

## RE-2 Employee Post Travel Disclosure of Travel Expenses

Date/Time Stamp

**Post Travel Filing Instructions:** Complete this form within **30 days** of returning from travel. Submit all forms to the Office of Public Records in 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):  
International Fund for Animal Welfare (IFAW)

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) |
|-------------------------|------------------|----------------|---------------------------------------|
| \$748.11                | \$218.00         | \$119.18       | \$162.50                              |

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.

6/23/25

Date

Nicole Duque

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.

6/23/25

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                                                                                                                                                                                                                                                                                                                                                   |
|----------------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Transportation | \$748.11       | Flight costs were slightly higher than expected due to a delay in purchase after submitting our initial budget and a decrease in available seats on the chosen flight. Exact cost based on when the flight was confirmed by the staffer and booked. All flights were refundable, and main class. Ground transportation costs remained the same as pre-travel. |
| Misc. Expenses | \$33.33        | The room rental fee for breakfast at Hyannis Harbor Hotel was discounted (originally estimated at \$37.50/person).                                                                                                                                                                                                                                            |
| Meals          | \$119.18       | The actual cost of meals was less than budgeted for. See below for price breakdown: \$33.36 for dinner on 5/28 \$12.27 for breakfast on 5/29 \$23.73 for lunch on 5/29 \$37.55 for dinner on 5/29 \$12.27 for breakfast on 5/30                                                                                                                               |
| Lodging        | \$218.00       | The room rate pre-tax for the Hyannis Harbor Hotel was \$109/night (originally estimated at \$131/night).                                                                                                                                                                                                                                                     |

Were there any changes to the pre-approved itinerary?

☒ Yes ☐ No

Explanation: Hyannis Whale Watch cancelled the evening of May 28th - we rebooked on a different vendor, Dolphin Fleet Whale Watch, for a 12:00 PM tour and moved the other activities to fit the updated schedule. The materials covered and activities did not change. An updated itinerary can be provided.

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

☐ Yes ☒ No

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



## ifaw

### ► You are invited to a marine conservation trip on Cape Cod

We welcome you to join us to learn about IFAW's innovative marine conservation programs and our rescue and response work as the Cape's marine stranding agency. On Cape, we will:

- Tour IFAW's Marine Mammal Rescue facilities, including the Rescue Operations Center, Mobile Dolphin Rescue Clinic, and the Dolphin Rescue Center, a first-of-its kind rehabilitation facility for stranded dolphins.
- Learn more about our efforts to reduce vessel strikes through industry collaborations to develop AIS shore stations
- See the Stellwagen Bank National Marine Sanctuary first-hand on a whale watch with subject matter experts
- And more!

Travel, lodging, meals, and incidentals will be covered by IFAW. This trip is compliant with House and Senate Ethics Committees regulations for privately sponsored travel.

## Date

**May 28<sup>th</sup> - May 30<sup>th</sup>, 2025**

All educational activities will take place on one calendar day on May 29<sup>th</sup>, 2025.

## Location

### Cape Cod, Massachusetts

Attendees will stay in Hyannis, MA, and participate in activities across the Cape.

## RSVP

Click [here](#) or scan the QR code to RSVP by April 16.



# 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:  
Nicole Duque

Employing Office/Committee:  
BOOKER, CORY

Private Sponsor(s):  
International Fund for Animal Welfare (IFAW)

Destination(s):  
Hyannis, Massachusetts

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.

I work on conservation and environmental policy issues in our office, and therefore this trip to visit Marine Mammal Rescue facilities is very pertinent to my work, particularly given that my boss represents the state of New Jersey and is a leader on North Atlantic right whale conservation issues. This trip will cover topics in my portfolio and help me gain a deeper understanding of the on the function and importance of marine stranding agencies.

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.*

4/28/2025

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)

I Senator Booker  
(Print Senator's/Officer's Name)  
hereby authorize Nicole Duque

(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)

4/28/2025

Date



Signature of Supervising Senator/Officer



# International Fund for Animal Welfare (IFAW): IFAW Cape Cod Trip

 Nicole Duque

Title:  
Legislative Correspondent

Employing Office/Committee:  
BOOKER, CORY

Duty Station:  
WASHINGTON, DC

Destination(s):  
Hyannis, Massachusetts

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

I work on conservation and environmental policy issues in our office, and therefore this trip to visit Marine Mammal Rescue facilities is very pertinent to my work, particularly given that my boss represents the state of New Jersey and is a leader on North Atlantic right whale conservation issues. This trip will cover topics in my portfolio and help me gain a deeper understanding of the on the function and importance of marine stranding agencies.

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

Name and Relationship to Traveler:  
None

## Organization Information

**Organization Name**  
International Fund for Animal Welfare (IFAW)

**Is your organization classified as a §501(c)(3)?**  
☒ Yes ☐ No

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

**Address**  
290 Summer St

**Address 2 (Optional)**  
None

**City, State Zip**  
Yarmouth Port, Massachusetts 02675 United States

**Phone Number**  
4436940295

**Organization URL**

## History of Congressional Travel

IFAW has no history of sponsoring congressional travel.

## Educational Activities

IFAW regularly engages with Congress to educate Members and staff on the importance of conserving endangered and threatened species, effectively implementing bedrock environmental laws, combatting wildlife and nature crimes, and protecting the natural resources on which wildlife and humans depend. With 16 offices globally and work in more than 40 countries around the world, IFAW takes a holistic approach to innovating solutions for tough conservation challenges like conflicts between humans and wildlife, and illegal wildlife trafficking. Recognizing the unbreakable link between animals and human wellbeing, we support and empower communities to coexist with and value native wildlife and help those communities develop tools to protect their wild heritage.

## Lobbyist and Foreign Agent Registration Information

Lobbyist Registration Status: *I certify that the sponsor is not a federally registered lobbyist but retain or employ one or more federally registered lobbyists.*

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.

IFAW is sponsoring a trip to Cape Cod, MA to visit our Marine Mammal Rescue facilities and learn about our on-the-ground endeavors to help animals and people thrive together. We will prioritize our North Atlantic right whale campaign activities, including efforts to reduce entanglement and vessel strikes, and our life-saving stranding response and research activities.

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

We are hosting the trip to educate attendees on the function and importance of marine stranding agencies, through practical demonstration in our capacity the stranding response agency for Cape Cod. We will also be provided education on our marine conservation activities, which fall under our priority Marine Conservation programs that aim to protect marine biodiversity and support marine communities.

## 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

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

- ☒ 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

The second night is required due to the schedule timeline, taking a full day from roughly 8:00 am to 9:00 pm on May 29th. It would not be feasible to transport attendees back to Providence to fly out to Washington, DC in the late evening and there are no flights available.

Certification of No Recreational Activity and No Alcohol

- ☒ Travel expenses paid for will not include expenditures for recreational activities.
- ☒ Travel expenses paid for will not include expenditures for alcohol, except as permitted by the Regulations Governing Privately Sponsored Travel.

Invitees

Members and staff from the House of Representatives will receive invitations.

The list of invitees is below.

Travel Details

Trip Start Date/Time:  
05/28/2025 @ 03:29 PM



Trip End Date/Time:  
05/30/2025 @ 01:49 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: \$723.15 | Accompanying Family Member: \$0.00)

| Transportation Type                                                                                                                                                                    | Class | Amount   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|----------|
| Airfare                                                                                                                                                                                | Coach | \$484.00 |
| <b>Note</b><br>Roundtrip refundable airfare from DCA to PVD, with allowance for one checked bag (\$35.00). Suggested flights: AA4424 outbound on May 28, and AA5468 inbound on May 30. |       |          |
| Ground Transportation                                                                                                                                                                  | N/A   | \$84.86  |
| <b>Note</b><br>Rental for roundtrip bus transportation from PVD to Hyannis Harbor Hotel on Cape Cod (MA).                                                                              |       |          |
| Ground Transportation                                                                                                                                                                  | N/A   | \$154.29 |

| Transportation Type                                                                                                                                                   | Class | Amount |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|--------|
| <b>Note</b><br>Rental for charter bus on Cape Cod, MA to transport attendees to multiple activities otherwise inaccessible by public transport during the time frame. |       |        |

**Lodging** (Per Member/Officer/Employee: \$262.00 )

| Check-In   | Check-Out  | Facility             | City    | State         | Country       | Nights | Cost/Night | Cost Exceed Per Diem |
|------------|------------|----------------------|---------|---------------|---------------|--------|------------|----------------------|
| 05/28/2025 | 05/30/2025 | Hyannis Harbor Hotel | Hyannis | Massachusetts | United States | 2      | \$131.00   | No                   |

**Meals** (Per Member/Officer/Employee: \$163.00 )

| Date       | Breakfast | Lunch   | Dinner  | Incidentals | Total          | City    | State         | Country       | Cost Exceeds Per Diem |
|------------|-----------|---------|---------|-------------|----------------|---------|---------------|---------------|-----------------------|
| 05/28/2025 | \$0.00    | \$0.00  | \$38.00 | \$5.00      | <b>\$43.00</b> | Hyannis | Massachusetts | United States | No                    |
| 05/29/2025 | \$23.00   | \$26.00 | \$38.00 | \$5.00      | <b>\$92.00</b> | Hyannis | Massachusetts | United States | No                    |
| 05/30/2025 | \$23.00   | \$0.00  | \$0.00  | \$5.00      | <b>\$28.00</b> | Hyannis | Massachusetts | United States | No                    |

**Reasonable Miscellaneous Expenses** (Per Member/Officer/Employee: \$162.50 )

| Expense Type             | Amount  | Notes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|--------------------------|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Other (Whale watch tour) | \$75.00 | Justification: This public tour will allow attendees to visit the offshore waters of Stellwagen National Marine Sanctuary and Cape Cod Bay to see firsthand the density of marine life that inhabit our coastal waterways. Hyannis Whale Watch will have professional naturalists onboard providing educational information on the ecosystem and whales present, and IFAW experts will be onboard to discuss our work in the Cape and our efforts to address the threat of vessel strikes in these and other waterways. |
| Other (Travel insurance) | \$50.00 | Basic travel insurance will be provided to cover emergency medical costs and travel emergencies.                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Other (Room Rental)      | \$37.50 | Room rental fee for Hyannis Harbor Hotel to utilize for breakfast on 5/29 and 5/30. Estimate cost based on 20 people using room (\$750 total/20 people = \$37.50).                                                                                                                                                                                                                                                                                                                                                      |

**Additional Attachments** All additional attachments are below.

| Document Name |
|---------------|
| Budget        |

## 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: IFAW Cape Cod Trip  
Travel Date(s): May 28-30  
Travel Destination(s): Cape Cod, MA  
Sponsor: International Fund for Animal Welfare (IFAW)

Danielle Kessler

*(printed name of sponsor representative)*

US Director

*(title)*

*Danielle Kessler*

*(signature of sponsor representative)*

4/3/25

*(date)*



| House    |            |             |    |                           |                                                                                                                                       |
|----------|------------|-------------|----|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| First    | Last       | Office      | St | Role                      | Invite Purpose                                                                                                                        |
| Bill     | Keating    | Keating     | MA | MA Congressman            | Represents IFAW's district on Cape Cod                                                                                                |
| Andrew   | Nelson     | Keating     | MA | Policy Advisor            | See above                                                                                                                             |
| Seth     | Moulton    | Moulton     | MA | MA Congressman            | MA delegation, and works with IFAW on North Atlantic right whale (NARW) issues                                                        |
| Tyler    | Allard     | Moulton     | MA | Sr. Legislative Assistant | See above                                                                                                                             |
| Lisa     | Pahel      | Pingree     | ME | Legislative Assistant     | ME delegation; Approps member; interest in whale/lobstermen issues                                                                    |
| Eric     | Kanter     | Golden      | ME | Legislative Director      | ME delegation; Natural Resources member; interest in whale/lobstermen issues                                                          |
| Dominick | Porcella   | Garbarino   | NY | Legislative Assistant     | Coastal NY district, interest in marine mammal rescue; works with IFAW on whale issues                                                |
| Miranda  | Peterson   | Pallone     | NJ | Legislative Assistant     | Coastal NJ district, interest in whale monitoring technology; works on IFAW on whale issues                                           |
| Clare    | Dentner    | Fitzpatrick | PA | Legislative Assistant     | Member of Cong. Animal Protection Caucus; interested in wildlife issues; works with IFAW on priority issues, including marine mammals |
| Ashley   | Roberts    | Joyce       | OH | Legislative Assistant     | Approps member, Member of the Cong. Animal Protection Caucus                                                                          |
| Jaelyn   | Evans      | Quigley     | IL | Legislative Aide          | Approps member, Co-Chair of the Cong. Animal Protection Caucus; works with IFAW on priority issues, including marine mammals          |
| Amber    | Nejjari    | Rutherford  | FL | Legislative Assistant     | Approps member, coastal district                                                                                                      |
| William  | Layton     | Lawler      | NY | Legislative Assistant     | Coastal state on NARW migratory path                                                                                                  |
| Liam     | McDonough  | Smith       | NJ | Legislative Assistant     | Coastal state on NARW migratory path                                                                                                  |
| Alex     | Schroder   | Malliotakis | NY | Legislative Assistant     | Coastal state on NARW migratory path                                                                                                  |
| TJ       | Loudermilk | Kaptur      | OH | Sr. Policy Advisor        | Approps Committee member                                                                                                              |
| Hannah   | Cooper     | Elfreh      | MD | Legislative Director      | Coastal state on NARW migratory path; HNR WWF Committee Member                                                                        |

| Jess          | Merritt   | Latimer                                                                         | NY  | Legislative Director                         | Coastal state on NARW migratory path                                                  |
|---------------|-----------|---------------------------------------------------------------------------------|-----|----------------------------------------------|---------------------------------------------------------------------------------------|
| Olivia        | Wilhilte  | Hoyle                                                                           | OR  | Legislative Assistant                        | Ranking Member of WWF Subcommittee on HNR                                             |
| Lucy          | Hirsch    | Magaziner                                                                       | RI  | Staff Assistant                              | Coastal state on NARW migratory path; HNR WWF Committee Member                        |
| Gillian       | Mead      | Dexter                                                                          | OR  | Legislative Assistant                        | HNR Committee member                                                                  |
| Caitlin       | Johnson   | Kiggans                                                                         | VA  | Legislative Assistant                        | Coastal state on NARW migratory path; HNR WWF Committee Member                        |
| Chase         | Babair    | Buchanan                                                                        | FL  | Legislative Assistant                        | Co-chair of CAPC                                                                      |
| Rachel        | Gentile   | House Natural Resources Subcommittee on Water, Wildlife, and Fisheries Minority | n/a | Staff Director                               | Senior staffer on subcommittee of jurisdiction in the House                           |
| Annick        | Miller    | House Natural Resources Subcommittee on Water, Wildlife, and Fisheries Majority | n/a | Senior Professional Staff Member             | Senior staffer on subcommittee of jurisdiction in the House                           |
| <b>Senate</b> |           |                                                                                 |     |                                              |                                                                                       |
| First         | Last      | Office                                                                          | St  | Role                                         | Invite Purpose                                                                        |
| Ed            | Markey    | Markey                                                                          | MA  | MA Senator                                   | MA delegation; interest in ocean/fishery issues; coastal state on NARW migratory path |
| Carina        | Fish      | Markey                                                                          | MA  | Legislative Assistant                        | See above                                                                             |
| Matthew       | Sheffield | Markey                                                                          | MA  | Sea Grant Fellow                             | See above                                                                             |
| Elizabeth     | Warren    | Warren                                                                          | MA  | MA Senator; Democratic Conference Vice Chair | MA delegation; interest in ocean/fishery issues; coastal state on NARW migratory path |
| Hanganh       | Vo        | Warren                                                                          | MA  | Legislative Assistant                        | See above                                                                             |

|           |           |                                     |     |                                |                                                                                             |
|-----------|-----------|-------------------------------------|-----|--------------------------------|---------------------------------------------------------------------------------------------|
| Prerna    | Bhat      | Booker                              | NJ  | Legislative Assistant          | Champion on marine mammal/NARW issues; coastal state on NARW migratory path                 |
| Nicole    | Duque     | Booker                              | NJ  | Legislative Correspondant      | See above                                                                                   |
| Ashley    | Law       | Blumenthal                          | CT  | Legislative Assistant          | Champion on marine mammal/NARW issues; coastal state on NARW migratory path                 |
| Matthew   | Robinson  | Murkowski                           | AK  | Legislative Assistant          | Approps Member; Interest in ocean issues; interest in marine mammal rescue/stranding issues |
| Olin      | Hartkopf  | King                                | ME  | Legislative Assistant          | ME delegation; interest in whale/lobstermen issues                                          |
| Meg       | Parker    | King                                | ME  | Legislative Assistant          | ME delegation; interest in whale/lobstermen issues                                          |
| Mariah    | Pfleger   | Senate Environment and Public Works | n/a | Minority Senior Policy Advisor | Senior staffer on Committee of jurisdiction in the Senate                                   |
| Baxter    | Carr      | Senate Environment and Public Works | n/a | Professional Staff Member      | Senior staffer on Committee of jurisdiction in the Senate                                   |
| Elizabeth | Mabry     | Alsobrooks                          | MD  | Legislative Director           | Coastal state on NARW migratory path; Senate EPW FWW Committee member                       |
| Nikky     | Teutschel | Senate Commerce                     |     | Senior Policy Advisor          | Senior staffer on subcommittee of jurisdiction in the Senate                                |
| Hayden    | Rudd      | Senate Commerce                     |     | Sea Grant Fellow               | See above                                                                                   |
| Katherine | Huiskes   | Collins                             | ME  | Legislative Aide               | ME delegation, Coastal state, interest in whale and lobstermen issues.                      |

## Appendix C: Full Itinerary

|                                  | Time                | Activity                                                                                                                                                                                                             | Location       | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|----------------------------------|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>May 28<br/>(Travel Day)</b>   | 3:29 PM - 5:01 PM   | Depart DCA-PVD flight (suggested flight: AA4424)                                                                                                                                                                     | Washington, DC | Flight to transport DC-based staffers to PVD during the first travel day.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|                                  | 5:30 PM- 7:00 PM    | Charter van pickup at PVD and transport to Hyannis Harbor Hotel                                                                                                                                                      | Providence, RI | Bus travel from PVD to Hyannis, Cape Cod where staffer will be lodging.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                  | 7:30 PM - 9:00 PM   | Dinner in Hyannis                                                                                                                                                                                                    | Hyannis, MA    | Dinner at Black Cat Tavern located next to the Hyannis Harbor Hotel.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>May 29<br/>(Activity Day)</b> | 7:45 AM - 8:45 AM   | Catered breakfast at Hyannis Harbor Hotel w/ IFAW staff short briefing                                                                                                                                               | Hyannis, MA    | Staffers will be provided breakfast and given a briefing on the day's activities and priorities for our stranding and marine conservation work.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                                  | 8:45 AM - 9:00 AM   | Drive from Hyannis Harbor Hotel to IFAW's Rescue Operation Center (ROC)                                                                                                                                              | Hyannis, MA    | Bus travel to first event.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                  | 9:00 AM - 10:25 AM  | Tour of Rescue Operations Center (ROC) with IFAW MMR staff                                                                                                                                                           | Yarmouth, MA   | Tour of ROC, IFAW's base for stranding response activities. This will include a tour of equipment facilities, the Mobile Dolphin Rescue Clinic (MOBY), and discussion with IFAW veterinarians and IFAW MMR response staff on their efforts responding to stranded mammals.                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                  | 10:25 AM - 10:35 AM | Drive from ROC to Hyannis Whale Watch Tour                                                                                                                                                                           | Yarmouth, MA   | Bus travel to next event.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|                                  | 10:35 AM - 11:00 AM | Board Hyannis Whale Watch tour (please note this is weather dependent and subject to change)                                                                                                                         | Barnstable, MA | Boarding time allotted by whale watch company.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                  |                     | Hyannis Whale Watch tour (please note this is weather dependent and subject to change). Lunch will be provided during the tour (provided by a local lobster wholesaler, including options for dietary restrictions). |                | This tour will bring staffers to Stellwagen National Marine Sanctuary and Cape Cod Bay to see firsthand the density of marine life that inhabit our coastal waterways. Hyannis Whale Watch will have professional naturalists onboard providing educational information on the ecosystem and whales present, and IFAW campaign staff and MMR staff will be onboard to discuss our work in the Cape and our efforts to address the threat of vessel strikes in these and other waterways. The goals of the whale watching tour could not be adequately achieved on land - being on the water is crucial to demonstrate the on-the-water capabilities of our citizen science app Whale Alert and the AIS alert network we |
|                                  | 11:00 AM - 3:00 PM  |                                                                                                                                                                                                                      | Barnstable, MA |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

|                                |                     |                                                                                                               |                   |                                                                                                                                                                                                                                                   |
|--------------------------------|---------------------|---------------------------------------------------------------------------------------------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                |                     |                                                                                                               |                   | are developing with industry. Both of these tools target mariners on the water. The whale watching tour boat is the most economically feasible method to get staffers on the water safely, given the high cost of any type of individual charter. |
|                                | 3:00 PM - 3:30 PM   | Drive from Hyannis Whale Watch tour to Dolphin Rescue Center (DRC)                                            | Orleans, MA       |                                                                                                                                                                                                                                                   |
|                                | 3:30 PM - 4:45 PM   | Tour of Dolphin Rescue Center (DRC) with IFAW MMR staff                                                       | Orleans, MA       | Tour of DRC, a first-of-its-kind rehabilitation facility where IFAW seeks to improve post-release survival for small cetaceans by providing short-term intensive care.                                                                            |
|                                | 4:45 PM - 5:20 PM   | Drive from DRC to Hyannis Harbor Hotel                                                                        | Barnstable, MA    | Bus travel to hotel.                                                                                                                                                                                                                              |
|                                | 5:20 PM - 6:00 PM   | Break at Hyannis Harbor Hotel                                                                                 | Hyannis, MA       | Personal time allotted for staffers to return to their hotel rooms.                                                                                                                                                                               |
|                                | 6:00 PM - 6:15 PM   | Drive from Hyannis Harbor Hotel to IOC                                                                        | Hyannis, MA       | Bus travel to next event.                                                                                                                                                                                                                         |
|                                | 6:15 PM - 8:15 PM   | Reception and catered dinner at IOC with IFAW staff and key partners - on-demand presentations with fishermen | Yarmouth Port, MA | Catered reception at IOC for staffers to meet IFAW's on-the-ground partners working in MA, including fishermen, gear manufacturers, and industry partners (MotionInfo).                                                                           |
|                                | 8:15 PM - 8:25 PM   | Drive from IOC to Hyannis Harbor Hotel                                                                        | Yarmouth Port, MA | Bus travel to hotel.                                                                                                                                                                                                                              |
|                                | 8:25 PM             | Arrive at Hyannis Harbor Hotel for evening                                                                    | Hyannis, MA       | Activities end for the day.                                                                                                                                                                                                                       |
| <b>May 30<br/>(Travel Day)</b> | 8:15 AM - 9:00 AM   | Breakfast at Hyannis Harbor Hotel                                                                             | Yarmouth Port, MA | Staffers will be provided breakfast at the hotel.                                                                                                                                                                                                 |
|                                | 9:00 AM - 10:30 AM  | Charter van pickup at Hyannis Harbor Hotel and transport to PVD                                               | Yarmouth Port, MA | Bus transport to PVD for return flights to DCA on second travel day.                                                                                                                                                                              |
|                                | 10:30 AM - 12:15 PM | At PVD                                                                                                        | Providence, RI    | Time allotted for arrival, check-in, security, and boarding at PVD.                                                                                                                                                                               |
|                                | 12:15 PM - 1:49 PM  | Depart from PVD to DCA (suggested flight: AA5468)                                                             | Providence, RI    | Flight from PVD-DCA to return staffers to D.C.                                                                                                                                                                                                    |

## Appendix B: Congressional Staff Costs

| Category                             | Item                  | Description                                                                                                                                                        | Cost per day                               | Total cost per person | Justification                                                                                                                                                                                                                                                                                                                         | Exact or Estimate Cost                                                                       |
|--------------------------------------|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| Meals and incidental expenses (M&IE) | Meals                 | Dinner on 5/28; Breakfast, lunch, and dinner on 5/29; Breakfast on 5/30                                                                                            | \$92 (full day) \$69 (first and last days) | \$230                 | We will be providing a full day's meals on the 29th at the GSA FY25 per diem meals rate, and two partial day's meals on the 28th and 30th at the 'first and last days' meal rate.                                                                                                                                                     | <a href="#">Estimate cost. Source: GSA FY 2025 per diem rates for Hyannis, Massachusetts</a> |
| Lodging                              | Hotel stay            | 2 nights stay at Hyannis Harbor Hotel on 5/28 and 5/29 (pre-tax and amenity fees)                                                                                  | \$109                                      | \$218                 | Hyannis Harbor Hotel is located in a central location to our facilities across the upper, mid, and lower Cape, providing room rates within GSAs FY25 per diem estimates. The second night is included due to the lengthy schedule on the 29th, which will be ending in the evening and would not allow time to transport back to BOS. | <a href="#">Exact cost. Source: Hyannis Harbor Hotel Direct Booking</a>                      |
| Transportation                       | Airfare               | Roundtrip refundable main class airfare from Washington D.C (DCA) to Providence, RI (PVD) Suggested flights: AA4424 outbound on May 28 // AA5468 inbound on May 30 | n/a                                        | \$449                 | We will provide for a roundtrip coach class flight from DCA (Washington, DC) to PVD (Providence, RI) for all attendees travelling from D.C. IFAW is the stranding agency for Cape Cod and southern MA, and being onsite will allow attendees to visit our marine rescue and response facilities.                                      | <a href="#">Estimate cost, subject to change based on flight. Source: American Airlines</a>  |
|                                      |                       | Roundtrip airline fee for one checked bag                                                                                                                          | n/a                                        | \$35                  | We will provide allowance for one checked bag for a roundtrip flight if attendees require.                                                                                                                                                                                                                                            | <a href="#">Exact cost. Source: American Airlines checked bag policy.</a>                    |
|                                      | Ground transportation | 14-passenger roundtrip van charter cost for transportation from airport to Cape.                                                                                   | n/a                                        | \$84.86               | This van will provide cost and time-effective roundtrip transportation for attendees and their baggage from the airport to and from Hyannis Harbor Hotel.                                                                                                                                                                             | <a href="#">Estimate cost. Kon Limousine Service</a>                                         |
|                                      |                       | 14-passenger van charter cost for transportation on Cape on 3/29.                                                                                                  | n/a                                        | \$131.79              | This van will transport attendees to all locations while on Cape on the 29th, which would otherwise be difficult to access and time restrictive via public transportation.                                                                                                                                                            | <a href="#">Estimate cost. Source: Kon Limousine Service</a>                                 |



|       |                       |                                                    |     |         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                |
|-------|-----------------------|----------------------------------------------------|-----|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Other | Whale watching tour   | Whale watching tour from Hyannis                   | n/a | \$75.00 | This tour will allow attendees to visit the waters of Stellwagen National Marine Sanctuary and Cape Cody Bay to see firsthand the density of marine life that inhabit our coastal waterways. Hyannis Whale Watch will have professional naturalists onboard providing educational information on the ecosystem and whales present, and IFAW experts will be onboard to discuss our work in the Cape and our efforts to address the threat of vessel strikes in these and other waterways. | <a href="#">Exact cost.</a><br><a href="#">Source: Hyannis Whale Watcher Cruise</a>                                                                            |
|       | Breakfast room rental | Room rental from Hyannis Harbor Hotel w/ AV set-up | n/a | \$37.50 | Cost for use of room and AV set-up for breakfast and morning activities overview at Hyannis Harbor Hotel. Providing breakfast at the hotel is more time-effective for the day's schedule.                                                                                                                                                                                                                                                                                                 | Estimate cost, based on total number of people present (per person is currently estimated with assumption of 20 people present). Source: Hyannis Harbor Hotel. |
|       | Insurance             | Standard travel insurance                          | n/a | \$50.00 | Basic travel insurance will be provided to cover emergency medical costs and travel emergencies.                                                                                                                                                                                                                                                                                                                                                                                          | <a href="#">Estimate cost.</a><br><a href="#">Source: Travelex Insurance Services.</a>                                                                         |

**Total Estimated Cost (per person): \$1,307.91**