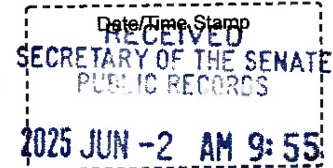


RE-2 Employee Post Travel Disclosure of Travel Expenses

Post Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the Office of Public Records in 144 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):

Progressive Policy Institute

Travel Dates:

4/21/25-4/26/25

Name of accompanying family member (if any):

N/A

Relationship to Traveler:**Total Expenses**

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
1,378.00	459	400	N/A

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.

6/2/25

Rachel Ricard

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.

6/2/25

Date

Signature of Supervising Senator/Officer

RE-1 Employee Pre-Travel Authorization

Date/Time Stamp

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will not be considered or approved.

Name of Traveler:
Rachel Ricard

Employing Office/Committee:
HASSAN, MAGGIE

Private Sponsor(s):
Progressive Policy Institute

Destination(s):
London, United Kingdom Stockholm, Sweden

Travel Dates:
04/21/2025 to 04/26/2025

NOTE: If you plan to extend the trip for any reason you **must** notify the Committee.

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

This trip is traveling to look at innovate workforce policies, such as job training, re-training, and apprenticeship programs in London and Stockholm. I work on education and labor issues for Senator Hassan.

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.

3/30/25

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)

Maggie Hassan
(Print Senator's/Officer's Name)

hereby authorize

Rachel Ricard
(Print Traveler's Name)

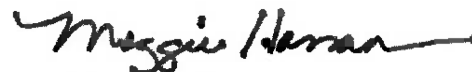
an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will 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)

3/30/25

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

Were there any changes to the pre-approved itinerary?

☐ Yes ☒ No

Explanation:

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

☐ Yes ☒ No

Explanation:

Progressive Policy Institute: PPI Staff Del to London and Stockholm

 Rachel Ricard

Title:
Legislative Correspondent

Employing Office/Committee:
HASSAN, MAGGIE

Duty Station:
WASHINGTON, DC

Destination(s):
London, United Kingdom
Stockholm, Sweden

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

This trip is traveling to look at innovate workforce policies, such as job training, re-training, and apprenticeship programs in London and Stockholm. I work on education and labor issues for Senator Hassan.

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

Name and Relationship to Traveler:
None

Organization Information

Organization Name
Progressive Policy Institute

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

☒ Yes ☐ No

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

Address
1919 M Street NW

Address 2 (Optional)
Ste 300

City, State Zip
Washington, District Of Columbia 20036 United States

Phone Number
9164964434

Organization URL

History of Congressional Travel

The Progressive Policy Institute has sponsored several Congressional staff and member delegations since its founding in 1989. These educational trips have focused on a wide variety of policy areas and they aim to explore how issues moving on Capitol Hill have an impact on the real world. PPI last sponsored Senate travel in May 2024.

Educational Activities

As a non-profit 501 (c)(3) think-tank, the nature of PPI's work is educational. We release dozens of reports, research, and policy analysis work annually. PPI also hosts public forums, congressional briefings, webinars, roundtables and other events around issue education.

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 aim of this trip is to explore and study the best international workforce education and training policy examples that policymakers can bring back to the United States to better improve the workforce development pipeline.

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

PPI has been conducting policy work and facilitating educational dialogues with transatlantic partners since the 1990s. The meetings and events on the trip reflect PPI's commitment to innovating and identifying new ideas to solve our nation's workforce development policy challenges.

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

i Members and staff from the House of Representatives **will not** receive invitations.

The list of invitees is below.

Travel Details

Trip Start Date/Time:
04/21/2025 @ 06:30 PM



Trip End Date/Time:
04/26/2025 @ 08:10 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: \$1,378.00 | Accompanying Family Member: \$0.00)

Transportation Type	Class	Amount
Airfare	Coach	\$1,178.00
Note Multi-city airfare		
Ground Transportation	Coach	\$200.00
Note Mix of charter buses, ride share, and taxis.		

Lodging (Per Member/Officer/Employee: \$918.00)

Check-In	Check-Out	Facility	City	State	Country	Nights	Cost/Night	Cost Exceed Per Diem
04/22/2025	04/24/2025	The Westminster London Curio	London	None	United Kingdom	2	\$276.00	No
04/24/2025	04/26/2025	Hilton Stockholm Slussen	Stockholm	None	Sweden	2	\$183.00	No

Meals (Per Member/Officer/Employee: \$400.00)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
04/22/2025	\$20.00	\$30.00	\$50.00	\$0.00	\$100.00	London	None	United Kingdom	No

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
04/23/2025	\$15.00	\$25.00	\$60.00	\$0.00	\$100.00	London	None	United Kingdom	No
04/24/2025	\$15.00	\$20.00	\$45.00	\$0.00	\$80.00	Stockholm	None	United Kingdom	No
04/25/2025	\$20.00	\$30.00	\$50.00	\$0.00	\$100.00	Stockholm	None	Sweden	No
04/26/2025	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00	Stockholm	None	Sweden	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.

Travel Details

Trip Start Date/Time:
04/21/2025 @ 06:30 PMTrip End Date/Time:
04/26/2025 @ 08:10 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: \$1,378.00 | Accompanying Family Member: \$0.00)

Transportation Type	Class	Amount
Airfare	Coach	\$1,178.00
Note Multi-city airfare		
Ground Transportation	Coach	\$200.00
Note Mix of charter buses, ride share, and taxis.		

Lodging (Per Member/Officer/Employee: \$918.00)

Check-In	Check-Out	Facility	City	State	Country	Nights	Cost/Night	Cost Exceed Per Diem
04/22/2025	04/24/2025	The Westminster London Curio	London	None	United Kingdom	2	\$276.00	No
04/24/2025	04/26/2025	Hilton Stockholm Slussen	Stockholm	None	Sweden	2	\$183.00	No

Meals (Per Member/Officer/Employee: \$400.00)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
04/22/2025	\$20.00	\$30.00	\$50.00	\$0.00	\$100.00	London	None	United Kingdom	No
04/23/2025	\$15.00	\$25.00	\$60.00	\$0.00	\$100.00	London	None	United Kingdom	No
04/24/2025	\$15.00	\$20.00	\$45.00	\$0.00	\$80.00	Stockholm	None	United Kingdom	No
04/25/2025	\$20.00	\$30.00	\$50.00	\$0.00	\$100.00	Stockholm	None	Sweden	No
04/26/2025	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00	Stockholm	None	Sweden	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.

U.S. Senate Staff Invitees

StaffDel to London and Stockholm - April 21-26, 2025

Taylor Ware

Legislative Assistant

US Senator John Hickenlooper

Rebecca Howard

Senior Education and Workforce Policy Advisor

US Senator Tim Kaine

Rachel Ricard

Legislative Correspondent

US Senator Maggie Hassan

Alaura Ervin

Education Policy Director

HELP Committee Majority Staff

The U.S. Senate staff members listed above have been invited because of their subject matter expertise, leadership role in their offices, and experience working on education and workforce issues.



PPI Program:
April 2025

Monday, April 21st, 2025

6:30 PM

Flight from Dulles (IAD) to Heathrow (LHR) UA 918

Tuesday, April 22nd, 2025

6:55 AM

Arrival in London

7:45 - 8:45 AM

Travel to Hotel

Location: The Westminster London Curio, 30 John Islip St, London SW1P 4DD, United Kingdom

8:45 - 9:30

Check in to Hotel

Location: 30 John Islip St, London SW1P 4DD, United Kingdom

9:30 - 11:30 AM

Trip Briefing by Deanna Ross and Bruno Manno

Location: 30 John Islip St, London SW1P 4DD, United Kingdom

An overview of PPI's staff delegation program led by PPI Senior Advisory Bruno Manno and PPI's Director of Workforce Development Policy Deanna Ross.

12:00 - 2:00 PM

Gatsby Lunch Meeting with Daniel Sanford Smith

Location:

Daniel has led on several projects designed to support the development of intermediate STEM skills, including projects on technician registration, apprenticeships, and technical qualifications. He has an interest in making better use of labor market information to shape technical education. Daniel taught for 10 years and worked for the Institute of Physics and the Association for Science Education before joining Gatsby.

2:30 - 5:30 PM

Site Visit to London Southbank University

Location: 103 Borough Rd, London SE1 0AA, United Kingdom

Kingdom

London Southbank University is one of the largest providers of apprenticeship degrees in the United Kingdom. During the visit, staffers will discuss the apprenticeship degree pathways that the university offers.

7:00 - 9:00 PM**Dinner with Euan Blair of Multiverse***Location: TBD*

Multiverse is a new tech-first institution that combines work and learning to unlock economic opportunity for everyone. They focus on delivering a new kind of apprenticeship by harnessing the best of human-centred coaching, technology and AI. It's a new approach to learning that's measured, applied, guided and equitable.

Wednesday, April 23rd, 2025**8:30 - 10:00 AM****Education and Employers Charity with Nick Chambers, Chief Executive***Location: TBD*

Education and Employers is a UK-based charity launched in 2009 which aims to "provide young people with the inspiration, motivation, knowledge, skills and opportunities they need to help them achieve their potential". The charity believes that every young person in the UK, wherever they live, whatever their parents or carers' circumstances, should have the opportunity to meet a diverse range of volunteers and hear first-hand about jobs and the world of work. The charity works with state schools, employers, the national bodies that represent them, and a wide range of other partners, including the government and third sector organizations. Its flagship service, Inspiring the Future, uses innovative, free online match-making technology to connect schools and colleges across the country with tens of thousands of volunteers working in different sectors.

10:30 - 11:30 AM**Careers and Enterprise Company***Location: 120 Aldersgate St, London EC1A 4JQ*

The Careers and Enterprise Company is a national organization and delivered through their network of

Careers Hubs that bring together schools, colleges, employers, and apprenticeship providers in local areas across England, working in partnership with Mayoral, Combined and Local Authorities and, Local Enterprise Partnerships to connect with local skills needs.

12:00 - 1:30 PM

Site Visit 2: JGA Developing Futures:

Location: TBD

JGA Developing Futures has a strong suite of creative apprenticeships and apprenticeship outcomes and are well connected with the Greater London Authority activity through their Skills Academy Hub and Skills Bootcamp activity. They are also well connected to the West London Alliance and have strong employer links.

2:00 - 3:00 PM

Meeting with Office of Helen Hayes MP, Chair of the Education Select Committee

Location: Palace of Westminster, London SW1A 0AA, United Kingdom

Helen Hayes MP is the Chair of the Education Select Committee in the House of Commons. Discussion on the innovative workforce policies that MP Hayes has led as chair of the Select Committee.

3:00 - 5:00 PM

Tour of Parliament

Location: Palace of Westminster, London SW1A 0AA, United Kingdom

Staffers will engage in a tour of the Houses of Parliament learning both about the history of the building and making transatlantic connections with staffers.

7:00 - 9:00 PM

Dinner with Tony Blair Institute (TBI) for Global Change Workforce Development Team

Location: TBD

Dinner discussion with TBI team on their workforce development policy ideas.

Thursday, April 24th, 2025

7:00 - 9:00 AM**Travel and Discussion of London Lessons Learned***Location: Heathrow Airport*

While traveling to Heathrow Airport, staffers will discuss what they believed has been successful from the British apprenticeship model and any policy ideas that could be brought back to Congress.

9:55 AM - 1:20 PM**Flight from LHR - ARN SK 526***Check in to Hotel**Location: Hilton Stockholm Slussen Guldgränd 8, 104 65
Stockholm, Sweden***2:00 - 3:00 PM****Forum at Arenagruppen***Håkan Bengtsson**Location: Barnhusgatan 4 111 23 Stockholm*

Arenagruppen is a forward thinking nonpartisan think tank that is working to advance radical reskilling workforce policies as part of their larger social policy agenda.

3:15 - 4:45 PM**Volvo meeting with Workforce Development Team***Location: TBD*

Staffers will meet with the workforce development team at Volvo about how they engage with local communities and encourage non-traditional education programs.

5:00 - 6:30 PM**The Swedish Trade Union Confederation (LO) with Johan Enfeldt***Location: 10044 Stockholm Sweden*

Staffers will discuss with how Sweden's preeminent trade union has been instrumental in the reorienting the Swedish labor market to be more responsive to the changing needs of the 21st Century.

7:00 - 9:00 PM**Dinner MPs - Swedish Social Democratic Party***Location: TBD*

Staffers will engage with MPs from the Swedish Social Democratic Party about what the party has been doing to

reshape their economy for the 21st Century.

Friday, April 25th, 2025

10:00 - 11:30 AM

**RWE Sweden Meeting on Renewable Energy
Workforce Training**

Location: Guldgränd 8, 104 65 Stockholm, Sweden

Staffers will discuss the RWE's focus on reskilling the workforce to engage in green jobs and how their work in building a green workforce from previous resource extraction jobs.

12:00 - 1:45 PM

**Friedrich Ebert Stiftung meeting with Kristina Birke
Daniels**

Location: Barnhusgatan 10 111 23 Stockholm, Sweden

Staffers will meet with Kristina Birke Daniels, Director of the Nordic Office of the Friedrich-Ebert-Stiftung (FES) in Stockholm since 2022. The staffers will discuss workforce development in a European context as a whole and how multinational companies have been implementing different workforce development programs.

2:00 - 3:15 PM

Demos Helsinki - Finnish Think Tank

Location: TBD

Demos is a Finnish think tank that will offer a much broader view than the rest of the meetings on the trip. We will cover how workforce policy is similar and what differs across the Scandinavian countries.

3:30 - 5:00 PM

ABF Stockholm

*Location: Sveavägen 41 Box 1305, S-111 83 Stockholm
Sweden*

ABF is an adult education center that focuses on building new skills for laid off and unemployed workers. The staffers will learn about ABF's efforts in this space and the policies that the Swedish government has implemented to facilitate their efforts.

7:00 - 9:00 PM

**Concluding Briefing Dinner with Deanna Ross and
Bruno Manno**

Location: TBD

Staffers will discuss the lessons learned of the entire trip with Deanna Ross and Bruno Manno and what ideas the staffers can bring back to their offices to potentially implement.

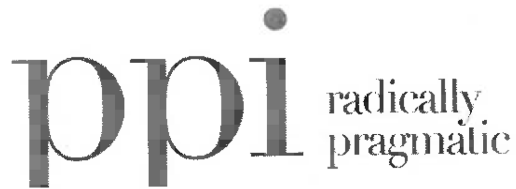
Saturday, April 26th, 2025

8:10 AM - 10:00 AM

Flight from ARN to LHR (BA 771)

2:30 - 5:35 PM

Flight from LHR to IAD (BA 291)



1919 M St NW, Ste 300
Washington, DC 20036
Tel: 202-525-3926
Fax: 202-525-3941
info@ppionline.org

March 13th, 2025

Rachel Ricard
Legislative Correspondent
Office of Senator Maggie Hassan

Dear Rachel,

On behalf of the Progressive Policy Institute (PPI), we would like to invite you to join us for a transatlantic delegation to **London and Stockholm, departing on Monday, April 21st, 2025 and returning on Saturday, April 26th, 2025.**

This trip will feature a select, bipartisan and bicameral group of Congressional staff in offices dedicated to advancing innovative workforce policies. The aim of this trip is to explore and study the best international workforce education and training policy examples that policymakers can bring back to the United States to better improve the workforce development pipeline.

PPI first began our bipartisan transatlantic congressional trip program in 2014 and we have hosted delegation trips several times a year since. We have now brought over 150 offices to visit European capitals and exchange dialogues on mutual policy needs.

This trip will spend two days in London meeting with key officials and stakeholders on discussing their alternative workforce education and training systems, before spending two days in Stockholm where we will explore how Sweden rapidly retrains and reskills displaced workers for quick reemployment.

Among the key topics we will focus on:

- The United Kingdom's use of both apprenticeship degrees and apprenticeships discussing the success of the model and how US companies can utilize them as an alternative pathway for workforce development
- How British companies utilize alternate credentialing, workforce education and training standards and evaluation metrics and discussing the advantages and disadvantages with them.
- The Swedish displaced worker model consisting of rapid worker retraining and reskilling to quickly reemploy those who have been displaced back into the workforce
- How important actors in workforce policy are interacting with the rise of Artificial Intelligence and immigration, and how it will affect workforce development pipelines moving forward.

PPI is a nonprofit 501(c)(3) organization with a long history of providing educational programming on current policy issues, including transatlantic exchanges with our international partners. This trip is planned in compliance with House and Senate ethics rules.

We hope you will be able to join us for what promises to be an insightful and educational trip to London and Stockholm. Space is limited; please contact Justin Littleford by March 19th at (916) 496-4434 or jlittleford@ppionline.org if you have questions or would like more information.

Regards,

Lindsay Lewis
Executive Director of the Progressive Policy Institute