

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:**

Conservative Partnership Institute, Inst

March 13-15

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)
0	\$198.00	\$98.00	0

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.

4/11/23

Date

Elizabeth Clare Basil

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.

4/11/23

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:

Elizabeth Clare Basil

Employing Office/Committee:

Senate Steering Committee

Private Sponsor(s):

Conservative Partnership Institute, Institute

Destination(s):

Cambridge, MD

Travel Dates:

March 13-15

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.

Clare covers the immigration, Citizenship, and Border Safety subcommittee on behalf of the Senate Steering members. This will be an important educational opportunity to better understand the legislation that the committee handles.

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.

2/13/23

Date

Elizabeth Clare Basil

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)

Michael S. Lee

(Print Senator's/Officer's Name)

hereby authorize

Elizabeth Clare Basil

(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)

2/13/23

Date

Michael S. Lee

Signature of Supervising Senator/Officer

ATTACHMENT 1 – CHANGES FROM APPROVED PRE-TRAVEL

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

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

☐ Yes ☒ No

Expense Change	Revised Amount	Explanation

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:

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:

From: Lauren Baldwin <lbaldwin@cpi.org>

Date: Wednesday, February 8, 2023 at 1:55 PM

To: Lauren Baldwin <lbaldwin@cpi.org>

Subject: Action Needed: CPI Immigration Bootcamp 3/13-15 Ethics Paperwork

Hi all,

If you're receiving this email, you've been invited to attend the Immigration Policy Bootcamp on March 13-15th hosted by the Conservative Partnership Institute, Institute for Sound Public Policy (formerly U.S. Tech Workers), and the Center for Immigration Studies. **If you wish to attend and have not already done so, please RSVP by responding to this email.**

Attached you will find the necessary Ethics paperwork that you will need to submit to the Senate Ethics Committee by **COB February 13th**. Additionally, you will need to complete paperwork of your own for submission. More details can be found [here](#).

Please do not hesitate to reach out with any questions you may have!

Best regards,

--

Lauren Baldwin

Government Relations Coordinator

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

-
1. Sponsor(s) of the trip (please list all sponsors): Conservative Partnership Institute (CPI)
2. Description of the trip: Immigration Policy Bootcamp
3. Dates of travel: March 13-15, 2023
4. Place of travel: Cambridge, MD
5. Name and title of Senate invitees: See attached.
6. I *certify* that the trip fits one of the following categories:
- ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
- OR -
- ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- AND -
- ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
- ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
- AND -
- ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. USE ONLY IF YOU CHECKED QUESTION 6(B)

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.
- OR -
- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).
- OR -
- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

See attached.

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

See attached.

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

See attached.

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

See attached.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
☒ Good Faith estimate	\$100	\$198	\$118	
☐ Actual Amounts				

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This trip is organized specifically with regard to congressional participation.

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

Location is owned by the trip sponsor CPI, economical, and conducive to education and training.

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

3675 Decoursey Bridge Rd., Cambirdge, MD 21613

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

Location is owned by the trip sponsor CPI, economical, and conducive to education and training.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

The cost of lodging (\$99/night) is less than the federal government per diem rate of \$121/night.

The estimated cost of meals (\$59/day) is less than the federal government per diem rate of \$64/day.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Sponsors will provide round-trip bus transportation to/from the training location.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

No entertainment will be provided to, paid for, or reimbursed to Senate invitees.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: _____

Ed Corrigan

Name and Title: _____

Name of Organization: Conservative Partnership Institute

Address: 300 Independence Avenue, SE, Washington, DC 20003

Telephone Number: (202)742-8988

Fax Number: (202) 595-0282

E-mail Address: jholland@cpi.org

**Conservative Partnership Institute, Center for Immigration Studies,
and U.S. Techworkers present: Immigration Policy Bootcamp
Monday, March 13th – Wednesday, March 15th, 2023**

Monday, March 13th:

- 9:00am - 11:00am:** Travel from 300 Independence Ave SE Washington D.C. 20003 to Decoursey Bridge Rd, Cambridge, MD 21613
- 11:00am - 12:00pm:** Arrival at Camp Rydin and Check-in
- 12:00pm - 1:00pm:** **Lunch Lecture: What has been poisoning immigration reform?**
A lunch lecture designed to better articulate the obstacles facing immigration reform.
Speaker: Stephen Miller, America First Legal
- 1:00pm - 2:00pm:** **Past is prologue and the legislative history of immigration reform**
An overview of the legislative history of immigration reform by Executive Director of the Institute for Sound Public Policy, Kevin Lynn.
Speaker: Kevin Lynn, Institute for Sound Public Policy
- 2:00pm - 3:00pm:** **Break**
- 3:00pm - 4:15pm:** **Illegal Immigration: Exterior issues your members will be facing**
Moderated by Krikorian, Cellar and Arthur will discuss illegal immigration as it pertains to the border wall, parole, overstays, and asylum.
Speaker: Mark Krikorian, Center for Immigration Studies & Andrew "Art" Arthur, Center for Immigration Studies & Hart Celler
- 4:15pm - 4:30pm:** **Break**
- 4:30pm - 5:30pm:** **Illegal Immigration: Interior issues your members will be facing**
A discussion of the interior threats posed by illegal immigration, including deportation, E-verify, and sanctuary cities.
Speaker: Mark Krikorian, Center for Immigration Studies & Jon Feere, Center for Immigration Studies & Hart Celler
- 5:30pm - 7:00pm:** **Dinner Lecture**
Wold will lead a discussion on conservative legislative strategy in response to illegal immigration, including understanding the role of the State Department in the immigration process.
Speaker: Theo Wold, The Claremont Institute

Tuesday, March 14th:

9:00am - 9:30am: Breakfast

9:30am - 10:30am: Legal Immigration: Employment based visas

Ross will weigh the advantages and disadvantages of merit-based immigration. He will also discuss the complications of legal immigration in regard to employment based visa programs, including H-1, L-1, OPT, O, and F.

Speaker: Roger Ross, Institute for Sound Public Policy

10:30am - 10:45am: Break

10:45am - 12:00pm: Legal Immigration: Family based visas

Vaughan will discuss the complications of legal immigration in regard to family based visa programs.

Speaker: Jessica Vaughan, Center for Immigration Studies

12:00pm - 1:30pm: Lunch

Founder of Numbers USA, Roy Beck, will lead a discussion over lunch which will put historical trends into context of modern immigration policy to improve the understanding of upcoming immigration legislation.

Speaker: Roy Beck, Numbers USA

1:30pm - 3:00pm: Break

3:00pm - 4:45pm: Legal Immigration: The legislation your members will be facing

Newman will provide an overview of possible legislation, including H-2 visas, that members and their staff may encounter in the new Congress as it relates to solving obstacles associated with legal immigration.

Speaker: Grant Newman, Numbers USA

4:45pm - 5:30pm: General Q&A with speakers

5:30pm - 7:00pm: Dinner

Krikorian will discuss conservative legislative strategy in response to legal immigration policy proposals within the new Congress.

Speaker: Mark Krikorian, Center for Immigration Studies

Wednesday, March 15th:

8:30am - 9:30am: Breakfast and Check Out

Breakfast and closing remarks proposing general solutions to our immigration problems.

9:30am - 11:30am: Travel from Decoursey Bridge Rd, Cambridge, MD 21613 to 300 Independence Ave
SE Washington D.C. 20003

Question 5:

1. Drew Robinson (Counsel, Committee on the Judiciary)
 - a. Drew_Robinson@judiciary-rep.senate.gov
2. Drew Hudson (Chief Counsel, Committee on the Judiciary)
 - a. Drew_Hudson@cotton.senate.gov
3. Jeremy Hayes (Senior Professional Staff Member, Committee on Homeland Security and Governmental Affairs)
 - a. Jeremy_Hayes@hsgac.senate.gov
4. Chris Jaarda, (Legislative Director, Senator Ted Cruz)
 - a. Chris_Jaarda@cruz.senate.gov
5. Clare Basil (Policy Advisor, Senate Steering)
 - a. Clare_Basil@lee.senate.gov
6. Ryan Neuhaus (Policy Advisor, Senator Mike Lee)
 - a. ryan_neuhaus@lee.senate.gov
7. Elizabeth Oberan (Deputy Chief Counsel, Subcommittee on Competition Policy, Antitrust, and Consumer Rights, Committee on the Judiciary)
 - a. Elizabeth_Oberan@judiciary-rep.senate.gov
8. Phil Reboli (Legislative Director, Senator Mike Lee)
 - a. Philip_Reboli@lee.senate.gov
9. Rachel Bovard (Executive Director, Senate Steering)
 - a. Rachel_Bovard@lee.senate.gov
10. James Braid
 - a. James_Braid@vance.senate.gov

Question 12. Briefly describe the role of each sponsor in organizing and conducting the trip:

Each sponsor was involved in organizing the trip by preparing an agenda and identifying speakers. Each sponsor will participate in the trip by providing speakers.

Question 13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission: The Conservative Partnership Institute's mission includes creating an infrastructure to work with conservative Members of Congress, congressional staff, and

conservative leaders to enhance their ability to articulate and advance conservative principles in the nation's capital. The retreat offers an opportunity to train congressional staff to promote these conservative principles.

The Institute for Sound Public Policy's mission is to protect American workers from unemployment and wage suppression caused by unfair labor and trade practices, including importation of large numbers of foreign workers who are subject to exploitation by foreign and domestic corporations working in the United States.

The Center for Immigration Studies provides immigration policymakers, the academic community, news media, and concerned citizens with reliable information about the social, economic, environmental, security, and fiscal consequences of legal and illegal immigration into the United States.

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

The Conservative Partnership Institute has previously sponsored educational and training events for Members of Congress and congressional staff, and has invited Members and staff to attend policy retreats attended by conservative thought leaders and activists. Most recently, CPI co-sponsored an oversight and investigations bootcamp for Senate staff on December 12-14, 2022.

The Institute for Sound Public Policy has never sponsored such an event.

The Center for Immigration Studies has not sponsored such trips in the past.

Question 15. *Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):* The Conservative Partnership Institute provides regular educational briefings and training sessions to congressional staff and conservative leaders and activists. These training programs focus on House and Senate operations, communications, and other tools needed by Members of Congress and staff to become better public servants.

On a weekly basis, the Institute for Sound Public Policy writes columns that are syndicated

worldwide in the press and on online platforms. On a daily basis, they engage on topics of immigration and employment visas on several social platforms. They have testified before Congress and served as subject matter experts on the topic immigration. They produce reports and surveys that are made available to policy makers, activists and the general public.

The Center for Immigration Studies publishes original research and analysis related to immigration policy, offers commentary to print and broadcast media, has a weekly podcast, hosts public panel discussions and newsmaker interviews, and its researchers regularly testify before Congress and address civic and student groups.