

RE-2 Employee Post Travel Disclosure of Travel Expenses

Date/Time Stamp

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):**Travel Dates:**

Washington Assn. of Wheat Growers

August 22-24

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

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
\$190.00	\$196.00	\$63.25	

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.

9/18/23

Henson Webre

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.

9/18/23

Date



Signature of Supervising Senator/Officer

Trip Name: Lower Snake River Dam System Education Tour

Organization Information

Organization Name:

Washington Association of Wheat Growers

Is your organization classified as a §501(c)(3)?☐ Yes☒ No**If Yes, §501(c)(3) Organization Type:**☐

Private Foundation

☐

Public Charity

Address:

109 E 1st Ave

City, State, Zip:

Ritzville, WA 99169

Phone Number:

509-659-0610

Organization URL:

www.wawg.org

History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

We have not sponsored congressional travel before

Educational Activities

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

We are a member based, grass roots organization which provides educational seminars, workshops that benefit our multi-generational members. Examples - We host a tri-state annual convention, we hold educational workshops with keynote speakers, we participate in farm fairs to educate students about how wheat is grown.

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.

We will providing a first-hand experience and educational tour of our Lower Snake River System that we use for renewable energy, irrigation and transportation of our commodity. Participants will have the opportunity to experience the locks through the dam on a boat, tour the Lower Granite dam facility, learn more about the Port of Lewiston and its activities, tour a grain terminal and learn more about the barge transportation system. They will hear from farmers, barge operators, managers, and other related river system users.

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

The Lower Snake River system is an important element to getting our farmers (members) product to market. Many of those in DC making important decisions about the river system have never experienced nor seen the dams and how it benefits our region. We are nonprofit member-based organization that provides educational information to our members as well as the public about the importance of our wheat industry.

Is your organization the only sponsor for this trip?

☐ Yes ☒ No

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

We are the main sponsor, planner and organizer. We have three joint sponsors for this educational tour: Washington State Potato Commission, The McGregor Company and Northwest RiverPartners. Our joint sponsors are assisting in funding and providing speakers during the tour.

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:
August 22, 2023/5:00 pm



Trip End Date/Time:
August 24, 2023/7:00 am

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

☐ Yes ☒ No

Transportation (Member/Officer/Employee: \$ 190.00 Accompanying Family Member: \$ n/a)

Transportation Type	Class	Amount
Tour Bus Shuttle	n/a	95.00
Boat from Marina to Dam	n/a	95.00
Details (optional)		

Lodging (Member/Officer/Employee: \$ 196.00 Accompanying Family Member: \$ n/a)

Check-In	Check-Out	Facility	City	State	Country
8/22/23	8/24/23	Hells Canyon Grand Hotel	Lewiston	ID	USA
Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)			
2	\$98.00	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: \$ 63.25 Accompanying Family Member: \$ n/a)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem (Y/N)
8/22/23			25.00		25.00	Lewiston	ID	USA	N
8/23/23	included 	13.25	25.00		38.25	Lewiston	ID		N
8/24/23	included 					Lewiston	ID		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: \$ ^{n/a} _____)

Expense Type	Amount	Notes

Additional Details (optional)

Two nights lodging is necessary as Lewiston is located two hours from major airport as well as the early morning start and late end time of programming.

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: Lower Snake River Dam System Educational Tour
Travel Date(s): August 22-24, 2023
Travel Destination(s): Lewiston, Idaho

Sponsor: Washington Association of Wheat Growers

Michelle Hennings

(printed name of sponsor representative)

Executive Director

(title)

Michelle Hennings
(signature of sponsor representative)

7/6/23
(date)

Trip Name: Lower Snake River Dam System Education Tour

Organization Information

Organization Name:

Washington State Potato Commission

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

☐

Yes

☒

No

If Yes, §501(c)(3) Organization Type:

☐

Private Foundation

☐

Public Charity

Address:

108 S Interlake Rd

City, State, Zip:

Moses Lake, WA 98837

Phone Number:

509-765-8845

Organization URL:

www.potatoes.com

History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

We have not sponsored congressional travel in the past.

Educational Activities

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

Our Commission participated in multiple educational activities throughout each year. In March we bring our fry van and teach elementary students about how potatoes are grown. Also, we attend Bloomsday in Spokane and educate the public on how potatoes are healthy and can be great for long distance athletic events. We also attend the Washington State Nutrition Association to help provide nutritious recipes.

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.

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: Lower Snake River Dam System Educational Tour
Travel Date(s): August 22-24 2023
Travel Destination(s): Lewiston, ID

Sponsor: Washington State Potato Commission

Chris Voigt

(printed name of sponsor representative)

Executive Director

(title)

Chris Voigt

(signature of sponsor representative)

7/6/2023

(date)

Trip Name: Lower Snake River Dam Educational Tour

Organization Information

Organization Name:

The McGregor Company

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

☐ Yes

☒ No

If Yes, §501(c)(3) Organization Type:

☐

Private Foundation

☐

Public Charity

Address:

P.O. Box 740 // 401 Colfax Airport Road

City, State, Zip:

Colfax WA 99111

Phone Number:

509-397-4355

Organization URL:

www.mcgregor.com

History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

None

Educational Activities

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

The McGregor Company educates farm customers on agronomic topics, participates in K-12 and higher education ag programs, and utilizes opportunities to raise ag literacy in our rural communities.

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.

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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.

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: Lower Snake River Dam Educational Tour

Travel Date(s): August 22-24, 2023

Travel Destination(s): Lewiston, ID

Sponsor: The McGregor Company

Leslie Druffel

(printed name of sponsor representative)

Outreach Director

(title)


(signature of sponsor representative)

07/11/2023

(date)

Trip Name: Lower Snake River Dam System Education Tour

Organization Information

Organization Name:

Washington Association of Wheat Growers

Is your organization classified as a §501(c)(3)?☐ Yes☐ No**If Yes, §501(c)(3) Organization Type:**☐

Private Foundation

☐

Public Charity

Address:

109 E 1st Ave

City, State, Zip:

Ritzville, WA 99169

Phone Number:

509-659-0610

Organization URL:

www.wawg.org

History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

We have not sponsored congressional travel before

Educational Activities

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

We are a member based, grass roots organization which provides educational seminars, workshops that benefit our multi-generational members. Examples - We host a tri-state annual convention, we hold educational workshops with keynote speakers, we participate in farm fairs to educate students about how wheat is grown.

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.

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: Lower Snake River Dam Educational Tour
Travel Date(s): August 22-24, 2023
Travel Destination(s): Lewiston, ID
Sponsor: Northwest RiverPartners

Kurt Miller

(printed name of sponsor representative)

Executive Director

(title)



(signature of sponsor representative)

8/2/2023

(date)

From: [Michelle Hennings](#)
To: michelle@wawg.org
Cc: [KayDee Gilkey](#)
Subject: Lower Snake River Dam Tour Invitation - August 23rd
Date: Thursday, June 1, 2023 5:42:58 PM
Attachments: [Dam Tour Invite Aug 23.png](#)

Lower Snake River Dam Tour Invitation

We invite you to come to the Pacific Northwest and tour one of the four dams located on the Lower Snake River on **August 23rd**. There has been much debate surrounding these federal projects. We encourage you to visit the river to see for yourself the critical importance of the dams on the Lower Snake and the Columbia Rivers.

Here are some statistics:

- Hydroelectricity is one of the cleanest, affordable and efficient sources of electricity. Hydropower in the Pacific Northwest provides benefits beyond electricity generation by providing flood control, irrigation support and clean drinking water to surrounding communities.
- River transportation assists in meeting our region's climate goals. Barging is the most efficient transportation mode with the least CO2 emissions per ton-mile. Replacing barging with rail and trucking would require an additional 5 million gallons of diesel each year, significantly increasing CO2 emissions.
- Dam removal could undermine the U.S. role in global food security. 60% of U.S. Wheat exports, 50% of U.S. wheat donations to international food programs, and 100% of the wheat sent to Yemen with USAID move through the Columbia Snake River System. We would see a significant reduction to this export systems' ability to feed the world without the ability to cost-effectively transport this grain.
- Our region relies on the Columbia Snake River System for irrigation water. More than 50,000 acres of diverse crops are irrigated with water originating from the river.
- As the nation's single largest wheat export gateway - supporting 4,000 jobs - the Lower Columbia Snake River ports in Washington and Oregon, are a crucial part of the US economy and an irreplicable part of the global supply chain.
- With low-income households facing a disproportionately high energy burden, it is important to note that the Lower Snake River dams are key to providing low-cost energy and have a combined nameplate capacity of 3,033 MW.

In addition to the educational tour of Lower Granite Dam, our one-day tour will include a visit to the Port of Lewiston, Grain terminal that is a point source for receiving wheat across the northwest, McGregor Company - a family-owned fertilizer company, Towline Barging company, and dinner at a local winery. Accommodations will be in Lewiston, ID - full agenda and hotel information to follow.

Tour Sponsors: Washington Association of Wheat Growers; Washington Grain Commission; Washington State Potato Commission; Pacific Northwest Waterways Association; The McGregor Co.

The educational event is widely attended and complies with Senate and House ethics. *Please RSVP to kgilkey@wawg.org by July 14th or earlier as space is limited.*

Thank you

--

Michelle L Hennings

Executive Director

Washington Association of Wheat Growers

109 E 1st Ave

Ritzville, WA 99169

509-659-0610 ext. 2

509-659-4302 fax

michelle@wawg.org

www.wawg.org

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WILLIAM B. CABLE, CHIEF CLERK

HART SENATE OFFICE BUILDING, ROOM 220
SECOND AND CONSTITUTION AVENUE, NE
WASHINGTON, DC 20510-6425

TELEPHONE: (202) 224-2981
FACSIMILE: (202) 224-7416
TDD: (202) 228-3752

United States Senate

SELECT COMMITTEE ON ETHICS

August 16, 2023

Henson Webre
Office of Senator John Kennedy
United States Senate
Washington, DC 20510

Dear Mr. Webre:

This responds to your recent correspondence requesting approval from the Select Committee on Ethics (the Committee) to accept an invitation you received to travel to the *Lower Snake River Dam System Education Tour* in Lewiston, Idaho, on August 22–24, 2023, sponsored by the Washington Association of Wheat Growers, Washington State Potato Commission, the McGregor Company, and Northwest RiverPartners (the Sponsors). Provided that you adhere to the guidance set forth below, it appears that it is permissible for you to accept necessary expenses from the Sponsors in connection with this trip.

Background

Based on your communication with the Committee, the background in this matter is as follows.¹ You are employed as a Legislative Assistant for the Office of Senator John Kennedy. The Sponsors invited you to travel to the *Lower Snake River Dam System Education Tour* in Lewiston, Idaho, on August 22–24, 2023. The Sponsors certified to the Committee that they will pay the necessary expenses² related to the travel and that they are neither a lobbyist, lobbying firm, agent of a foreign principal, or otherwise acting as a representative or agent of a foreign government. Although at least one of the Sponsors is a private entity that retains or employs a federally registered lobbyist or foreign agent, the Sponsors have certified that no registered lobbyist or agent of a foreign principal will accompany you on any segment of your trip.³

Additionally, you inform the Committee that you plan to modify your trip route for a personal purpose. Based on the information you submitted, the Committee understands that, for a personal purpose, you intend to modify your trip route to Lewiston before the beginning of the official related events, and your return trip route after the conclusion of the officially related events. Because you are modifying your trip route for a personal purpose before and after the sponsored trip itself, you must personally pay the full cost of your transportation, as well as any other additional expenses incurred as a result of modifying your trip route.

¹ If this letter does not correctly recite the facts, contact the Committee immediately.

² The term “necessary expenses” has a specific definition. See *Select Committee on Ethics Regulations and Guidelines for Privately Sponsored Travel* at 10-13.

³ The term “any segment of your trip” has a specific definition. See *Select Committee on Ethics Regulations and Guidelines for Privately Sponsored Travel* at 15.

Discussion

Privately sponsored travel includes any gift of travel and travel-related expenses for travel outside the Senate duty station, including transportation, lodging, food and refreshments, and conference fees and materials, whether paid for directly, reimbursed, or provided directly, from a private individual or entity, in connection with a Member's, officer's, or employee's official Senate duties. Incorporating reforms from the Honest Leadership and Open Government Act of 2007 (HLOGA), Pub. L. 110-81 (2007), Senate Rule 35.2 permits Members, officers, and employees to accept privately sponsored travel only with the prior written approval of the Committee.

The Committee's approval process is governed by the *Regulations and Guidelines for Privately Sponsored Travel (Travel Regulations)*. The *Travel Regulations* contain detailed requirements regarding who may sponsor travel; time limits for trips; and the type and amount of expenses that can be reimbursed.

Trips sponsored by private entities that retain or employ a lobbyist or foreign agent may not exceed one day, exclusive of travel time and one overnight stay. A second overnight stay may be allowed if the sponsor establishes in writing that a two-night stay is practically required and necessary to accomplish the purpose of the trip. The Committee examines these requests on a case-by-case basis and will consider the distance of travel, the availability of transportation to or from the location of the one-day event, the start and end time of the day's official activities, and any other exceptional circumstances described in writing prior to the trip. Regardless of whether one or two overnight stays are approved, all scheduled officially-connected activities must take place on one calendar day. The sponsor may pay for meals and expenses for the overnight stays but may not plan or sponsor any substantive activities for the Senate invitee on those days. For such trips, neither lobbyists nor foreign agents may accompany a Senate invitee on any segment of the trip.⁴

Under Senate Rule 35, Senate staff must receive advance authorization signed by the Member or officer under whose direct supervision the individual works in order to accept payment or reimbursement for necessary expenses related to fact-finding travel. Further, such authorization and expenses must be disclosed to the Secretary of the Senate by filing the completed *Employee Pre-Travel Authorization* and the *Employee Post-Travel Disclosure of Travel Expenses* (Form RE-1 and Form RE-2), along with a copy of the *Private Sponsor Travel Certification Form*, and all relevant attachments (e.g., the private sponsor's invitation and itinerary) **within 30 days of the conclusion of Privately Sponsored Travel.**⁵

Consistent with these standards and Committee precedent, the Sponsors' factual representations, and the guidance contained in this letter regarding modifying your trip route for a personal purpose, it appears that it is permissible for you to accept necessary expenses from the Sponsors in connection with this trip, provided that the actual travel and travel-related expenses for this one-day trip (exclusive of travel time and two overnight stays) conform to the

⁴ See *Select Committee on Ethics Regulations and Guidelines for Privately Sponsored Travel* at 6-10.

⁵ Trip route modifications for any purpose do not extend this deadline.

information and materials you provided, and the travel and all required documents are disclosed to the Secretary of the Senate (Office of Public Records).

Finally, Senate Rule 34 requires a reporting individual,⁶ on their financial disclosure report, to make an annual disclosure of the receipt of payments or reimbursements under Senate Rule 35 from a private sponsor for officially-related travel expenses where, in the aggregate, travel expenses exceed \$415 from that sponsor during a calendar year. However, if a Member, officer, or employee properly reports the receipt of necessary expenses for such travel to the Secretary of the Senate within 30 days of the travel, as discussed above, the travel expenses need not be disclosed a second time on their financial disclosure report.

I hope you find this information helpful. If you have any additional questions, please do not hesitate to contact the Committee.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Shannon Hamilton Kopplin', with a stylized flourish at the end.

Shannon Hamilton Kopplin
Chief Counsel and Staff Director

Enclosure: Employee Privately Sponsored Travel Checklist

⁶ A reporting individual is someone whose salary equals or exceeds 120% of the basic rate of pay for GS-15 (\$141,022 for CY 2023) or is a political fund designee and is required to file financial disclosure reports.

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

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:

Additional Sponsors: Washington State Potato Commission, the McGregor Company, and Northwest RiverPartners.

REQUEST FOR TRIP MODIFICATION

Pursuant to the *Regulations and Guidelines for Privately Sponsored Travel* § III.E.2:

Senate travelers are expected to participate in the trip as planned by the trip sponsor except as follows:

- A Senate traveler may modify their point of departure or return to facilitate an official purpose if the Senate office pays any difference in cost between the modified travel and the travel as originally planned.
- A Senate traveler may modify their point of departure or return to facilitate a personal purpose only if the Senate traveler pays all transportation expenses in connection with that side of the trip.
- All trip modifications must be approved by the Committee, and must not create an appearance, as determined in the sole discretion of the Committee, that the Senate traveler is using the resources of the sponsoring entity for personal gain or to supplement impermissibly the work of the Senate office.

Trip Sponsor: Washington Association of Wheat Growers + see attached

Trip Dates: August 22-24

Original point of departure/return: Washington, D.C.

Modified point of departure/return: Seattle, WA

Henson Webre

Printed name of traveler

Senator John Kennedy

Printed name of supervising
Senator/officer

Signature

Signature

8/4/23

Date

8/4/23

Date

Additional Sponsors: Washington State Potato Commission, the McGregor Company, and Northwest RiverPartners.