail Address: ccalpin@casey.org (Christine Calpin- Managing Director, Public Policy for questions)



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](http://ethics.senate.gov). Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Rachel GreenEmploying Office/Committee: Senator Steve DainesPrivate Sponsor(s) (list all): Casey Family ProgramsTravel date(s): February 18-19, 2020*Note: If you plan to extend the trip for any reason you must notify the Committee.*Destination(s): New Orleans, Louisiana

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

I advise the Senator on foster care policy, and this trip will provide an opportunity to meet with judicial, state, and local officials to understand how federal programs and policies impact them and learn about efforts that prevent unnecessary foster care placements.

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:

1/30/2020

(Date)

Rachel Green

(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 Steve Daines hereby authorize Rachel Green  
(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) ☐

1/30/2020

(Date)

Steve Daines

(Signature of Supervising Senator/Officer)



**Agenda for Congressional New Orleans site visit, February 18-19, 2020****February 18, 2020**

*American Airlines flight: Depart 8:30 am Washington, DC. Reagan National Airport (DCA) and arrive at 10:42 am New Orleans (MSY). At arrival, meet ground transportation to first location.*

11:30 am – 1:45 pm

**Orleans Parish Juvenile Court**

Location: 1100 Milton Street, New Orleans, LA 70112

A discussion with Judge Ernestine Gray and judicial stakeholders on child neglect, the foster care system, and the court's role in child welfare and supporting families.

*Travel to next location - 611 N Rampart St, New Orleans, LA 70112*

2:30 – 3:00

**Covenant House New Orleans**

Location: 611 N Rampart St, New Orleans, LA 70112

Tour of facilities and discussion about crisis services provided to youth impacted by trauma.

Led by James (Jim) R. Kelly, Executive Director of Covenant House of New Orleans

3:00-4:10

**Pelican Center for Children and Families**

Location: 611 N Rampart St, New Orleans, LA 70112

The Pelican Center is a nonprofit organization which is focused on intensive coordination and interdisciplinary training and education of child welfare practitioners. Discussion will include the following:

- **My Community Cares-** a public and private partnership to improve the wellbeing of communities by way of service provision and quality.
- **Court Improvement Program-** efforts to enhance Parent/Child Legal Representation and capacity of legal practitioners

**Presenters:** Mark Harris, Executive Director  
Michelle Gros, Special Projects



Jenny Forrest, Pelican Center for Children & Families  
Curtis Nelson, LA Supreme Court  
Caitlynn Glass, Legal Representative Coordinator  
Raven Sigure, Parent Director

4:15 – 6:00 p.m.

**Child welfare in Louisiana**

Location: 611 N Rampart St, New Orleans, LA 70112

Louisiana Department of Children and Family Services (DCFS) on its efforts to keep children safe and strengthen families.

Discussions to include the following:

- **Current State of Child Welfare-** data overview
- **Agency Key Priorities & Strategies**
- **Strengths & Opportunities** (Workforce Grant; Family Preservation Drug Court; QPI; Foster Parent retention and housing)

**Presenters:** Marketa Walters, Secretary, DCFS  
Dr. Rhenda Hodnett, Assistant Secretary of Child Welfare, DCFS  
Judge Madeleine Landrieu, Louisiana Institute for Children in Families (LICF)

*Bus travel to 910 Iberville Street, New Orleans, LA 70112 – Hotel Check in 6:45 pm. Walk to next location.*

7:00 - 8:30 p.m.

**Quality Parenting Initiative**

Location: Acme Oyster House, 725 Iberville Street, New Orleans, LA 70130

Dinner presentation and panel discussion of the Quality Parenting Initiative in partnership with Crossroads NOLA, which demonstrates how foster parents and birth parents can work together for the good of the child.

**Presenters:** Anna Palmer, Executive Director CrossroadsNOLA  
Kim Carver, Board Member, CrossroadsNOLA  
Birth Parent and Foster Parent involved with CrossroadsNOLA  
Raven Sigure, Parent Representative, QPI

February 19, 2020



*American Airlines flight: Depart 7:26 AM New Orleans (MSY) and arrive at Washington, DC.  
Reagan National Airport (DCA) at 10:59 AM*



**Casey Family Programs Senate Invitee list for February 18-19, 2020 trip to New Orleans**

**Ryan Martin, Senior Adviser, Human Services, U.S. Senate Committee on Finance**

**Liesel Crocker, Legislative Assistant, Senator Grassley**

**Rebecca Alcorn, Legislative Assistant, Senator Crapo**

**Anjali Chhatre, Legislative Assistant, Senator Roberts**

**Conroy Stout, Legislative Assistant, Senator Enzi**

**Claire Sanderson, Legislative Assistant, Senator Cornyn**

**Adam Wek, Legislative Assistant, Senator Thune**

**Megan Harrington, Legislative Assistant, Senator Portman**

**Alyssa Palisi, Legislative Assistant, Senator Toomey**

**Susan Occhipinti, Legislative Assistant, Senator Lankford**

**Mary Moody, Legislative Assistant, Senator Cassidy**

**Rachel Green, Legislative Assistant, Senator Daines**

**Jaymi Light, Health Policy Director, Senator Young**

**Marisa Morin, Senior Adviser, Children and Families, U.S. Senate Committee on Finance**

**Lorenzo Rubalcava, Legislative Assistant, Senator Stabenow**

**Nico Janssen, Legislative Assistant, Senator Cantwell**

**Swarna Vallurupalli, Health Counsel, Senator Menendez**

**Lynn Sha, Legislative Assistant, Senator Carper**

**Shilesa Bamberg, Legislative Assistant, Senator Brown**

**Bill Van Horne, Chief Counsel, Senator Cardin**

**Sara Maskornick, Staff Director, U.S. Senate Committee on Health, Education, Labor and Pensions Subcommittee on Children and Families**

**Greg Mathis, Health Policy Adviser, Senator Warner**

**Hayley Brower, Legislative Correspondent, Senator Warner**

**Brittany Matthews, Senior Policy Adviser, Senator Hassan**



**Casey Badmington, Legislative Assistant, Senator Cortez Masto**

**Jordan Hynes, Professional Staff Member, U.S. Senate Committee on Health, Education, Labor and Pensions**

**Zach Bennet, Legislative Assistant, Senator Paul**

**Anna Dietderich, Legislative Assistant, Senator Murkowski**

**Meg McGaughey, Legislative Assistant, Senator Braun**

**Adrienne Carrier, Legislative Correspondence Director, Senator Braun**

**Manuel Contreras, Policy Adviser, U.S. Senate Committee on Health, Education, Labor and Pensions**

**Leila Schochet, Policy Adviser, U.S. Senate Committee on Health, Education, Labor and Pensions**

**Karishma Merchant, Senior Adviser, Senator Kaine**

**Katie Campbell, Deputy Chief of Staff, Senator Jones**

**Sarah Bender, Legislative Aide, Senator Jones**

**Megan Thompson, Senior Policy Adviser, Senator Rosen**

**Amy Nabozny, Legislative Assistant, Majority Leader McConnell**

**Matthew Fuentes, Legislative Assistant, Minority Leader Schumer**

**Cassie Leonard, Legislative Assistant, Senator Kennedy**

**Rachel Solocof, Legislative Assistant, Senator Burr**

**Conor Sheehy, Legislative Assistant, Senator Scott**

**Rita Habib, Senior Policy Adviser, Senator Bennet**

**Kristen Donheffner, Health Policy Adviser, Senator Whitehouse**

**Katie Brown, Chief Counsel, Senator Collins**

**Sarah Stone, Chief Counsel, Senator Romney**

**Lori Kearns, Legislative Director, Senator Sanders**

**Brian Moulton, Senior Counsel, Senator Baldwin**



**Sarah Shapiro, Legislative Correspondent, Senator Murphy**

**Susannah Savage, Health Policy Adviser, Senator Warren**

**Brenna Barber, Education Policy Adviser, Senator Smith**

**Shannon Hossinger, Legislative Assistant, Senator Sasse**

**Chad Yellinski, Legislative Director, Senator Loeffler**





January 15, 2020

Rachel Green  
Legislative Assistant  
Senator Steve Daines  
320 Hart Senate Office Building  
Washington, DC 20510

Dear Rachel,

I would like to invite you to a one day educational site visit on Tuesday, February 18, 2020 to New Orleans, Louisiana to meet with judicial, state and local officials in New Orleans to learn about efforts to prevent unnecessary placement in foster care and strengthen families. The visit will include a look at the different roles of the state, courts, and community in supporting families, and how each works together in this effort. Casey Family Programs is the nation's largest private operating foundation focused exclusively on safely reducing the needs for foster care in this country and building communities of hope. We believe there is nothing more urgent than working together to ensure every child in this country has a safe, permanent family in which they can thrive.

I am attaching to this letter the draft itinerary for the trip, including the presentations and issues that will be addressed during this visit. Also enclosed is a completed Congressional Travel Certification Form.

New Orleans has seen a significant decrease in the number of children in foster care. This visit will highlight efforts of the court and state to reduce unnecessary entry into foster care and the trauma it can impose and increase permanency for children, and offer opportunities to discuss different approaches to keeping children safe and families together.

The trip will begin with a morning flight from Washington National Airport (DCA) on February 18 (boarding at 8:00 am) and will end with a flight back to DCA on February 19, 2020 (arriving to DCA at 11:00 am). Casey Family Programs will, in accordance with respective U.S. House and Senate Ethics Committees<sup>1</sup>, arrange for and directly pay for the costs for the flight to and from New Orleans and other travel-related costs, including transportation, lodging and meals while in New Orleans. Incidental expenses cannot be reimbursed.

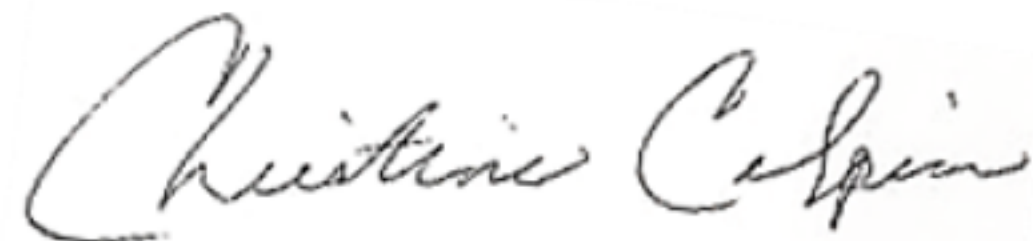
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<sup>1</sup> As a private foundation, Casey Family Programs is also required to only pay federal per diem rates for Congressional Members or staff in accordance with Treas. Reg. 26. CFR § 53.4941(d)(3).



If you have any questions about this trip, please be in touch with me at 202-728-2001 or [ccalpin@casey.org](mailto:ccalpin@casey.org). Space is limited, so I look forward to hearing from you.

Sincerely,

A handwritten signature in cursive script that reads "Christine Calpin". The signature is written in dark ink on a light-colored background.

Christine Calpin  
Managing Director-Public Policy  
Casey Family Programs