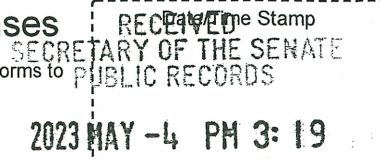


RE-2 Employee Post Travel Disclosure of Travel Expenses

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. This form is a public disclosure. The form and all attachments will be made publicly available.



Certification: In compliance with the Regulations Governing Privately Sponsored Travel, Senate Rule 35, and the Honest Leadership and Open Government Act of 2007, I certify that I accepted the following gift of privately sponsored travel:

Private Sponsor(s):

Hoover Institution, Stanford University

Travel Dates:

April 2-5, 2023

Name of accompanying family member (if any):**Relationship to Traveler:****Total Expenses****Transportation Expenses**

\$968.46 total

Lodging Expenses

\$490 total

Meals Expenses

\$148 total

Other Expenses (Amount & Description)

I also certify that attached to this form are all required documents for post travel disclosure, including:

- The final **Employee Pre-Travel Authorization** (Form RE-1)
- The final **Private Sponsor Travel Certification Form** with all attachments
- The final invitation
- The final approved itinerary

Finally, I certify that all trip information reflected in the attachments above accurately reflects the travel that I accepted. If there were any changes to the trip after I received approval from the Committee, the changes are described in ATTACHMENT 1.

Catherine Brown

Date

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.

5/4/2023

Date

Signature of Supervising Senator/Officer

ATTACHMENT 1 – CHANGES FROM APPROVED PRE-TRAVEL

Note: Material changes to a trip that occur after the Committee has issued an approval letter may invalidate the Committee's approval. Please contact the Committee with any questions regarding changes to an approved trip.

Were there any changes to the pre-approved travel expenses? (Transportation, Meals, Lodging, Other)?

☒ Yes ☐ No

Expense Change

Revised Amount

Explanation

Ground transportation \$175.13

Final cost includes exact ride share amount

Were there any changes to the pre-approved itinerary?

☐ Yes ☒ No

Explanation:

Were there any additional changes to the pre-approved trip?

☐ Yes ☒ No

Explanation:

RE-1 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.

Date/Time Stamp

ETNID MAP 3:29pm 4/24

Name of Traveler:

Catherine (Katie) Brown

Employing Office/Committee:

Sen. Susan Collins

Private Sponsor(s):

Hoover Institution, Stanford University

Destination(s):

Stanford University, Stanford, California

Travel Dates:

April 2, 2023 - April 4, 2023

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

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

As Legislative Director, I am responsible for advising on subjects across government functions and policy matters. Studying the subjects covered during this conference will improve my ability to develop policy recommendations on a host of issues, including national security, foreign affairs, education, and economics.

Do you have an accompanying family member or spouse on this trip? Name and Relationship to Traveler:

☐

(signify "yes" by checking box)

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

3/3/23

Date

Catherine Brown

Signature of Employee

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER

(President of the Senate, Secretary of the Senate, Sergeant at Arms,
Secretary for the Majority, Secretary for the Minority, and Chaplain)

Senator Susan Collins

Catherine (Katie) Brown

(Print Senator's/Officer's Name)

hereby authorize

(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)

3/3/2023

Date

Susan M. Collins

Signature of Supervising Senator/Officer



February 22, 2023

Dear Katie,

We are pleased to inform you that you have been selected to participate in the Hoover Institution's Stuart Family Congressional Fellowship Program from April 3-4, 2023. This program includes seminars on Stanford University's campus, where Hoover scholars will lead policy sessions on some of the most pressing issues of today.

These sessions will challenge you to learn from and debate key philosophical and policy issues with some of the nation's leading thinkers and practitioners. As a participant you will receive round-trip airfare, ground transportation in California, lodging near Stanford's campus, and those meals that are part of the program.

For your planning purposes, expect to arrive at SFO on the evening of Sunday, April 2 and depart either the evening of Tuesday, April 4 or the morning of Wednesday, April 5.

To proceed, please confirm your agreement to attend by completing this form by the close of business on Friday, February 24. Due to ethics rules, to maintain your spot, it is imperative that you complete this form on time.

Following completion, you will receive email instructions on how to book your flight. Once your flight is secured, we will provide the remainder of your ethics paperwork for submission **to your ethics committee for review by Wednesday, March 1.**

If you have any questions, do not hesitate to contact Victoria Guzman (vmguzman@stanford.edu). We look forward to and expect an excellent program.

Sincerely,

Sarah Delahunty
Senior Manager, Government Relations
Hoover Institution, Stanford University

**HOOVER INSTITUTION, STANFORD UNIVERSITY APRIL 2023 STUART FAMILY
CONGRESSIONAL FELLOWSHIP PROGRAM
SENATE INVITEES**

Catherine "Katie" Brown	Legislative Director Senator Susan Collins (ME)
Tim Corley	Policy Advisor Senate Republican Conference Committee
Courtney Fellows	Military Legislative Assistant Senator James Lankford (OK)
Kaleb Froehlich	Chief of Staff Senator Lisa Murkowski (AK)
Patricio Gonzalez	Senior Investigator Senate Finance Committee
Madeline Holzmänn	Press Secretary Senator Rick Scott (FL)
J.T. Jezierski	Legislative Director Senator Shelley Moore Capito (WV)
Chad Miller	Professional Staff Senate Committee on the Budget
Robert Ordway	Senior Policy Advisor Senator Mike Braun (IN)
Adán Serna	Deputy Communications Director/Spokesman Senator Ben Ray Luján (NM)

Trip Name: April 2023 Hoover Institution Stuart Family Congressional Fellowship Program

Organization Information

Organization Name:

Hoover Institution, Stanford University

Is your organization classified as a §501(c)(3)?

☒ Yes ☐ No

If Yes, §501(c)(3) Organization Type:

☒ Private Foundation ☐ Public Charity

Address:

1399 New York Ave NW, Suite 500

City, State, Zip:

Washington DC, 20005

Phone Number:

202-760-3200

Organization URL:

<https://www.hoover.org/>

History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

This will be the 11th Stuart Family Congressional Fellowship Program trip for Congressional staff organized by the Hoover Institution, Stanford University. The most recent trip being the August 2022 program which had a similar format and content.

Educational Activities

Describe the educational activities performed by your organization other than sponsoring congressional travel.

The Hoover Institution, Stanford University regularly sponsors educational policy panels and round tables for think tank scholars, journalists, Congressional staff, government officials, academics and the public, and hosts programs and events based on their research for Stanford students and the public to attend.

Lobbyist and Foreign Agent Registration Information

Lobbyist Registration Status (Select one):

- ☐ I certify that the sponsor is not a federally registered lobbyist and does not retain or employ a federally registered lobbyist.
- ☒ I certify that the sponsor is not a federally registered lobbyist but does retain or employ one or more federally registered lobbyists.

Foreign Agent Registration Status (Select one):

- ☐ I certify that the sponsor is not an agent of a foreign principal and does not retain or employ an agent of a foreign principal.
- ☒ I certify that the sponsor is not an agent of a foreign principal but does retain or employ one or more agents of a foreign principal.

Foreign Government Involvement

Foreign Agent Registration Status (Must select all):

- ☒ I certify that the sponsor is not a foreign government.
- ☒ I certify that the sponsor is not an entity that is owned or operated by a foreign government.
- ☒ I certify that the sponsor does not receive funding from a foreign government.

Purpose and Details

Provide a brief description of the trip.

An intensive program for Congressional staff which consists of 2 full days of seminars, simulations, and a key note presentation at the Hoover Institution, Stanford University.

The Hoover Institution, Stanford University solely planned all aspects of the trip including topics discussed, travel/accommodation logistics, and required paperwork. Hoover Institution staff will also accompany Congressional staff for all ground transportation and manage logistics for the duration of the trip.

Explain how the purpose of the trip relates to your organization's mission.

Stanford University is an institution of higher education which seeks to advance knowledge, stimulate creativity and solve real-world problems. As part of the University, The Hoover Institution seeks to improve the human condition by advancing ideas and prosperity while securing and safeguarding peace through world renowned scholars, library, and archives. This program relates to both missions by sharing Hoover Institution research with Congress and its staff to contribute to society.

Is your organization the only sponsor for this trip?

☒ Yes ☐ No

If No, describe your organization's role in planning the trip.

If there are multiple sponsors, each sponsor must submit Organization Information (Page 1 of the Private Sponsor Travel Certification Form) and a Signature Page Form.

Grantmaking Organizations (Optional)

If you have a Grantmaking Organization, you must attach a Grantmaking Organization Certification Form.

- 1.
- 2.
- 3.

With or Without Regard to Congressional Participation (Select one):

- ☐ The trip is arranged or organized without regard to congressional participation.
- ☒ The trip is arranged or organized with regard to congressional participation.

Lobbyist/Foreign Agent Involvement in Planning, Organizing, Requesting or Arranging

- ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal, other than de minimis involvement.

Lobbyist/Foreign Agent Financing (Must select all):

- ☒ The trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- ☒ No funds or in-kind contributions were 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.

Lobbyist/Foreign Agent Accompaniment

Complete if all sponsors are §501(c)(3) organizations (Select one):

- ☒ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- ☐ The trip is limited to 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
- ☐ The trip is limited to 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

Complete if any of the sponsors is not a §501(c)(3) organizations (Select one):

- ☐ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- ☐ The trip is limited to 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
- ☐ The trip is limited to 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

Certification of No Recreational Activity and No Alcohol (Must select all):

- ☒ Travel expenses paid for will not include expenditures for recreational activities.
- ☒ Travel expenses paid for will not include expenditures for alcohol, except as permitted by the Regulations Governing Privately Sponsored Travel.

Will members and staff from the House of Representatives receive invitations?

- ☒ Yes ☐ No

Travel Details (Submit additional pages as needed)

Trip Start Date/Time:

April 2, 2023



Trip End Date/Time:

April 5, 2023

Will the traveler be accompanied by a family member for whom the sponsor will pay travel expenses?

☐ Yes

☒ No

Transportation (Member/Officer/Employee: \$ 993.33 Accompanying Family Member: \$ N/A)

Transportation Type	Class	Amount
Airfare	Coach	\$793.33
Ground transportation	Chartered Coach	\$200

Details (optional)

Ground transportation will consist of ride share services and chartered group shuttle.

Lodging (Member/Officer/Employee: \$ 490 Accompanying Family Member: \$ N/A)

Check-In	Check-Out	Facility	City	State	Country
4/2/23	4/4/23	The Stanford Park Hotel	Menlo Park	CA	USA
Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.		
2	\$245	No			

Check-In	Check-Out	Facility	City	State	Country
Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.		

Check-In	Check-Out	Facility	City	State	Country
Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.		

Meals (Member/Officer/Employee: \$ 148 Accompanying Family Member: \$ N/A)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem (Y/N)
4/3/23	\$17	\$18	\$34	\$5	\$74	Stanford	CA	USA	N
4/4/23	\$17	\$18	\$34	\$5	\$74	Stanford	CA	USA	N

If costs exceed the federal per diem, please explain why expenses over the per diem rate are reasonable and necessary.

Reasonable Miscellaneous Expenses

(Member/Officer/Employee: \$ _____ Accompanying Family Member: \$ _____)

Expense Type

Amount

Notes

Additional Details (optional)

PRIVATELY SPONSORED TRAVEL

SPONSOR SIGNATURE PAGE

I hereby certify that the information submitted in connection with the trip listed below is true, complete, and correct to the best of my knowledge and belief.

Trip Name: April 2023 Hoover Institution, Stuart Family Congressional F
Travel Date(s): April 2 - April 5, 2023
Travel Destination(s): Stanford University, Stanford, California
Sponsor: Hoover Institution, Stanford University

Eryn Witcher Tillman

(printed name of sponsor representative)

Associate Director and Bechtel

(title)



(signature of sponsor representative)

02/27/2023

(date)

THE HOOVER INSTITUTION IN WASHINGTON

STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

All day-time meetings will be held at The Hoover Institution
Annenberg Auditorium | 434 Galvez Mall, Stanford University
Programming times are listed in Pacific Time

SUNDAY, APRIL 2

5:05 PM (local time) Depart DCA via Alaska Airlines flight 7

8:21 PM (local time) Arrive SFO

MONDAY, APRIL 3

8:30 AM – 9:00 AM Breakfast

9:00 AM – 10:00 AM **Fixing Our Health Care System**
Lanhee Chen, the David and Diane Steffy Fellow in American Public Policy Studies, will discuss health care policy recommendations to improve the American health care system.

10:15 AM – 11:45 AM **War Games Simulation**
Jacquelyn Schneider, Hoover Fellow, will conduct a wargaming exercise to demonstrate its role in international relations, how social sciences can guide its design and analysis, and future applications for policy problems.

12:00 PM – 1:00 PM **NATO's Response to the Russian Invasion of Ukraine**
Rose Gottemoeller, Research Fellow, will discuss nuclear security, Russian relations, the NATO alliance, EU cooperation, and nonproliferation.

1:00 PM – 2:00 PM Lunch

2:00 PM – 3:00 PM Leadership

THE HOOVER INSTITUTION IN WASHINGTON

STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

General Jim Mattis, Davies Family Distinguished Fellow, will discuss the role of leadership and the strategic dilemmas that our nation faces.

3:15 PM – 4:15 PM

The State of American Education

Margaret (Macke) Raymond, Distinguished Research Fellow, and Eric Hanushek, Paul and Jean Hanna Senior Fellow in Education, will discuss their research on K–12 issues, including policy challenges as a result of the global pandemic.

4:30 PM – 5:45 PM

Inflation and Spending

John Cochrane, the Rose-Marie and Jack Anderson Senior Fellow, and Tyler Goodspeed, the Kleinheinz Fellow, will discuss inflation, taxes, and spending.

5:45 PM – 7:15 PM

Keynote Dinner

Michael McFaul, the Peter and Helen Bing Senior Fellow, will examine strategies to defuse the current Russia-Ukraine crisis and the role of Western governments in supporting democracies.

TUESDAY, APRIL 4

8:00 AM – 8:30 AM

Breakfast

8:30 AM – 9:30 AM

Semiconductors

Admiral James Ellis, Annenberg Distinguished Visiting Fellow, and Matt Turpin, Hoover Visiting Fellow, will discuss potential policy recommendations to address global semiconductor supply chain risks.

THE HOOVER INSTITUTION IN WASHINGTON

STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

9:30 AM – 10:30 AM

China

Larry Diamond, the William L. Clayton Senior Fellow, will discuss strategies to confront and contain China's global sharp power.

10:30 AM – 11:30 AM

Rethinking Defense Budgeting

Michael Boskin, the Wohlford Family Senior Fellow, will discuss how defense budgets may be improved at a time of growing budget deficits, debt, and elevated national security concerns in a more dangerous world.

11:45 AM – 12:30 PM

Lunch

12:45 PM – 1:45 PM

Library & Archives Presentation

Samira Bozorgi, Exhibitions Manager, will show Hoover Library and Archives primary sources including Joan Quigley's notes for President Reagan, WWII diaries, and Records from William F. Buckley Jr.'s Firing Line.

2:30 PM – 3:30 PM

The United States in World-Historical Perspective

Niall Ferguson, the Milbank Family Senior Fellow, will discuss US foreign policy strategy and its effects on US domestic policy.

3:45 PM - 4:45 PM

Spies, Lies, and Algorithms

Amy Zegart, the Morris Arnold and Nona Jean Cox Senior Fellow, will discuss the past, present, and future of American espionage as it faces a revolution driven by digital technology, as well as challenges that intelligence communities must confront in the 21st century.

THE HOOVER INSTITUTION IN WASHINGTON

STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

5:00 PM – 6:00 PM

Flashpoints: The Prospect for Cascading Crises in the Coming Years

General H.R. McMaster, the Fouad and Michelle Ajami Senior Fellow, will discuss the geopolitical challenges to American interests.

6:00 PM – 7:00 PM

Closing Buffet Dinner

9:30 PM (local time)

Depart SFO via Alaska Airlines flight 556

5:30 AM (local time)

Arrive IAD