

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.**

RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS
2025 OCT 22 AM 11:39

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):
Former Members of Congress

Travel Dates:
08/06/2025 to 08/08/2025

Name of accompanying family member (if any):

Relationship to Traveler:

Expenses

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
\$194.16	\$310.90	\$301.32	\$140.00

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.

22 October 2025

Date

Adam Yost

Printed Name of Traveler

Adam Yost

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.

22 October 2025

Date

Miguel K. Llanos

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	\$194.16	Inclusion of local transportation. Additionally, Adam Yost elected to drive himself to and from, and was reimbursed on mileage at the standard rate of 67 cents per mile.
Meals	\$301.32	Updated food totals reflecting meal choices and actual cost of meals given hotel's catering and events rates and hotel's inability to meet per diem.
Lodging	\$310.90	Inclusion of local occupancy taxes and hotel fees
Misc. Expenses	\$199.36	Inclusion of all other taxes and fees, such as hotel taxes, catering fees, gratuities, meeting rooms, parking fees

Were there any changes to the pre-approved itinerary?

Yes No

Explanation: August 6: - Welcome Dinner: 6:30 - 8:30 PM August 7: - Addition of Brian Harding as panelist to "Securing the Indo-Pacific" - China and the Pacific Perspective Panel moved from Friday to 10:45 AM – 12:00 PM spot; addition of Gregory Poling as panelist and Colin Willett as moderator - Trade, Tariffs and FDI: The Economic Landscape of Trans-Pacific Engagement panel moved up to 12:30 PM – 1:45 PM slot; change of panelists to Dr. William Chou, Shihoko Goto, and Erin Murphy, CSIS; addition of the Hon. Larry Bucshon as moderator. August 8: - 9:00 AM – 10:30 AM Balancing Powers – ASEAN; Panel discussion exploring the ASEAN grouping's relevance as a broader security framework for the Indo-Pacific region; Featuring Erin Murphy, Greg Poling, and Colin Willett; Moderated by Brian Harding. - Movement of U.S.-Japan-ROK Trilateral panel from Wednesday to 10:45 - 11:45 AM slot; Addition of Melanie Berry as panelist and Shihoko Goto as moderator -12:15 PM Departure to D.C. - 3:25 PM Arrival to D.C.

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

Yes No

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

RE-1 Employee Pre-Travel Authorization

Date/Time Stamp

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

Name of Traveler:
Adam Yost

Employing Office/Committee:
HIRONO, MAZIE KEIKO

Private Sponsor(s):
Former Members of Congress

Destination(s):
Charlottesville, Virginia

Travel Dates:
08/06/2025 to 08/08/2025

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

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

This trip is directly in my portfolio as the lead staffer on foreign policy and defense for a senior member of the Senate Armed Services Committee. Focus will be on relationships in the Indo-Pacific, with a particular emphasis on regional security, Asian politics and challenges, including China and the DPRK, and our commitment to allies and partners like Japan, South Korea, and Taiwan. Thank you for your consideration of this request.

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.

16 July 2025

Date

Adam Yost
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)

Senator Mazie K. Hirono (D-HI)

(Print Senator's/Officer's Name)

hereby authorize Adam Yost

(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)

16 July 2025

Date

Mazie K. Hirono
Signature of Supervising Senator/Officer

Former Members of Congress: Senior Congressional Staff Retreat 2025 Charlottesville

Adam Yost

Title:

None

Employing Office/Committee:

HIRONO, MAZIE KEIKO

Duty Station:

WASHINGTON, DC

Destination(s):

Charlottesville, Virginia

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

This trip is directly in my portfolio as the lead staffer on foreign policy and defense for a senior member of the Senate Armed Services Committee. Focus will be on relationships in the Indo-Pacific, with a particular emphasis on regional security, Asian politics and challenges, including China and the DPRK, and our commitment to allies and partners like Japan, South Korea, and Taiwan. Thank you for your consideration of this request.

Name of accompanying family member (if any):

Not Entered

Name and Relationship to Traveler:

None

Organization Information

Organization Name

Former Members of Congress

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

Yes No

§501(c)(3) Organization Type

Public Charity

Address

1401 K Street NW

Address 2 (Optional)

Suite 901

City, State Zip

Washington, District Of Columbia 20005 United States

Phone Number

7039530381

Organization URL

History of Congressional Travel

For over 30 years, FMC's Congressional Study Groups have conducted high-level, discussion-driven study tours for Members of Congress and senior Congressional staff. This includes annual Japan study tours for both groups since 2014, as well as tours to Korea and Germany. Over 500 Members and staff have participated in travel conducted by FMC.

Educational Activities

FMC is a congressionally chartered organization that supports Congress by fostering opportunities for bipartisan, candid dialogue. Strictly non-advocacy, FMC has acted as a convener of voices from both sides of the aisle and across the political spectrum through roundtable conversations and panels in Washington and around the country for over 50 years. Our current programing provides these opportunities for current and former Members of Congress and their staff.

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.

FMC's Senior Congressional Staff Asia Retreat in Charlottesville, VA will center on relationships in the Indo-Pacific, providing focused panel discussions, combined with opportunities for interaction on a more personal level away from the buzz of Washington, DC. More than 60 senior Congressional staff and experts have participated in past colloquia, and panelists have represented diverse sectors, including think-tanks, Administration, business, the diplomatic community, and media. Topics that will be discussed include: • Asian domestic politics and challenges (Japan, Korean Peninsula, China, ASEAN) • Regional security (multilateral and bilateral defense cooperation, North Korea, Taiwan, QUAD) • Economic Issues (Trade, Energy security, supply chains, telecommunications & critical technologies) • Future of U.S. engagement in Asia

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

Recognizing the need for American legislators to better understand our alliance, our trade partnerships, and the other actors in the region, FMC's Congressional Study Group on Japan (CSGJ) was created in 1993. This trip directly supports this mission by providing a forum for Capitol Hill staff to learn about critical bilateral issues, including security and trade. In addition, this program is bipartisan, non-advocacy, and constructed such that all discussions will be candid, informative, and incorporating of diverse viewpoints. Lastly, this trip supports FMC's mission of strengthening Congress by creating the opportunity for staff from across the aisle and belonging to different committees to form new relationships on a personal level.

Is your organization the only sponsor for this trip?

Yes No

Grantmaking Organizations (Optional)

1. Sasakawa Peace Foundation USA

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

Certification of No Recreational Activity and No Alcohol

Travel expenses paid for will not include expenditures for recreational activities.

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

Invitees

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

The list of invitees is below.

Travel Details

Trip Start Date/Time:
08/06/2025 @ 02:30 PM

Trip End Date/Time:
08/08/2025 @ 03:00 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: \$170.00 | Accompanying Family Member: \$0.00)

Transportation Type	Class	Amount
Ground Transportation	Charter	\$170.00
Note Roundtrip charter bus for all retreat attendees		

Lodging (Per Member/Officer/Employee: \$272.00)

Check-In	Check-Out	Facility	City	State	Country	Nights	Cost/Night	Cost Exceed Per Diem
08/06/2025	08/08/2025	The Forum Hotel Charlottesville	Charlottesville	Virginia	United States	2	\$136.00	No

Meals (Per Member/Officer/Employee: \$167.00)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
08/06/2025	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	Charlottesville	Virginia	United States	No
08/07/2025	\$20.00	\$22.00	\$33.00	\$0.00	\$75.00	Charlottesville	Virginia	United States	No
08/08/2025	\$20.00	\$22.00	\$0.00	\$0.00	\$42.00	Charlottesville	Virginia	United States	No

Reasonable Miscellaneous Expenses (Per Member/Officer/Employee: \$140.00)

Expense Type	Amount	Notes
Conference Fees	\$140.00	Meeting rooms, AV, hotel fees

Additional Attachments**Document Name**

There are no additional attachments.

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: Senior Congressional Staff Retreat 2025 Charlottesville
Travel Date(s): August 6 - 8
Travel Destination(s): Charlottesville, VA
Sponsor: Former Members of Congress (FMC)

Sabine Schleidt
(printed name of sponsor representative)

Chief Operating Officer
(title)


(signature of sponsor representative)

07/02/2025
(date)

Grantmaking Organization Certification Form

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

Grantmaking Organization: Sasakawa Peace Foundation USA

Private Sponsor: Former Members of Congress

Trip Name: Senior Congressional Staff Retreat 2025 Charlottesville

Travel Date(s): August 6 - 8

Destination(s): Charlottesville, VA

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

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

Satohiro Akimoto
(Printed name of grantmaking organization representative)

President
(Title)


(Signature of grantmaking organization representative)

July 3, 2025
(Date)

From: [Nanako Kondo](#)
To: [Patrick Egenhofer](#); [Yost, Adam \(Hirono\)](#)
Cc: [Lorraine Harbison](#); [Ty Baker](#)
Subject: RE: Invite - Staff Retreat on Asia - 8/6-8/8 - Charlottesville, VA
Date: Thursday, June 26, 2025 3:49:11 PM
Attachments: [Invite COS Retreat 2025.pdf](#)
[2024 Chief of Staff Retreat Agenda As Traveled.pdf](#)

Dear Adam,

My name is Nanako Kondo, and I'm pleased to introduce myself as the Program Officer for the Congressional Study Group on Japan at FMC.

I wanted to follow up to ensure you received the invitation my colleague sent last week to FMC's fifth Chief of Staff Retreat on Asia. The retreat will take place in **Charlottesville, VA, from August 6th to 8th**, and we would be delighted to have you join us.

If you have any questions about the program or need additional information, please don't hesitate to reach out to me directly at nkondo@usafmc.org.

Sincerely,
Nanako Kondo

Nanako Kondo | Program Officer
FMC: Former Members of Congress | The Congressional Study Groups
1401 K Street, NW, Suite 901 | Washington, D.C. 20005
(O): 202-222-0974 | nkondo@usafmc.org | www.usafmc.org

From: Patrick Egenhofer <PEgenhofer@usafmc.org>
Sent: Monday, June 16, 2025 12:39 PM
To: adam_yost@hirono.senate.gov
Cc: Nanako Kondo <NKondo@usafmc.org>; Lorraine Harbison <LHarbison@usafmc.org>
Subject: Invite - Staff Retreat on Asia - 8/6-8/8 - Charlottesville, VA

Dear Adam,

On behalf of FMC and the Congressional Study Groups, it is my pleasure to invite you to participate in FMC's fifth Retreat on Asia for senior congressional staff, set to be held in **Charlottesville, VA from August 6th to 8th**.

This retreat will include a bipartisan group of House Chiefs of Staff and Senior Congressional Staff who seek to deepen their understanding of key transpacific issues. As in previous years, we will feature guest speakers/experts focusing on key issues such as trade, security, and foreign policy. Please see attached a formal invitation along with the agenda from our most recent colloquium program in 2024.

2025 Chief of Staff Retreat on Asia

Wednesday, August 6 – Friday, August 8, 2025 | Charlottesville, VA

Hosted at: The Kimpton Forum Hotel

All lodging and scheduled meal costs will be paid for by FMC, with the support of the Sasakawa Peace Foundation USA. A shuttle bus from Capitol Hill and back to the venue will be provided. **This program constitutes privately-sponsored travel and will be submitted to the Ethics Committee for approval.** This invitation is non-transferrable, and participation is available on a first-come, first-served basis for a bipartisan group of Congressional Staff. As the deadline for Ethics paperwork is quickly approaching, kindly let us know if you would like to participate no later than Monday, June 30th.

Thanks so much for your kind consideration and I hope we have the pleasure of engaging you for this program!

My very best,
Patrick

Patrick S. EGENHOFER | Associate Director, Programs

FMC: Former Members of Congress | The Congressional Study Groups

1401 K Street, NW, Suite 901 | Washington, D.C. 20005

202-222-0975 | PEgenhofer@usafmc.org



THE CONGRESSIONAL STUDY GROUP ON JAPAN

A PROGRAM OF FMC

1401 K STREET NW, SUITE 901 WASHINGTON, DC 20005
202.222.0972 | www.usafmc.org/csg

2025 Asia Retreat for Senior Congressional Staff

August 6 – 8 | Charlottesville, Virginia

Senate Invitees

1. Charles Cogar, Chief of Staff, Office of Sen. Tim Scott (R-SC)
2. Adam Yost, Chief of Staff, Office of Sen. Mazie Hirono (D-HI)



THE CONGRESSIONAL STUDY GROUP ON JAPAN

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202.222.0972 | www.usafmc.org/csg

2025 Asia Retreat for Senior Congressional Staff

Wednesday, August 6th - Friday, August 8th, 2024 | Charlottesville, Virginia

Last Update: 7/15/2025 11:41 AM | Meeting partners subject to change

Charlottesville Hotel:

Kimpton The Forum Hotel

540 Massie Rd, Charlottesville, VA 22903

Wednesday, August 6th

[TRAVEL DAY]

Afternoon Departure from Washington, D.C.

Afternoon/Evening Participants Arrive, Check in to Hotel

5:30 PM – 6:30 PM Welcome Reception

7:00 PM – 9:00 PM Welcome Dinner - Indo-Pacific Update

An overarching introduction to the key issues and players in the Indo-Pacific, providing insight into the importance of the region ahead of the deep-dive that will follow on subsequent days. Featuring remarks by **The Hon. Larry Bucshon** on behalf of FMC and **Shanti Shoji** on behalf of Sasakawa Peace Foundation USA.



THE CONGRESSIONAL STUDY GROUP ON JAPAN

A PROGRAM OF FMC

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Thursday, August 7th

Morning

Breakfast at Hotel

9:00 AM – 10:15 AM **Securing the Indo-Pacific**

Roundtable discussion examining the complex security situation in the Indo-Pacific, encompassing traditional military threats, energy-related and emerging cyber challenges. Featuring **James Schoff**, Sasakawa Peace Foundation USA, **Professor Philip Potter**, UVA, Hudson Institute, **Gregory Poling**, CSIS, and more.

10:45 AM – 12:00 PM **U.S.-Japan-ROK Trilateral**

Roundtable discussion on the U.S., Japan, and the Republic of Korea partnership, identifying unique opportunities for cooperation on security, economy, space and energy. Featuring **Shihoko Goto**, Mike and Maureen Mansfield Foundation, **Dr. William Chou**, Hudson Institute, **Dr. Darcie Draudt-Véjares**, Carnegie Endowment for International Peace, and more.

12:30 PM – 2:00 PM **Lunch Roundtable – Regional Issues: Indo-Pacific and Beyond**

Roundtable discussion over lunch on topics of concern for countries within and outside of the Indo-Pacific, such as: Arctic security, energy security, cybersecurity and AI, and ASEAN. Featuring **The Hon. Larry Bucschon**, FMC, **Jim Schoff**, Sasakawa Peace Foundation USA, **Gregory Poling**, CSIS.

2:30 PM – 3:30 PM **Trade, Tariffs and FDI: The Economic Landscape of Trans-Pacific Engagement**

Roundtable discussion examining the shifting economic architecture of the Indo-Pacific, including evolving trade dynamics and the strategic role of foreign direct investment in shaping regional partnerships and competition. Featuring **Dr. Darcie Draudt-Véjares**, Carnegie Endowment for International Peace, **Erin Murphy**, CSIS.

3:30 PM – 6:30 PM **Executive Time**

6:30 PM **Shuttle Departs for Dinner**

7:00 PM – 9:00 PM **Dinner Roundtable – Breakout Conversations**

FMC staff-guided dinner discussion at local Charlottesville restaurant debriefing what's been learned, integrating the day's themes, and looking ahead to Friday's topics.

Bad Luck Ramen Bar, 522 2nd St SE Unit E, Charlottesville, VA 22902



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Friday, August 8th

Morning

Breakfast at Hotel

9:00 AM – 10:00 AM **China's View of the Future**

Roundtable discussion on the impact of China's actions with respect to the South China Sea and Taiwan, as well as their broader economic and territorial ambitions. Featuring **Gregory Poling**, CSIS, **Philip Potter**, UVA and more.

10:15 AM – 11:15 AM **Balancing Powers –QUAD**

Panel discussion on the QUAD's potential role as a long-term framework for Indo-Pacific security, exploring how this partnership may contribute to regional stability, support shared values, and complement broader efforts to address both traditional and emerging challenges in the region. Featuring **Erin Murphy**, CSIS and more.

After

Check out of Hotel

11:45 PM

Departure from Charlottesville, VA for Washington, D.C.

3:00 PM

Arrive at Capitol Hill, Washington D.C.