# RE-2 Employee Post Travel Disclosure of Travel Expenses

RECEIVED
Date/Time Stamp
SECRETARY OF THE SENATE
PUBLIC RECORDS
4/20/26
2026 APR 20 PM 2:52

**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):**
Software.org

**Travel Dates:**
04/08/2026 to 04/10/2026

**Name of accompanying family member (if any):**

**Relationship to Traveler:**

## Expenses

| Transportation Expenses | Lodging Expenses | Meals Expenses | Other Expenses (Amount & Description) |
|---|---|---|---|
| $882.21 | $578.00 | $264.73 | $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.*

4/20/26
Date

LUCINDA SADLER
Printed Name of Traveler

Lucinda Sadler
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.*

4/20/26
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 | $882.21 | Extended shuttle transportation times, larger group form previous years estimate and gas surcharges added. |
| Meals | $264.73 | Increased delivery costs for breakfast and lunch. |

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.

**Sadler, Lucy (Young)**

**From:** Gideon Lett <gideon@software.org>
**Sent:** Friday, March 6, 2026 4:18 PM
**To:** Sadler, Lucy (Young)
**Cc:** William Milligan
**Subject:** Software.org invitation for Lucy Sadler | San Francisco trip April 8-10

Hello, Lucy -

Software.org is pleased to invite you to participate in a **congressional staff delegation trip** to **San Francisco & Silicon Valley** on **Wednesday, April 8 - Friday, April 10**.

The trip is themed "**Enabling Adoption of AI, Agentic Systems, and Emerging Technologies for Economic Growth**" and will be tailored for a group of approximately 20 senior congressional staff from both chambers and parties.

Participants will visit leading software companies including **Adobe, Autodesk, IBM, Microsoft, Oracle, Palo Alto Networks, Salesforce,** and **SAP** to interact with technologists, business leaders, and experts on the frontlines of innovation. Evening dinner programs will feature discussions on "**AI Agents at Work in Regulated Industries**" and "**Making Quantum Computing's Promise a Reality.**"

The group will depart Ronald Reagan National Airport (DCA) on the morning of Wednesday, April 8 returning on the afternoon of Friday, April 10, and will overnight at the W Hotel San Francisco. The trip's programming and all travel, meals, and accommodations will be provided by Software.org in accordance with Ethics rules and guidelines.

**Please confirm your participation immediately to meet the filing deadline.** You have been specially selected for this trip, and the invitation is non-transferable. Responses will be confirmed on a first-come, first served basis - and additional paperwork will be provided for Ethics submission.

Thank you in advance for your consideration and feedback. We hope you're able to join us in San Francisco this April. Please let me know of any questions in the meantime.

Best,

**Gideon Lett**
**Executive Director**
**SOFTWARE.ORG**
P 202.280.5114

# RE-1 Employee Pre-Travel Authorization

Date/Time Stamp
3/9/2026

**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:**
LUCINDA SADLER

**Employing Office/Committee:**
YOUNG, TODD

**Private Sponsor(s):**
Software.org

**Destination(s):**
San Francisco, California

**Travel Dates:**
04/08/2026 to 04/10/2026
**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 the Commerce, Science, and Transportation Committee handing tech/AI issues.

**Do you have an accompanying family member or spouse on this trip?**
No

**Name and Relationship to Traveler:**
N/A

*I certify that the information contained in this form is true, complete and correct to the best of my knowledge.*

3/9/2026
Date

Lucy Sadler
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 Todd Young
(Print Senator's/Officer's Name)

hereby authorize Lucy Sadler
(Print Traveler's Name)

*an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.*

*I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate.*

☐ (signify "yes" by checking box)

3/9/2026
Date

Signature of Supervising Senator/Officer

# Software.org: Software.org: the BSA Foundation Senate Staff Trip to San Francisco, CA

## LUCINDA SADLER

**Title:**
Legislative Aide

**Employing Office/Committee:**
YOUNG, TODD

**Duty Station:**
WASHINGTON,DC

**Destination(s):**

San Francisco, California

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

I work on the Commerce, Science, and Transportation Committee handing tech/AI issues.

**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**
software.org/about

## 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, 2018, and 2024.

## 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 does not retain or employ a 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**

## Signature Page

The signature page is below.

## Purpose and Details

**Provide a brief description of the trip.**

The theme of the trip with 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?

- [x] 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

- [x] 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

- [x] The trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- [x] 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.**

- [x] 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

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

**The list of invitees is below.**

## Travel Details

**Trip Start Date/Time:**
04/08/2026 @ 01:00 PM

**Trip End Date/Time:**
04/10/2026 @ 01:00 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: $694.32 | Accompanying Family Member: $0.00)

| Transportation Type | Class | Amount |
|---|---|---|
| Airfare | Coach | $494.32 |
| Ground Transportation | Coach | $200.00 |

### Lodging (Per Member/Officer/Employee: $578.00 )

| Check-In | Check-Out | Facility | City | State | Country | Nights | Cost/Night | Cost Exceed Per Diem |
|---|---|---|---|---|---|---|---|---|
| 04/08/2026 | 04/10/2026 | W Hotel | San Francisco | California | United States | 2 | $289.00 | Yes |

**Cost Exceeds Per Diem Reason**
Safe and centrally located hotel

### Meals (Per Member/Officer/Employee: $180.00 )

| Date | Breakfast | Lunch | Dinner | Incidentals | Total | City | State | Country | Cost Exceeds Per Diem |
|---|---|---|---|---|---|---|---|---|---|
| 04/08/2026 | $0.00 | $22.00 | $39.00 | $0.00 | **$61.00** | San Francisco | California | United States | No |
| 04/09/2026 | $18.00 | $22.00 | $39.00 | $0.00 | **$79.00** | San Francisco | California | United States | No |
| 04/10/2026 | $18.00 | $22.00 | $0.00 | $0.00 | **$40.00** | San Francisco | California | 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**

Senate Primary Trip Sponsor Form

Senate Primary Trip Sponsor Form

**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 San Francisco, CA

Travel Date(s): April 8-10, 2026

Travel Destination(s): San Francisco, CA

Sponsor: Software.org: The BSA Foundation

Victoria A. Espinel — *(printed name of sponsor representative)*

President — *(title)*

Victoria A. Espinel Digitally signed by Victoria A. Espinel Date: 2026.03.02 13:30:53 -05'00' — *(signature of sponsor representative)*

2/25/26 — *(date)*

| First Name | Last Name | Title |
|---|---|---|
| Erum | Ali | Senior Policy Adviser |
| Uday | Aryal | Professional Staff Member |
| Mana | Azarmi | Judiciary Committee Counsel |
| Ilona | Bodnar | TechCongress Fellow |
| Joel | Burke | AI Policy Advisor |
| Jon | Cardinal | Economic Development Director |
| Jasmine | Caruthers | counsel |
| Dahvi | Cohen | counsel |
| Jim | Daumit | Professional Staff Member |
| Yara | Doumit | Policy Assistant |
| Marty | Fromuth | Professional Staff Member |
| Sierra | Fuller | Legislative Assistant |
| Kevin | Gates | Professional Staff Member |
| Derek | Gondek | Professional Staff Member |
| Alexander | Gonzalez | Deputy Legislative Director |
| Jessica | Hart | Deputy National Security Advisor |
| Jonas | Hart | Legislative Aide |
| Clark | Hedrick | Staff Director |
| Caleb | Jackson | Judiciary Committee Counsel |
| Ryan | Kaldahl | National Security Advisor |
| *Leah* | *Li* | *Legislative Assistant* |
| Alexandria | Marchi | Fellow |
| Rafi | Martina | Senior Policy Advisor |
| Shannon | McCully | Clerk |
| Ali | Nouri | Senior Policy Director |
| Julia | Pan | Professional Staff Member |
| Brannon | Rains | Policy Adviser |
| Arjun | Ravindra | Senior Advisor, Cyber & Technology |
| Anna | Rosenfeld | Legislative Assistant |
| Alex | Sachtjen | Senior Adviser |
| Alex | Sachtjen | Senior Adviser |
| Josh | Smith | Counsel |
| Karthik | Venkatraman | Defense Policy Advisor |
| David | Weinberg | Staff Director |
| Reza | Zomorradian | Defense and Foreign Policy Legislative Assistant |

**Office**

Office of Senator Richard Durbin
Committee on Commerce, Science, and Transportation
Office of Sen Alex Padilla
Committee on Homeland Security & Government Affairs
Office of Sen Mike Rounds
Office of the Minority Leader
Office of Sen Gallego
Office of Sen Schiff
Committee on Appropriations - HS
Office of Sen Chuck Schumer
Committee on Armed Services
Office of Sen Jacky Rosen
Committee on Armed Services
Committee on Appropriations - HS
Office of Sen. Marrsha Blackburn
Office of Sen Tom Cotton
Office of Sen Jerry Moran
Subcommittee on Border Management, Federal Workforce, and Regulatory Affairs (Homeland Security)
Office of Sen Schiff
Office of the Majority Leader
*Office of Sen Brian Schatz*
Office of Sen Ben Ray Luján
Committee on Intelligence
Appropriations - HS
Senate COmmerce
Senate COmmerce
Office of Sen Todd Young
Committee on Intelligence
Office of Amy Klobuchar
Office of the Majority Leader
Office of Senator John Thune
Committee on Commerce, Science, and Transportation
Sen. Dan Sullivan
Committee on Homeland Security & Government Affairs
Office of Senator Brian Schatz

DRAFT 2/25/26 8:02 PM

software.org
BSA Foundation

House Staff Delegation to San Francisco, CA
Wednesday, April 8 – Friday, April 10, 2026
**"Enabling Adoption of AI, Agentic Systems, & Emerging Technologies for Economic Growth."**

**SCHEDULE**

**DAY 1 – WEDNESDAY, APRIL 8**

| | |
|---|---|
| 7:30 AM | **Depart Washington Reagan Airport (DCA) via United #369** |
| 10:42 AM | Arrive at San Francisco International Airport (SFO) |
| 11:15 AM | Ground transportation from the airport to Autodesk |
| 11:45 AM-1:30 PM | **Autodesk** (Lunch Provided by Software.org)<br>Autodesk Gallery, The Landmark Building, 1 Market Street #200, San Francisco<br>At Autodesk, the delegation will see how technology is transforming infrastructure, buildings, manufacturing, and media & entertainment. Guests learn how machine learning and AI might alter these fields in the future and join in a discussion about how emerging technologies might benefit competitiveness, efficiency, and productivity in these industries.<br><br>Featured Speakers:<br>➢ **Mike Haley**, Senior Vice President, Research<br>➢ **Allison Rose**, Senior Director of Government Affairs |
| 1:30 PM | Ground transportation to Salesforce |
| 2:00-3:30 PM | **Salesforce**<br>Salesforce Tower, 415 Mission Street, San Francisco<br>Salesforce, the leading enterprise AI + CRM, welcomes the Software.org Delegation to our headquarters. We'll be focusing on how our enterprise AI solutions revolutionize the workplace and how we build and deploy this technology with trust.<br><br>Featured Speakers:<br>➢ **Rachel Gillum**, Vice President of Ethical & Human Use of Technology<br>➢ **Margaret Taylor**, Head of Public Affairs |
| 3:30 PM | Ground transportation to **SAP** |

DRAFT 2/25/26 8:02 PM

4:00-5:30 PM **SAP**
SAP Labs, 135 Townsend Street, San Francisco
During the delegation's visit to SAP's San Francisco Lab, participants will delve into SAP's nuanced application of Artificial Intelligence (AI) across its enterprise solutions. They will gain insights into:

- How SAP uses AI in its enterprise application portfolio
- SAP observation on how AI will shape the future of business and IT
- The guidelines and guardrails that SAP follows to use AI in a reliable and responsible way, and how SAP as a European company is informed by existing or upcoming policies such as EU AI act, GDPR etc.

Featured Speaker(s):

- **Yaad Oren**, Managing Director, SAP Labs

5:30 PM Ground transportation to **Hotel** for check in and luggage drop

5:45-6:15 PM Hotel check-in and bag drop

6:15 PM Ground transportation to Toy Soldier

6:30 – 8:00 PM **Dinner Program Provided by Software.org: Agents Unlocking AI's Potential for America's Workforce & Economy.**
Toy Soldier, 52 Belden Place, San Francisco
The delegation will participate in a dinner discuss on how governments across the globe are approaching AI implementation and regulation.

Featured Speaker(s):

- **Gideon Lett**, General Manager, Software.org
- **Russell Wald**, Executive Director, Stanford University Center for Human-Centered Artificial Intelligence

8:00 PM Ground transportation to W Hotel

**DAY 2 – THURSDAY, APRIL 9**

7:45 AM Group assembles in the W Hotel lobby

8:00 AM Ground transportation to IBM

9:30-11:00 AM **IBM** (Breakfast Provided by Software.org)
IBM Silicon Valley Lab - 555 Bailey Road, San Jose
At IBM, participants will engage in robust discussion with senior IBM researcher (Jeff Welser, COO IBM Research) on the Future of Artificial Intelligence, while learning about how IBM's technological leadership is driving industry transformation with our partners and clients from around the globe. In addition, IBM business leader Laura Guio (IBM Senior State Executive for CA), will dive into IBM's longstanding commitment to AI through our Principles for Trust and Transparency, and our public policy PoV on

"Precision Regulation" of AI. This session will be designed for maximum participant interaction, with questions encouraged.

Featured Speaker(s):

- **Jeff Welser**, Chief Operating Officer, IBM Research

11:00 AM — Ground transportation to **Adobe**

11:30 AM - 1:00 PM — **Adobe** (Lunch Provided by Software.org)
Adobe 345 Park Avenue, San Jose
The delegation will hear a presentation about the Content Authenticity Initiative and a discussion about Adobe's AI ethics.

Featured Speaker(s):

- **Anne Perkins**, Director of Public Policy, Adobe
- **Andy Parsons**, Senior Director, Content Authenticy Initiative, Adobe
- **Grace Yee**, Director of Responsible Innovation, Adobe

1:00 PM — Ground transportation to **Palo Alto Networks** (Santa Clara)

1:30 – 3:00 PM — **Palo Alto Networks**
3000 Tannery Way, Santa Clara

Featured Speaker(s):

- **Daniel Kroese**, Vice President, Public Policy & Government Affairs, Palo Alto Networks
- **Anand Oswald**, Senior Vice President & General Manager, Networ Security, Palo Alto Networks

3:00 PM — Ground transportation to **Microsoft**

3:30 – 5:00 — **Microsoft**
Microsoft Silicon Valley Campus, 1045 La Avenida Street, Mountain View
Generative Artificial intelligence (AI) is transforming the world in unprecedented ways. Microsoft's Ryan Harkins will present on how we can ensure that AI is used in a responsible and ethical manner, while respecting the rights and interests of individuals and society. This will be followed by a 45-minute product demonstration.

Featured Speaker(s):

- **Ryan Harkins**, Senior Director for State Government Affairs, Microsoft

5:00 PM — Ground transportation to The Dutch Goose

5:30-8:00 PM — **Dinner Program Provided by Software.org:**
**Making Quantum Computing's Promise a Reality**
Dutch Goose 3567 Alameda de las Pulgas, Menlo Park

Dinner program focused on building a workforce for an AI-driven future. The program will feature a panel of experts from aiEDU, The AI Education Project, discussing how AI is changing workforce needs and how pipeline development and reskilling the existing workforce should meet the coming challenges and opportunities.

Featured Speakers:

- **Jeff Welser**, Chief Operating Officer, IBM Research
- **Daniel Kroese**, Vice President for Public Policy & Government Affairs, Palo Alto Networks
- **Josh Richman,** Chief Revenue Officer, PsiQuantum

8:00 PM Ground transportation to W Hotel

**DAY 3- FRIDAY, APRIL 10**

8:45 AM Group meets in the hotel lobby and checks out of the hotel.

9:00 AM Ground transportation to **Oracle – Redwood Shores**

9:30-11:30 AM **Oracle** (Breakfast Provided by Software.org)
Oracle Executive Briefing Center, 500 Oracle Parkway, Redwood Shores

Featured Speaker(s):

- **Allison O'Brien**, Managing Director, Oracle
- **Luke Kuwalski**, Senior Vice President, Corporate Architecture, Oracle

11:30 AM Ground transportation to SFO

2:00 PM Depart **San Francisco International Airport (SFO) via United #2386**

10:28 PM Arrive at **Washington Reagan Airport (DCA)**

# Trip Name: Software.org: the BSA Foundation Senate Staff Trip to San Francisco, CA

## Organization Information

**Organization Name:**

**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.

**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 with be "Enabling Adoption of AI, Agentic Systems, & Emerging Technologies for 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: | ⇄ | Trip End Date/Time: |
|---|---|---|
| Wednesday, April 8, 2026 | | Friday, April 10, 2026 |

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

◯ Yes ◉ No

Transportation (Member/Officer/Employee: $$694.$ Accompanying Family Member: $_____)

| Transportation Type | Class | Amount |
|---|---|---|
| Airfare | Coach | $494.32 |
| Ground Transportation | Coach | $200 |

Details (optional)

Lodging (Member/Officer/Employee: $_____ Accompanying Family Member: $_____)

| Check-In | Check-Out | Facility | City | State | Country |
|---|---|---|---|---|---|
| 4/8/26 | 4/10/26 | W Hotel | San Francisco | CA | 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 | $289 | Yes | Safe neighborhood and convienent location. |

| 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: $180 Accompanying Family Member: $_____)

| Date | Breakfast | Lunch | Dinner | Incidentals | Total | City | State | Country | Cost Exceeds Per Diem (Y/N) |
|---|---|---|---|---|---|---|---|---|---|
| 4/8/26 | $0 | $22 | $39 | | $61 | San | CA | USA | N |
| 4/9/26 | $18 | $22 | $39 | | $79 | San | CA | USA | N |
| 4/10/26 | $18 | $22 | $0 | | $61 | San | CA | 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: $_____ Accompanying Family Member: $_____)

| Expense Type | Amount | Notes |
|---|---|---|

Additional Details (optional)

**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 San

Travel Date(s): Wednesday, April 8, - Friday, April 10, 2026

Travel Destination(s): San Francisco, CA

Sponsor: Software.org: the BSA Foundation

Victoria A. Espinel — *(printed name of sponsor representative)*

President — *(title)*

Victoria A Espinel — *(signature of sponsor representative)*

2/26/26 — *(date)*

# Trip Name: Software.org: the BSA Foundation Senate Staff Trip to San Francisco, CA

## Organization Information

**Organization Name:**

**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.

**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 with be "Enabling Adoption of AI, Agentic Systems, & Emerging Technologies for 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):**

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|---|---|---|---|---|---|
| | | | | | |

| Nights | Cost/Night | Cost Exceed Per Diem (Yes/No) | If Yes, please explain why expenses over the per diem rate are reasonable and necessary. |
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| | | | |

| Check-In | Check-Out | Facility | City | State | Country |
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| Expense Type | Amount | Notes |
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Additional Details (optional)

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President — *(title)*

Victoria A Espinel — *(signature of sponsor representative)*

2/26/26 — *(date)*