

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.)

Information Technology and Innovation Foundation

Private Sponsor(s) (list all): _____

Travel date(s): September 7th, 2022 - September 9th, 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)
☐ Good Faith Estimate	\$636.53	\$464	\$189.65	
☒ Actual Amount				

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

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

Provide a description of all meetings and events attended. *See Senate Rule 35.2(c)(6)*. (Attach additional pages if necessary.): Attended 10 meetings with a variety of companies and individuals involved in advancing American technology and innovation.

Agenda attached, meetings included Amazon, Meta, Bristol Myers Squibb, Comcast, T-Mobile, Microsoft, Expedia, Fred Hutchinson Cancer Center, Google, and Boeing.

10/05/22

(Date)

Lauren Lombardo

(Printed name of traveler)



(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.

10/05/22

(Date)



(Signature of Supervising Senator/Officer)

Print This Form...

Clear Form

Date/Time Stamp:

EMPLOYEE PRE-TRAVEL AUTHORIZATION

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

Name of Traveler: Lauren LombardoEmploying Office/Committee: Senator Ben SassePrivate Sponsor(s) (list all): Information Technology and Innovation Foundation (ITIF)Travel date(s): September 7-9, 2022

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

Destination(s): Seattle, Washington

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

I work on technology policy issues for Senator Sasse. In this capacity I advise on technology policy issues and meet with representatives from outside groups like ITIF.

Name of accompanying family member (if any): n/aRelationship to Employee: ☐ Spouse ☐ Child

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

08/04/2022

(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, Ben Sasse hereby authorize Lauren Lombardo
 (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) ☐

08/04/2022

(Date)



(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): Information Technology and Innovation Foundation (ITIF)
 2. Description of the trip: Educational trip to Seattle, WA to hear from innovation leaders about new issues and developments, and to participate in educational forums on IT and innovation policy.
 3. Dates of travel: September 6 - 9, 2022
 4. Place of travel: Seattle, WA and surrounding areas (to include Bellevue, Redmond, Renton)
 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:

N/A

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:

ITIF is the sole sponsor and is organizing all aspects of this trip.

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

ITIF is a 501(c)(3) non-profit organization founded in 2006 whose mission is to formulate and promote public policies to advance technological innovation and productivity.

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

ITIF has sponsored congressional trips for over a decade--usually two per year--and has hosted at least 450 staffers and Members of the House and Senate.

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

We are a leading resource for elected officials, their staff, and the media, who rely on our ongoing policy reports, forums and debates to ensure that new and creative policy proposals are helping advance innovation.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
☒ Good Faith estimate ☐ Actual Amounts	\$396 airfare + \$300 coach bus = \$696 total	\$232/night = \$464 total	\$59.25 Wednesday + \$79 Thursday + \$59.25 Friday = \$197.50 total	\$0

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

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

Seattle is home to many of the nation's leading innovation companies, and also has a thriving startup and biotechnology ecosystem.

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

Motif Seattle, 1415 5th Avenue, Seattle, WA 98101

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

Proximity to airport and site visits, availability, cost

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:

Estimated expenses for food and lodging is equal to maximum per diem rates for official Federal

Government travel.

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:

Coach class transportation on a commercial airline and passenger bus 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:

N/A

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: Jackie Whisman, Chief Development Officer

Name of Organization: Information Technology and Innovation Foundation

Address: 700 K Street NW, Suite 600, Washington DC 20001

Telephone Number: (202) 626-5748

Fax Number:

E-mail Address: jwhisman@itif.org



PRIVATE SPONSOR TRAVEL CERTIFICATION FORM – SENATE ATTACHMENT

ITIF Education Series Staff Trip to Seattle, Washington – September 7-9, 2022

Question 5:

Mana	Azarmi	Senator Alex Padilla
Stacy	Baird	Senior Policy Advisor
Victoria	Bautista	Rep. Adam Smith
A. Brooke	Bennett	Rep. French Hill
Jake	Bornstein	Rep. John Curtis
Shayla	Britton	Senator Chris Van Hollen
Baillee	Brown	Rep. Scott Peters
Tommy	Brown	Rep. Brad Schneider
Jon	Cardinal	Senator Chuck Schumer
Dan	Cheever	Sen. Todd Young
Jordan	Colvin	Rep. Josh Gottheimer
Andrew	Cooper	Senator Cornyn
Kat	Cosgrove	Rep. Chrissy Houlahan
Kathy	Dedrick	Committee on Transportation and Infrastructure
Jordan	Dickinson	Rep. Dan Kildee
Giulia	DiGuglielmo	Rep. Darrell Issa
Adam	El-Sahn	Senate Judiciary
Jennifer	Epperson	Committee on Energy and Commerce
Cassie	Fields	Senator Chris Coons
Avery	Gardiner	Senate Judiciary
Douglas	Geho	House Judiciary
Carlos	Goetz	Rep. Tom Tiffany
Kate	Gould	Rep. Ro Khanna
Alice	Hau	Committee on Commerce, Science and Transportation
Maeve	Healy	Rep. Grace Meng
Rob	Hicks	Rep. Jay Obernolte
Cameron	Hull	Rep. Lizzie Fletcher
Chloe	Hunt	Rep. Sean Casten
Elnigar	Iltebir	Select Committee on Intelligence
Zachary	Isakowitz	Rep. Michael McCaul
Ben	Jackson	Rep. Lizzie Fletcher
James	Johnson	Rep. Frank Pallone
Elizabeth	Joseph	Rep. Michael Guest
Jenni	Katzman	Senator Ron Wyden
Micah	Ketchel	Rep. Michael Waltz
Kevin	Klinkenberg	New Democrat Coalition
Shine	Lee	Rep. Young Kim

Lauren	Lombardo	Senator Ben Sasse
Kevin	Lum	Rep. Ami Bera
Bret	Manley	Rep. Rodney Davis
Dan	Markus	House Foreign Affairs
Daniel	Marrow	Rep. Kathy Manning
James	Mazol	Committee on Commerce, Science and Transportation
Nicole	McLaren	Rep. Darren Soto
Matt	McMurray	Rep. Robin Kelly
Ishan	Mehta	Senator Brian Schatz
Maddie	Mitchell	Rep. Trey Hollingsworth
Tim	Monahan	Committee on House Administration
Katie	Morley	Rep. Adrian Smith
Keigan	Mull	House Ways and Means
Sam	Mulopulos	Committee on Homeland Security and Governmental Affairs
Jeffrey	Nowill	Rep. Stacey Plaskett
Rob	Nuttall	Rep. Terri Sewell
Lauren	O'Brien	Senator Todd Young
Max	Olender	Senator Robert Casey
Heather	Painter	Rep. Derek Kilmer
Liz	Payne	Rep. McMorris Rodgers
Casey	Quinn	Rep. Brad Wenstrup
Keanu	Reynolds-Rivera	Rep. Mary Gay Scanlon
Mary Ellen	Richardson	Rep. Darin LaHood
Victoria	Rubin	Committee on Commerce, Science and Transportation
Sarah	Shapiro	Rep. Eric Swalwell
Will	Smethers	Rep. Michelle Fischbach
Liam	Steadman	Rep. Haley Stevens
Jo	Stiles	Rep. Joseph Morelle
Nick	Strader	Rep. Cliff Bentz
Johanna	Thomas	Committee on Energy and Commerce
Jeff	Tomkowitz	Rep. Randy Feenstra
Crystal	Tully	Committee on Commerce, Science and Transportation
Claudia	Urrabazo	Majority Leader Steny Hoyer
Joseph	Van Wye	House Judiciary
Jonathan	Vecchi	Rep. Gus Bilirakis
Conor	Walsh	Rep. Thomas Suozzi
Emma	White	Rep. Brett Guthrie
Aubrey	Wilson	Committee on House Administration



AGENDA
ITIF Education Staff Trip to Seattle, WA
September 7 – 9, 2022

Wednesday, September 7, 2022

6:30 AM Eastern	FLIGHT CHECK IN
8:00 AM Eastern	ALASKA FLIGHT 1 DEPARTS DCA
10:49 AM Pacific	ALASKA FLIGHT 1 ARRIVES SEA
11:30 AM Pacific	SHUTTLE DEPARTS SEA
12:00 – 2:00 PM	AMAZON (2121 7 th Avenue, Seattle) Amazon's Puget Sound Headquarters is home to 75,000 employees across the area—including their corporate offices in Seattle and Bellevue, fulfillment centers in Kent, Sumner, and Dupont, air hub at SeaTac airport, and Project Kuiper's R&D facility in Redmond. Participants will visit the Amazon Devices Home Lab to learn about and interact with the latest Amazon and Ring devices and participate in a policy discussion over lunch.
2:30 – 4:30 PM	META (1101 Dexter Avenue, Seattle) Meta's Seattle engineering center employs more than 3,000 people, making it the company's largest outpost outside of the Menlo Park, CA headquarters. The Seattle office works on infrastructure and machine learning and products like messenger, marketplace, and games. Participants will meet with engineers leading this work and participate in a brief tour of the facility.
5:00 PM	HOTEL CHECK IN
5:30 – 7:30 PM	BIOPHARMACEUTICAL DINNER DISCUSSION (Cortina, 621 Union Street, Seattle) ITIF's Vice President for Global Innovation, Stephen Ezell, will moderate a fireside chat with Chris Holt, Vice President of Cell Therapy Manufacturing and site head at the Bristol Myers Squibb facility in Bothell, WA.
RON	MOTIF SEATTLE (1415 5 th Avenue, Seattle)



Thursday, September 8, 2022

- 7:00 – 8:00 AM** **BREAKFAST AVAILABLE AT MOTIF HOTEL** (Voucher Provided at Check In)
- 8:15 AM** **SHUTTLE DEPARTS HOTEL**
- 8:30 – 10:00 AM** **COMCAST + EVERGREEN GOODWILL** (700 Dearborn Place South, Seattle)
Evergreen Goodwill is home to its flagship job training and education center in Seattle. The center, in partnership with Comcast, includes and upgraded computer lab, as well as digital equity and foundational computer skills instruction. Participants will visit the facility and hear about efforts to teach digital skills to low-income consumers in the Puget Sound region that are needed for education and employment as well encourage participation in the Affordable Connectivity Program.
- 10:30 – 12:00 PM** **T-MOBILE** (1759 145TH Place NE, Bellevue)
Situated in the heart of Bellevue, Washington's Spring District, Tech Experience Center is located at T-Mobile's National Lab facility. Known as LaunchPad, the facility is also home to the company's network and device testing labs as well as our 5G Hub. It's here that they educate their visitors on the latest cutting-edge wireless tech, and how T-Mobile is leading the industry.
(Proof of Vaccination Required)
- 12:30 – 2:00 PM** **MICROSOFT** (16070 NE 36th Way, Redmond)
Microsoft enables digital transformation for the era of an intelligent cloud and an intelligent edge. Its mission is to empower every person and every organization on the planet to achieve more. It's that mission that drives it to explore ways to connect the millions of people in both rural and urban communities who lack access to affordable high-speed internet, affordable devices, and the digital skills to participate in school, work, telehealth, and more. Participants will take part in a discussion on how we strive to collaborate across private, public, and nonprofit sectors to build solutions for broadband adoption and digital transformation that benefits people, organizations, and their neighborhoods in every community across the country.
- 2:30 – 4:00 PM** **EXPEDIA** (1111 Expedia Group Way West, Seattle)
Participants will visit the headquarters of Expedia Group and tour its innovation lab, which tests new products continuously, leveraging advanced technologies including artificial intelligence and machine learning, eye tracking and face reader technology to understand travelers' focus on a website and the emotions they experience while booking travel.
(Proof of Vaccination Required)
- 5:00 – 7:00 PM** **DINNER DISCUSSION AT FRED HUTCHINSON CANCER CENTER**
(Fred Hutch Steam Plant, 1201 Eastlake Avenue E, Seattle)
Guests will hear from top scientists at "The Hutch," a research center that houses interdisciplinary teams of world-renowned scientists and humanitarians



working together to prevent, diagnose and treat cancer, HIV/AIDS and other diseases. The Hutch is an independent, private nonprofit organization.

(Outdoor Event)

RON **MOTIF SEATTLE** (1415 5th Avenue, Seattle)

Friday, September 9, 2022

8:00 AM **SHUTTLE DEPARTS HOTEL** (Breakfast Provided at Google)

8:30 – 10:00 AM **GOOGLE** (1021 Valley Street, Seattle)
Guests will receive a briefing on Google Cloud's Public Sector Initiative where Google Cloud partners with and delivers product services for federal, state and local governments. Staff will also receive a tour of Google's South Lake Union's offices and visit the Google Maker Space where they will get a hands-on product experience from Senior Google Makers.

(Proof of Vaccination Required)

10:30 AM – 12:00 PM **BOEING** (N. 6th Street, Renton)
Boeing's 737 factory at the Renton, Wash., site leads the industry as the most efficient airplane factory in the world. More than 14,500 commercial airplanes (707, 727, 737, and 757) or about 30 percent of the worldwide fleet flying today were built in Renton. Beyond the commercial 737 variants, including the newest 737 MAX family of planes, the Renton site also builds the P-8, a Navy submarine hunter and maritime patrol aircraft, and a military derivative of the 737-800. Participants will tour the facility and its major production lines and hear from senior site and program leaders about the innovative capabilities and manufacturing techniques of each platform.

(Closed-Toe Shoes Required)

12:30 PM **FLIGHT CHECK IN**

2:00 PM Pacific **ALASKA FLIGHT 2 DEPARTS SEA**

9:59 PM Eastern **ALASKA FLIGHT 2 ARRIVES DCA**