

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:**

Massachusetts Institute of Technology

10/10/23-10/12/23

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

n/a

n/a

Total Expenses

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
349.05	716.58	201.14	47.69 (Lyft from home to DCA on 10/10)

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

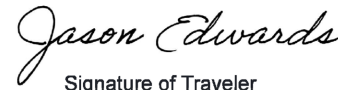
Finally, I certify that all trip information reflected in the attachments above accurately reflects the travel that I accepted. If there were any changes to the trip after I received approval from the Committee, the changes are described in ATTACHMENT 1.

10/19/23

Jason Edwards

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.

11/8/2023

Date



Signature of Supervising Senator/Officer



Maria T. Zuber
Vice President for Research
E. A. Griswold Professor of Geophysics

77 Massachusetts Avenue, Building 3-234
Cambridge, Massachusetts 02139-4307
Phone (617) 253-3206
Email mtz@mit.edu

August 24, 2023

Mr. Jason Edwards
Legislative Assistant
Office of Senator Patty Murray
154 Russell Senate Office Building
Washington, DC 20510

Dear Mr. Edwards,

I am writing to invite you to attend an MIT seminar for senior Congressional staff. The seminar, **“Addressing climate change: Challenges and opportunities,”** will take place on the MIT campus in Cambridge, MA from October 10-12, 2023. To allow for robust discussion, invitations are being extended only to senior Congressional staff who work on energy-related policy areas.

We are able to cover the cost of travel and hotel accommodations and are carefully following House and Senate Ethics Committee requirements. The necessary ethics approval forms will be provided to you should you apply to attend.

As you will see in the agenda below, the seminar will include sessions with MIT faculty on a range of technologies and policy issues, as well as tours of Commonwealth Fusion

Systems and Boston Metal, which is decarbonizing steel production.

The seminar, which is sponsored by my office, was organized by the MIT Energy Initiative (MITEi) and the MIT Washington Office. If you would like to attend, please apply no later than close of business on Wednesday, September 6 by [CLICKING HERE](#). This will allow sufficient time for filing the necessary paperwork with your Ethics Committee by Monday, September 11. Spaces are limited, so early application is strongly suggested.

If you have received this invitation in error and the seminar is not relevant to your portfolio, please feel free to forward it to a colleague who focuses on energy and/or climate issues.

Helen Haislmaier in the MIT Washington Office will be happy to answer any questions, and she can be reached at (202) 789-1828 or at helenh@mit.edu.

Sincerely,

A handwritten signature in black ink, appearing to read 'MTZL' followed by a horizontal flourish.

Maria T. Zuber

Trip Name: 2023 Senior Congressional Staff Seminar "Addressing climate change: Challenges"

Organization Information

Organization Name:

Massachusetts Institute of Technology

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



Yes



No

If Yes, §501(c)(3) Organization Type:



Private Foundation



Public Charity

Address:

77 Massachusetts Avenue

City, State, Zip:

Cambridge, MA 02139

Phone Number:

617 253 4581

Organization URL:

<https://www.mit.edu/>

History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

MIT has hosted similar seminars on a wide range of public policy issues related to science & technology for over 20 years. The most recent 'in person' seminar was held on the MIT campus in April, 2022.

Educational Activities

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

MIT is a major non-profit research university with a mission focused on education & research in science, engineering and technology. It offers both undergraduate and graduate level degrees and has multiple departments working on cutting-edge energy & climate technology and related policy.

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 is an intensive educational seminar presented by MIT faculty with a dinner talk by an expert in energy finance. The majority of the seminar will be held on MIT's campus and utilizes its faculty, classrooms and laboratories. There will be two off-campus visits to MIT spin-off companies working on energy innovations.

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

MIT is a major non-profit research university with a mission focused on education and research in science, engineering and technology. Congressional staff will be exposed to the latest research and thinking about climate change and associated public policy options. MIT has hosted similar seminars on a wide range of public policy issues related to science and technology for over 20 years.

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:
10/10/23. 9:00am



Trip End Date/Time:
10/12/23. 5:46pm

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

☐ Yes ☒ No

Transportation (Member/Officer/Employee: \$ 481.30 Accompanying Family Member: \$ n/a)

Transportation Type	Class	Amount
American Airlines Flight DCA-BOS-DCA	Economy	\$386.30
Bus to/from airport & hotel & to off-site labs		\$95.00
Details (optional)		

Lodging (Member/Officer/Employee: \$ 716.58 Accompanying Family Member: \$ n/a)

Check-In	Check-Out	Facility	City	State	Country
10/10/23	10/12/23	Marriott Residence Inn	Cambridge	MA	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	\$309+tax	yes	The nightly rate of of \$309 + tax, was the cheapest group rate we could find out of any of the Cambridge hotels that are walkable to the MIT campus. The rate INCLUDES BREAKFAST. It's a good rate since the current 'best rate' for the same dates at this hotel is \$499 per night + tax.		
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: \$ 194.00 Accompanying Family Member: \$ n/a)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem (Y/N)
10/10/23	0/at hotel	41.00	39.00	6.00	86.00	Cambridge	MA	USA	\$8.00
10/11/23	0/at hotel	24.00	48.00	6.00	79.00	Cambridge	MA	USA	
10/12/23	0/at hotel	23.00	n/a	6.00	29.00	Cambridge	MA	USA	

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

The federal per diem rate for Cambridge, MA in September, 2023 is \$79 (October rate not available). The opening day (10/10) includes a formal working lunch with speaker and a dinner with MIT faculty and students. We have no choice in which caterer to use in the lunch location but we are using one of the cheapest caterers on the Residence Inn approved list of caterers

Reasonable Miscellaneous Expenses

(Member/Officer/Employee: \$ 80.00 Accompanying Family Member: \$ n/a)

Expense Type	Amount	Notes
MIT will reimburse each traveller UP TO \$80 to cover either cabs to/from their home and Reagan airport OR parking at Reagan airport.		

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: 2023 Senior Congressional Staff Seminar
Travel Date(s): October 10-12, 2023
Travel Destination(s): Cambridge, MA
Sponsor: Massachusetts Insitute of Technology

Dr Robert Armstrong

(printed name of sponsor representative)

Former Director, MITEI

(title)



(signature of sponsor representative)

July 14, 2023

(date)



Massachusetts Institute of Technology
Senior Congressional Staff Seminar
Addressing climate change: Challenges and opportunities
 October 10-12, 2023

AGENDA

Tuesday, October 10: Day 1

Seminar location: Samberg Conference Center, 7th floor, Salons T and West

8:55 am **American Airlines AA4362 Flight from Washington, D.C. to Boston**

10:45 am **Land in Boston, MA**

10:45-11:30 am **Staff arrive at Boston Logan airport**

**Ground transportation from Boston Logan Airport to Residence Inn
by Marriott Boston Cambridge (MIT buses)**

11:30 am-12:00 pm **Check into Residence Inn by Marriott Boston Cambridge**
 120 Broadway, Cambridge, MA 02142

11:45 am **Bus from Residence Inn by Marriott Boston Cambridge to
Samberg Conference Center for registration**
 Samberg Conference Center, 7th floor, Salons T and West, 50 Memorial
 Drive, Cambridge, MA 02142

12:00-1:15 pm **Welcome, introductions, and luncheon**
 Samberg Conference Center, 7th floor, Salons T and West

12:10-12:30 pm **Participants introduce themselves**

12:30-12:45 pm **Maria T. Zuber**, E. A. Griswold Professor of Geophysics, MIT
 Department of Earth, Atmospheric and Planetary Sciences and MIT Vice
 President for Research
*Dr. Zuber will welcome participants on behalf of MIT's central
 administration and provide an overview of MIT's climate action plan.*

12:45-1:15 pm **Christopher Knittel**, Deputy Director for Policy, MIT Energy Initiative;
 George P. Shultz Professor of Energy Economics, MIT Sloan School of
 Management; Director, MIT Center for Energy and Environmental Policy
 Research
*Professor Knittel will provide a brief background on MITEI, MIT's energy
 hub, focused on developing low- and no-carbon solutions to meet global*



energy needs. In addition, he will give an overview of the seminar's program.

1:15-2:30 pm

Offshore wind energy opportunities and challenges

This panel will explore the opportunities and the role offshore wind could play in meeting U.S. climate goals and the key technical issues in building out offshore wind as an energy source.

- **Moderator: Dharik Mallapragada**, Principal Research Scientist, MIT Energy Initiative
- **Michael F. Howland**, Esther and Harold E. Edgerton Assistant Professor of Civil and Environmental Engineering, MIT Department of Civil and Environmental Engineering
- **Marija Ilić**, Joint Adjunct Professor, MIT Electrical Engineering & Computer Science; Senior Research Scientist, MIT Laboratory for Information and Decision Systems
- **Paul Sclavounos**, Professor of Mechanical Engineering and Naval Architecture, MIT Department of Mechanical Engineering

2:30-2:45 pm

Break

2:45-4:00 pm

Nuclear fission: Its role and challenges

This panel will explore the role nuclear fission could play in meeting U.S. climate goals and the key technical and economic issues in taking advantage of it.

- **Moderator: Jacopo Buongiorno**, Professor of Nuclear Science and Engineering, MIT Department of Nuclear Science and Engineering
- **Scott Kemp**, Associate Professor, MIT Department of Nuclear Science and Engineering; Director, MIT Laboratory for Nuclear Security and Policy
- **Koroush Shirvan**, Atlantic Richfield Career Development Professor in Energy Studies, MIT Department of Nuclear Science and Engineering
- **Haruko Wainwright**, Norman C. Rasmussen Career Development Professor of Nuclear Science and Engineering, and of Civil and Environmental Engineering and Assistant Professor, MIT Department of Nuclear Science and Engineering and Department of Civil and Environmental Engineering



4:00-5:15 pm

Short-term pollutants

The focus in mitigation discussions is often focused on CO₂, but there are shorter term greenhouse gases, like methane, that present significant global warming impacts. Additionally, there are gases, like hydrogen, that are projected to play much bigger roles as energy carriers in the future that have poorly understood potential impacts on warming. The goal of this session is to inform staffers about the key technical issues in reducing the emissions of the pollutants and removing them from the atmosphere.

- **Moderator: Jennifer Morris**, Principal Research Scientist, MIT Energy Initiative and MIT Joint Program on the Science and Policy of Global Change
- **Desirée L. Plata**, Associate Professor, MIT Department of Civil and Environmental Engineering
- **Susan Solomon**, Martin Professor of Environmental Studies, MIT Department of Earth, Atmospheric, & Planetary Sciences

5:15 pm

Walk to Residence Inn by Marriott Boston Cambridge

Residence Inn by Marriott Boston Cambridge, 120 Broadway, Cambridge, MA 02142

6:15-8:30 pm

Dinner with MIT faculty and students

Doc Edgerton Room, Residence Inn by Marriott Boston Cambridge, 120 Broadway, Cambridge, MA 02142

Working event for seminar participants to engage with MIT professors, panel participants, and students to further discuss the topics explored during the afternoon sessions.

Wednesday, October 11: Day 2

7:00-8:00 am

Breakfast at Residence Inn by Marriott Boston Cambridge

Residence Inn by Marriott Boston Cambridge, 120 Broadway, Cambridge, MA 02142

8:00-8:15 am

Walk to Bush Room

8:15-9:30 am

Priorities in decarbonizing surface transportation/smart cities

This panel will explore the role reducing emissions from surface transportation could play in meeting U.S. climate goals and the key opportunities and issues in redesigning U.S. surface transportation systems.



- **Moderator: Jinhua Zhao**, Professor of Cities and Transportation, MIT Department of Urban Studies and Planning; Founder, MIT Mobility Initiative
- **Jim Aloisi**, Lecturer, Transportation Policy and Planning, MIT Department of Urban Studies and Planning; Director, MIT Transit Research Consortium
- **Liz Reynolds**, Lecturer, MIT Department of Urban Studies and Planning
- **Jessika Trancik**, Professor, MIT Institute for Data, Systems, and Society

9:30-10:45 am

Assessing the need for hydrocarbons in the economy going forward

As we press towards a net-zero emissions economy by mid-century, we cannot phase out fossil fuels from the economy faster than we can build out net-zero emissions alternatives, including associated infrastructure. This panel will explore the role hydrocarbons may continue to play in the U.S. energy mix and the key issues in reducing that role, including in the aviation and building sectors.

- **Moderator: William H. Green**, Hoyt Hottel Professor in Chemical Engineering, MIT Department of Chemical Engineering
- **Florian Allroggen**, Executive Director, Aerospace Climate & Sustainability; Research Scientist, MIT Department of Aeronautics and Astronautics
- **Sergey Paltsev**, Senior Research Scientist, MIT Energy Initiative; Deputy Director MIT Joint Program on the Science and Policy of Global Change
- **Christoph Reinhart**, Alan and Terri Spoon Professor of Architecture and Climate, and Director, Building Technology Program, MIT Department of Architecture

10:45-11:00 am

Break

11:00 am-12:15 pm

New tech approaches to climate/life sciences and climate change

This panel will explore the role advances in the biological sciences such as the genetic manipulation of crops, novel materials, and biomanufacturing can play in meeting U.S. climate goals.

- **Moderator: Angela Belcher**, James Mason Crafts Professor of Biological Engineering and Materials Science and Engineering, MIT Department of Biological Engineering and Department of Materials Science and Engineering



- **David L. Des Marais**, Cecil and Ida Green Career Development Professor, MIT Department of Civil and Environmental Engineering
- **Ariel L. Furst**, Paul M. Cook Career Development Professor, MIT Department of Chemical Engineering
- **Benedetto Marelli**, Associate Professor, MIT Department of Civil and Environmental Engineering
- **Kripa Varanasi**, Professor, MIT Department of Mechanical Engineering

12:15-1:15 pm

Lunch

1:15 pm

(~ 60 minutes)

Board bus/Travel to Commonwealth Fusion Systems in Devens, MA

2:30 pm

Tour of Commonwealth Fusion Systems (1.5 hours)
Commonwealth Fusion Systems HQ, 117 Hospital Rd, Devens, MA 01434

This tour will explore advances in fusion energy.

- **Darby Dunn**, Vice President of Operations, Commonwealth Fusion Systems
- **Bob Mumgaard**, Chief Executive Officer and Co-Founder, Commonwealth Fusion Systems

Commonwealth Fusion Systmes tour instructions for staffers

- Upon arrival, Please head directly into the front entrance lobby where our receptionist will greet you.
- All visitors must wear long pants, hard-soled, closed toe shoes or boots. No sneakers or tennis shoes, no open-toed shoes.
- You will be provided with a hard hat, safety vest and safety glasses that must be worn at all times.
- Visitors must be accompanied and wear their lanyard and badge at all times.
- **Anyone not wearing appropriate attire or shoes will not be allowed on the tour. No exceptions.**

4:00 pm

Bus back to Cambridge, MA (~ 60 minutes)



6:15- 8:45 pm

Dinner

Location: Samberg Conference Center, Salon M, 50 Memorial Drive,
Cambridge, MA 02142

The dinner speaker will discuss approaches to moving innovations from the lab to the marketplace, accelerating commercialization of promising research for addressing climate change.

- **Michael Kearney**, Partner, The Engine

Thursday, October 12: Day 3

7:30-8:30 am

Continental breakfast at hotel/check out (*Bags should be packed and ready to go with you on the bus.*)

Sessions will take place in the Doc Edgerton Room, Residence Inn by Marriott Boston Cambridge, 120 Broadway, Cambridge, MA 02142

8:30-9:45 am

Making the economic transition associated with decarbonization: The electric grid, steel manufacturing, and mining

This panel will explore approaches that could ease the transition for communities and workers that arise from decarbonizing the U.S. economy.

- **Moderator: Christopher Knittel**, Deputy Director for Policy, MIT Energy Initiative; George P. Shultz Professor of Energy Economics, MIT Sloan School of Management; Director, MIT Center for Energy and Environmental Policy Research
- **Stephen Ansolabehere**, Frank G. Thompson Professor of Government, Harvard University
- **Elsa Olivetti**, Jerry McAfee (1940) Professor in Engineering, Department of Materials Science and Engineering; Co-director, MIT Climate and Sustainability Consortium

9:45-11:15 am

Fitting it all together, discussion & seminar evaluation

This session will review the entire program and provide participants a chance to ask questions about the full picture that has emerged.

Multiple presenters facilitated by Christopher Knittel

11:15-11:30 am

Boxed lunches, discussion, seminar evaluation



11:45 am **Bus to Boston Metal (~30-40 mins)**

12:15-1:45 pm **Tour at Boston Metal**
6 Gill St Unit A, Woburn, MA 01801 (about 30 min north of Boston)

This tour will explore advance in decarbonizing steel production.

- **Tadeu Carneiro**, Chairman & CEO, Boston Metal
- **Guillaume Lambotte**, Chief Scientist, Boston Metal
- **Adam Rauwerdink**, Senior Vice President of Business Development, Boston Metal

- **Boston Metal tour Instructions for staffers**
 - Door “A” is the entry point. This door faces Gill Street
 - Long-sleeve shirt, long pants, and closed-toed shoes are required for the facility tour
 - Safety glasses and other PPE will be provided as necessary
 - Photography and videography are prohibited

1:45-2:45 pm **Board bus/Travel to Logan Airport**

4:00 pm **JetBlue Flight #B61355 from Boston to Washington, D.C.**

5:46 pm **Land in Washington, D.C.**

10 OCT 2023 ▶ 12 OCT 2023 TRIP TO BOSTON, MA

PREPARED FOR
EDWARDS/JASON PATRICK



Partners Travel
a branch of Tzell Travel Group
1-904-320-1405
ROBERT@PARTNERS-TRAVEL.COM

RESERVATION CODE FWD CJR
AIRLINE RESERVATION CODE UPMWHL (AA), FWDNFX (B6)

Travel Arranger Priority Comments

IF YOU ARE NOT TAKING THIS TRIP AS TICKETED YOU NEED
TO CANCEL OR CHANGE YOUR RESERVATION BEFORE THE
SCHEDULED DEPARTURE TIME OTHERWISE THE ENTIRE FARE
MAY BE FORFEITED.

...
***** MIT TRAVEL RISK INFORMATION *****

...
ADMINISTRATORS AND TRAVELERS ARE ENCOURAGED TO
REVIEW THE MIT INTERNATIONAL TRAVEL RISK POLICY
PRIOR TO BOOKING TRAVEL.

...
PLEASE REVIEW THE MIT TRAVEL POLICY
AND CONTACT TRAVEL REGISTRY TRAVEL-REGISTRY*AT*MIT.EDU
FOR ANY QUESTIONS.

...
MIT TRAVEL POLICY WWW.TINYURL.COM/MITTRAVELPOLICY

...
REGISTER YOUR TRAVEL AT WWW.TINYURL.COM/MITTRAVELREGISTRY
PER THE POLICY INSTRUCTIONS.

...
NOTE THAT STUDENTS TRAVELING ON MIT FUNDED/REIMBURSED
TRIPS HAVE SPECIFIC TRAVEL RESTRICTIONS AND/OR TRAVEL
REGISTRATION REQUIREMENTS. SEE POLICY FOR GUIDELINES.

...
176.15 - AMERICAN SHUTTLE. REFUNDABLE. CHANGES
INCUR FARE DIFFERENCE
213.90 - JETBLUE FLAT FARE - REFUNDABLE/CHANGES INCUR
FARE DIFFERENCE
34.00 - TRANSACTION FEE



DEPARTURE: TUESDAY 10 OCT Please verify flight times prior to
departure

**AMERICAN AIRLINES
AA 4362**

Operated by:
REPUBLIC AIRWAYS AS AMERICAN
EAGLE

Duration:
1hr(s) 48min(s)

Cabin:
Economy

Status:
Confirmed

DCA
WASHINGTON REAGAN, DC

▶ **BOS**
BOSTON, MA

Departing At:
8:55am

Terminal:
TERMINAL 2

Arriving At:
10:43am

Terminal:
TERMINAL B

Aircraft:
EMBRAER EMB 175 JET

Distance (in Miles): 399
Notes:
SEAT ASSIGNED AT
CHECK-IN

Checked Baggage: Adult, 0 pieces
Cabin Baggage: Adult, 1 piece

Passenger Name:

» EDWARDS/JASON PATRICK

Seats:

Check-In Required

eTicket Receipt(s):

0017992596960

**DEPARTURE: THURSDAY 12 OCT** Please verify flight times prior to departure**JETBLUE AIRWAYS
B6 1355**Duration:
1hr(s) 46min(s)Cabin:
EconomyStatus:
Confirmed**BOS**
BOSTON, MA**DCA**
WASHINGTON REAGAN, DCAircraft:
EMBRAER EMB E90 JET

Distance (in Miles): 399

Departing At:
4:00pmArriving At:
5:46pmTerminal:
TERMINAL CTerminal:
TERMINAL 2Checked Baggage: Adult, 0 pieces
Cabin Baggage: Adult, 1 piece

Passenger Name:

» EDWARDS/JASON PATRICK

Seats:

20A

eTicket Receipt(s):

2797992596961

OTHER: SUNDAY 15 OCT**OTHER**Status:
Confirmed**BOS**
BOSTON, MAInformation:
HAVE A NICE TRIP**Notes**

URGENT ITINERARY INFORMATION
PLEASE REVIEW YOUR ITINERARY UPON RECEIPT AND CONFIRM
THAT YOUR TRIP WAS TICKETED CORRECTLY. CONTACT YOUR
TRAVEL AGENT WITHIN 24-HOURS TO MAKE ANY CHANGES OR
CORRECTIONS TO POTENTIALLY AVOID ADDITIONAL FEES.

...
IF YOU NEED HELP EN ROUTE PLEASE CALL-
PARTNERS TRAVEL/TZELL TRAVEL GROUP MON-FRI 9A-6P EST
904-320-1405 DIRECT DIAL

...
AFTER-HOURS EMERGENCY TRAVEL SERVICE
203-800-4679 DOMESTIC AND INTERNATIONAL CALLERS
NOTE THAT CALLS TO THE AFTER-HOURS SERVICE MAY
INCUR ADDITIONAL FEES. REFERENCE CCRA ACCOUNT 80180

...
DISCLOSURES
ALL INTERNATIONAL FLIGHTS ARE SUBJECT TO
INSECTICIDE SPRAYING PRIOR TO FLIGHT OR
WHILE YOU ARE ONBOARD. COUNTRIES THAT REQUIRE
SPRAYING ARE LISTED HERE WWW.TZELL411.COM

...
FEDERAL LAW FORBIDS THE CARRIAGE OF CERTAIN
HAZARDOUS MATERIALS SUCH AS AEROSOLS FIREWORKS
AND FLAMMABLE LIQUIDS ABOARD AIRCRAFT. IF YOU DO
NOT UNDERSTAND THESE RESTRICTIONS CONTACT YOUR
AIRLINE OR GO TO WWW.FAA.GOV/ABOUT/INITIATIVES AND
SEARCH FOR HAZMAT SAFETY

...
IF TRAVELING INTERNATIONALLY - PLEASE CHECK
WWW.STATE.GOV FOR ANY TRAVEL ADVISORIES.
WE ALSO RECOMMEND THAT YOU REGISTER WITH THE
AMERICAN EMBASSY AT YOUR DESTINATION.

...
IMPORTANT NOTICE - DUTY OF CARE PROGRAM
TO BETTER SERVE OUR TRAVELERS PARTNERS TRAVEL ENCOURAGES
ALL PASSENGERS TO SIGN-UP FOR A FREE TRIPCASE ACCOUNT
AT WWW.TRIPCASE.COM AND INSTALLING THE TRIPCASE APP
ON A MOBILE DEVICE. WHEN INSTALLED PARTNERS TRAVEL IS
ABLE TO LOCATE AND ALERT PASSENGERS DURING EMERGENCY

SITUATIONS AS WELL AS PROVIDE REAL-TIME TRAVEL NOTIFICATIONS AND UPDATES CAUSED BY A FLIGHT DELAY OR DISRUPTION.

...
ONLINE CHECK-IN

IT IS RECOMMENDED THAT YOU CHECK-IN ONLINE 24-HOURS PRIOR TO YOUR FLIGHT TIME TO CONFIRM SEATS AND OBTAIN A BOARDING PASS. FAILURE TO CHECK-IN MAY CAUSE A DISRUPTION IN YOUR TRAVEL SCHEDULE.

...
AIRPORT CHECK-IN - DOMESTIC TRAVEL
90-MINUTE CHECK-IN RECOMMENDED. BE AT GATE 30-MINUTES PRIOR TO DEPARTURE TIME OR BE SUBJECT TO CANCELLATION.

...
AIRPORT CHECK-IN - REGIONAL SHUTTLE FLIGHTS
1-HOUR AIRPORT CHECK-IN RECOMMENDED FOR SHUTTLE FLIGHTS. BE AT GATE 30-MINUTES PRIOR TO DEPARTURE TIME OR BE SUBJECT TO CANCELLATION. SOME SHUTTLE FLIGHTS ASSIGN SEATS AT ONLINE CHECK-IN ONLY.

...
AIRPORT CHECK-IN - INTERNATIONAL TRAVEL
3-HOUR AIRPORT CHECK-IN RECOMMENDED FOR ALL INTERNATIONAL TRAVEL. MORE THAN 3-HOUR CHECK-IN MAY BE REQUIRED FOR SOME AIRPORTS. VERIFY ALL AIRPORT CHECK-IN RESTRICTIONS WITH OPERATING CARRIER. YOU COULD BE DENIED BOARDING IF NOT CHECKED-IN AND AT GATE 1-HOUR PRIOR TO DEPARTURE.

...
VERIFY ONLINE AND AIRPORT CHECK-IN RESTRICTIONS WITH OPERATING CARRIER. CHECK-IN TIMES SUBJECT TO CHANGE WITHOUT NOTICE.

...
REMEMBER PASSPORT
ALL INTERNATIONAL TRAVEL REQUIRES A VALID PASSPORT WHICH MUST BE VALID 6-MONTHS BEYOND TRIP RETURN DATE.

...
IMPORTANT VISA INFORMATION
PASSENGERS MUST VERIFY ALL VISA AND TRANSIT VISA REQUIREMENTS AT TIME OF BOOKING. FAILURE TO OBTAIN PROPER VISAS WILL CAUSE A DISRUPTION IN TRAVEL.

...
PLEASE VISIT WWW.CIBTVISAS.COM/103610 OR VISAS.TRAVISA.COM/401753 FOR ADDITIONAL VISA AND TRANSIT VISA ASSISTANCE.

...
PLEASE NOTE THAT YOUR TRAVEL AGENT IS A NOT A CERTIFIED VISA OR TRANSIT VISA ADVISOR.

...
BAGGAGE ALLOWANCES
FOR BAGGAGE FEES/ALLOWANCES/LIMITATIONS - PLEASE REFER TO THE E-TICKET RECEIPT FOR FULL DISCLOSURE OF FEES AND BAGGAGE LIMITATIONS OR CONTACT THE OPERATING CARRIER FOR ADDITIONAL BAGGAGE RESTRICTIONS.

...
AMTRAK FARE DISCLOSURE
AMTRAK FARES MAY BE REFUNDABLE IF CANCELLED 48-HOUR IN ADVANCE OF TICKETED DEPARTURE TIME. CHANGES OR CANCELLATIONS WITHIN THE 24-HOURS ARE SUBJECT TO A REFUND FEE OR CHANGE PENALTY. NO-SHOW FOR TICKETED TRAINS ARE NON-REFUNDABLE AND WILL RESULT IN AN AMTRAK E-VOUCHER FOR FUTURE USE. VISIT WWW.AMTRAK.COM FOR MORE FARE RULES. AMTRAK FARE RULES SUBJECT TO CHANGE WITHOUT NOTICE.

...
THE AIRLINES HOTELS CRUISES AND OTHER SUPPLIERS WHOSE TRAVEL OR OTHER SERVICES ARE OFFERED ARE INDEPENDENT THIRD PARTIES AND NOT SUBSIDIARIES AFFILIATES AGENTS OR EMPLOYEES OF TZELL TRAVEL GROUP. TZELL TRAVEL GROUP IS NOT LIABLE FOR THE ACTS ERRORS OMISSIONS REPRESENTATIONS WARRANTIES BREACHES OR NEGLIGENCE OF THESE SUPPLIERS OR FOR ANY PERSONAL INJURIES DEATH PROPERTY DAMAGE OR OTHER DAMAGES OR EXPENSES RESULTING THEREFROM. TZELL TRAVEL GROUP HAS NO LIABILITY FOR AND WILL MAKE NO REFUND IN THE EVENT OF ANY DELAY CANCELLATION

OVERBOOKING STRIKE TRAVEL RESTRICTIONS FORCE
MAJEURE OR OTHER CAUSES BEYOND ITS DIRECT CONTROL.

...

YOUR TRAVEL IS MANAGED BY PARTNERS TRAVEL MANAGEMENT.
VISIT WWW.PARTNERS-TRAVEL.COM FOR ADDITIONAL INFORMATION.
PARTNERS TRAVEL IS A BRANCH OF THE TZELL TRAVEL GROUP.

...

Partners Travel

a branch of Tzell Travel Group

1-904-320-1405

ROBERT@PARTNERS-TRAVEL.COM

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
Transportation	349.05, from 481.30	Booked flights at lower price and overestimated transportation costs to and from airport and offsite tours
Meals	201.14, from 194	Discrepancy between estimated cost and actual cost for available caterer
Other Expenses	47.69, from 0	Had no estimate beforehand for travel expense to DCA

Were there any changes to the pre-approved itinerary?

☒ Yes ☐ No

Explanation:

Professor Robert Armstrong was unable to attend, so Professor Christopher Knittel took his place for the introductory session of the trip.

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

Name of Traveler:

Jason Edwards

Employing Office/Committee:

Senator Patty Murray

Private Sponsor(s):

Massachussetts Institute of Technology

Destination(s):

Cambridge, Devens, and Woburn, MA

Travel Dates:

10/10/2023 to 10/12/2023

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.

This trip is to learn from leading experts about sector-by-sector decarbonization efforts. I handle climate and energy policy for Senator Murray and what I learn from this trip will directly aid my ongoing work.

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.

9/8/23

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)

Senator Murray

hereby authorize

Jason Edwards

(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)

9/8/23

Date

Signature of Supervising Senator/Officer

CHRISTOPHER A. COONS, DELAWARE, CHAIRMAN
JAMES LANKFORD, OKLAHOMA, VICE CHAIRMAN

BRIAN SCHATZ, HAWAII
JEANNE SHAHEEN, NEW HAMPSHIRE

JAMES E. RISCH, IDAHO
DEB FISCHER, NEBRASKA

SHANNON HAMILTON KOPPLIN, CHIEF COUNSEL AND STAFF DIRECTOR
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

October 3, 2023

Jason Edwards
Office of Senator Patty Murray
United States Senate
Washington, DC 20510

Dear Mr. Edwards:

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 *Senior Congressional Staff Seminar* in Cambridge, Massachusetts on October 10–12, 2023, sponsored by Massachusetts Institute of Technology (MIT). Provided that you adhere to the guidance set forth below, it appears that it is permissible for you to accept necessary expenses from MIT 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 in the Office of Senator Patty Murray. MIT invited you to travel to the *Senior Congressional Staff Seminar* in Cambridge, Massachusetts on October 10–12, 2023. MIT certified to the Committee that it will pay the necessary expenses² related to the travel and that it is neither a lobbyist, lobbying firm, agent of a foreign principal, or otherwise acting as a representative or agent of a foreign government. Although MIT retains or employs a federally registered lobbyist or foreign agent, MIT has certified that it is an organization designated under § 501(c)(3) of the Internal Revenue Code³ and that no registered lobbyist or agent of a foreign principal will accompany you at any point throughout your trip.⁴

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,

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 – Glossary of Terms* at 8.

³ 26 U.S.C. § 501(c)(3).

⁴ The term “any point throughout your trip” has a specific definition. See *Select Committee on Ethics’ Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 2-3.

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 and Glossary of Terms* (collectively, *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.

Entities that do not retain or employ a lobbyist or foreign agent and all non-profit organizations designated as tax-exempt organizations under § 501(c)(3) of the Internal Revenue Code of 1986, regardless of whether they retain or employ a lobbyist or foreign agent, may sponsor domestic trips for up to three days. The three-day limitation means three 24-hour periods, calculated from the time of arrival in the trip location to the time of departure from the trip location. For such trips, neither lobbyists nor foreign agents may accompany a Senate invitee at any point throughout the trip, other than in a *de minimis* way.⁵ This means that neither lobbyists nor foreign agents may accompany Senate invitees at any point to and from the event, at the event itself, or at the location being visited.⁶

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**.

Consistent with these standards and Committee precedent, MIT's factual representations, it appears that it is permissible for you to accept necessary expenses from MIT in connection with this trip, provided that the actual travel and travel-related expenses conform to the 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,⁷ on his or her 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

⁵ The term "*de minimis*" has a specific definition. See *Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 3.

⁶ See *Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel* at 5; see also *Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 2-3.

⁷ 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.

aggregate, travel expenses exceed \$480 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,



Shannon Hamilton Kopplin
Chief Counsel and Staff Director

Enclosure: Travel Checklist