RE-2 Employee Post Travel Disclosure of Travel Expenses

Date/Time Stamp

RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS
2023 SEP 26 PM 2:44

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):
Senate Working Group

Travel Dates:
09/15/2023 to 09/17/2023

Name of accompanying family member (if any):

Relationship to Traveler:

Expenses

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
$258.58	$196.00	$142.00	$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.

9-26-2023
Date

James Rice
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.

9-26-2023
Date

Chuck Grassley
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
There were no changes to pre-approved travel expenses.		

Were there any changes to the pre-approved itinerary?

○ Yes ● No

Explanation: There were no changes to the pre-approved itinerary.

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

○ Yes ● No

Explanation: There were no additional changes to the pre-approved trip.

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:
James Rice

Employing Office/Committee:
CAUCUS INTERNATIONAL NARCOTICS CONTROL

Private Sponsor(s):
Senate Working Group

Destination(s):
Hot Springs, Virginia

Travel Dates:
09/15/2023 to 09/17/2023
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 is an educational summit for legislative directors, which is my function in the office. Learning from the sessions and my colleagues will help me do my job better in the future.

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.

8-17-2023
Date

James Rice
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 Senator Grassley hereby authorize James Rice
(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)

8-17-2023
Date

Chuck Grassley
Signature of Supervising Senator/Officer

Senate Working Group: 2023 Senate Republican Deputy Chief of Staff & Legislative Director Summit

James Rice

Title:
Legislative Director

Employing Office/Committee:
CAUCUS INTERNATIONAL NARCOTICS CONTROL

Duty Station:
WASHINGTON,DC

Destination(s):
Hot Springs, Virginia

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

This is an educational summit for legislative directors, which is my function in the office. Learning from the sessions and my colleagues will help me do my job better in the future.

Name of accompanying family member (if any):
Not Entered

Name and Relationship to Traveler:
None

Organization Information

Organization Name
Senate Working Group

Is your organization classified as a §501(c)(3)?
○ Yes ● No

§501(c)(3) Organization Type
None

Address
1100 New Jersey Ave SE

Address 2 (Optional)
None

City, State Zip
Washington, District Of Columbia 20003 United States

Phone Number
8583360293

Organization URL

History of Congressional Travel

Senate Working Group was created on October 8, 2021. In addition to hosting events in Washington, D.C., Senate Working Group hosts various educational summits outside of Washington. Past Summits include the 2023 Senate Republican Commerce Committee Staff Summit, the 2023 Senate Republican Chiefs of Staff & Committee Staff Director's Summit, the Senate Republican Banking Committee Staff Summit and our first event, the 2022 Senate Republican Chiefs of Staff & Committee Staff Director's Symposium.

Educational Activities

Senate Working Group provides educational trainings, as well as hosts widely attended event throughout the calendar year. These trainings and events are offered to all Senate staff, from Chiefs of Staff to Interns.

Lobbyist and Foreign Agent Registration Information

Lobbyist Registration Status: *I certify that the sponsor is not a federally registered lobbyist and do not retain or employ a federally registered lobbyist.*

Foreign Agent Registration Status: *I certify that the sponsor is not an agent of a foreign principal and do not retain or employ an agent of a foreign principal.*

Foreign Government Involvement

Foreign Agent Registration Status:

- ● 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.

Comments

None Entered

Signature Page

The signature page is below.

Purpose and Details

Provide a brief description of the trip.

Senate Working Group is honored to host the first ever Senate Republican Deputy Chief of Staff & Legislative Director Summit. Following the theme of the Chief of Staff & Committee Staff Director's Summit, the focus of this Summit will be on a 'brighter future: how Washington can better serve the American people.' Taking an educational deep dive examination into the issues affecting everyday Americans. This two-day Summit will be filled with presentations from various policy experts discussing the issues and its impact on the United States Senate.

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

Senate Working Group is a 501(c)(4) nonprofit organization dedicated to providing educational resources to Senate staff. In addition to local trainings and receptions throughout the year, the 2023 Senate Republican Deputy Chief of Staff & Legislative Director Summit provides us the ability to connect Senate staff with policy experts and thought leaders in an intimate, off-the-record setting.

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
- ○ 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

- 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 not** receive invitations.

The list of invitees is below.

Travel Details

Trip Start Date/Time:
09/15/2023 @ 06:00 PM

⇄

Trip End Date/Time:
09/17/2023 @ 11:00 AM

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

○ Yes ● No

Itinerary

The itinerary is below.

Transportation (Per Member/Officer/Employee: $258.58 | Accompanying Family Member: $0.00)

Transportation Type	Class	Amount
Ground Transportation	N/A	$258.58

Note
Mileage reimbursement for roundtrip travel from U.S. Capitol to Hotel and back. 436 miles roundtrip at IRS mileage rate of $0.655 a mile.

Lodging (Per Member/Officer/Employee: $196.00)

Check-In	Check-Out	Facility	City	State	Country	Nights	Cost/Night	Cost Exceed Per Diem
09/15/2023	09/17/2023	The Omni Homestead Resort	Hot Springs	Virginia	United States	2	$98.00	No

Meals (Per Member/Officer/Employee: $142.00)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
09/15/2023	$0.00	$0.00	$44.00	$0.00	**$44.00**	Hot Springs	Virginia	United States	No
09/16/2023	$13.00	$15.00	$26.00	$0.00	**$54.00**	Hot Springs	Virginia	United States	No
09/17/2023	$44.00	$0.00	$0.00	$0.00	**$44.00**	Hot Springs	Virginia	United States	No

Reasonable Miscellaneous Expenses (Per Member/Officer/Employee: $0.00)

Expense Type	Amount	Notes
There are no miscellaneous expenses.		

Additional Attachments

Document Name
There are no additional attachments.

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 Sen. GOP Dep. Chief of Staff & Leg. Dir. Summit

Travel Date(s): September 15 - 17, 2023

Travel Destination(s): The Omni Homestead Resort - Hot Springs, VA

Sponsor: Senate Working Group

James Kimmey — *(printed name of sponsor representative)*

Executive Director — *(title)*

Digitally signed by James kimmey
Date: 2023.08.09 15:33:04 -04'00'

(signature of sponsor representative)

08/09/2023 — *(date)*

2023 Senate Republican Deputy Chief of Staff & Legislative Director Summit

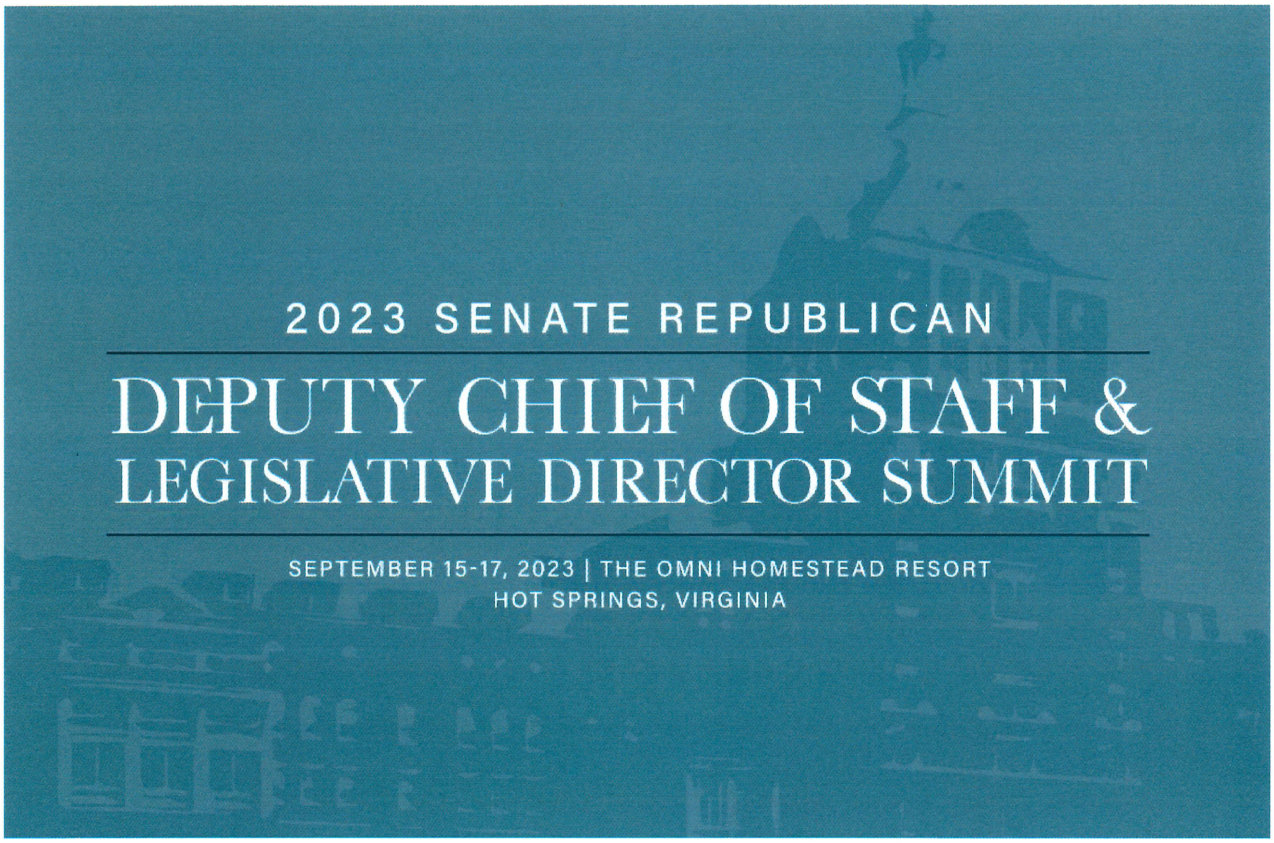
Invitees

Craig Abele	Legislative Director	Senator Lindsey Graham
Jon Adame	Legislative Director	Senate Marsha Blackburn
Charles Adams	Legislative Director	Senator Jim Risch
Zoe Aguillard	Deputy Chief of Staff	Senator Bill Cassidy
Katie Bailey	Legislative Director	Senator Mike Braun
Chris Barkley	Legislative Director	Senator Mitt Romney
Penne Barton	Deputy Chief of Staff	Senator Chuck Grassley
Amber Bland	Legislative Director	Senator John Barrasso
James Braid	Legislative Director	Senator JD Vance
Tom Brandt	Deputy Chief of Staff	Senator Jerry Moran
Katie Brown	Legislative Director	Senator Susan Collins
Daniel Burgess	Legislative Director	Senator John Boozman
LauraLee Burkett	Legislative Director	Senator Deb Fischer
Natalie Burkhalter	Legislative Director	Senator MarkWayne Mullin
Alyssa Burleson	Deputy Chief of Staff	Senator Pete Ricketts
Molly Carpenter	Legislative Director	Senator Mike Crapo
Van Cato	Deputy Chief of Staff	Senator Lindsey Graham
Micah Chambers	Legislative Director	Senator Kevin Cramer
Kelsey Cooper	Deputy Chief of Staff	Senator Rand Paul
Mark Crowley	Legislative Director	Senator Jerry Moran
Kelsi Daniell	Deputy Chief of Staff	Senator Joni Ernst
Joni Deoudes	Deputy Chief of Staff	Senator Tom Cotton
Sarah Drake	Deputy Chief of Staff	Senator Roger Wicker
David Dudik	Deputy Chief of Staff	Senator Marsha Blackburn
Jim Durrett	Deputy Chief of Staff	Senator Bill Hagerty
Andrew Dziedzic	Legislative Director	Senator Eric Schmitt
Erik Elam	Legislative Director	Senator Dan Sullivan
Robyn Engibous	Deputy Chief of Staff	Senator Dan Sullivan
Adam Farris	Legislative Director	Senator Tim Scott
Nathan Flagg	Legislative Director	Senator John Kennedy
Jon Foltz	Legislative Director	Senator Rick Scott
Kelli Ford	Deputy Chief of Staff	Senator Josh Hawley
Paul G	Legislative Director	Senator Pete Ricketts
Tiffany Ge	Legislative Director	Senator Mitch McConnell
Dan Gerig	Legislative Director	Senator Steve Daines

Katie Hadji	Legislative Director	Senator Bill Cassidy
Julia Hahn	Deputy Chief of Staff	Senator Bill Hagerty
Alex Hanson	Legislative Director	Senator Tom Cotton
Molly Harper	Deputy Chief of Staff	Senator Mike Braun
Bradley Hayes	Legislative Director	Senator Tommy Tuberville
Dan Hillenbrand	Legislative Director	Senator Katie Britt
Andrew Hogan	Deputy Chief of Staff	Senator Bill Hagerty
Dan Holler	Deputy Chief of Staff	Senator Marco Rubio
Chris Jaarda	Legislative Director	Senator Ted Cruz
JT Jezierski	Legislative Director	Senator Shelley Moore Capito
Julie Leschke	Deputy Chief of Staff	Senator Ron Johnson
Matt Lloyd	Deputy Chief of Staff	Senator Steve Daines
Mark Malone	Deputy Chief of Staff	Senator Bill Cassidy
John Maniscalco	Legislative Director	Senator Rand Paul
Jessica McBride	Legislative Director	Senator john Thune
Natalie McIntyre	Legislative Director	Senator Bill Hagerty
Pace McMullan	Legislative Director	Senator Roger Marshall
Corey Messervy	Deputy Chief of Staff	Senator Josh Hawley
Mario Meuli	Deputy Chief of Staff	Senator Ron Johnson
Carl Mica	Deputy Chief of Staff	Senator Ted Cruz
Caitlin Miller	Legislative Director	Senator Ted Budd
Amber Moyerman	Deputy Chief of Staff	Senator John Barrasso
Stefanie Muchow	Deputy Chief of Staff	Senator Mitch McConnell
Darrin Munoz	Legislative Director	Senator Cynthia Lummis
Lauren O'Brien	Legislative Director	Senator Todd Young
Susan Olson	Deputy Chief of Staff	Senator John Boozman
Kim Olson	Deputy Chief of Staff	Senator Mike Rounds
Kaitlynn Quaofio	Deputy Legislative Director	Senator MarkWayne Mullin
Scott Raab	Deputy Chief of Staff	Senator Mitch McConnell
Angela Ramponi	Legislative Director	Senator Lisa Murkowski
Lauren Reamy	Legislative Director	Senator Marco Rubio
Philip Reboli	Legislative Director	Senator Mike Lee
James Rice	Legislative Director	Senator Chuck Grassley
Courtney Rutland	Legislative Director	Senator Ron Johnson
Kristin Sapperstein	Deputy Chief of Staff	Senator John Kennedy
Sarah Seitz	Legislative Director	Senator James Lankford
Emilie Sekine	Deputy Chief of Staff	Senator Joni Ernst
Kristina Sesek	Legislative Director	Senator Joni Ernst
Mikalah Skates	Deputy Chief of Staff	Senator Cynthia Lummis
Beth Spivey	Deputy Chief of Staff	Senator Roger Wicker
Adam Stewart	Legislative Director	Senator Cynthia Lummis
Stephen Tausend	Legislative Director	Senator John Cornyn
Frank Tedeschi	Legislative Director	Senator Mike Rounds
Daniel Ulmer	Deputy Chief of Staff	Senator Cindy Hyde Smith

Betsy Van Dam	Deputy Chief of Staff	Senator Bill Hagerty
Michael Velchik	Legislative Director	Senator Josh Hawley
Mark Wait	Deputy Chief of Staff	Senator Mike Lee
Corey Weber	Legislative Director	Senator Thom Tillis
Kate Williams-Sterne	Deputy Chief of Staff	Senator Lisa Murkowski
Tim Wolverton	Legislative Director	Senator Cindy Hyde Smith
Chad Yelinski	Deputy Chief of Staff	Senator Ted Budd
Jamie Susskind	Legislative Director	Senator Marsha Blackburn

Subject: You're Invited! 2023 Senate GOP Deputy Chiefs & LD Summit
Date: Thursday, July 13, 2023 at 10:41 AM Eastern Daylight Time
From: James Kimmey
To: Senate GOP Deputy Chiefs & LD List



On behalf of Senate Working Group, we would like to cordially invite you and your spouse (or guest) to the **Senate Republican Deputy Chief of Staff & Legislative Director Summit**. The event will be held **September 15 - 17, 2023 at The Omni Homestead Resort in Hot Springs, Virginia.**

RSVP TODAY!

The *Summit* is the largest concentration of Republican Senate Deputy Chiefs of Staff and Legislative Directors outside of Washington, D.C. Bringing together our country's leaders, policy experts, and thought leaders beyond the confines of our nation's capital,

this Summit serves to provide an educational deep dive into the issues affecting our country. In addition to the Deputy Chiefs of Staff, Legislative Directors, and their guests, Senate Working Group members will also attend portions of the event.

Step 1: Register for the event!

Senate Working Group will coordinate all logistical arrangements for the Summit, including room reservations, meals, mileage reimbursement, meetings, and other activities during the event. Senate Working Group will happily cover the cost of participation for each invitee and their spouse. You are welcome to bring your children, though you will be responsible for the cost of their participation. All reservations must be made through Senate Working Group.

To register, please click the below link. Once you answer each question within the registration process, you will be sent a confirmation email with additional details, including a calendar invite.

RSVP TODAY!

Step 2: Submit Ethics Packet by Wednesday, August 16, 2023!

To comply with Ethics' rules, you will need pre-authorization from the Select Committee on Ethics. By following "Step 1" and registering for the event, you will be sent Senate Working Group's Private Sponsor Travel Certification Form via the Private Sponsor Travel Portal. Once received, please submit all necessary forms by **Wednesday, August 16, 2023**.

Failure to submit your form 30 days prior to the event means we will be unable to cover the cost of your attendance and you would need to cover the cost personally.

We understand your attendance is pending Ethics' approval. More information on the Summit will be sent to you in the weeks leading up to the event. If you have any questions, concerns, or need additional information, please contact me directly at (858) 336-0293 or james@senateworkinggroup.org.

Thank you for your consideration and I look forward to hearing from you!

Sincerely,

James

—

James Kimmey
Executive Director
Senate Working Group

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www.senateworkinggroup.org

Our mailing address is:

1100 New Jersey Ave SE., Suite 2275

Washington, DC 20003

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Senate Working Group
2023 Senate Republican Deputy Chiefs of Staff & Legislative Directors Summit
Friday, September 15, 2023 - Sunday, September 17, 2023

Friday, September 15, 2023

Hotel Check-In
4:00 PM
Hotel Lobby

Summit/ Event Check-In
5:00 PM – 6:00 PM
Grand Ballroom Foyer

Welcome Dinner
6:00 PM - 9:00 PM
Casino Lawn

Leadership, the Economy, and how to get things done: A Conversation with The Honorable Mick Mulvaney

The group will hear from former White House Chief of Staff, Director of OMB, and Member of Congress Mick Mulvaney as he kicks off the start of the Summit and shares his thoughts on the current state of affairs, and ways we can achieve a brighter future for the American people. This will be a moderated discussion with ample time for Q&A.

Featuring:

Mick Mulvaney, *Former White House Chief of Staff and Director, Office of Management and Budget*

Moderator: **James Kimmey**, *Executive Director, Senate Working Group*

Saturday, September 16, 2023

Breakfast Session
9:00 AM - 10:30 AM
Grand Ballroom East

A Deep Dive into the U.S. - China Relationship

The group will hear from policy experts from two prominent think-tanks discussing foreign policy, specifically the U.S. – China relationship. This panel will be 90 minutes (45-minute discussion + 45-minute Q&A).

Featuring:

Miles Yu, PhD., *Director, China Center at the Hudson Institute & former China Advisor to U.S. Secretary of State Mike Pompeo*

Steve Yates, *Senior Fellow and Chair, China Policy Initiative, America First Policy Institute*

—

Lunch Plenary
12:00 PM - 1:30 PM
Grand Ballroom West

Getting Things Done - Tips on Organizational Leadership and Management

Staying organized and effectively managing up, and down can seem like a challenge, the group will have an interactive presentation where they'll learn tips and strategies on ways to improve overall productivity. This presentation will feature Rick Tyler and Matthew Hurtt, both Directors of the Leadership Institute.

Featuring:

Rick Tyler, *Director, Leadership Institute*

Matthew Hurtt, *Director of Professional Services, Leadership Institute*

—

Role Specific Breakout Sessions: Putting Tips Into Practice
1:45 PM - 3:15 PM
Grand Ballrooms East & West

Following their presentation, the group will split in two, Deputy Chiefs of Staff as one group, Legislative Directors as the other. Separately they will work with Rick Tyler and Matthew Hurtt who will facilitate discussions on best practices and ways each individual office, Leadership, and the Republican Conference can improve productivity.

Deputy Chiefs of Staff
Grand Ballrooms West
Facilitator: **Rick Tyler**

Legislative Directors
Grand Ballrooms East
Facilitator: **Matthew Hurtt**

—

Dinner Plenary: The Conservative Case for America
6:30 PM - 9:00 PM
Grand Ballroom West

The group will hear from former Acting U.S. Attorney General Matt Whitaker as he lays his *Conservative Case for America.* This will be a moderated discussion by James Kimmey, who will open and close the program with remarks. There will be time for Q&A throughout the presentation.

Featuring:

Matt Whitaker, *Co-Chair, Center for Law & Justice, America First Policy Institute, and Former Acting United States Attorney General*

Sunday, September 17, 2023

Breakfast Session
9:00 AM - 11:00 AM
Grand Ballroom East

Broken into two separate panel discussions, the group will hear from policy experts from various prominent think-tanks discussing Immigration and Border Security and a second panel on Government Accountability. Each panel will be broken down into 60-minute segments, giving each panel 45 minutes to introduce and discuss the issue, then will leave 15 or more minutes to take questions from the audience.

A Crisis at the Southern Border: Commonsense Solutions to a Complex Issue

Robert Law, *Director, Center for Homeland Security and Immigration, America First Policy Institute*

Lora Ries, *Director, Border Security and Immigration Center, The Heritage Foundation*

Government Accountability: How Legislative Oversight Can Help Better Serve the American People
Featuring:

Mike Howell, *Director, Oversight Project, The Heritage Foundation*

Matt Weidinger, *Senior Fellow and Rowe Scholar, American Enterprise Institute*

—

Summit Concludes/ Hotel Check-Out
11:00 AM