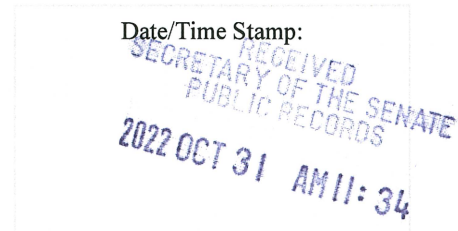


### Employee Post-Travel Disclosure of Travel Expenses



**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): Carnegie Corporation of New York

Travel date(s): October 10, 2022 - October 15, 2022

Name of accompanying family member (if any): N/A

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	See attached.	See attached.	See attached.	See attached.
<input checked="" type="checkbox"/> Actual Amount				

**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.): **See attached.**

\_\_\_\_\_

10/28/22 (Date)      Jordan Pakulq (Printed name of traveler)      [Signature] (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.

10/31/22 (Date)      [Signature] (Signature of Supervising Senator/Officer)

**Expenses for Employee:**

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total <b>Other</b> Expenses (Amount and Description)
	<b>\$2,447.00</b>	<b>\$883.00</b>	<b>\$240.83</b>	<b>\$287.60</b>
Actual Amount	<b>Round-Trip Flights per participant: \$2,049.28</b>  <b>Transportation (Ubers): \$207.00</b>  <b>Transportation (Buses): \$190.72</b>	<b>Montreal, Canada: per person \$527</b>  <b>Iceland: per night \$356</b>	<b>Total per participant: \$240.83</b>	<b>Conference fees: \$167.60</b>  <b>Excursion fees: \$120.00</b>
Accompanying Family Member	N/A	N/A	N/A	N/A

**TOTAL COST PER PERSON FOR ALL EXPENSES: \$3,858.43**

See attached itinerary.

See below for detailed expenses.

**HOTELS:**

Hotel Iceland	Hotel Exeter	Booked for 15	\$ 6,408.00	\$356
	Dauphin			
	Montreal			
Hotel Montreal	Centre Ville	Booked for 15	\$ 7,902.70	\$527

**TOTAL HOTELS: \$883.00**

**FLIGHTS:**

IAD to YUL	Air Canada	Booked for 15	\$ 4,845.00	\$ 322.00
YUL to YYZ	Air Canada	Booked for 13	\$ 3,939.00	\$ 303.00
YYZ to KEF	IcelandAir	Booked for 13	\$ 6,255.73	\$ 481.21
KEF to IAD	IcelandAir	Booked for 13	\$ 12,259.91	\$ 943.07

**TOTAL FLIGHTS: \$2,049.28**

MEALS

Mon, Oct. 10:

1) Lunch at St. Hubert

a. \$28pp

2) Dinner at Brasserie 701

a. \$65.1pp

Wednesday, Oct. 11:

1) Lunch at H3

a. \$46.4pp

Thurs, Oct. 12:

1) Lunch at Gaia Restaurant

a. \$49.9pp

Friday, Oct. 13

1) Dinner at Messinn

a. \$51.43pp

**Total Food: \$240.83 pp**

**TRANSPORTATION:****BUSES:**

Canada:	\$899.36 / 15 =	\$59.96
Iceland:	\$1700 / 13 =	\$130.76

**Total Busses: \$190.72****Total Ubers: \$207.00****Total Transportation: \$396.96**

**OTHER:****Conference**

Arctic Circle Assembly Conference	Arctic Circle	Booked for	\$		
Fees	Assembly	13	1,890.85	\$	145.45
ACA Lunch Oct. 13	Arctic Circle	Booked for	\$		
	Assembly	13	287.95	\$	22.15

**Excursions**

		Booked for			Purchase	
Golden Circle Tour	ICELANDIA	18	\$ 2,160	12-Sep	Card	\$120

**Further explanation for Golden Circle:**

*About: "The Golden Circle Tour was a necessary excursion to supplement the delegation's previous meetings in Iceland. The Tour provided the delegation a view of Iceland's natural environment—including geothermal locations—that constitute the country's energy production, economic development, and research. Visiting these locations, which are not widely accessible in the United States, provided unique context to the delegation's meetings with Iceland's National Energy Authority, Iceland's Ministry of Foreign Affairs, CarbFix, and panels at the Arctic Circle Assembly. We are happy to provide more information if necessary.*

**TOTAL "OTHER" FEES: \$287.60**

**POST ETHICS FINAL ITINERARY**  
**JORDAN PAKULA**

**Schedule for 2022 Congressional Staff Trip**  
**Woodrow Wilson International Center for Scholars**  
**Foreign Policy Fellowship Program, Canada Institute, & Polar Institute**  
**October 10-15, 2022**

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**Time Zones:**

Arlington VA, USA	Eastern Daylight Time (GMT -4)
Montreal, Canada	Eastern Daylight Time (GMT -4)
Reykjavik, Iceland	Greenwich Mean Time (GMT)

**Contacts:**

Jorden Jones	Congressional Relations
Paige Rotunda	Congressional Relations
Jack Durkee	Polar Institute
Zoe Reid	Canada Institute

Montreal Consular Affairs	+ 514-636-3875
Reykjavik Consular Affairs	+ 354 545 0 112

\*\*All times indicated are local time on the ground.



**Monday, October 10, 2022**  
**Arlington, VA → Montreal, Canada**

*Attire: Casual/Travel*

- 6:30 am            **DELEGATION MEETS AT DULLES INTERNATIONAL AIRPORT (IAD)**  
Location: Bottom of the Escalators Before TSA Security
- 9:00 am            **FLIGHT DEPARTS IAD FOR FINAL DESTINATION AT MONTREAL TRUDEAU INTERNATIONAL AIRPORT (YUL)**  
**United #3996**
- 10:50 am          **FLIGHT ARRIVES AT MONTREAL (YUL)**  
Time change from departure airport: 0 hours
- 12:00 PM          **DEPART MONTREAL-TRUDEAU INTERNATIONAL AIRPORT (YUL) FOR LUNCH AT ST. HUBERT (30 mins)**  
POC: Jorden Jones and Emergency Number: +606-224-7475
- 1:30 PM            **LUNCH AT ST. HUBERT**  
Location: 100 Saint-Catherine St W, Montreal, Quebec H5B 1B9, Canada
- 2:30 PM            **SPEAKER SESSION WITH UQAM (L'Université du Québec à Montréal)**  
LOCATION: 405 Rue Sainte-Catherine Est, Montréal, QC H2L 2C4, Canada
- SPEAKERS:**
- Frédérick Gagnon, Professeur titulaire | Full Professor, Département de science politique | Department of Political Science
  - Chris Sands, Director of Canada Institute, Wilson Center
- TOPICS:**
- US-Canada Relations
  - Canadian Perceptions of U.S. Politics and its Global Impact
- 3:30 PM            **DEPART UQAM FOR HOTEL DAUPHIN MONTREAL CENTRE-VILLE**
- 4:00 PM            **ARRIVE HOTEL DAUPHIN MONTREAL CENTRE-VILLE AND CHECK IN**  
Address: 1025, Bleury  
Montreal, Quebec

Phone: + [+1 514-788-3888](tel:+15147883888)

5:00-7:00 pm

**FREE TIME**

*\*\*\* All activities are at the expense of the participant*

7:50-8:00 pm

**DEPART HOTEL DAUPHIN MONTREAL CENTRE-VILLE**

**ENRTE WELCOME DINNER** (7 mins)

Group will walk (7 min walk) from the lobby of the hotel to the restaurant)

*Dress: Snappy Casual*

8:00-10:00 pm

**WELCOME DINNER AT BRASSERIE 701 RESTAURANT (1.5 hours)**

Address: 701 Cote de la Place d'Armes  
Montreal, Quebec

Phone: +1 514-904-1201

About: A menu of French brasserie classics inside a chic space with decorative chandeliers & high ceilings. Click here for the [menu](#).

Participants: Jordan Jones, Wilson Center  
Jack Durkee, Wilson Center  
Zoe Reid, Wilson Center  
Chris Sands, Wilson Center  
Paige Rotunda, Wilson Center  
Alexandra Heller, Rep. Raul Ruis  
Yazeed Abdelhaq, Sen. Chuck Schumer  
Robert Julien, Sen. Bob Menendez  
Leslie Shedd, Rep. Mike McCaul  
Katie Morley, Rep. Adrian Smith  
Olivia Elkins, Sen. Patty Murray  
Jordan Pakula, Sen. Pat Toomey  
Dorothy Clark, Rep. Tom Emmer  
David Russell, Rep. John Moolenaar  
Dhishal Jayasinghe, Sen. Bernie Sanders

Featured Guest: Justin Masse, **Professor, Department of Political Science, Université du Québec à Montréal (UQAM)**

10:00 pm END

**DEPART DINNER ENRTE DAUPHIN MONTREAL CENTRE-VILLE** (7 mins)

7 minute walk back to hotel; optional Uber/Taxi

**RON**

**DAUPHIN MONTREAL CENTRE-VILLE**

Montreal, Quebec

**Tuesday, October 11, 2022**

**Montreal, Canada to the James Bay and Raddison, Quebec**

*Focus: Hydro-Energy and the U.S. Trade Relationship with Quebec*

*Attire: Casual (see further details below)*

**Temperature**

Note: temperatures vary considerably. Current forecasts indicate temperatures in the low 40s.

**Suggested attire**

- Warm and comfortable clothing (jeans, sweater, coat or raincoat depending on temperature)
- Walking/hiking shoes (or tennis shoes)
- Camera (photos allowed during outside portion of the tour, but not inside the generating station or the substation)

**Cell phone coverage**

Most cellphone networks are available in the area, but reception may be affected by various factors, including system availability and capacity, customer's equipment, signal strength, topography and environmental conditions. Coverage map:

<http://www.comparecellular.com/coverage-maps/>

**Participants for ALL Activities:** Jordan Jones, Wilson Center  
 Jack Durkee, Wilson Center  
 Zoe Reid, Wilson Center  
 Chris Sands, Wilson Center  
 Paige Rotunda, Wilson Center  
 Alexandra Heller, Rep. Raul Ruis  
 Yazeed Abdelhaq, Sen. Chuck Schumer  
 Robert Julien, Sen. Bob Menendez  
 Leslie Shedd, Rep. Mike McCaul  
 Katie Morley, Rep. Adrian Smith  
 Olivia Elkins, Sen. Patty Murray  
 Jordan Pakula, Sen. Pat Toomey  
 Dorothy Clark, Rep. Tom Emmer  
 David Russell, Rep. John Moolenaar  
 Dhishal Jayasinghe, Sen. Bernie Sanders

6:30 am **DEPART HOTEL DAUPHIN MONTREAL CENTRE-VILLE  
 ENRTE PRIVATE AIR TERMINAL IN DORVAL (30 mins)  
 Metropolian Shuttle Charter Bus Company  
 POC: Jordan Jones and Emergency Number: +606-224-7475  
 Bus will depart from the lobby**

7:00 am **ARRIVE PRIVATE AIR TERMINAL IN DORVAL FOR  
 WELCOME AND BRIEFING ON Hydro-Quebec (30 mins)  
 Address: Skyservice  
 9785, avenue Ryan**

## Dorval, Quebec

Greeted by: **Gary Sutherland**, Director, Strategic Affairs and Stakeholder Relations, Northeast Markets chez Hydro-Québec

## Topic:

- What Hydro-Quebec (HQ) is and the agenda for the day
- How HQ contributes to clean energy and its impact on US export markets

7:30-10:00 am

**DEPARTURE FROM DORVAL AIR TERMINAL ON CHARTED PLANE AND ON BOARD BREAKFAST BRIEFING (2.5 hours)**  
Breakfast served on Board (individual trays, food allergies/intolerances taken into account)

Presenters: **Gary Sutherland**, Director, Strategic Affairs and Stakeholder Relations, Northeast Markets chez Hydro-Québec

## Topics:

- Overview on Hydro-Quebec (15 mins)
- What is Clean Energy? (15 mins)
- Reducing carbon emissions (15 mins)
- Initiatives by the Quebec government for climate security (30 mins)

Presenter: *Chris Sands, Director of the Canada Institute, The Wilson Center*

## Topics:

- Initiatives by the Quebec government for climate security (30 min)
- Q&A (30 min)

10:00-10:10 am

**ARRIVE AT LA GRANDE RIVIERE AIRPORT AND WELCOMED BY HYDRO-QUEBEC REPRESENTATIVE (10 mins)**  
**Hydro Quebec Shuttle Bus**  
Address: Km 590, James Bay Rd, Quebec, Canada

Greeted by: **Éric Hamel**, Head – Corporate Visits, Hydro-Québec

Phone: [+1 819-638-8847](tel:+18196388847)

10:10-10:45 am **DEPART LA GRANDE RIVIERE AIRPORT ENTRE JAMES BAY FACILITY (35 mins)**

Buses provided by Hydro-Quebec

10:45-12:00 pm **ARRIVE ROBERT-BOURASSA HYDROELECTRIC FACILITIES**  
Address: Complexe Pierre-Radisson 66 Desgroseillers Radisson, Québec, J0Y 2X0, QC, Canada  
Phone: [\(800\) 291-8486](tel:8002918486)

Presenter: *Gary Sutherland, Director, Strategic Affairs and Stakeholder Relations, Northeast Markets chez Hydro-Québec*

**Topics of Discussion:**

- Water intakes, dykes, and dams
- Spillway
- Lookout Points
- How these hydro-electricity structures contribute to the global green economy

12:00-12:45 pm **LUNCH BRIEFING WITH HYDRO-QUEBEC (45 mins)**

Provided by HYDRO-QUEBEC with Staff

Choice of 3 options, including one vegetarian option and full salad bar

Topic:

- Building staff capacity for large clean energy projects, daily operations

12:45-1:00 pm **DEPART FOR ROBERT-BOURASSA UNGERGROUND GENERATING STATION (15 mins)**

HQ Shuttle Bus

Address: Complexe Pierre-Radisson 66 Desgroseillers Radisson, Québec, J0Y 2X0, QC, Canada

**Note to visitors**

*Visitors must have with them identification (passport or driver's licence for Canadians and Americans) before they can tour the facility. Cameras, cell phones and handbags are prohibited inside the power plant.*

*The electromagnetic fields in power plants may disrupt pacemaker operation. As a precaution, pacemaker users will not be allowed on the part of the guided tour that takes place inside the power plant.*

1:00-2:15 pm

**ARRIVE AND TOUR ROBERT-BOURASSA UNGERGROUND GENERATING STATION (1 hour, 15 mins)**Presenter: **Eric Hamel**, Head – Corporate Visits, Hydro-Québec**Topics of Discussion:**

- Machine Hall (30 mins)
- Turbine Pit (30 mins)
- How and why are these facilities necessary to generate clean energy? (15 mins)

2:15-2:30 pm

**DEPART ROBERT-BOURASSA UNGERGROUND GENERATING STATION FOR RADISSON SUBSTATION (15 mins)**

HQ Shuttle Bus

Bus will depart from Robert-Bourassa Underground to Radisson Substation

2:30-3:00 pm

**ARRIVE AND TOUR RADISSON SUBSTATION (30 mins)**Presenter: **Gary Sutherland**, Director, Strategic Affairs and Stakeholder Relations, Northeast Markets chez Hydro-Québec**Topics of Discussion:**

- Machine Hall (10 mins)
- Turbine Pit (10 mins)
- How do these facilities differ? Why are both necessary for generating clean energy? – Wrap Up (10 mins)

3:00-3:15 pm

**DEPART RADISSON SUBSTATION FOR LA GRANDE RIVIERE AIRPORT (15 mins)**

3:15-3:30 pm

**ARRIVE AND CHECK IN AT LA GRANDE RIVIERE AIRPORT**

Address: Km 590, James Bay Rd, Quebec, Canada

Phone: [+1 819-638-8847](tel:+18196388847)

3:30-6:00 pm

**DEPART LA GRANDE RIVIERE AIRPORT FOR MONTREAL (2.5 hours)**

Snacks will be served on board, provided by HQ

Presenter: **Gary Sutherland**, Director, Strategic Affairs and Stakeholder Relations, Northeast Markets chez Hydro-Québec and **Chris Sands**, Director of Canada Institute, Wilson Center

**Topics of Discussion:**

- Debrief of the day and Q&A Session with Gary Sutherland and Dr. Christopher Sands
- Benefits of cross-border trade in electrons. How can energy between Canada and the United States be enhanced?
- What is the overall importance of water as a renewable resource? How does water contribute to US-Canada relations? How does it contribute to environmental and national security?

6:00-6:10 pm

**ARRIVE PRIVATE AIR TERMINAL IN DORVAL AND LOAD BUSES (10 mins)**  
**HQ Charter Bus**  
POC: Jorden Jones and Emergency Number: + 1 606-224-7475

6:10-6:40 pm

**DEPART PRIVATE AIR TERMINAL IN DORVAL FOR HOTEL DAUPHIN MONTREAL CENTRE-VILLE (30 mins)**

6:40 pm END

**ARRIVE DEPART HOTEL DAUPHIN MONTREAL CENTRE-VILLE**  
END OF PROGRAMMING  
Participants to acquire dinner by their own means

**RON****HOTEL DAUPHIN MONTREAL CENTRE-VILLE**

**Wednesday, October 12, 2022**  
**Montreal, Canada**

*Focus: Climate Security is National Security*

*Attire: Business Casual but note that you MUST WEAR CLOSED-TOE SHOES*

**Participants for ALL Activities:** Jordan Jones, Wilson Center  
 Jack Durkee, Wilson Center  
 Zoe Reid, Wilson Center  
 Chris Sands, Wilson Center  
 Paige Rotunda, Wilson Center  
 Alexandra Heller, Rep. Raul Ruis  
 Yazeed Abdelhaq, Sen. Chuck Schumer  
 Robert Julien, Sen. Bob Menendez  
 Leslie Shedd, Rep. Mike McCaul  
 Katie Morley, Rep. Adrian Smith  
 Olivia Elkins, Sen. Patty Murray  
 Jordan Pakula, Sen. Pat Toomey  
 Dorothy Clark, Rep. Tom Emmer  
 David Russell, Rep. John Moolenaar  
 Dhishal Jayasinghe, Sen. Bernie Sanders

6:00 – 9:00 am      **BREAKFAST ON YOUR OWN AT HOTEL (1 hour or so)**  
 Breakfast is included in the hotel reservation and is served from 6am – 10am.

9:00-9:30 am      **DEPART HOTEL DAUPHIN MONTREAL CENTRE-VILLE FOR LITHION RECYCLING PLANT (30 mins)**  
**Bus Company: Bus.Com**  
*POC: Jordan Jones and Emergency Number: + 1 606-224-7475*  
 Bus will depart from the front of the hotel

9:30-10:55 am      **ARRIVE LITHION RECYCLING PLANT FOR TOUR (1 hour, 25 mins)**  
 Address:      9388 Boulevard du Golf  
                   Anjou, Quebec  
 Phone:        + [+1 514-353-4008](tel:+15143534008)  
 Presenters:    **Chris Sands, Director of the Canada Institute, Wilson Center**

**Topics of Discussion:**

- Background on Critical Minerals
- Importance of Critical Mineral and Recycling for Energy



10:55-11:00 am **LOAD CHARTER BUS AT FRONT ENTRANCE OF LITHION PLANT (5 mins)**

POC: Jorden Jones and Emergency Number: + 1 606-224-7475

Bus will depart from the front of the recycling plant

11:00-11:45 pm **DEPART LITHION RECYCLING PLANT FOR MOBILE BRIEFING (45 mins)**

Presenters: **Dr. Christopher Sands**, Director of Wilson Center's Canada Institute

**Topics of Discussion:**

- Quebec plan for Green Economy
- Critical and strategic minerals plan and battery storage that feed into the plan
- Why is matters for the United States

12:00-1:00 pm **ARRIVE AT THE RESTAURANT H3 FOR BRIEFING AND ROUNDTABLE POLICY DISCUSSION (1 hour)**

Address: 340 Rue De La Gauchetière O 2e étage, Montréal, QC H2Z 0B9, Canada

Phone: + 514-398-9695

Presenters:

- **Ana Escrogima**, U.S. Consulate General in Montreal
- **Dr. Christopher Sands**, Director of Wilson Center's Canada Institute
- **Garret Flint**, Political / Economic Officer, U.S. Consulate General Montreal
- **Steven Carsom**, Political Officer, U.S. Consulate in Montreal

**Topics of Discussion:**

- U.S.-Canada Relations
- USMCA & Trade

1:00-1:05 pm **LUNCH CONCLUDES & WRAP UP (5 mins)**

1:05-1:10 pm      **DEPART RESTAURANT H3 FOR HOTEL DAUPHIN  
MONTREAL**  
Walk 1 min to Hotel

1:10-3:00 pm      **BREAK** (2 hours to chill & to gather belongings)  
*Everyone returns to rooms, gathers belongings, and checks out of hotel*

3:00 pm            **DEPART HOTEL DAUPHIN MONTREAL FOR MONTREAL-  
TRUDEAU INTERNATIONAL AIRPORT (YUL)** (30 mins)  
*Ubers will leave from lobby. Please be down early enough to check out  
and be on the bus ready to depart on time*

4:30 pm            **ARRIVE MONTREAL-TRUDEAU INTERNATIONAL AIRPORT  
(YUL)**

6:50 pm            **FLIGHT DEPARTS MONTREAL-TRUDEAU INTERNATIONAL  
AIRPORT (YUL)** (~1 hour, 30 mins)  
**Air Canada #8944**  
Flight Time: 1 hour, 25 mins

8:30 pm            **FLIGHT ARRIVES AT NEWARK INTERNATIONAL AIRPORT  
(EWR) WITH LAYOVER** (~ 2 hours)  
Layover time on the ground: 2 hours, 30 mins  
*\*\*\* You may get your own dinner during the layover OR eat the dinner  
provided on the plane*

10:55- 8:30 am    **FLIGHT DEPARTS NEWARK INTERNATIONAL AIRPORT FOR  
OVERNIGHT FLIGHT TO KEFLAVIK  
AIRPORT (KEF)** (~7 hours)  
**Icelandair #623**  
Flight time: 6 hours, 45 mins  
*Dinner served on flight, additional food available for purchase*

**RON                    OVERNIGHT FLIGHT**

**Thursday, October 13, 2022**

**Toronto, Canada → Reykjavik, Iceland**

*Focus: U.S.-Icelandic Relations & Renewable Energy Efforts*

*Afternoon Attire: Business*

**Participants for ALL Activities:** Jordan Jones, Wilson Center  
 Jack Durkee, Wilson Center  
 Zoe Reid, Wilson Center  
 Dr. Mike Sfraga, Wilson Center  
 Alexandra Heller, Rep. Raul Ruis  
 Yazeed Abdelhaq, Sen. Chuck Schumer  
 Robert Julien, Sen. Bob Menendez  
 Leslie Shedd, Rep. Mike McCaul  
 Katie Morley, Rep. Adrian Smith  
 Olivia Elkins, Sen. Patty Murray  
 Jordan Pakula, Sen. Pat Toomey  
 Dorothy Clark, Rep. Tom Emmer  
 David Russell, Rep. John Moolenaar  
 Dhishal Jayasinghe, Sen. Bernie Sanders

8:30 am **ARRIVE AT KEFLAVIK AIRPORT (KEF)**  
 Time change from departure airport: - 4:00 hours (UTC)  
*Location: Group will meet at the end of the jet bridge before moving to customs and passport control as a group.*

9:30 am **DEPART KEFLAVIK AIRPORT (KEF) FOR EXETER HOTEL**

10:30 AM **ARRIVE AT EXETER HOTEL**  
**Location:** Address: 12, Tryggvagata  
 101 Reykjavik, Iceland  
 Phone: [+354 519 8000](tel:+3545198000)

*Breakfast is included in the hotel reservation and is served from 6am – 10am.*

11:50 pm **DEPART EXETER HOTEL FOR GAIA RESTAURANT FOR LUNCH (10 min walk)**

12:00-1:30 pm **ARRIVE AT GAIA RESTAURANT FOR QUICK LUNCH BRIEFING AND DISCUSSION (1 hour, 30 mins)**  
 Address: Geirsgatu 7C 101  
 Reykjavik, Iceland  
 Phone: [+354 511 2300](tel:+3545112300)

Presenters:

**Dr. Rebecca Pincus**, Director of the Wilson Center's Polar Institute

**Marisol Maddox**, Senior Arctic Analyst, Wilson Center

**Evan Bloom**, Senior Fellow, Wilson Center

**Jack Durkee**, Program Associate, Wilson Center

**Topics of Discussion:**

- Overview U.S.-Islandic Relations
- Overview of Polar Institute

**Menu:**

Seafood soup from seafood from the bay

Glazed lamb loin & lamb shank with carrots & lamb broth *or* Diced salmon with chimichurri, apples & truffles

White chocolate cake with passion fruit

1:30 pm

**DEPART GAIA RESTAURANT FOR NATIONAL ENERGY AUTHORITY OF ICELAND (30 mins)**

2:00 pm

**ARRIVE NATIONAL ENERGY AUTHORITY OF ICELAND AND CHECK-IN (10 mins)**

Location: Harpa Concert Hall  
101 Reykjavík, Iceland

- Ms. Halla Hrund Logadóttir, Director-General
- Dr. Marta Rós Karlsdóttir, Director, Sustainable Use of Natural Resources
- (Additional representatives of Orkustofnun)

3:00 pm

**ATTEND ARCTIC CIRCLE ASSEMBLY – SESSION ON U.S. ARCTIC SECURITY INITIATIVES AND ENGAGEMENT (1 hour, 30 mins)**

Speakers: Dr. Mike Sfraga, Founding Director of Polar Institute, Wilson Center & Presidentally Appoint Chairman of the U.S. Arctic Research Commission

Amb. David Balton, Executive Director, Arctic Executive Steering Committee, Office of Science & Technology Policy, White House; former Senior Fellow, Polar Institute, Wilson Center

Church Kee, Senior Advisor, Arctic Security Affairs, Ted Stevens Center for Arctic Security Studies, U.S. Department of Defense

Point of Contact: Jack Durkee, Senior Program Associate, Wilson Center

**Topics of Discussion:**

- U.S.-Islandic Relations
- Arctic Security

4:45 PM **DEPART FOR RECEPTION (30 MINS)**

5:15-7:15 PM **ARRIVE AT FRIENDS OF THE FAR NORTH: ALASKA & GREENLAND RECEPTION (2 hours)**

Location: Harpa Concert Hall  
101 Reykjavik, Iceland  
Bjortuloft Reception Hall

Presenter: **Dr. Mike Sfraga**, Founder of the Polar Institute, The Wilson Center/Chairman of the Arctic Research Commission (Appointed by POTUS) – Introductory Remarks

**Múte Bourup Egede**, Prime Minister of Greenland

**Topics of Discussion:**

- Areas of Collaboration and Energy Security for the US and Greenland

7:15 pm END **END OF PROGRAMMING (10 min walk to hotel)**

*\*\*\*Note: Optional 9 min walk back to Exeter Hotel with Jorden*

**RON** **EXETER HOTEL**  
Reykjavik, Iceland

**Friday, October 14, 2022**

Reykjavik, Iceland

*FOCUS: ARCTIC CIRCLE ASSEMBLY*

*ATTIRE: BUSINESS*

**\*\*\*Note: YOU WILL NEED YOUR PASSPORT TO ACCESS US EMBASSY**

**Participants for ALL Activities:** Jordan Jones, Wilson Center  
 Jack Durkee, Wilson Center  
 Zoe Reid, Wilson Center  
 Dr. Mike Sfraga, Wilson Center  
 Alexandra Heller, Rep. Raul Ruis  
 Yazeed Abdelhaq, Sen. Chuck Schumer  
 Robert Julien, Sen. Bob Menendez  
 Leslie Shedd, Rep. Mike McCaul  
 Katie Morley, Rep. Adrian Smith  
 Olivia Elkins, Sen. Patty Murray  
 Jordan Pakula, Sen. Pat Toomey  
 Dorothy Clark, Rep. Tom Emmer  
 David Russell, Rep. John Moolenaar  
 Dhishal Jayasinghe, Sen. Bernie Sanders

8:00-8:45 am **BREAKFAST ON YOUR OWN AT EXETER HOTEL (45 mins)**  
*Breakfast included in the hotel reservation. Breakfast begins at 7:00 am.*

8:45-9:00 am **DEPART EXETER HOTEL FOR HARPA CONCERT HALL (10 MIN WALK)**  
*Group will depart from lobby. It is a 10 minute walk from the hotel to the Concert Hall.*  
*Note: Staffers are welcome to depart hotel earlier if they want to attend an 8:30a panel*

9:00 AM **ARRIVE AT HARPA CONCERT HALL & REGISTER (3 hours)**  
**\*\*\*Note:** *A map/instructions for navigating the Summit will be provided by Jorden and Jack*  
**\*\*\*NOTE:** *JACK AND JORDEN WILL GIVE YOU YOUR BADGES/TICKET/LUNCH TICKET*

Address: Harpa Concert Hall  
 101 Reykjavik, Iceland  
 Phone: + [+354 528 5050](tel:+3545285050)

About: *Arctic Circle is the largest network of international dialogue and cooperation on the future of the Arctic and our Planet. It is an open democratic platform with*

*participation from governments, organizations, corporations, universities, think tanks, environmental associations, indigenous communities, concerned citizens, and others. It is nonprofit and nonpartisan.*

9:20 AM

**MEETING WITH FORMER PM H.E. Ólafur Ragnar Grímsson AT ASSEMBLY – WILSON CENTER EVENT ONLY (1 hour, 15 mins)**

Address: Harpa Concert Hall  
101 Reykjavik, Iceland  
Visa Room

Presenters: President Ólafur Ragnar Grímsson, President of Iceland 1996-2016.

Adis Olafsfottir, CEO, Arctic Circle

10:00 pm

**ARRIVE AND MEETING ICELAND'S MINISTRY OF FOREIGN AFFAIRS (1 hour)**

Address: Harpa Concert Hall, Stemma Room

Presenter: **Maria Jonsdottir, Political Director, Iceland Ministry of Foreign Affairs**

Ambassador Bergdis Ellertsdottir, Ambassador of Iceland to the US

**Topics of Discussion:**

- US- Icelandic Relations
- Iceland's Global Relationships and National Security
- Iceland and NATO
- Iceland Arctic Strategy

10:45 AM

**ATTEND THE ARCTIC CIRCLE ASSEMBLY (3 hours)**

*\*\*\*Note: A map/instructions for navigating the Summit will be provided by Jordan and Jack*

Address: Harpa Concert Hall  
101 Reykjavik, Iceland

Phone: + [+354 528 5050](tel:+3545285050)

**Topics of Discussion:**

- Click [here](#) to choose which 3 sessions you would like to attend (START AT PG. 50)

12:15-1:00 pm      **LUNCH AT ASSEMBLY (45 mins)**  
 Hosted by:      **Arctic Circle Assembly** (*\*\*\*Lunch is included in fees for the conference*)

1:30 pm              **LUNCH ENDS**

1:45 pm              **DEPART ASSEMBLY FOR MEETING WITH CARBFIX**  
*Location: Everyone meet in the Lobby of the Harpa Concert Hall*

2:15 pm              **ARRIVE AND MEETING WITH CARBFIX OFFICIALS (15 min intro)**

Address:            Hellisheioarvirkjun  
 801 Selfoss, Iceland

Presenter:         Dr. Edda Sif Pind Aradóttir, CEO of Carbfix

About:              **Carbfix** is academic-industrial partnership that has developed a novel approach (CO<sub>2</sub>-to-stone) to capturing and [storing CO<sub>2</sub>](#) by its capture in water and its injection into subsurface basalts

**Topics of Discussion:**

- Permanent storage solution for carbon
- How CO<sub>2</sub> turns into stone underground (in > 2 years)

2:30 PM              **TOUR HELLISHEIOI GEOTHERMAL POWER PLANT (1 hour)**

Presenters:        Dr. Bergur Sigfusson, Head of CO<sub>2</sub> Capture and Injection, and Thomas Ratouis, Head of Reservoir Engineering

**Topics of Discussion:**

- How to capture and store CO<sub>2</sub>
- General Plant Operations
- How the plant operates as a public-private partnership

3:35 PM              **DEPART GEOTHERMAL PLANT FOR AFTERNOON TEA WITH THE U.S. AMBASSADOR TO ICELAND AT HER RESIDENCE**  
**LOCATION: WE WILL MEET IN THE LOBBY OF THE HARPA CONFERENCE HALL TO TAKE BUS TO THE MEETING LOCATION**

- Ambassador Carrin Patman, US Ambassador to Iceland



- Ms. Michelle Yerkin, Charge d' Affaires (Chief of Mission)
- (Additional staff of US Embassy)

**Note: You MUST have your Passport in order to get into the Embassy**

5:00 pm      **MEETING CONCLUDES**  
DEPART FOR THE HOTEL VIA BUS

5:30 pm      **ARRIVE AT HOTEL, LIBERTY TO GET READY FOR DINNER**  
DEPART FOR THE HOTEL VIA BUS

7:00 pm      **DINNER HOSTED BY WILSON CENTER**

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Location: Messinn  
Lækjargata 6, 101 Reykjavík, Iceland

TRANSPO: WALKING FROM THE HOTEL

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**Menu:**

- Starter

Creamy lobster soup with cognac and langustine tails

- Main course

Artic Char with honey, almonds, cherry tomatoes, lemon and butter and Fillet of cod with chilli, curry, leek, mangochutney, white wine, cream and parmesan

- Dessert

Chocolate cake with pistachio ice ream, pistachio nuts, whipped cream, berries and berry sauce

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**RON**

**EXETER HOTEL**  
Reykjavik, Iceland

**Saturday, October 15, 2022**

**Reykjavik, Iceland**

*FOCUS: TRAVEL DAY*

*ATTIRE: CASUAL*

- 4:00 am           **MEET IN LOBBY OF HOTEL (45 mins).**
- 5:30 pm           **ARRIVE AT KEFLAVIK AIRPORT (KEF) (~3 hours)**  
Address:       235 Keflavikurflugvollur  
                  235 Keflavik, Iceland  
Emergency Contact: Jordan Jones   Phone: 1-606-224-7475
- 7:30 am           **FLIGHT DEPARTS KEFLAVIK AIRPORT (KEF) FOR DUBLIN  
INTERNATIONAL AIRPORT (DUB)**  
**Icelandair #FI416**
- 11:05 am         **FLIGHT LANDS AT DUBLIN (DUB) FOR LAYOVER  
(Approx. 5 hour layover; leaving 1-2 hours for customs)**
- 4:25 pm           **FLIGHT FROM DUBLIN (DUB) TO DULLES INTERNATIONAL  
AIRPORT (IAD) DEPARTS**  
**Aer Lingus #EI0119**
- 7:20 pm           **ARRIVE WASHINGTON DULLES INTERNATIONAL AIRPORT  
(IAD) AND PROGRAMMING CONCLUDES**  
Time change from departure airport: + 4 hours  
\*\*\*\*Note: Participants are responsible for making travel arrangements  
from Dulles airport to their homes.

Date/Time Stamp:

ETHIC OCT 31 22PM 2:34

**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: Jordan Pakula

Employing Office/Committee: Sen. Toomey

Private Sponsor(s) (list all): Woodrow Wilson Center for International Scholars

Travel date(s): October 10-15, 2022

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

Destination(s): Montreal, Quebec, Canada & Reykjavic, Iceland

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

As a legislative aide to Senator Toomey, I am responsible for staffing the Senator on matters on energy and environment. This delegation provides programming to inform staff on Canadian and Arctic energy, environmental, and security matters. It will further inform my duties staffing the Senator on matters of energy by providing an in depth look at hydroelectric power production in Canada, which borders PA. Additionally, the tour of Icelandic geothermal energy production and the tour of the recycling plant in Quebec will be applicable when international energy and environmental matters are considered on the Senate floor.

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:

10/03/2022  
(Date)

  
(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 Toomey hereby authorize Jordan Pakula  
(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)

10/03/2022  
(Date)

  
(Signature of Supervising Senator/Officer)

**Pakula, Jordan (Toomey)**

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**From:** Jorden Jones <Jorden.Jones@wilsoncenter.org>  
**Sent:** Thursday, August 25, 2022 11:07 AM  
**To:** Pakula, Jordan (Toomey)  
**Cc:** Zoe Reid; Jack Durkee  
**Subject:** Wilson Center Congressional Staff Delegation

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good Afternoon Jordan,

***Congratulations!*** You have been selected to attend the Wilson Center's Staff Delegation to Canada and Iceland on October 10th-15th.

First of all, we are delighted to have you! This trip should be an interesting, fun, and wide-ranging experience directly contributing to your work on the Hill. We will be exploring several topics such as Arctic security, trade, energy, climate, and more. **Please acknowledge this email and confirm your attendance by noon on Friday, August 26th.**

Second, I want to introduce you to our team: Zoe (*Canada Institute*), Jack (*Polar Institute*), and I are leading logistics for this trip. We will all be attending the trip with you, along with subject-matter experts Chris Sands (*Director of the Canada Institute*) and Mike Sfraga (*Chair and Distinguished Fellow of the Polar Institute*). **If you have any questions, please reach out to me.**

Third, **I have created a [Google Drive](#) to easily share documents/updates/itineraries/etc.** In this Drive, I have created a folder for the Ethics Forms for each participant that must be submitted to the committee **before/by September 6th.**

A few notes:

- We are still working on finalizing the Primary Trip Sponsor Form & the Itinerary, but I will notify you as soon as it's completed so you can submit the documents to the Ethics Committee.
- For now, I'm placing a **draft itinerary** in the Drive for you to share with your office for approval. If you need any additional information to share with your boss, please let me know.
- I'll continue to keep you all closely updated as we finalize the itinerary with our partners.
- We will have a **pre-trip coffee briefing on the morning of Tuesday, October 5th** with HydroQuebec's DC team. This will be a wonderful opportunity to meet everyone attending the trip and ask any additional questions you may have. More details to come.

Final side note for now: I am new to organizing Staff Dels, so your patience/help is greatly appreciated. We are working hard to make this a wonderful experience for you all, and if there's anything we can do to improve the trip, let me know.

Looking forward to an incredible experience in October!

**Jorden Jones** (she/her)

*Program Coordinator, Congressional Relations*

Office | 202.691.4364

Mobile | 606.224.7475



Wilson  
Center



Congressional  
Relations



Foreign Policy  
Fellowship Program

**List of Participants**  
Staff Delegation to Canada & Iceland  
October 10-15<sup>th</sup>, 2022  
The Wilson Center

1. Alexandra Heller
  - a. Legislative Assistant, Office of Rep. Raul Ruiz
  - b. Reason for attending trip: Congressman Ruiz' interest in energy; environment; trade
  - c. [alexandra.heller@mail.house.gov](mailto:alexandra.heller@mail.house.gov)
  
2. Leslie Shedd
  - a. Communications Director, Senior Advisor, Deputy Chief of Staff for Communications, House Foreign Affairs Committee & Office of Rep. Michael McCaul
  - b. Reason for attending trip: Congressman McCaul's interest in foreign affairs, trade, border security, energy, & the economy
  - c. [leslie.shedd@mail.house.gov](mailto:leslie.shedd@mail.house.gov)
  
3. Olivia Elkins
  - a. National Security Legislative Assistant, Office of Senator Patty Murray
  - b. Reason for attending trip: Represents Northern Border state; Senator Murray's interest in climate, energy, national security
  - c. [olivia\\_elkins@murray.senate.gov](mailto:olivia_elkins@murray.senate.gov)
  
4. Dhishal Jayasinghe
  - a. Legislative Correspondent, Office of Senator Bernie Sanders
  - b. Reason for attending trip: Represents Northern Border state; Senator Sanders' interest in energy, environment, foreign policy and national security, and trade
  - c. [dhishal\\_jayasinghe@sanders.senate.gov](mailto:dhishal_jayasinghe@sanders.senate.gov)
  
5. Yazeed Abdelhaq
  - a. Legislative Correspondent, Office of Majority Leader Chuck Schumer
  - b. Reason for attending trip: Represents Northern Border state; Majority Leader Schumer's interest in energy, environment, foreign policy and national security, and trade
  - c. [Yazeed\\_Abdelhaq@schumer.senate.gov](mailto:Yazeed_Abdelhaq@schumer.senate.gov)



Foreign Policy  
Fellowship Program

6. David Russell
  - a. Deputy Chief of Staff, Office of Rep. John Moolenaar
  - b. Reason for attending trip: Represents Northern Border state; Congressman Moolenaar's interest in energy, foreign affairs, and national security
  - c. [drussell@mail.house.gov](mailto:drussell@mail.house.gov)
  
7. Dorothy Clark
  - a. Legislative Assistant, Office of Rep. Tom Emmer
  - b. Reason for attending trip: Represents Northern Border state; Congressman Emmer's interest in energy, natural resources, foreign affairs, trade, and national security
  - c. [Dorothy.clark@mail.house.gov](mailto:Dorothy.clark@mail.house.gov)
  
8. Katie Morley
  - a. Senior Legislative Assistant, Office of Rep. Adrian Smith
  - b. Reason for attending trip: Congressman Smith's interest in energy, trade, homeland security
  - c. [katie.morley@mail.house.gov](mailto:katie.morley@mail.house.gov)
  
9. Robert Julien
  - a. Deputy Communications Director, Office of Senator Bob Menendez
  - b. Reason for attending trip: Senator Menendez's interest in foreign relations, national security, environment, climate change, and trade policy
  - c. [robert\\_julien@menendez.senate.gov](mailto:robert_julien@menendez.senate.gov)
  
10. Jordan Pakula
  - a. Legislative Aide, Office of Senator Pat Toomey
  - b. Reason for attending trip: Represents Northern Border state; Senator Toomey's interest in energy, national security
  - c. [jordan\\_pakula@toomey.senate.gov](mailto:jordan_pakula@toomey.senate.gov)

## 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): Woodrow Wilson International Center for Scholars
  
  2. Description of the trip: To learn about Canada and Iceland's energy, environment, security, trade, and Arctic policies & meet with government officials and other related experts crucial for US national security
  
  3. Dates of travel: October 10-15th, 2022
  
  4. Place of travel: Montreal, Quebec, Canada & Reykjavik, Iceland
  
  5. Name and title of Senate invitees: See 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:

N/A

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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:

The Wilson Center is the primary trip sponsor and in charge of organization for the trip.

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

The Wilson Center aims to unite the world of ideas to the world of policy by supporting pre-eminent \_\_\_\_\_ scholarship and linking that scholarship to issues of concern to officials in Washington.

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

The Wilson Center has sponsored 11 Congressional Trips since 2014

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

The Wilson Center hosts the Foreign Policy Fellowship Program biannually for a cohort of 50 staff.

The Wilson Center also hosts Masterclasses, Briefings, and other events for Congressional Staff.

\*\*\*See attached for additional information.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$1,470.00	\$816.00	\$550.00	\$338.00
<input type="checkbox"/> Actual Amounts	An additional estimate of \$1,500 will be included to pay for chartered plane TOTAL = \$2,970			Arctic Circle Assembly Conference Fees

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:

The entire trip is organized with regard to Congressional Staff participation

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

To focus specifically on the U.S.'s nearest Arctic global partners

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

Hôtel Dauphin Montréal Centre-Ville, Montreal, Quebec, Canada

Exeter Hotel, Reykjavik, Iceland

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

Montreal: Price, Proximity, Breakfast Included

Reykjavik: Price, Proximity to Harpa Concert Hall (Location of Arctic Circle Assembly)

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:

\*\*\*See additional information attached.

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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:

DCA to MTL: Coach Flight; MTL to James Bay: Chartered by HQ due to lack of ground transport; YUL to

YYZ: Coach Flight; YYZ to KEF: Coach Flight; KEF to IAD: Coach Flight

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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

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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: **Robert Litwak**

Digitally signed by Robert Litwak  
DN: cn=Robert Litwak, o=Woodrow Wilson Center, ou=Senior Vice President,  
email=robert.litwak@wilsoncenter.org, c=US  
Date: 2022.09.06 14:37:52 -04'00'

Name and Title: **Robert Litwak, Senior Vice President**

Name of Organization: **The Wilson Center**

Address: **1300 Pennsylvania Avenue NW Washington, DC 20004**

Telephone Number: **202-691-4179**

Fax Number: **N/A**

E-mail Address: **robert.litwak@wilsoncenter.org**

**Additional Information  
Primary Trip Sponsor Form**

**Staff Delegation to Canada and Iceland**  
October 10-15 2022  
Senate Ethics Committee

**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:*

- Montreal:
  - Hôtel Dauphin Montréal Centre-Ville is \$229 per night and above the per diem rate (\$179 for Montreal)
    - Although rate is above per diem, after much research and exploration of ALL options, we found this was the best rate for the proximity to accessible transportation and programming activities, as well as the money saved with an included breakfast.
  - For meal expenses: \$110 per day is under the federal per diem rate for Montreal (which is \$129 USD)
- Reykjavik:
  - Exeter Hotel is \$179 per night and under the per diem rate (\$220 for Reykjavik)
  - For meal expenses, \$110 per day is under the federal per diem rate for Reykjavik (which is \$130 USD)