Date/Time Stamp

COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the **Office of Public Records** in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. **Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.**

SUBMIT DIRECTLY TO THE **OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING**

Name of Traveler: Jack Wolfsohn

Employing Office/Committee: Senator Marsha Blackburn

Travel Expenses Paid by (List all sources): Conservative Partnership Institute

Travel Date(s): 8/23/23 through 8/25/23

Description/Title of Attached Forms: RE-2 Employee Post Travel Disclosure of Travel Expenses

Purpose of Amendment (describe the reason for amending original submission): Certain pages of my post-travel packet did not, for some reason, make it onto OPR's databse when I submitted the document back in August, 2023.

2/29/24
(Date)

Jack Wolfsohn
(Signature of Traveler)

(Revised 4/19/2010)

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.

2/29/24
Date

JACK WOLFSOHN
Printed Name of Traveler

Jack Wolfsohn
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.

2/29/24
Date

Marsha Blackburn
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: An optional historical tour of a free local monument was added. A speaker's time slot changed to accommodate another speaker with travel delays.

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:
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

Jack Wolfsohn
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

Marsha Blackburn
Signature of Supervising Senator/Officer

Conservative Partnership Institute: CPI Communications Specialist Retreat

JACK WOLFSOHN

Title:
None

Employing Office/Committee:
BLACKBURN, MARSHA

Duty Station:
WASHINGTON,DC

Destination(s):
Cambridge, Maryland

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.

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

Name and Relationship to Traveler:
None

Organization Information

Organization Name
Conservative Partnership Institute

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

§501(c)(3) Organization Type
Public Charity

Address
300 Independence Ave SE

Address 2 (Optional)
Public Charity

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

Phone Number
8585197452

Organization URL

History of Congressional Travel

The Conservative Partnership Institute (CPI) provides regular educational briefings and training sessions to conservative leaders, congressional staff, and activists. Most recently, CPI sponsored a trip for Senate staff to the same location June 26 - 28, 2023.

Educational Activities

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: *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.

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
- ○ 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 receive invitations.

The list of invitees is below.

Travel Details

Trip Start Date/Time:
08/23/2023 @ 09:00 AM

⇄

Trip End Date/Time:
08/25/2023 @ 02:00 PM

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: $10.00 | Accompanying Family Member: $0.00)

Transportation Type	Class	Amount
Ground Transportation	Coach	$10.00

Note
Coach class van is owned by CPI.

Lodging (Per Member/Officer/Employee: $198.00)

Check-In	Check-Out	Facility	City	State	Country	Nights	Cost/Night	Cost Exceed Per Diem
08/23/2023	08/25/2023	3675 Decoursey Bridge Rd	Cambridge	Maryland	United States	2	$99.00	No

Meals (Per Member/Officer/Employee: $130.00)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
08/23/2023	$10.00	$10.00	$40.00	$0.00	**$60.00**	Cambridge	Maryland	United States	No
08/24/2023	$10.00	$10.00	$40.00	$0.00	**$60.00**	Cambridge	Maryland	United States	No
08/25/2023	$10.00	$0.00	$0.00	$0.00	**$10.00**	Cambridge	Maryland	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.

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

33. Hannah Rawles - Press Assistant - Sen. Marco Rubio
34. Chris Nuelle- Communications Director - Sen. Eric Schmitt
35. Will O'Grady -Press Secretary - Sen. Eric Schmitt
36. Madeline Holzmann - Press Secretary - Sen. Rick Scott
37. Mckinley Lewis - Communications Director - Sen. Rick Scott
38. Rosa Perez - Hispanic Media Press Secretary - Sen. Rick Scott
39. Hannah Eddins - Deputy Press Secretary - Sen. Tommy Tuberville
40. Steven Stafford - Communications Director - Sen. Tommy Tuberville
41. Parker Magid- Deputy Press Secretary - Sen. J.D. Vance
42. Will Martin - Communications Director - Sen. J.D. Vance
43. Luke Schroeder - Press Secretary - Sen. J.D. Vance

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

CPI CONSERVATIVE PARTNERSHIP INSTITUTE

300 INDEPENDENCE AVE SE, WASHINGTON, D.C. 20003
(202) 742-8988 | WWW.CONSERVATIVEPARTNERSHIP.ORG

Conservative Partnership Institute (CPI) Communications 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

12:00-1:30 Lunch & Session 1: Networking & Coalition Building

A panel of experts will share how to network and build coalitions for important policy measures with outside groups, as well as how to use communications skills to use communications skills to create policy focused events.
Speakers: Mr. Paul Teller, Advancing American Freedom & Ms. Carson Steelman, Heritage Action & Mr. Wade Miller, Center for Renewing America

1:30 – 2:30 pm Session 2: Getting the Message Right

Mr. Faraci will teach attendees to create a strong message that resonates, and how to use polling in messaging and communications campaigns.
Speaker: Mr. Matthew Faraci, Gideon 300

2:30 – 3:30 pm Session 3: 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?
Speaker: Mr. Ed Corrigan, CPI

3:30 – 4:30 pm Session 4: Creating Cutting Edge Cultural Commentary

Mr. Price, an expert in the use of social media, will share his unique insights on engaging and connect with your audience, including how to make content stand out. Ms. Jashinsky will share how to use content to work with the media to increase engagement.
Speakers: Mr. Greg Price, State Freedom Caucus & Ms. Emily Jashinsky, The Federalist

4:30 – 6:00 pm Break

6:00 – 7:30 pm Dinner & Session 5: Crisis Communications

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

narrative.
Speaker: Mr. Steve Guest, CRC Advisors

Thursday

10:00 – 11:00 am Continental Breakfast

11:00 am – 12:00 pm Session 6: Historical Media Analysis

Mr. Carroll and Mr. 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 the congressional communications responses that to those events, to provide a roadmap to help staff learn from mistakes of the past. This will help the attendees prepare for difficult situations that may arise in their office.

Speakers: Mr. Conn Carroll, The Washington Examiner & Mr. Jonathan Bronitsky, Athos PR

12:00 – 1:30 pm Lunch and Session 7: Coordinating Communications Efforts & Amplifying your Message

Mr. Schaefer and Mrs. Clark will discuss how to coordinate communications efforts in a way that leads to creative, productive and reliable content. They will also share lessons they learned leading media campaigns.

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

1:30 – 3:00 pm WORKSHOP 1: Getting Your Message Out & Improving Marketing Strategy

Communications staff create a first impression of their office to key audiences—especially online and in the media. This session will discuss ways to increase the creativity of content with policy marketing and constituent messaging. Attend and say goodbye to generic content.

Speakers: Mr. Andrew Beck, Beck & Stone & Mr. Andrew Cuff, Knight Takes Rook

3:00 - 4:00 pm Session 8: Louder Social Media Content

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

Speaker: Mr. Gary Frayter, Louder with Crowder Podcast

4:00 - 6:00 pm Break

6:00 - 8:00 pm Dinner and Session 9: Interacting with the Media

Ms. Olohan and Mrs. White are experienced journalists who will train staff to better understand how to interact with the media and relay information in a way that is strategic and promotes and defends the policy efforts of their office.

Speakers: Speaker: Ms. Mary Margaret Olohan, The Daily Signal & Mrs. Kaylee McGhee White, the Washington Examiner

Friday

10:30 am - 12:00 pm Continental Breakfast & SESSION 10: Understanding the Conservative Media Landscape

A reporter and a public relations expert share insider tips with staff to help them understand what types of outlets to utilize for different types of efforts and events, as well as how to navigate the rules of working with major media outlets and opinion editorial placement.

Speakers: Mr. Chris Bedford, Common Sense Society & Mr. Bobby Donachie, Athos PR

12:00 pm Check Out Travel from Decoursey Bridge Rd, Cambridge, MD to arrive at Independence Ave., SE at 2:00 pm.