

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):

Conservative Partnership Institute

Travel Dates:

08/23/2023 to 08/25/2023

Name of accompanying family member (if any):

Relationship to Traveler:

Expenses

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
\$10.00	\$198.00	\$130.00	\$0.00

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.

9/5/2023

Date

JACK WOLFSOHN

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.

9/5/2023

Date



Signature of Supervising Senator/Officer

RE-1 Employee Pre-Travel Authorization

Date/Time Stamp

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.

Name of Traveler:

Jack Wolfsohn

Employing Office/Committee:

BLACKBURN, MARSHA

Private Sponsor(s):

Conservative Partnership Institute

Destination(s):

Cambridge, Maryland

Travel Dates:

08/23/2023 to 08/25/2023

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.

Will improve my communications skills and will be learning experience to strengthen my digital toolset. My Communications Director asked me to attend this.

Do you have an accompanying family member or spouse on this trip?

No

Name and Relationship to Traveler:

N/A

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

7/24/23

Date



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)

I Marsha Blackburn
(Print Senator's/Officer's Name)

hereby authorize

Jack Wolfsohn
(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)

7/24/23

Date


Signature of Supervising Senator/Officer

The signature page is below.

Purpose and Details

Provide a brief description of the trip.

The trip will provide an opportunity for legislative staff to hear and learn from communications experts on how to improve their communications skills.

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

In accordance with its mission of educating and training the conservative movement, CPI is sponsoring this travel to educate and equip communications staffers with the skills and tools to more effectively communicate with constituents and the media.

Is your organization the only sponsor for this trip?

☒ Yes ☐ No

Grantmaking Organizations (Optional)

There are no grantmaking organizations.

With or Without Regard for Congressional Participation

The trip is arranged or organized specifically 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

- ☒ 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

- ☒ 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.

- ☐ 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
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Certification of No Recreational Activity and No Alcohol

- ☒ 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.

Invitees

- ☒ Members and staff from the House of Representatives will receive invitations.

Document Name

There are no additional attachments.

1. Spencer Hurwitz - Communications Director - Sen. Marsha Blackburn
2. Savannah Newhouse - Press Secretary - Sen. Marsha Blackburn
3. Jack Wolfsohn- Press and Digital Assistant - Sen. Marsha Blackburn
4. Allison Dong- Deputy Communications Director - Sen. Mike Braun
5. Zacharie Riddle - Communications Director - Sen. Mike Braun
6. Curtis Kalin- Deputy Communications Director - Sen. Ted Budd
7. Mike Reynard - Communications Director - Sen. Ted Budd
8. Natalie Parks - Digital Director - Sen. Ted Budd
9. Tatum Wallace - Press Secretary - Sen. John Cornyn
10. Natalie Yezbick - Communications Director - Sen. John Cornyn
11. Melissa Braid- Communications Director - Sen. Ted Cruz
12. Maria Jeffrey- Speechwriting and Strategic Comms Director - Sen. Ted Cruz
13. Bethany Stevens - Media Relations Director - Sen. Ted Cruz
14. Brandon Jackson - Deputy Press Secretary - Sen. Bill Hagerty
15. Audrey Traynor - Press Secretary - Sen. Bill Hagerty
16. Bernadette Breslin - Digital Director - Sen. Josh Hawley
17. Kelli Ford- Deputy Chief of Staff for Communications - Sen. Josh Hawley
18. Abigail Marone - Communications Director - Sen. Josh Hawley
19. Kiersten Pels - Communications Director - Sen. Ron Johnson
20. Chandler Rebel - Deputy Press Secretary - Sen. Ron Johnson
21. Avery Selby - Digital Director - Sen. Ron Johnson
22. Jordan Roberts - Press Secretary - Sen. Mike Lee
23. Stacey Daniels - Communications Director - Sen. Cynthia Lummis
24. William Bensur - Press Secretary - Sen. Roger Marshall
25. Charyssa Parent - Communications Director - Sen. Roger Marshall
26. Kelsey Cooper - Deputy Chief of Staff - Sen. Rand Paul
27. Madeline Meeker - Comms Director - Sen. Rand Paul
28. Amy Hasenberg - Senior Communications Director - Sen. James Risch
29. Janessa Tolman - Deputy Press Secretary - Sen. James Risch
30. Juliana Camacho - Press Assistant - Sen. Marco Rubio
31. Dan Holler- Deputy Chief of Staff - Sen. Marco Rubio
32. Kiara Kearney - Press Secretary - Sen. Marco Rubio

**CONSERVATIVE PARTNERSHIP INSTITUTE**

August 1, 2023

Jack Wolfsohn
Office of Senator Blackburn

Dear Jack,

I am pleased to invite you to join us at the upcoming Conservative Partnership Institute Communications Specialist Retreat, to be held at Camp Rydin in Cambridge, Maryland on August 23rd - 25th, 2023. We will have a variety of expert speakers including Greg Price, Emily Jashinsky, and Steve Guest to come and train attendees on topics ranging from social media to media history.

Please email me with any questions at aswinson@cpi.org. We are looking forward to having you!

Thank you in advance for uploading this document to the Senate Ethics portal as proof of your invitation to the retreat.

Thank you in advance,

AJ Swinson

Government Relations Communications Coordinator



Conservative Partnership Institute (CPI) Communicators Retreat
August 23-25, 2023

Wednesday

9:00 -11:00 am Travel from Independence Ave, SE DC to Decoursey Bridge Rd, Cambridge, MD

11:00 am – 12:00 pm Arrival at CPI Property

12:00-1:00 Lunch & Session 1: Getting the Message Right

Using polling to help guide a strong conservative message that resonates. Whitlock will also explain how to use that polling in messaging and communications campaigns.

Speaker: Matthew Whitlock, CRC Advisors

1:00-2:00 pm Break

2:00 – 3:00 pm Session 2: Creating Cutting Edge Cultural Commentary

Price, an expert in the use of social media, will share his unique insights on engaging and connecting with your audience, including how to make content stand out. Jashinsky will share how to take creative content and to work with the media to increase engagement.

Speakers: Emily Jashinsky, The Federalist & Greg Price, State Freedom Caucus

3:00 – 4:30 pm Session 3: Historical Media Analysis

Carroll and Bronitsky are experienced media leaders as well as experts on political history. This session will tie together events from modern political history, as well as congressional communications strategies to provide a roadmap to help staff learn from mistakes of the past. This will also help the attendees plan and respond to difficult situations that may arise.

Speakers: Conn Carroll, The Washington Examiner & Bobby Donachie, Athos PR

4:30 – 6:00 pm Break

6:00 – 7:30 pm Dinner & Session 4: Crisis Communications

Guest is a former communications staffer on Capitol Hill, and will share his knowledge on solving crisis communications situations and preventing communications errors proactively, as well as his keys to controlling the narrative.

Speaker: Steve Guest, CRC Advisors

Thursday**10:00 – 11:00 am Continental Breakfast****11:00 am – 12:00 pm Optional Tour of Cambridge, MD Historical Monuments: Bucktown General Store (4303 Bucktown Rd) & and Harriet Tubman Landmark at Brodess Farm (978 Greenbrier Rd)****12:00 – 1:30 pm Session 5: Coordinating Communications Efforts & Amplifying your Message**

Schaefer and Clark will discuss how to coordinate communications efforts in a way that leads to creative, productive, and reliable content. They will also share some of the lessons they learned leading media campaigns from their previous work.

Speakers: Scooter Schaefer & Sondra Clark, Co-founders, The Revere Project

1:30 – 2:30 pm Lunch & Session 6: Senate Procedure

Fixing What's Broken—Is the Senate as dysfunctional as many believe? What does history teach us, and what proposed reforms are worth considering?

Speakers: Ed Corrigan, CPI & Wesley Denton, CPI

2:30 – 3:30 pm Session 7: Policy Insight: Creating a Policy Movement Through Messaging

DeAngelis will share how he worked to make educational opportunity an exciting policy movement to be a part of using strong messaging and coalition building skills.

Speaker: Corey DeAngelis, Educational Freedom Institute

3:30 – 4:30 pm Session 8: WORKSHOP: Getting Your Message Out & Improving Marketing Strategy

An office's communications staff are tasked with creating an impression of their leaders and their work online and in the media. This session will teach the strategy of building a persona and show practical ways to shape the public's perception of policy and the people proposing it. Attend and be free from cringe content.

Speaker: Andrew Beck, Beck & Stone

4:30 – 5:30 pm Session 9: Louder Social Media Content: YouTube & Instagram

Social media in many ways has become a way to get the message out to the people directly, and to force a conversation on topics that matter to everyday Americans. Frayter will share his expertise on social media applications, data management and content creation.

Speaker: Gary Frayter, Louder with Crowder Podcast

5:30 - 7:30 pm Break

7:30 - 9:00 pm Dinner and Session 10: Mastering Public Relations & Media Relations

Olohan will provide feedback to staffers on what would help improve their relationship with the media, how to create engaging content, and discuss social and hot button topics in a way to promote storytelling and connect with viewers and constituents. She will then be interviewed by Donachie on congressional media relations.

Speakers: Mary Margaret Olohan, The Daily Signal & Bobby Donachie, Athos PR

Friday

9:30 am - 10:30 am Continental Breakfast & Session 11: Networking & Coalition Building

The speakers will share how to network and build coalitions for important policy measures with outside groups, as well as how to use focused events and meetings to create a movement.

Speakers: Paul Teller, Advancing American Freedom & Carson Steelman, Heritage Action

10:30 am - 11:00 pm Pack up and load the van

11:00 pm Check Out Travel from Decoursey Bridge Rd, Cambridge, MD to arrive at Independence Ave., SE at 1:20 pm.

Trip Name: Communications Retreat

Organization Information

Organization Name:

Conservative Partnership Institute

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

☒ Yes

☐ No

If Yes, 501(c)(3) Organization Type:

☐ Private Foundation

☒ Public Charity

Address:

300 Independence Ave SE

City, State, Zip:

Washington, DC 20003

Phone Number:

202-742-8988

Organization URL:

<https://www.cpi.org>

History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

The Conservative Partnership Institute (CPI) provides regular educational briefings and training sessions to conservative leaders, congressional staff, and activists.

Educational Activities

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

The educational activities performed by CPI include regular trainings, procedural classes, collaborative sessions and broad educational programming.

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.

This trip will provide an opportunity for Senate communications staff to hear and learn from professional communicators and legislative experts on how to improve communications with their constituents and the media.

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

In accordance with its mission of educating and training the conservative movement, CPI is sponsoring this travel to educate and equip communications staffers with the skills and tools to more effectively communicate with constituents and the media.

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.
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- ☐ 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 23, 2023 at 9 am



Trip End Date/Time:
August 25, 2023 at 1:20 pm

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

☐ Yes ☒ No

Transportation (Member/Officer/Employee: \$⁰ Accompanying Family Member: \$⁰)

Transportation Type	Class	Amount
Van	Coach	0

Details (optional)

CPI will transport participating staff via its own vehicle.

Lodging (Member/Officer/Employee: \$¹⁹⁸ Accompanying Family Member: \$⁰)

Check-In	Check-Out	Facility	City	State	Country
08/23/23	8/25/23	Decoursey Bridge Road	Cambridge	MD	US
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	\$99	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: \$^{50-60/full day} Accompanying Family Member: \$⁰)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem (Y/N)
5/23/23	\$10	\$10	\$34	0	\$54	Cambridge	MD	US	N
5/24/23	\$10	\$10	\$40	0	\$60	Cambridge	MD	US	N
5/25/23	\$12	0	0	0	\$12	Cambridge	MD	US	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: \$⁰ Accompanying Family Member: \$⁰)

Expense Type	Amount	Notes
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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: Communications Specialist Retreat
August 23-25, 2023
Travel Date(s): August 23-25, 2023
Travel Destination(s): Decoursey Bridge Road, Cambridge, MD
Sponsor: Conservative Partnership Institute

Ed Corrigan
(printed name of sponsor representative)

President & CEO
(title)

(signature of sponsor representative)

(date)