

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.**

Date/Time Stamp

RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS

2025 JUN 27 PM 2:00

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):
Software.org

Travel Dates:
05/28/2025 to 05/30/2025

Name of accompanying family member (if any):

Relationship to Traveler:

Expenses

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
\$526.22	\$739.10	\$361.40	\$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.

June 13, 2025

Date

Dan Hillenbrand

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.

June 13, 2025

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
Transportation	\$526.22	Extended shuttle transportation times and larger group from previous years estimate.
Meals	\$361.40	Increased delivery costs for breakfast and lunch. Overall costs comparable to NYC StaffDel trip in 2024.

Were there any changes to the pre-approved itinerary?

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

Hillenbrand, Dan (Wicker)

From: Gideon Lett <gideon@software.org>
Sent: Friday, April 11, 2025 4:06 PM
To: Hillenbrand, Dan (Wicker)
Cc: William Milligan; Lilia Stone
Subject: Dan Hillenbrand Invitation: Software.org staff trip to New York, May 28-30

Hello, Dan –

We at **Software.org: the BSA Foundation** would like to invite you to participate in an AI-focused congressional staff delegation trip to **New York City** on **Wednesday, May 28 – Friday, May 30**.

The trip is themed “**AI & Software Enabling Job & Economic Growth**.” A bipartisan group of participants from both the House and Senate will interact with AI experts, technologists, and business leaders on the forefront of emerging technologies from top software companies including **Adobe, Autodesk, IBM, Microsoft, Oracle, Salesforce, and SAP**. Special dinner programs each evening will explore other aspects of AI innovation and adoption.

The group will depart Union Station the morning of Wednesday, May 28 and return on the afternoon of Friday, May 30. The trip's programming and all travel, meals, and accommodations will be provided by **Software.org** in accordance with Ethics rules and guidelines.

Please let me know by **reply to this email by Thursday, April 17** if you're able to participate. You have been specially selected for this trip, and the invitation is non-transferable. If you are unable to attend and would like to suggest another participant from your team, please provide their information without adding them to this email thread. Note: staff are not permitted to request an invitation.

Here are examples of past trips for your reference:

- 2024 New York: <https://software.org/blog/software-org-congressional-staff-delegation-visits-new-york/>
- 2024 San Francisco: <https://software.org/blog/software-org-leads-bicameral-and-bipartisan-staff-trip-to-san-francisco-on-ai-and-digital-transformation/>
- 2023 New York: <https://software.org/blog/software-org-leads-ai-focused-senate-staff-delegation-trip-to-new-york-city/>
- 2023 San Francisco: <https://software.org/blog/software-org-leads-congressional-staff-trip-to-san-francisco-on-ai-and-digital-transformation/>
- 2022 San Francisco: <https://software.org/blog/software-org-congressional-staff-delegation-visits-san-francisco/>
- 2022 Seattle: <https://software.org/blog/software-org-congressional-staff-delegation-visits-seattle/>

Thank you in advance for your consideration. We hope you're able to join us in New York. Please let me know of any questions or what additional information might be helpful.

Best,

Gideon Lett
Software.org: the BSA Foundation
202.280.5114

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:
Dan Hillenbrand

Employing Office/Committee:
WICKER, ROGER

Private Sponsor(s):
Software.org

Destination(s):
New York City, New York

Travel Dates:
05/28/2025 to 05/30/2025

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.

As Legislative Director, this trip provides a unique opportunity to engage on the intersection of AI & Software that enables job and economic growth with AI experts, technologists, and business leaders on the forefront of emerging technologies from top software companies.

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.

April 28, 2025

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)

Roger F. Wicker

(Print Senator's/Officer's Name)

hereby authorize Daniel J. Hillenbrand

(Print Traveler's Name)

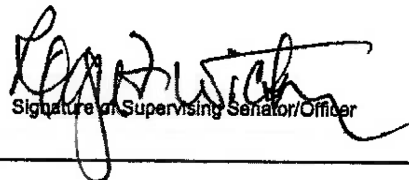
an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will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

April 28, 2025

Date



Signature of Supervising Senator/Officer

Software.org: Software.org: the BSA Foundation Senate Staff Trip to New York City 2025

 Dan Hillenbrand

Title:
Legislative Director

Employing Office/Committee:
WICKER, ROGER

Duty Station:
WASHINGTON,DC

Destination(s):
New York City, New York

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

As Legislative Director, this trip provides a unique opportunity to engage on the intersection of AI & Software that enables job and economic growth with AI experts, technologists, and business leaders on the forefront of emerging technologies from top software companies.

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

Name and Relationship to Traveler:
None

Organization Information

Organization Name
Software.org

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

☒ Yes ☐ No

501(c)(3) Organization Type
Public Charity

Address
200 Massachusetts Ave NW

Address 2 (Optional)
Suite 310

City, State Zip
Washington, District Of Columbia 20001 United States

Phone Number
2025497565

Organization URL

History of Congressional Travel

Software.org, the BSA Foundation is an independent and nonpartisan international 501(c)(3) organization that helps policymakers and the broader public better understand the impact that software has on our lives, our economy, and our society. As part of this mission since 2017, Software.org has hosted educational programming for delegations of congressional staff seeking to learn about technology development and implementation in seats of innovation, commerce, and political leadership. Previous trips have included Atlanta, Boston, Brussels, San Francisco, and Seattle. Previous Ethics-approved Senate trips took place in 2017 and 2018.

Educational Activities

As an independent and nonpartisan international 501(c)(3) organization, Software.org has conducted research, released educational materials, and hosted events to raise awareness and deepen understanding around emerging technologies and their impacts to society, the economy, and environment. Software.org also sponsors an annual Girls Who Code program to teach basic coding skills and educate underserved high school students about software career paths in our Nation's Capitol and beyond.

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 theme of the trip will be "AI & SOFTWARE ENABLING JOB & ECONOMIC GROWTH." Participants will interact with AI experts, technologists, and business leaders on the forefront of emerging technologies from top software companies including Adobe, Autodesk, IBM, Microsoft, Salesforce, and SAP. Special program elements will take participants behind the scenes of AI's role in financial services and offer opportunities to discuss implications of AI to national security and workforce development.

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

Our organization works to help policymakers and the broader public better understand the impact that software has on our lives, our economy, and our society. As such, congressional trips such as these raise awareness and deepen understanding around emerging software technologies and their impacts to society, the economy, and the environment.

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 receive invitations.

The list of invitees is below.

Travel Details

Trip Start Date/Time:
05/28/2025 @ 07:15 AM



Trip End Date/Time:
05/30/2025 @ 04:00 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: \$323.00 | Accompanying Family Member: \$0.00)

Transportation Type	Class	Amount
Ground Transportation	Coach	\$190.00
Note Shuttle Vans		
Other	Coach	\$133.00
Note Round trip Amtrak train.		

Lodging (Per Member/Officer/Employee: \$739.10)

Check-In	Check-Out	Facility	City	State	Country	Nights	Cost/Night	Cost Exceed Per Diem
05/28/2025	05/30/2025	AC Hotel	New York City	New York	United States	2	\$369.55	Yes
Cost Exceeds Per Diem Reason Safe and centrally located hotel.								

Meals (Per Member/Officer/Employee: \$178.00)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
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Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
05/28/2025	\$0.00	\$20.00	\$39.00	\$0.00	\$59.00	New York	New York	United States	No
05/29/2025	\$18.00	\$22.00	\$39.00	\$0.00	\$79.00	New York	New York	United States	No
05/30/2025	\$18.00	\$22.00	\$0.00	\$0.00	\$40.00	New York	New York	United States	No

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

Expense Type	Amount	Notes
There are no miscellaneous expenses.		

Additional Attachments All additional attachments are below.

Document Name
Signed Senate Primary Sponsor Form

Trip Name: Software.org: the BSA Foundation Senate Staff Trip to New York City**Organization Information****Organization Name:**

Software.org: the BSA Foundation

Is your organization classified as a §501(c)(3)?☒ Yes ☐ No**If Yes, §501(c)(3) Organization Type:**☐ Private Foundation ☒ Public Charity**Address:**

200 Massachusetts Avenue NW Suite 310

City, State, Zip:

Washington, D.C. 20001

Phone Number:

202 549 7565

Organization URL:

software.org/about/

History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

Software.org, the BSA Foundation is an independent and nonpartisan international 501(c)(3) organization that helps policymakers and the broader public better understand the impact that software has on our lives, our economy, and our society. As part of this mission since 2017, Software.org has hosted educational programming for delegations of congressional staff seeking to learn about technology development and implementation in seats of innovation, commerce,

Educational Activities

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

As an independent and nonpartisan international 501(c)(3) organization, Software.org has conducted research, released educational materials, and hosted events to raise awareness and deepen understanding around emerging technologies and their impacts to society, the economy, and environment. Software.org also sponsors an annual Girls Who Code program to teach basic

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.

Purpose and Details**Provide a brief description of the trip.**

The theme of the trip will be "AI & Software Enabling Job & Economic Growth." Participants will interact with AI experts, technologists, and business leaders on the forefront of emerging technologies from top software companies including Adobe, Autodesk, IBM, Microsoft, Salesforce, and SAP. Special program elements will take participants behind the scenes of AI's role in financial services and offer opportunities to discuss implications of AI to national security and workforce development.

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

Our organization works to help policymakers and the broader public better understand the impact that software has on our lives, our economy, and our society. As such, congressional trips such as these raise awareness and deepen understanding around emerging software technologies and their impacts to society, the economy, and the environment.

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.
- 2.
- 3.

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.

Travel Details (Submit additional pages as needed)

Trip Start Date/Time:
May 28, 2025, 7:15 AMTrip End Date/Time:
May 30, 2025, 4:00 PM

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

☐ Yes ☒ NoTransportation (Member/Officer/Employee: \$ 323.0 Accompanying Family Member: \$)

Transportation Type	Class	Amount
Amtrak Train	Coach	\$133.00
Ground	Van	\$190.00
Details (optional)		

Lodging (Member/Officer/Employee: \$ 739.1 Accompanying Family Member: \$)

Check-In	Check-Out	Facility	City	State	Country
5/28/25	5/30/2025	AC Hotel	New York	NY	USA
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	\$369.55	Yes	Safe and centrally located hotel.		
Check-In	Check-Out	Facility	City	State	Country
Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.		
Check-In	Check-Out	Facility	City	State	Country
Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.		

Meals (Member/Officer/Employee: \$ 178.0 Accompanying Family Member: \$)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem (Y/N)
5/28	\$0	\$20	\$39		\$59	New York	NY	USA	N
5/29/25	\$18	\$22	\$39		\$79	New York	NY	USA	N
5/30/25	\$18	\$22	\$0		\$40	New York	NY	USA	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: \$ 0 Accompanying Family Member: \$)

Expense Type	Amount	Notes

Additional Details (optional)

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First Name	Last Name	Title	Employer
Richard	Anthony	Legislative Assistant	Senator Lisa Blunt Rochester
Aria	Austin	Legislative Aide	Senator John K. Fetterman
Matt	Burtell	Fellow	Senator Cynthia Lummis
James	Longley	Policy Advisor/Legislative Assistant	Senator Shelley Moore Capito
Jon	Cardinal	Director of Economic Development	Senator Charles E. Schumer
Dan	Hillenbrand	Legislative Director	Senator Roger F. Wicker
Connor	Sandagata	AI Fellow	Senator Mike Rounds
James	Barton	Chief Counsel to Sen. Coons	Senate Judiciary Committee
Jami	Burgess	Senior Policy Director	Senate Commerce, Science and Transportation Committee
Andrew	Gleaton	Legislative Assistant	Senator Mike Crapo
William	Henderson	Chief of Staff	Senator Rand Paul
Charlie	Hobbs	Legislative Assistant	Senator Ted Budd
Elizabeth	Hunsaker	Legislative Director	Senator Chris Coons
Max	Katz	Senior Policy Advisor	Senator Martin Heinrich
Tucker	Knott	Chief of Staff	Senator Ted Budd
Will	Mascaro	Policy Adviser	Senate Republican Steering Committee
Darin	Miller	Chief of Staff	Senator Cynthia Lummis
Jeff	Rapp	Economic Policy Adviser	Senator Lisa Blunt Rochester
Max	Seltzer	Legislative Assistant	Senator Eric Schmitt
Caitlyn	Stephenson	Chief of Staff	Senator Gary Peters
Dave	Weinberg	Staff Director, Democratic	Senate Homeland Security and Governmental Affairs Committ
Jon	Adame	Chief of Staff	Senator Marsha Blackburn
Merav	Ceren	Deputy Policy Director	Senate Commerce, Science and Transportation Committee
Liam	McKenna	General Counsel, Republican	Senate Commerce, Science and Transportation Committee
Aaron	Reitz	Chief of Staff	Senator Ted Cruz
Geoff	Antell	Chief of Staff	Senate Republican Majority Leader
Didier	Barjon	Legislative Assistant	Senator Charles E. Schumer
Giselle	Barry	Chief of Staff	Senator Ed Markey
Mike	Berg	Chief of Staff	Senator Tim Sheehy
Larry	Burton	Chief of Staff	Senator Dan Sullivan
Craig	Carbone	Chief of Staff	Senator Rick Scott

Raphael	Chavez-Fernand	Chief of Staff	Senator Ruben Gallego
Dave	Christie	Chief of Staff	Senator Maggie Hassan
Dara	Cohen	Chief of Staff	Senator Jacky Rosen
John	Connell	Chief of Staff	Senator Todd Young
Chance	Costello	Policy Advisor	Senator John Thune
Reema	Dodin	Chief of Staff	Senator Brian Schatz
Victoria	Ellington	Deputy Chief of Staff	Senator Ted Cruz
Pat	Hayes	Chief of Staff	Senator John Hickenlooper
Clark	Hedrick	Staff Director/Senior Counsel	Committee on Homeland Security and Governmental Affairs
Matt	Hennessey	Chief of Staff	Senator Elissa Slotkin
Jack	Hwang	Policy Counsel	Senate Republican Policy Committee
Krysta	Juris	Chief of Staff	Senator John Fetterman
James	Kelly	Chief of Staff	Senator Jerry Moran
Joel	Kelsey	Chief of Staff	Senator Richard Blumenthal
Emily	Leviner	Chief of Staff	Senator Deb Fischer
JD	Logan	Legislative Assistant	Senator Mike Lee
James	Mann	Legislative Director	Senator Shelley Moore Capito
Corey	Norman	Chief of Staff	Senator John Curtis
Derek	Osborn	Chief of Staff	Senator James Lankford
Peter-Anthon	Pappas	Intellectual Property Policy Director	Senate Judiciary Committee Intellectual Property Subcommittee
Jimmy	Peacock	Chief of Staff	Senator Eric Schmitt
Amy	Pfeiffer	Chief of Staff	Senator Andy Kim
Ken	Reidy	Chief of Staff	Senator Tammy Baldwin
Sean	Riley	Chief of Staff	Senator Ron Johnson
Amit	Ronen	Chief of Staff	Senator Maria Cantwell
Arielle	Roth	Policy Director	Senate Commerce, Science and Transportation Committee
Justin	Roth	Chief of Staff	Senator Ashley Moody
Carlos	Sanchez	Chief of Staff	Senator Ben Ray Lujan
Jacqueline	Sanchez	Chief of Staff	Senator Lisa Blunt Rochester
Josh	Sizemore	Senior Policy Advisor	Senator Steve Daines
Beth	Spivey	Chief of Staff	Senator Roger Wicker

Kalina	Thompson	Chief of Staff	Senator Tammy Duckworth
Chris	Weihs	Chief of Staff	Senator Josh Hawley
Joel	Wellum	Policy Director	Senate Commerce, Science and Transportation Committee
Susan	Wheeler	Washington Chief of Staff	Senator Mike Crapo
Bennett	Abrams	Senior Legislative Aide	Senator Elissa B. Slotkin
David	Adkins	Policy Director	Senator John Thune
Theresa	Allman	Legislative Assistant	Senator James Lankford
Collin	Anderson	Policy Advisor	Senator Richard Blumenthal
Erica	Andeweg	Senior Policy Advisor	Senator Deb Fischer
Lauren	Bazel	Senior Policy Advisor	Senator Maria Cantwell
Robert	Borden	Legislative Director	Senator Mike Lee
Jake	Bornstein	Deputy Chief of Staff/ Legislative Director	Senator John Ramey Curtis
Tom	Cames	Legislative Director and General Counsel	Senator Andy Kim
Grace	Cason	Legislative Assistant	Senator Tammy Duckworth
Kate	Cassling	Legislative Director/Deputy Chief of Staff	Senator John Hickenlooper
Omri	Ceren	Legislative Director	Senator Ted Cruz
Jasmine	Enriquez	Legislative Aide	Senator Tammy Baldwin
Jon	Foltz	Deputy Chief of Staff/Legislative Director	Senator Rick Scott
Sierra	Fuller	Legislative Assistant	Senator Jacky Rosen
Ryan	Giles	Chief Nominations Counsel	Senate Judiciary Committee
Joe	Gookin	Policy Advisor	Senator Maggie Hassan
Garrison	Holmberg	Deputy Legislative Director	Senator Jerry Moran
Joshua	Jamison	Policy Advisor	Senator Tim Sheehy
Chad	Johnson	Legislative Aide	Senator Josh Hawley
Ireland	Lesley	Legislative Aide	Senator Ed Markey
Leah	Li	Legislative Assistant	Senator Brian Schatz
Kevin	Li	Legislative Fellow	Senator Martin T. Heinrich
Jeff	Lopez	Senior Policy Advisor	Senator Ben Ray Lujan
Lauren	O'Brien	Legislative Director	Senator Todd Young
Charles	Sedore	Legislative Assistant	Senator Ashley Moody
Joshua	Sizemore	Senior Policy Advisor	Senator Steve Daines

Jonathan	Tsentas	Legislative Director	Senator Ruben Marinelarena Gallego
Matt	Yetter	Legislative Aide	Senator Mike Rounds
Samuel	Crofts	Policy Director	Senate Committee on Energy and Natural Resources
Kathleen	Gayle	Legislative Director	Senator Mike Rounds
Jeffrey	Michaels	Chief of Staff	Senator Ron Wyden
James	Rice	Legislative Director	Senator Chuck Grassley
Rachel	Emmons	Staff Director	Senate Homeland Security and Governmental Affairs Committ
Dezmond	Ward	Legislative Correspondent	Senator Mike Rounds
Kevin	Li	Legislative Fellow	Senator Martin T. Heinrich
Carter	Hirschhorn	Counsel	Senate Homeland Security and Governmental Affairs Committ

Submitted 4/23/25



**Bicameral Staffdel to New York City
Wednesday, May 28 – Friday, May 30, 2025
"AI & SOFTWARE ENABLING JOB & ECONOMIC GROWTH"**

SCHEDULE

DAY 1 – WEDNESDAY, MAY 28

7:05 AM Train 172 departs from Washington, DC Union Station
Bring a Government Issued ID

10:45 AM Train arrives in Moynihan Train Hall at Penn Station, New York, NY

11:00 – 11:30 AM Walk from Penn Station to **SAP** .4 miles, 10-minute walk

11:30 AM – 12:00 PM Arrivals, Security check in and luggage storage.

12:00 – 2:00 PM Company Visit: SAP (lunch provided)
Grand Central Room, 52nd Fl. 10 Hudson Yards, New York City

Overview:

Jared will give a 30-minute talk about SAP's approach to AI. This will be followed by a 30-minute tour of the Experience Center focusing on Joule and SAP's business AI applications. The group will then have a question-and-answer session.

Featured Speaker(s):

- **Jared Coyle**, AI Technologist
- **Tim DeVries**, Innovation Advisor

2:00 – 2:30PM Shuttle Bus to **AC Hotel** 1.0 miles, 15-minute drive

2:30 – 3:00 PM Arrive to **AC Hotel** and Check-in 260 W. 40th Street, New York, N.Y. 10018

3:00 – 3:30 PM Walk to **Salesforce** 1 mile, 20-minute walk

3:30 - 5:00 PM **Company Visit: Salesforce at Bryant Park**
1095 Avenue of the Americas, New York

Overview:

Itai and Enki will share how Salesforce is incorporating AI into their products to empower their customers, safely and responsibly, and how we are investing in ethical AI. After the discussion, the delegation will tour the Salesforce offices.

Submitted 4/23/25

Featured Speaker(s):

- **Itai Asseo**, Head of Incubation and Brand Strategy, Salesforce AI Research
- **Enki Toto**, Director, Salesforce Ventures Impact Fund

5:00-5:30 PM

Shuttle Bus to Dinner

5:30 PM

Reception & Dinner Program TBD

8:00 PM

Return to **AC Hotel**.**DAY 2 - THURSDAY, MAY 29**

8:15 AM

Shuttle Bus to **Microsoft** *1.5 miles, 20-minute drive*

8:45 AM

Company Visit: Microsoft at One Dag Plaza*885 2nd Avenue, New York, NY*

Continental Breakfast provided.

Overview:

Program will be featuring a panel of experts discussing the changing needs of an AI-enabled economy including bolstering the talent pipeline and reskilling the existing workforce.

Microsoft's Public Policy team and Responsible AI team will present on the seismic developments in Responsible Artificial Intelligence. The company's commitment to Responsible AI is founded on six core principles: fairness, inclusiveness, safety and reliability, transparency, accountability, and security. Speakers will also touch on emerging product integration.

Featured Speaker(s):

- **Ryan Harkins**, Senior Director, State Affairs & Public Policy, Microsoft
- **Megan O'Neill**, Senior Program Manager, UN & International Relations, Microsoft
- **Howie Wachtel**, Senior Director and Head of UN & International Policy, Microsoft

10:30 AM

Shuttle bus to Autodesk *8 miles, 30-minute drive*

11:30 AM

Company Visit: Newlab, Autodesk*Floor 1, Brooklyn Navy Yard, 19 Morris Ave, Brooklyn*

Lunch provided

Submitted 4/23/25

**Overview:**

Congressional staff will receive a tour of Newlab, an incubator that supports the acceleration, scalability and adoption of technologies required to address critical challenges in energy, mobility, and materials. They will also meet with Autodesk, a design and make software company, that is conducting research at Newlab. The meeting will highlight how software technology, machine learning, and artificial intelligence are transforming the architecture, engineering, and construction industry to reduce costs, speed construction, and improve sustainability outcomes.

Featured Speaker(s):

- **John Locke**, Senior Principal Research Scientist, Americas
- **Ray Wang**, Principal Research Scientist, Autodesk

1:20 PMShuttle bus to IBM *4.0 miles, 25-minute drive***2:00 PM****Company Visit: IBM Innovation Studio 1 Madison Avenue, New York, NY****Overview:**

IBM business leaders and legal experts will share perspectives on enterprise use cases of AI, applications for conversational AI assistants, and other topics of interest raised by participants in interactive dialogue.

Featured Speaker(s):

- **Ash Minhas**, Engagement Leader
- **Christina Montgomery**, IBM Vice President and Chief Privacy & Trust Officer
- **Dr. Lisa Precht**, IBM WorldWide Watsonx Customer Care & Conversational AI Lead, IBM Client Engineering

3:30 PMShuttle bus to The Nederlander Theater *1.5 miles, 15-minute drive***4:00 PM****Visit to: The Nederlander Theater 208 W 41st St, New York, NY****Overview:****Featured Speaker(s):**

- **Liza Luxenberg**, Aurora Productions & Redwood, the musical

5:15 PMShuttle bus to The Smith *1.0 miles, 15-minute drive***5:30-8:00 PM****Reception & Dinner Program: "AI in Broadway & Entertainment"**
The Smith, Private Dining Room, 1150 Broadway, (27th & Broadway) NYC

Submitted 4/23/25

**Overview:**

This working dinner discussion will explore the intersection of AI and the entertainment industry.

8:00 PM Return to **AC Hotel**

DAY 3- FRIDAY, MAY 31

8:30 AM Group assembles in the lobby of the **AC Hotel**

8:45 AM Walk to Adobe *0.5 miles, 15 minute walk*

9:00 AM Company Visit: Adobe *Adobe, 1540 Broadway, New York City*
Continental Breakfast provided.

Overview:

Adobe will be demoing our text-to-image tool, Adobe Firefly, and the Content Authenticity Initiative (CAI) while discussing how these tools are intertwined with our approach to responsible AI Innovation.

Featured Speaker(s):

- **Nick Gatz**, Senior Manager of Government Relations
- **Chris Parkerson**, Sr. Manager of Adobe's Security Enablement team

10:30 AM Walk to AC Hotel, Claim luggage. *0.5 miles, 15-minute walk*

11:00 AM Walk to New York Penn Station. *0.5 miles, 15-minute walk*

12:40 PM **Train #171** departs from **New York Penn Station**

4:29 PM Train arrives in Washington, DC **Union Station**

Trip Name: Software.org: the BSA Foundation Senate Staff Trip to New York City**Organization Information****Organization Name:**

Software.org: the BSA Foundation

Is your organization classified as a §501(c)(3)?☒ Yes ☐ No**If Yes, §501(c)(3) Organization Type:**☐ Private Foundation ☒ Public Charity**Address:**

200 Massachusetts Avenue NW Suite 310

City, State, Zip:

Washington, D.C. 20001

Phone Number:

202 549 7565

Organization URL:

software.org/about/

History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

Software.org, the BSA Foundation is an independent and nonpartisan international 501(c)(3) organization that helps policymakers and the broader public better understand the impact that software has on our lives, our economy, and our society. As part of this mission since 2017, Software.org has hosted educational programming for delegations of congressional staff seeking to learn about technology development and implementation in seats of innovation, commerce,

Educational Activities

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

As an independent and nonpartisan international 501(c)(3) organization, Software.org has conducted research, released educational materials, and hosted events to raise awareness and deepen understanding around emerging technologies and their impacts to society, the economy, and environment. Software.org also sponsors an annual Girls Who Code program to teach basic

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.

Purpose and Details

Provide a brief description of the trip.

The theme of the trip will be "AI & Software Enabling Job & Economic Growth." Participants will interact with AI experts, technologists, and business leaders on the forefront of emerging technologies from top software companies including Adobe, Autodesk, IBM, Microsoft, Salesforce, and SAP. Special program elements will take participants behind the scenes of AI's role in financial services and offer opportunities to discuss implications of AI to national security and workforce development.

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

Our organization works to help policymakers and the broader public better understand the impact that software has on our lives, our economy, and our society. As such, congressional trips such as these raise awareness and deepen understanding around emerging software technologies and their impacts to society, the economy, and the environment.

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.
- 2.
- 3.

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.

Travel Details (Submit additional pages as needed)

Trip Start Date/Time:
May 28, 2025, 7:15 AM



Trip End Date/Time:
May 30, 2025, 4:00 PM

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

☐ Yes ☒ No

Transportation (Member/Officer/Employee: \$ 323.0 Accompanying Family Member: \$)

Transportation Type	Class	Amount
Amtrak Train	Coach	\$133.00
Ground	Van	\$190.00
Details (optional)		

Lodging (Member/Officer/Employee: \$ 739.1 Accompanying Family Member: \$)

Check-In	Check-Out	Facility	City	State	Country
5/28/25	5/30/2025	AC Hotel	New York	NY	USA
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	\$369.55	Yes	Safe and centrally located hotel.		
Check-In	Check-Out	Facility	City	State	Country
Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.		
Check-In	Check-Out	Facility	City	State	Country
Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.		

Meals (Member/Officer/Employee: \$ 178.0 Accompanying Family Member: \$)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem (Y/N)
5/28	\$0	\$20	\$39		\$59	New York	NY	USA	N
5/29/25	\$18	\$22	\$39		\$79	New York	NY	USA	N
5/30/25	\$18	\$22	\$0		\$40	New York	NY	USA	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: \$ 0 Accompanying Family Member: \$)

Expense Type	Amount	Notes

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.

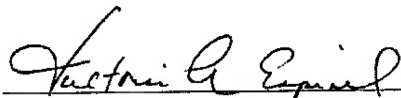
Trip Name: Software.org: the BSA Foundation Senate Staff Trip to
May 28-30, 2025
Travel Date(s): New York, NY
Travel Destination(s): Software.org: The BSA Foundation
Sponsor:

Victoria Espinel

(printed name of sponsor representative)

President

(title)



(signature of sponsor representative)

April 22, 2025

(date)