RE-2 Employee Post Travel Disclosure of Travel Expenses

Date/Time Stamp
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2024 MAY 15 PM 12:53

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):

Cooperative for Assistance and Relief Everywhere Inc (CARE)

Travel Dates:

4/19/24-4/24/24

Name of accompanying family member (if any):

Relationship to Traveler:

Total Expenses

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
$1570.57	$804.22	$261.06	$1,135.31 security,interpreter,medic

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.

5/15/24	Brooke Grams	Brooke Grams Digitally signed by Brooke Grams Date: 2024.05.15 12:23:32 -04'00'
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.

05/15/2024
Date

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
No changes		

Were there any changes to the pre-approved itinerary?

☑ Yes ◉ No

Explanation:
No changes

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

☑ Yes ◉ No

Explanation:
No changes



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:

Brooke Grams

Employing Office/Committee:

Senator Peter Welch (VT)

Private Sponsor(s):

Cooperative Assistance and Relief Everywhere, Inc. (CARE)

Destination(s):

Tegucigalpa, La Esperanza, and San Pedro Sula, Honduras

Travel Dates:

4/19/2024-4/24/2024

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.

I advise Senator Welch on foreign policy so the subject matter of this trip directly relates to my Senate duties. This trip focuses on the drivers and root cause of migration & includes visits to see US investments in foreign development/humanitarian aid first hand.

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.

4/1/24 — Brooke Grams

Date — Signature of Employee

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER

(President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain)

I Senator Peter Welch hereby authorize Brooke Grams

(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)

4/1/2024

Date

Peter Welch

Signature of Supervising Senator/Officer

0000000004095 RECEIVED BY: SECRETARY OF THE SENATE Date: May 15, 2024

Thursday, March 7, 2024

Brooke Grams
Office of Senator Welch

Dear Brooke Grams:

I am excited to invite you to join CARE on a Learning Tour to Honduras taking place from April 19th-24th, 2024. This trip will focus on the root causes of migration in the Northern Triangle region of Central America and will include a bi-partisan, bicameral delegation of policymakers.

At present, one in three people in Central America require humanitarian assistance. Around 8 million people in the Northern Triangle region are food insecure, while another 1 million people have been displaced due to violence and social unrest. Women and girls are disproportionately affected, facing higher rates of malnutrition and increasing incidences of gender-based violence and exploitation.

As you may know, CARE has been leading Learning Tour trips with members of Congress all over the world since 2009, with a particular focus on spending time in some of the hardest-to-reach communities leveraging U.S. investments to help people forgo migration. We will prioritize time in the field, visiting program sites that allow you to meet with community members and local organizations. Our experience implementing Congressional education trips, and strong ties in many of the communities you will visit, allows us to bring delegations to uniquely remote and challenging contexts.

The trip will feature a wide array of implementing partners beyond CARE for you to get a deeper understanding of the work being done. Throughout the trip, you will have a chance to understand both the successes and the challenges facing communities in Central America, often articulated directly by the program participants themselves.

We hope you can join us! To allow sufficient time for planning, we would appreciate a response indicating your interest by Friday, March 18, 2024. Please let us know any additional information that would be helpful as well as ways we can tailor this opportunity to meet your needs and availability. You can follow up with me directly. CARE's team in Washington, D.C. will also follow up with your team to explore your participation.

Sincerely,

Kalei Talwar
Deputy Director, Learning Tours
CARE USA

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Trip Name: CARE Learning Tour to Honduras

Organization Information

Organization Name:

Cooperative Assistance and Relief Everywhere, Inc. (CARE)

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

(●) Yes ( ) No

If Yes, §501(c)(3) Organization Type:

[ ] Private Foundation [✔] Public Charity

Address:

151 Ellis St., NE

City, State, Zip:

Atlanta, GA 30303

Phone Number:

1-800-422-7385

Organization URL:

www.care.org

History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

CARE hosts congressional trips as an educational opportunity to see US investments in foreign development and humanitarian aid firsthand. Since 2009, CARE has hosted 37 trips with members of Congress and/or Congressional staffers.

Educational Activities

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

CARE is a leading humanitarian organization focused on combating global poverty. CARE operates in over 110 countries and directly reaches almost 174 million people directly every year.

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.

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Purpose and Details

Provide a brief description of the trip.

This trip will focus on the drivers and root causes of migration in Honduras and Central America. Our goal is to present a comprehensive view of what interventions supported through US investments can accomplish to address the root causes of migration. The trip will feature a wide array of USAID-, BHA-, USDA- and US-based foundation-funded implementing partners. Throughout the trip, delegates will have a chance to understand both the successes and challenges facing communities in Honduras, often articulated directly by the program participants themselves.

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

In line with CARE's mission to combat global poverty, this trip was organized to demonstrate how US investments combat poverty and promote sustainable communities in Honduras, making communities less vulnerable too migration.

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. The Bill and Melinda Gates Foundation
2.
3.

DocuSign Envelope ID: DBAB5908-28EB-4C6C-BCE3-CC0873BA0A71

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):

- ○ No sponsor retains or employs a registered lobbyist or agent of a foreign principle, 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

Required if selecting the third option in either column - Please explain why the second overnight stay is practically required and necessary to accomplish the purpose 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.

Invitees list

- ☑ A list of all Senate invitees is attached to this form (required).
- ☑ Members and staff from the House of Representatives will also receive invitations.

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Travel Details (Submit additional pages as needed)

Trip Start Date/Time:	⇄	Trip End Date/Time:
April 19, 2024		April 24, 2024

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

○ Yes ◉ No

Transportation (Member/Officer/Employee: $1,800.00 Accompanying Family Member: $N/A)

Transportation Type	Class	Amount
Flights to/from the US	Economy	$800.00
Flights within Honduras	Charter	$400.00
Ground Transportation	N/A	$600.00

Details (optional)

See attached Addendum B and C

Lodging (Member/Officer/Employee: $680.00 Accompanying Family Member: $N/A)

Check-In	Check-Out	Facility	City	State	Country
4/19/24	4/21/24	Hotel Real InterContinental Tegucigalpa	Tegucigalpa		Honduras
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	$159	No			

Check-In	Check-Out	Facility	City	State	Country
4/21/24	4/22/24	Posada Papa Chepe	La Esperanza		Honduras
Nights	**Cost/Night**	**Cost Exceed Per Diem (Yes/No)**	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.		
1	$54	No			

Check-In	Check-Out	Facility	City	State	Country
4/22/24	4/24/24	Hilton Princess San Pedro Sula	San Pedro Sula		Honduras
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	$154	No			

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Meals (Member/Officer/Employee: $556.00 Accompanying Family Member: $N/A)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem (Y/N)
4/19/24					$91	Tegucigalpa		Honduras	N
4/20/24					$91	Tegucigalpa		Honduras	N
4/21/24					$80	La Esperanza		Honduras	N
4/22/24					$98	San Pedro Sula		Honduras	N
4/23/24					$98	San Pedro Sula		Honduras	N
4/24/24					$98	San Pedro Sula		Honduras	N

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

Reasonable Miscellaneous Expenses

(Member/Officer/Employee: $587.88 Accompanying Family Member: $N/A)

Expense Type	Amount	Notes
Interpreters	$204.55	
Security	$183.33	
Airport Services	$100.00	
Travel Insurance	$100.00	

Additional Details (optional)

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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: CARE Learning Tour to Honduras

Travel Date(s): April 9-24, 2024

Travel Destination(s): Tegucigalpa, La Esperanza and San Pedro Sula, Honduras

Sponsor: Cooperative for Assistance and Relief Everywhere, Inc. (CARE)

Eric Johnson — *(printed name of sponsor representative)*

General Counsel — *(title)*

DocuSigned by:
Eric Johnson
2E83E4AF7EB74B0...
(signature of sponsor representative)

3/18/2024 — *(date)*

0000000004102 RECEIVED BY: SECRETARY OF THE SENATE Date: May 15, 2024

Addendum A: Invited House and Senate Members and Staffers

We invited members of Congress and/or their staffers from the below committees and caucuses. These committees and offices hold a particular relevance to the issues of U.S. foreign assistance, U.S. global leadership, and migration and human rights in Honduras which will be the focus of the trip.

- House Foreign Affairs Committee
- Senate Foreign Relations Committee
- House Appropriations Committee
- Senate Appropriations Committee
- House leadership offices
- Senate leadership offices

Members of the House of Representatives:

- Rep. Jim Baird (R-IN-04)
- Rep. Ami Bera (D-CA-06)
- Rep. Ed Case (D-HI-01)
- Rep. Jen Kiggans (R-VA-02)
- Rep. Nanette Diaz Barrangan (D-CA-44)
- Rep. Susie Lee (D-NV-03)
- Rep. Brian Mast (R-FL-18)
- Rep. Betty McCollum (D-MN-01)
- Rep. Gregory Meeks (D-NY-05)
- Rep. Dina Titus (D-NV-01)
- Rep. Joaquin Castro (D-TX-20)
- Rep. Jasmine Crockett (D-TX-30)
- Rep. Adriano Espaillat (D-NY-13)
- Rep. Alma Adams (D-NC-12)
- Rep. Collin Allred (D-TX-32)
- Rep. Mark Amodei (R-NV-02)
- Rep. Sanford Bishop (D-GA-02)
- Rep. Shontel Brown (D-OH-11)
- Rep. Ken Buck (R-CO-04)
- Rep. Tim Burchett (R-TN-02)
- Rep. Yadira Caraveo (D-CO-08)
- Rep. Jerry Carl (R-AL-01)
- Rep. John Carter (R-TX-31)
- Rep. Matt Cartwright (D-PA-08)
- Rep. Greg Casar (D-TX-35)
- Rep. Ben Cline (R-VA-06)
- Rep. Michael Cloud (R-TX-27)

- Rep. Gerald Connolly (D-VA-11)
- Rep. Jim Costa (D-CA-21)
- Rep. Jason Crow (D-CO-06)
- Rep. Warren Davidson (R-OH-08)
- Rep. Madeleine Dean (D-PA-04)
- Rep. Scott DesJarlais (R-TN-04)
- Rep. Scott Franklin (R-FL-18)
- Rep. Mike Garcia (R-CA-27)
- Rep. Robert Garcia (D-CA-42)
- Rep. Michael Guest (R-MS-03)
- Rep. Josh Harder (D-CA-09)
- Rep. Andy Harris (R-MD-01)
- Rep. Ronny Jackson (R-TX-13)
- Rep. Marcy Kaptur (D-OH-09)
- Rep. Thomas Kean (R-NJ-07)
- Rep. William Keating (D-MA-09)
- Rep. Derek Kilmer (D-WA-06)
- Rep. Andy Kim (D-NJ-03)
- Rep. Nick Langworthy (R-NY23)
- Rep. Nancy Mace (R-SC-01)
- Rep. Kathy Manning (D-NC-06)
- Rep. Jim McGovern (D-MA-02)
- Rep. Max Miller (R-OH-07)
- Rep. Cory Mills (R-FL-07)
- Rep. Jared Moskowitz (D-FL-23)
- Rep. Scott Perry (R-PA-10)
- Rep. Dean Philips (D-MN-01)
- Rep. Chellie Pingree (D-ME-01)
- Rep. Mike Quigley (D-IL-05)
- Rep. Harold Rogers (R-KY-05)
- Rep. John Rose (R-TN-06)
- Rep. John Rutherford (R-FL-05)
- Rep. Dutch Ruppersberger (D-MD-02)
- Rep. Maria Salazar (R-FL-27)
- Rep. Andrea Salinas (D-OR-06)
- Rep. Brad Schneider (D-IL-10)
- Rep. David Scott (D-GA-13)
- Rep. Brad Sherman (D-CA-30)
- Rep. Michael Simpson (R-ID-02)
- Rep. Jill Tokuda (D-HI-02)
- Rep. David Trone (D-MD-06)

- Rep. David Valadao (R-CA-22)
- Rep. Mike Waltz (R-FL-06)
- Rep. Jennifer Wexton (D-VA-10)
- Rep. Joe Wilson (R-SC-02)
- Rep. Ryan Zinke (R-MT-01)
- Rep. Joe Morelle (D-NY-25)
- Rep. Ken Calvert (R-CA-41)
- Rep. Abigail Spanberger (D-VA-07)
- Rep. Andy Barr (R-KY-06)
- Rep. Stephanie Bice (R-OK-05)
- Rep. Lori Chavez-DeRemer (R-OR-05)
- Rep. Sheila Cherfilus-McCormack (D-FL-20)
- Rep. Juan Ciscomani (R-AZ-06)
- Rep. Tom Cole (R-OK-04)
- Rep. Henry Cuellar (D-TX-28)
- Rep. Monica De La Cruz (R-TX-15)
- Rep. Rosa DeLauro (D-CT-03)
- Rep. Mario Diaz-Balart (R-FL-26)
- Rep. Jake Ellzey (R-TX-06)
- Rep. Brad Finstad (R-MN-01)
- Rep. Chuck Fleischmann (R-TN-03)
- Rep. Scott Franklin (R-FL-18)
- Rep. Mark Green (R-TN-07)
- Rep. French Hill (R-AR-02)
- Rep. Ashley Hinson (R-IA-02)
- Rep. Bill Huizenga (R-MI-04)
- Rep. Darrell Issa (R-CA-48)
- Rep. John James (R-MI-10)
- Rep. David Joyce (R-OH-14)
- Rep. Young Kim (R-CA-40)
- Rep. Jake LaTurner (R-KS-02)
- Rep. Mike Lawler (R-NY-17)
- Rep. Julia Letlow (R-LA-05)
- Rep. Michael McCaul (R-TX-10)
- Rep. Rich McCormick (R-GA-06)
- Rep. Marc Molinaro (R-NY-19)
- Rep. John Moolenaar (R-MI-02)
- Rep. Nathaniel Moran (R-TX-01)
- Rep. Dan Newhouse (R-WA-04)
- Rep. Guy Reschenthaler (R-PA-14)
- Rep. Hal Rogers (R-KY-05)

- Rep. Austin Scott (R-GA-08)
- Rep. Keith Self (R-TX-03)
- Rep. Steve Womack (R-AR-03)

Members of the Senate:

- Sen. John Barrasso (R-WY)
- Sen. Michael Bennet (D-CO)
- Sen. Sherrod Brown (D-OH)
- Sen. Tammy Duckworth (D-IL)
- Sen. John Fetterman (D-PA)
- Sen. Kirsten Gillibrand (D-NY)
- Sen. Chuck Grassley (R-IA)
- Sen. Matin Heinrich (D-NM)
- Sen. John Hoeven (R-ND)
- Sen. John Kennedy (R-LA)
- Sen. Roger Marshall (R-KA)
- Sen. Jerry Moran (R-KS)
- Sen. Lisa Murkowski (R-AK)
- Sen. Chris Murphy (D-CT)
- Sen. Patty Murray (D-WA)
- Sen. Gary Peters (D-MI)
- Sen. Ben Ray Lujan (D-NM)
- Sen. Jack Reed (D-RI)
- Sen. Tina Smith (D-MN)
- Sen. John Tester (D-MT)
- Sen. John Thune (R-SD)
- Sen. Amy Klobuchar (D-MN)
- Sen. Deb Fischer (R-NE)
- Sen. Mike Braun (R-IN)
- Sen. Tammy Baldwin (D-WI)
- Sen. Shelley Capito (R-WV)
- Sen. Susan Collins (R-ME)
- Sen. Joni Ernst (R-IA)
- Sen. Bill Hagerty (R-TN)
- Sen. Cindy Hyde-Smith (R-MS)
- Sen. Pete Ricketts (R-NE)
- Sen. John Risch (R-ID)
- Sen. Marco Rubio (R-FL)
- Sen. Tim Scott (R-SC)
- Sen. Jeanne Shaheen (D-NH)
- Sen. Chris Van Hollen (D-MD)
- Sen. Todd Young (R-IN)

Congressional Staffers:

- Clare Plassche, Rep. Jared Moskowitz (D-FL-23)
- Brooke Grams, Sen. Peter Welch (D-VT)
- John Stout, Rep. Tim Burchett (R-TN-02)
- Alyssa Anderson, Rep. Juan Ciscomani (R-AZ-06)
- Molly Barlow, Senate Foreign Relations Committee, Majority
- Cole Ireland, Sen. Marco Rubio (R-FL)
- Luis Reyes, Rep. John James (R-MI-10)
- Meghan Gallagher, House Committee on Appropriations, Majority
- Brad Decker, Rep. Keith Self (R-TX-03)
- Caleb Kostreva, Rep. Cory Mills (R-FL-07)
- Addy Allegretti, Rep. Warren Davidson (R-OH-08)
- Mary Vigil, House Foreign Affairs Committee, Majority
- Alana Lomis, Rep. Michael McCaul (R-TX-10)
- Sarita Vanka, Senate Committee on Appropriations, Minority
- Zakiya Johnson, House Foreign Affairs Committee, Minority
- Arian Beckwith, Rep. John James (R-MI-10)
- Robert Zarate, Sen. Bill Hagerty (R-TN)
- Brandon Ramsay, House Foreign Affairs Committee, Minority
- Tracee Sutton, Rep. Greg Stanton (D-AZ-04)
- Erik Ashida, House Foreign Affairs Committee, Minority
- Dan Markus, Housmoe Foreign Affairs Committee, Majority
- Maggie Goessler, House Foreign Affairs Committee, Majority
- Charles Carrol, House Foreign Affairs Committee, Majority
- Peter Billerbeck, House Foreign Affairs Committee, Minority
- Trey Hicks, Senate Committee on Appropriations, Minority
- Brandon Yoder, Senate Foreign Relations Committee, Majority
- Todd Whiteman, Rep. Bill Huizenga (R-MI-04)
- Collin Miller, Rep. Mark Green (R-TN-07)
- Neri Martinez, Sen. Tim Scott (R-SC)
- Andrea Grace, Rep. Mike Lawler (R-NY-17)
- Lisa Goeas, Sen. Joni Ernst (R-IA)
- Maddie Mitchell, Rep. Jen Kiggans (R-VA-02)
- Kaleb Froehlich, Sen. Lisa Murkowski (R-AK)
- Mark Erste, Rep. Darrell Issa (R-CA-48)
- Nico Ruiz, Rep. Keith Self (R-TX-03)
- Joan Condon, Senate Foreign Relations Committee, Minority
- Charlie Keller, Rep. Ann Wagner (R-MO-02)
- Jonathan Day, Rep. Joe Wilson (R-SC-02)
- Matt Miltenberger, Sen. Pete Ricketts (R-NE)
- Hailey Borden, Rep. Tom Emmer (R-MN-06)

- Patrick Mocete, Rep. Young Kim (R-CA-40)
- Cam Madsen, Rep. Michael McCaul (R-TX-10)
- Mary Morgan Bell, Rep. Gary Palmer (R-AL-06)
- Mateo Haydar, Senate Foreign Relations Committee, Minority
- Caroline Bedner, Rep. Juan Ciscomani (R-AZ-06)
- Matt Hutson, Rep. Andy Harris (R-MD-01)
- Ian Merritt, Rep. Chuck Fleischmann (R-TN-03)
- Jake Middlebrooks, Rep. Jake LaTurner (R-KS-02)
- John Mark Kolb, Rep. Maria Salazar (R-FL-27)
- Gisselle Reynolds, Rep. Mario Diaz-Balart (R-FL-26)
- Cesar Gonzalez, Rep. Mario Diaz-Balart (R-FL-26)
- Jessica Steffens, House Foreign Affairs Committee, Majority
- Alex Sutton, Senate Committee on Appropriations, Minority
- Ricardo Pita, House Foreign Affairs Committee, Majority
- Brooke Bennett, Rep. French Hill (R-AR-02)
- Victor Cervino, Senate Foreign Relations Committee, Minority
- Jackson Gross, Rep. John James (R-MI-10)
- Zakiya Carr, House Foreign Affairs Committee, Minority
- Jon Abdnor, Sen. John Thune (R-SD)
- Scott Graber, Sen. Lindsey Graham, (R-SC)
- Micah Ketchel, Rep. Mike Waltz (R-FL 6)
- James Langenderfer, Rep. Brian Mast (R-FL-21)
- Mike d'Orazio, Rep. Guy Reschenthaler (R-PA-14)
- Trey Hicks, Senate Committee on Appropriations, Minority
- Christina Tsafoulias, House Foreign Affairs Committee, Minority
- Stephen Siao, Rep. Mark Green (R-TN-07)
- John Lynch, Rep. Jim Costa (D-CA-21)
- Casey Nelson, Rep. Tom Emmer (R-MN-06)

Addendum B
AGENDA: Learning Tour to Honduras, April 19-24
CARE

Friday, April 19, 2024 — **Travel Day**

8:15 AM	Depart from Washington, DC (AA 0458)
2:42 PM	Arrive in Comayagua, Honduras (AA 2693)
4:00-5:00 PM	Transfer from airport to hotel
6:30 PM	Welcome Briefing to introduce CARE staff and delegates to one another and have security and medical briefings Location: Hotel Real InterContinental Tegucigalpa *Participants: delegation, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
9:00-10:00 AM	Scene-Setter Dinner Briefing with CARE Honduras and local grassroots NGOs to give delegates an overview of migration in Honduras and understand the humanitarian and development challenges facing the Honduran community Location: Hotel Real InterContinental Tegucigalpa *Participants: delegation, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain), Maite Matheu (CARE Honduras), Melissa Santos (FUNIDE), Alice Shackelford (UN)*

Overnight: The Hotel Real InterContinental Tegucigalpa

Saturday, April 20, 2024 — **Tegucigalpa/El Paraiso**

7:00-9:30 AM	Transfer from hotel to El Paraiso (border of Hondruas and Nicaragua)
9:30-1:30 PM	Site Visit 1: Visit the coordinated response led by UNHCR at the southern border to learn about the range of humanitarian services provided to migrants and to speak with migrants about their motivation and goals for migration *Participants: delegation, 3-4 staff from UNHCR and World Vision, 5-6 program participants, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*

1:30-4:00 PM	Transfer from El Paraiso to hotel in Tegucigalpa
4:00-5:00 PM	Downtime at hotel
5:00-5:30 PM	Transfer to from hotel to U.S. Mission briefing and reception
5:30-7:00 PM	Briefing with U.S. Mission to Honduras to learn about U.S. development and humanitarian investments in Honduras and U.S. government policies in the region *Participants: delegation, 4-5 representatives from the U.S. Mission to Honduras, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
7:00-9:00 PM	Reception with U.S. Mission, Local Government and NGO Leaders to discuss the role of international partners, the Honduran government, and NGOs in fostering development and human rights in Honduras Location: U.S. Ambassador's Residence *Participants: Delegation and 50-70 representatives from the U.S. Mission, international and local NGOs, civil-society organizations, corporate partners, journalists, and local government officials*
9:00-9:30 PM	Transfer from Ambassador's residence to hotel

Overnight: The Hotel Real InterContinental Tegucigalpa

Sunday, April 21, 2024 **La Esperanza**

8:00-9:30 AM	Breakfast Panel Discussion with survivors of gang violence and extortion to learn about how they're working to reestablish their lives through Norwegian Refugee Council (NRC)'s protection and livelihood program using USAID funding Location: The Hotel Real InterContinental Meeting Hall *Participants: delegation, 4-5 representatives from NRC, 2-3 program participants, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
9:30-12:00 AM	Transfer from hotel to Site Visit 2

12:00-2:30 PM	Site Visit 2: Meet with USAID-supported farmers and paravets in Honduras' Dry Corridor to see how small interventions, such as providing a community with a corn husker or basic veterinary tools, can exponentially increase their income and foster rootedness in an area prone to migration *Participants: delegation, 4-5 representatives from CRS, BHA and USAID, 3-5 program participants, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
2:30-3:30 PM	Transfer from Site Visit 2 to La Esperanza
3:30-4:00 PM	Check-in hotel Posada Papa Chepe in La Esperanza
4:00-4:15 PM	Transfer from hotel to Site Visit 4
4:15-6:30 PM	Site Visit 4: Dinner and Tour at DAI's MISKA Cooking School to hear from migration prone youth who are training to become chefs with the aim of finding employment or operating their own restaurants locally. Delegates will learn about DAI's USAID-funded partnership with the Honduran government on job readiness in poor communities and have an opportunity to sample traditional cuisine prepared by students *Participants: delegation, 4-5 representatives from DAI, 3-5 program participants, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
6:30-6:45 PM	Transfer from Site Visit 4 to hotel

Overnight: Posada Papa Chepe, La Esperanza

Monday, April 22, 2024 **La Esperanza/San Pedro Sula**

7:30-8:00 AM	Transfer to from hotel to Site Visit 5
8:00-10:00 AM	Site Visit 5: Breakfast Discussion with program participants at a local school supported by the McGovern Dole School Feeding Program to learn about how free school lunch is improving retention and nutrition outcomes among children in the community *Participants: delegation, 4-5 representatives CRS, 3-5 program participants, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*

10:00-12:00 PM	Transfer to Site Visit 6
12:00-2:00 PM	Site Visit 6: Discussion with CARE and Cargill Foundation's Nourish the Future Program women program participants to learn how business trainings and seed capital help them start and grow their microenterprises while minimizing their desire to migrate to the US *Participants: delegation, 4-5 representatives CARE Honduras, 3-5 program participants, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
2:00-3:30 PM	Transfer to Site Visit 7
3:30-5:30 PM	Site Visit 7: Visit Tilapia Farming Co-op supported by CARE to meet with local farmers and learn how working together to develop a product and bring it to market has strengthen community ties and increase prosperity locally, mitigating the need of community members to migrate *Participants: delegation, 4-5 representatives CARE Honduras, 3-5 program participants, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
5:30-6:45 PM	Transfer from Site Visit 7 to hotel

Overnight: Hilton Princess San Pedro Sula

Tuesday, April 23, 2024 **San Pedro Sula**

8:00-8:45 AM	Transfer from hotel to Site Visit 8
8:45-11:45 AM	Site Visit 8: Visit Alfonso Lacayo Garifuna Community Center to meet with the Afro-Latino Garifuna Community to discuss how they are working with USAID to end gang violence and influence through local advocacy and access to decent work outside of the community *Participants: delegation, 3-5 program participants, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
11:45-12:30 PM	Transfer to Lunch Briefing
12:30-2:00 PM	Lunch Briefing with CASM and DAI to hear from youth program participants who have benefitted from CASM's return migrant job placement initiative to prevent gang influence on vulnerable return

	migrants as well as youth who have start their small businesses thanks to the DAI's Creando program's entrepreneurship and soft skills trainings.
2:00-2:30 PM	Transfer to CARE GBV program
2:30-4:30 PM	Site Visit 9: Join a women's support group meeting with CARE's GBV prevention program facilitated by survivors of gender-based violence to discuss GBV as a driver of migration. The forum provides a safe-space environment for survivors to share their experiences of gender-based violence and support one another on the path to recovery and self-empowerment.
4:30-5:00 PM	Transfer to hotel
At Leisure	Dinner at hotel

Overnight: Hilton Princess San Pedro Sula

Tuesday, April 23, 2024 **Travel Day**

8:00-10:00 AM	Site Visit 10: Tour IOM Centro Belen (USAID-funded) to meet with families or unaccompanied minors who were deported from the US back to Honduras and learn about the reintegration process as well as how the center deals with the unaccompanied minors whose families they cannot locate for a safe return *Participants: delegation, 4-5 representatives IOM, 3-5 program participants, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
10:00-10:15 AM	Transfer to Closing Lunch
10:15-11:45 AM	Closing Lunch: to reflect on trip take-aways and the impact of U.S. support and interventions. Note: Entire time will be allocated to discussing officially connected programming *Participants: delegation, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
11:45-12:10 PM	Transfer from lunch to airport
1:48 PM	Depart from San Pedro Sula (American 438)

CARE and CARE Action Now Structure Explained

CARE, a 501(c)(3) organization, is a leading international humanitarian organization fighting global poverty that places special focus on working alongside underprivileged women who, equipped with the proper resources, can assist whole families and entire communities escape poverty through improved basic education, prevent the spread of HIV, increase access to clean water and sanitation, and expand economic opportunities and the protection of natural resources. CARE also delivers emergency aid to survivors of war and natural disasters, and helps people rebuild their lives.

CARE established CARE Action Now in October 2007 as a related but separately incorporated 501 (c)(4) organization. Served by a mostly independent Board of Directors, CARE Action Now undertakes a variety of programs and activities in furtherance that organizations' comparable missions, most notably directly influencing policymakers through public awareness campaigns, briefings, reports, meetings, testimony, and other areas based on CARE's experience of working with poor people around the world over more than 60 years. The two organizations share facilities and resources, allocating the costs between them based upon use, as is common in the nonprofit sector. CARE provides periodic funding to CARE Action Now using a written grant mechanism to support the range of its advocacy and lobbying activities. CARE Action Now is increasingly raising funds independent of CARE. This is a common structure for related nonprofit organizations, where a 501(c)(3) organization uses some if its limited funding on lobbying to support a related 501(c)(4) rather than doing the lobbying directly itself.

CARE serves as common paymaster for both organizations, so that all shared employees receive one paycheck from CARE for services provided to either CARE or CARE Action Now. CARE Action Now provides to CARE its allocable share of salary, benefits, and payroll taxes. All staff time that qualifies as "lobbying activity" under the Lobby Disclosure Act that is under this arrangement, although those employees may also perform non-lobbying services for CARE. CARE Action Now treats its reimbursement payments to CARE as expenditures for salary and related items on its books.

This relationship which is consistent with customary practice leads us to conclude that CARE has properly completed this form, including that it does not employ or retain lobbyists. However, we include this additional information in the interest of full transparency so that the committee may make this determination for itself.

0000000004114 RECEIVED BY: SECRETARY OF THE SENATE Date: May 15, 2024

BILL & MELINDA GATES foundation

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www.gatesfoundation.org

March 13, 2024

Senate Select Committee on Ethics
220 Hart Senate Office Building
Washington, DC 20510

This letter is submitted in response to your request regarding a learning trip beginning April 19, 2024. The Bill and Melinda Gates Foundation made a grant to CARE USA on September 9th, 2023 to fund various activities, including congressional tours to provide learning opportunities on U.S. foreign assistance programs.

I send this letter to confirm that the Bill and Melinda Gates Foundation is aware of this project and has provided support, through the assistance of grant funding, to CARE USA for this project for the purpose of providing members of Congress, Congressional staff, other key decision-makers and influential individuals with the personal experience and knowledge of U.S. government programs in the developing world and to provide follow-on information to tour participants, selecting countries that have a broad array of U.S. government development projects.

However, the Foundation did not play a significant role in the project, or in organizing the related trip, and has not been involved in the selection or invitation of travel participants. Decisions regarding travel participants have been controlled by and under the sole discretion of CARE USA. This funding has not been directly or indirectly earmarked to finance any aspect of this trip.

If we can provide any additional information, please contact me at Kim.Webber@gatesfoundation.org, or at 202.662.8195.

Sincerely,

Kim Webber
Senior Program Officer
Global Policy and Advocacy
Bill and Melinda Gates Foundation

Grantmaking Organization Certification Form

Instructions: If a sponsor receives funds from a grantmaking organization, the sponsor must disclose this on the *Private Sponsor Travel Certification Form*, and the grantmaking organization must complete the *Grantmaking Organization Certification Form.* The completed *Grantmaking Organization Certification Form* must be submitted to the Senate Select Committee on Ethics by the trip sponsor at least 30 days prior to the travel departure date.

Grantmaking Organization: Bill and Melinda Gates Foundation

Private Sponsor: Cooperative Assistance and Relief Everywhere, Inc. (CARE)

Trip Name: CARE Learning Tour to Honduras

Travel Date(s): April 19-24, 2024

Destination(s): Honduras

In compliance with the *Regulations Governing Privately Sponsored Travel*, I certify the following:

- ☑ The grantmaking organization is a § 501(c)(3) organization.
- ☑ The grantmaking organization is not a lobbyist, lobbying firm, or foreign agent, nor an entity that retains or employs a lobbyist or foreign agent.
- ☑ The grantmaking organization provides funds under an established grant program, or in a manner that is otherwise consistent with the mission and practices of the organization.
- ☑ The grantmaking organization is not involved, directly or indirectly, in organizing and conducting the trip. This includes selecting participants for a trip.
- ☑ The grantmaking organization does not directly pay or reimburse travel expenses for any Senate Member, officer, or employee.

Kim Webber — *(Printed name of grantmaking organization representative)*

Senior Program Officer, Global Pc — *(Title)*

(Signature of grantmaking organization representative)

3/13/2024 — *(Date)*

0000000004117 RECEIVED BY: SECRETARY OF THE SENATE Date: May 15, 2024

CHRISTOPHER A. COONS, DELAWARE, CHAIRMAN
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United States Senate

SELECT COMMITTEE ON ETHICS

April 8, 2024

Brooke Grams
Office of Senator Peter Welch
United States Senate
Washington, DC 20510

Dear Ms. Grams:

This responds to your recent correspondence requesting approval from the Select Committee on Ethics (the Committee) to accept an invitation you received to travel on a learning tour to Tegucigalpa, La Esperanza, and San Pedro Sula, Honduras, on April 19–24, 2024, sponsored by Cooperative for Assistance and Relief Everywhere, Inc. (CARE). Provided that you adhere to the guidance set forth below, it appears that it is permissible for you to accept necessary expenses from CARE 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 Correspondent/Policy Aide in the Office of Senator Peter Welch. CARE invited you to travel to on a learning tour to Tegucigalpa, La Esperanza, and San Pedro Sula, Honduras, on April 19–24, 2024. CARE certified to the Committee that it will pay the necessary expenses[2] 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. CARE has also certified that it does not retain or employ a registered lobbyist or agent of a foreign principal and that no registered lobbyist or agent of a foreign principal will accompany you at any point throughout your trip.[3]

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, 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

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[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* at 10-13.

[3] The term "any point throughout your trip" has a specific definition. *See Select Committee on Ethics Regulations and Guidelines for Privately Sponsored Travel* at 15.

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* (*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 foreign trips for up to seven days. The seven-day limitation means seven 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.[4] 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.[5]

The Committee has determined that § 501(c)(3) non-profit organizations that are classified as private foundations, as opposed to public charities, may not pay for transportation from the United States to a foreign country.[6] However, CARE represented to the Committee that it is a § 501(c)(3) public charity, as opposed to a private foundation, pursuant to the Internal Revenue Code.[7]

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, and CARE's factual representations, it appears that it is permissible for you to accept necessary expenses from CARE

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[4] The term "*de minimis*" has a specific definition. *See Select Committee on Ethics Regulations and Guidelines for Privately Sponsored Travel* at 6-8.

[5] *See Select Committee on Ethics Regulations and Guidelines for Privately Sponsored Travel* at 6-10.

[6] *See* 26 U.S.C. § 4941 et seq. Section 501(c)(3) of the Internal Revenue Code broadly defines non-profit, charitable, tax-exempt organizations. These § 501(c)(3) organizations are then further defined or designated as "public charities" and "private foundations."

[7] 26 U.S.C. § 501(c)(3).

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).

Please be advised that the United States Constitution prohibits the acceptance of any gift, including a meal, from a foreign government without the consent of Congress. In the Foreign Gifts and Decorations Act (FGDA), Congress consented to the acceptance by federal government officials of: (1) gifts of minimal value and (2) travel or the expenses for travel taking place entirely outside the United States, from a foreign government (which includes those acting as a representative or agent of a foreign government).[8] The Senate has defined minimal value as $100 or less. Further, pursuant to FGDA, there are certain reporting and procedural requirements that are imposed upon Members, officers, and employees who accept gifts from a foreign government. Please review the Committee's "Dear Colleague" letter of January 11, 2019, setting forth the items to be included in filing that report.

Finally, Senate Rule 34 requires a reporting individual,[9] on their 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 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: Employee Privately Sponsored Travel Checklist

[8] 5 U.S.C. § 7342.

[9] A reporting individual is someone whose salary equals or exceeds 120% of the basic rate of pay for GS-15 ($147,649 for CY 2024) or is a political fund designee and is required to file financial disclosure reports.